



World Service Office
CEA-HOW, Inc.
3371 Glendale Boulevard, Suite 104
Los Angeles, CA 90039
Phone: 323-660-4333; Fax: 323-660-4334
Email: gso@ceahow.org

Compulsive Eaters Anonymous-HOW

World Service Office Board of Directors' (BoD) Quarterly Meeting January 26, 2013, 7:00 AM Pacific Time

Minutes

1. **CALL TO ORDER: 7:02 a.m. PST**
2. **SERENITY PRAYER; TRADITION 2; ABSI READING** (Note: Portions of the ABSI reading shared will be incorporated into WSBC when finances are discussed and presented.)
3. **ROLL CALL:**
Board Members Present: Carol S., Coco C., Coletta W., David M., Jim C., Lorraine S., and Marybeth M.
Corporate Officers Present: Irish C., Pamela K., and Woody N.
Excused: Rae Z., Shannon H., and Jose F.
4. **Approval of Minutes:** 2012-13, 1st Quarter BOD Meeting, October 27, 2012. A correction had been sent out earlier and added to the draft minutes. **A motion was made to approve the minutes with the correction as submitted. Motion passed.**
5. **Approval of Agenda—**A change was made to add Conference Registration under New Business 9. a. 1. **A motion was made to approve the agenda as amended. Motion passed.**
6. **Officer Reports:** (Reports attached; Minutes will reflect additional information)
 - a. Chair—Coletta
 - b. Treasurer—David talked about the letter that was sent to the Fellowship and comments heard about the content were shared. **ACTION ITEM: David might compose a paragraph or two to be added to Just Ask about how the Fellowship is funded.**
 - c. President and Executive Committee—Pamela presented. A question was asked about the numbers of actual meetings closing over the past few years. **ACTION ITEM: Pamela will send out information concerning these figures.** There are currently over 500 subscribers on the e-blast list to get information from WSO.
7. **Committee/Liaison Reports:** (Reports attached: Minutes will reflect additional information.)

CEA-HOW is A Way of life!

.....

- a. Finance—David presented his report. Area Assistance for Conference was discussed. With our current financial situation we will need to defer any decisions on this until the April Board meeting. A meeting will be held on February 3, 2013 with the WSBC Finance Committee and the WSO Finance Committee.
- b. Policy Manual—David reported on this. A draft was sent out which incorporated changes from the last version. **The Policy Manual needs to be looked over by the Board members for additional corrections and it will be discussed at the April Board meeting.**
- c. Literature—Carol—In addition to the literature in her report, the Committee has also received Big Book Questions on the 4th edition that were not covered in the Pioneer Questions and also 4th Step Inventory Questions. These will be discussed at the Literature Committee meeting on January 27, 2013.
- d. Education—Marybeth—A written report was presented and discussed.
- e. Public Outreach—Lorraine—A question was asked about a Health Fair flyer that had been reviewed and sent back to the Committee last year. **ACTION ITEM: Lorraine will check with the Committee concerning this flyer when they meet next week. Any flyers will be sent to WSO and then sent to Website Content Committee for review.** The Public Information piece previously submitted by the PI Committee will be posted on the website after final review by the Website Content Review Committee. **ACTION ITEM: Website Content Review Committee will do final review of PI Guidelines.**
- f. Ad Hoc Teen Program—Lorraine—The committee has not met, but contact will be made with the Chair at the Area 2 Convention and then more information might be forthcoming.
- g. Sponsorship—Shannon—A written report was presented and discussed.
- h. Spanish Speaking—Coco—No report given at this time. Ongoing problem solving is in process.
- i. Spanish Translation—Woody **ACTION ITEM: Woody will ask that the Committee focus on the immediate things coming up that will need to be translated for the Delegates for Conference and then priorities on translating other pieces can be established later this year.**
- j. Ad Hoc Inventory—Woody—Discussion was held on having Roberta S. as a Chair of this committee as she is not a delegate at this time. **ACTION ITEM: Woody will contact Roberta and thank her for her service and let her know that now that the Literature Committee has the 4th Step Inventory Questions that they can carry on from there.** The questions will go to the Literature Committee for review and will be brought to the WSBC by that committee.
- k. Ad Hoc Reflections Book—Woody—The Committee has prepared and distributed another flyer, in English and Spanish, asking for more submissions. It has decided to wait until the

March Committee meeting to determine whether a total of 500 submissions have been received. If not, the Committee will send a motion to the Agenda Committee saying that the Committee will be disbanded.

- I. Website Liaison—Pamela The next meeting of the Committee will be on Tuesday, January 29, 2013. It is a very active committee. The Just Ask Section on the website will continue to be upgraded.
- m. Nominating—Pamela—**ACTION ITEM: Pamela will send out a letter to the IGs with the qualifications for Nonparticipating Directors.**
- n. Convention Liaison—Pamela—A “Save the Date” flyer was prepared, put on the website, and sent out on an e-blast. A logo should be ready soon. The Embassy Suites would like to get dates for the 2014 WSBC and Global Convention with no financial obligation as they are getting inquiries from other groups concerning dates. The dates then discussed were July 23-27, 2014. **ACTION ITEM: Woody will give these dates to the hotel.**

8. Old Business:

- a. Board of Directors Convention Co-Liaison Position—No one has stepped up to this position and this is tabled to the next Board meeting.
- b. Area 6 IG Letter; Letter to all IG’s—**ACTION ITEM: Coletta will send out a letter to the Board members for their comments and suggestions concerning this.**
- b. Suggestions for Promotion of CEA-HOW Literature—A suggestion was made to do an IG letter that IG reps can take back to their F2F meetings that they put literature out as a display, not just leave it in a tub or box. A suggestion was made that on the section of the website that addresses Meeting Assistance that suggested practices for meetings and pictures of the literature could be added. Information was shared about practices at some meetings to encourage literature. One meeting uses some of the other pieces of literature such as *As Bill Sees It* and the different pamphlets in meetings to encourage interest in the literature. Also some meetings have available sponsors and people looking for sponsors meet after the meeting at the literature table. **ACTION ITEM: Woody will compile a summary of these ideas and send it to WSO.**
- c. Area 10 Letter re Literature Sales—A draft letter was sent out to the Board. **ACTION ITEM: Coletta will revise this, send it for review again, and then it will be sent out to Area 10. ACTION ITEM: Pamela will hold a general discussion with the website Committee about putting the Intergroup Literature Order form online so it is accessible to Intergroups only.**
- d. Negotiable Meeting Letter—A suggestion was made to add points of this letter to the website and also send it out through an E-blast. **ACTION ITEM: Coletta will revise the letter and send it out for further input.**

9. New Business:

- a. **WSBC 2013 and Convention**

- 1) Establish pricing for Convention Registration, each event, and event package and WSBC Registration. **A motion was made following a recommendation of the Finance Committee that prices for WSBC Registration be increased from \$95 to \$110 per delegate. Motion passed.** Information will be sent to the Areas with the Delegate information concerning the reason for the increase. Discussion was held concerning the Global Convention and the losses of last year and expenses involved. **Motion was made to have the Convention Registration for the 2013 CEA-HOW Global Convention be established at \$45 for Early Bird Registration, \$55 for regular registration following the Early Bird date cutoff and \$65 for registration after regular period and on site. Motion passed. Motion was made that pricing for the meal events be established at \$35 for the luncheon event and \$45 for each dinner event and that there be no Event package pricing offered. These prices will go up \$5 each (to \$40 for the luncheon event and \$50 for each dinner event) starting a week prior to the event and at the door. Instruction will be given to the CEA-HOW Convention Committee that the cost of each luncheon, including taxes, gratuities, service fees, and any other costs will not exceed \$30 per plate and that the cost of each dinner, including taxes, gratuities, service fees, and any other costs will not exceed \$40 per plate.**
- 2) Establish Convention Committee budget—It was recommended at the October 2012 meeting that the budget for the 2013 Global Convention would be established at \$4,500. **A motion was made that the budget of the 2013 Global Convention be established at \$4,500. The Convention Committee budget does not include audio recording costs, meeting room costs, or the cost of risers. Any costs exceeding \$4,500 will not be reimbursed by WSO. Motion passed.**
- 3) **ACTION ITEM: Pamela will submit the motions concerning the 2013 Global Convention pricing and budget to the Convention Committee Chair.**
- 4) Audio Recording
 - a) Use same vendor or find a less expensive one—Discussion was held concerning last year's audio recordings. **A Motion was made to use the higher-end recording vendor for this year's convention and conference. Motion failed due to a lack of a second. A motion was made to use the lower-cost recording vendor for this year's convention and conference. Motion passed with five in favor and one opposed. ACTION ITEM: Woody will find out from the lower-price vendors their possible prices and then contact the higher vendor to see if he can get in that range and will report at the next Board meeting.**
 - b) Provide free audio recordings of workshops on website or do we need to charge for download? **Motion was made to charge a fee for audio downloads for the 2013 WSO Global Convention. Motion passed. ACTION ITEM: Pamela will bring up this topic at the Website**

Committee this coming week and bring back information concerning this.

- b. **Creation of Pamphlet.** Develop a pamphlet regarding the purpose of structure in CEA-HOW that would cover our history and the importance of maintaining that structure upon which the program is based. **ACTION ITEM: Marybeth will draft a document based on the comments received concerning the structure of CEAHOW and bring it to the Education Committee to see if they wish to work with it and will get input from other committees as well and will report back on this.**

- 10. **Adjournment:** The next Quarterly Board Meeting is April 27, 2013, at 7:00 AM PDT. Reports are due on Wednesday, April 17, 2013, and are to be sent to WSO and Coletta.

*Everyone is welcome to attend Board meetings as observers. Please note that observers may not vote and may not speak unless the Board specifically invites comment. The Board may close meetings for reasons of confidentiality. **World Service Office***