

# Compulsive Eaters Anonymous HOW

Board of Directors Quarterly Meeting  
January 23, 2016, 7:00 am PT

## Draft Minutes

**Call to Order:** 7:04 am PT

**Serenity Prayer; Tradition 2; ABSI Reading**

**Roll Call:**

- Board Members: Carolyn P., Lorraine S., Cheryl F., Liane S., Ginger B., Coco, Jim W.
- Corporate Officers: Pamela K., Jim C., Shannon H.
- Excused: Rachel Z., Lupita

**Approval of Minutes: October 24, 2015**

Minutes were approved as is; no changes.

**Approval of Agenda**

Minutes were approved with addition of Unity Report and Request.

### 1. Officer Reports

#### a. Chair

- Lorraine congratulated Pamela and Cheryl for their work on the convention.
- Lorraine expressed concern with communication within the fellowship; February strategy meeting will discuss how to improve overall communications.

#### b. President and Executive Committee

- Last meeting was Dec 16; next meeting is Feb 19.
- No growth in fellowship's meetings as of October 1.
- New literature is selling at the same rate as previous literature.
- The addition of literature descriptions by the Literature Committee on website has been very effective.
- Tuscany Suites & Casino in Las Vegas was selected and announced to the fellowship as the location for the 2016 Conference and Convention.
- Convention Chair and Co-Chair are active and encouraging members to participate. They and the Board will encourage members to register on the CEA-HOW website to receive e-blasts of new information and developments.
- Motion was made and accepted to amend the policy that Convention liaison must live in the Convention location. Motion was made and accepted to add "it is desired" to the policy that the co-liaison must move into the liaison position. Both motions passed unanimously and wording changes are noted below.

*POLICY: The Convention Liaison shall be responsible to the Board of Directors and shall coordinate policies, practices, and procedures between the Board, WSO, and the Convention Chair/Committee. The Convention Liaison shall maintain oversight of adherence to Board policies by the Convention*

Chair/Committee, and shall ensure that all communications and questions between the Board and the Convention Chair/Committee are reviewed and resolved by either party. The co-Liaison shall serve as assistant to the Liaison and shall be responsible for all tasks delegated by the Liaison. *It is desired that the Co-Liaison shall become the convention Liaison after his/her term as Co-Liaison. Both the Convention Liaison and CO-Liaison shall be local to the WSBC/Global Convention venue.*

#### c. Treasurer and Finance Committee

- Treasurer reviewed the 2015 financials compared to 2014 and budget.
- This is our second year of changing to calendar year reporting, versus a July – June Fiscal Year.
- Highlights:
  - We operated at a positive net income of \$4,380 vs \$10,102 in 2014. Last year's income funded the Convention Fund in 2015 to cover cost of deposits in advance of income from the event.
  - Gross income was up 1.1% over 2014 primarily due to an area contribution.
  - Total Expenses were up 6.8% over 2014 due to a planned increase in office hours and increase in the cost of food for WSBC and Convention.
  - Prudent Operating Reserve and the Convention Fund were fully funded in 2015.
  - Assets stand at \$81,838 up about \$5,000 from last year, primarily due to the establishment of the Convention Fund.
  - Intergroup contributions: 13 Intergroups had an increase in contributions year over year, 16 Intergroups had a decrease in contributions. Net intergroup contributions were down 1.8% between 2015 and 2014.
  - Online literature purchases are at about 17% of total literature purchases. Many may not realize it is less expensive to purchase literature through their Intergroups.
  - Number of units of literature purchased is down year over year. There is concern that members may be scanning and emailing literature.

## 2. Committee/Liaison Reports

#### a. Literature – See report from Julianne, submitted by Lorraine.

- Committee is working on cookbook.
- Down to four members and no liaison.
- Motion was made to amend requirement that non-delegate committee members must be Maintenance sponsors; it is recommended but not required. Vote = 2 no, 4 yes, and 1 abstaining.

#### b. Sponsorship – Ginger: Nothing to add to report

#### c. Education/Special Needs – Liane

- *Forever Abstinent* was translated to Braille. Translation was word-for-word so publication can move forward to the Braille publisher.
- Future print editions will include corrections to errors found in the translation process.

d. Convention Committee – Cheryl/Ginger

- Contract is finalized with Tuscany Suites & Casino in Las Vegas.
- Convention theme is “Promises Do Come True.”
- Rooms have refrigerators; microwaves upon request.
- Focus now is getting word out early to get fellowship to register early via e-blasts and through Convention Chair.

e. Ad Hoc - Unity – Lorraine

- Committee is down to one person.
- Plan to conduct a workshop on Phone Bridge and at Convention to show how to start a meeting.

f. Public Information – Coco/Lupita

- Committee recently sent a “What is CEA-HOW” video from Area 6 with a request to add to CEA-HOW website with a new link called “To the Newcomer.”
- Video is out for review by Website Oversight Committee and will be posted upon completion.

g. Spanish Translation – Lupita: Nothing to add to report

h. Website – Pamela

- 2015 Convention was posted on website.
- Focus of committee is revitalizing and updating website to make it more engaging and accessible to members and appealing to newcomers.
- Specific information will be consolidated and better organized for ease of use and website platform will be updated.

i. Policy Manual – Cheryl: Nothing to add to report

### **3. Old Business**

a. 2015/2016 Budget

- Highlights:
  - Budget is balanced reflecting a slight loss, down from a net income of \$4380 in 2015.
  - Convention income was projected to increase with a recommended price increase in Event tickets due to the increase in cost of the meals of over 30% last year. From a member perspective, this will be offset by the reduction in room rates. We are also anticipating an increase in attendance due to the change in venue.
  - Contributions were budgeted to be down \$5000 due to the inconsistency of Area contributions and contributions made in the past two years.
  - Expenses to go up commensurate with increased number of attendees at WSBC and WSO
  - WSO office expenses generally budgeted to be flat year over year, except for an increase in rent and telecommunications.

- Literature income is budgeted to increase 9% with the anticipated approval of the Cookbook at WSBC 2016 and continued sales of workbooks approved and published in the second half of 2015.
- Motion to approve budget was passed unanimously.

b. Retreat in February

- Lorraine corrected name from “Retreat” to “Strategic Planning” to more accurately reflect the event’s intention.
- Three agenda items are planned:
  1. Electronic literature
  2. Helping members attain long-term recovery because delegate participation is decreasing
  3. Face-to-face meetings are losing members. What can we do to make them strong?

c. Website and Media Issues

- A committee of WSO Board members was formed to create new, original CEA-HOW media guidelines. Members include Cheryl, Pamela, Jim W. and Lorraine.
- Committee members will review sections of AA guidelines and create an original CEA-HOW document.

d. Committee members for Reflection Book: *See 2a above for discussion and details.*

e. Official Board Vote and Approval for revision of Bylaws Part A, Article 7, Section 2 to reflect current process of signing checks.

- a. This issue was addressed and resolved at October meeting and changes were put into by-laws.

#### **4. New Business**

- a. Prices for Convention Ticket Sales (Please see completed contract for references to prices);
- b. WSBC Delegate Registration fee of \$125 approved unanimously. Based on the following:
  - WSBC has a net loss every year from \$7000-9000.
  - The Registration fee has not been increased since 2013.
  - The price of the meals increased 30% last year with no adjustment in registration fee.
  - The increase of \$15 per delegate will be more than offset by the reduction in room rates for Wednesday and Thursday nights from \$165 to \$70 per night double occupancy.
- c. Convention Pricing
  - Motion passed unanimously to keep same tiered ticketing structure as last year with a disclosure that any tickets sold onsite are subject to additional 10% Nevada state tax.

- Convention Chair is looking at fundraising efforts, such as silent auction (Note: CEA-HOW will not be taxed on fundraising revenue.)
  - Motion passed unanimously for Pamela, Ginger, Cheryl, and Carolyn to review Convention ticket pricing and options and for WSO to vote via email.
- b. Nominees to fill Vacant Director Position
- Three candidates were discussed and determined to be qualified.
- c. Liaison for the Literature Committee and Unity Committee
- Liaison will be determined when WSO Board member is appointed.
- d. Area 10 Chair Request
- Area 10 is asking whether telephone participation can be done at Conference.
  - Telephone participation was rejected as not being logistically feasible and to maintain the spirit of face-to-face participation.

## **5. Next Quarterly BOD Meeting April 23, 2016**

## **6. Adjournment**

Meeting was concluded with Serenity Prayer at 10:31 am PT.

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