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Compulsive Eaters Anonymous-HOW

Board of Directors Quarterly Meeting October 25, 2014, 7:00 AM Pacific Daylight Time

Draft Minutes

1. **CALL TO ORDER** –The meeting was called to order at 7:02 a.m. PDT
2. **SERENITY PRAYER; TRADITION 2; ABSI READING**
3. **ROLL CALL-- Board Members Present:** David M., Lorraine S., Jim E., Carolyn P., Coco C., Cheryl F., Liane S., Robert B-M., and Jim W.
Corporate Officers Present: Pamela K., Woody N., and Irish C.
Excused: Rae Z., Jim C.
4. **Approval of Minutes:** Minutes of the Final meeting of the 2013-2014 Board and First Meeting of 2014-2015 Board were presented and approved with the corrected version of the First Meeting of 2014-2015 Board reflecting correct DOM assignments.
5. **Approval of Agenda**—An item New Business **f.** regarding Phone Bridge literature was added and New Business **b** and **c** will be addressed at 11 a.m. if we have not reached that point of the agenda at that time.
6. **Officer Reports**
 - a. Chair—David welcomed new Board members Cheryl F. and Carolyn P.
 - b. President and Executive Committee—Pamela addressed the topics of new meetings and meeting closures, literature including shipping prices, and adjusted office hours until January. Office hours are always posted correctly on the website. After discussion, the matter of the office being temporarily closed on Friday will be taken to the next Executive Board meeting.
 - c. Treasurer and Finance Committee (including YTD financials)—Carolyn P., Treasurer, reported on the financials and the trends that are showing and the contributions by Intergroup will continue to be monitored. The subject of our literature was brought up and the Executive Committee will be charged to research the production of the revisions of our literature, including appearance, formatting and any necessary art work by a full service printing company. An inquiry was also brought up concerning line item 920, Outside Labor on the Expense Report. Carolyn will check on this but it most likely is part of Rureth's expenses. Carolyn P., Treasurer, presented and reported on the Quarterly Financial Report. She is working with our bookkeeper to refine our QuickBooks recordkeeping and reporting. The Executive Committee is charged with researching full service printers for purposes of upgrading our literature appearance, formatting and graphic design. The Finance Committee will be working up the Proposed 2015 Budget for review by the Executive Committee and approval by the January 2015 Board meeting.
7. **Committee/Liaison Reports**
 - a. Literature – Robert—Robert reported on the process of the committee's work on the book *Getting Into the Steps*. They are also working on the ongoing cookbook review with the goal of presenting it to WSBC. Robert will remind the Committee to expect submission of additional new literature by the January 2015

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• *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.*

deadline, to be reviewed by the Committee and submitted to WSBC 2015 if appropriate. The next meeting of the Committee is October 26.

- b. Ad hoc Teen – Cheryl—Cheryl reported on the committee's work on looking into the possibility of starting a teen pilot program in Southern California. Research is ongoing including getting information from other 12-step fellowships and the next meeting is scheduled for November 23.
- c. Sponsorship – Liane & Coco—The committee is active and busy and working on revisions to the “*Sponsor Guidelines*.” A workshop format was also submitted to WSO.
- d. Ad hoc Special needs – Lorraine—The committee has been researching different items and *Forever Abstinent* and the *Sponsor Guidelines* are now available in Braille but distribution guidelines need to be clarified. They are looking into recording Steps 6-12. The issue of downloading was discussed and questions will be taken to the Website Committee. Items for action are to be approved by the Conference before implementation as charged by WSBC 2014. **ACTION ITEM: Lorraine will look into guidelines from The Braille Institute re: legalities.**
- e. Convention Committee -- Liane & Cheryl—There was no report given at this time. There is a Chair; a Co-Chair is being sought.
- f. Education – Lorraine—A proposal for the Education page of the website will be given to the Website Committee incorporating information from other committees. The hope is that this will help filter some questions that come in. The committee will ensure that appropriate questions will be submitted to the Board. Content from the surveys received following Convention 2014 was reviewed.
- g. Public Information -- Jim E.—Committee members are reviewing the PI page on the website to become familiar with it and look for ways to update, improve and add to it. Online Radio is being investigated as is checking into online forums for other 12-step groups to see if announcements regarding the existence of CEA-HOW can be made. Information will also be obtained as to how the Spanish PI video was made to see about creating something similar in English.
- h. Spanish Translation – Coco—No report was given at this time.
- i. Website -- Jim E. and/or Pamela—Pamela reported. The committee is very active. There is a need for Spanish speakers to review content of Spanish workshops from Convention 2014. **ACTION ITEM: David will contact Coco for assistance regarding the need for Spanish speakers to review the content of Spanish workshops from Convention 2014. ACTION ITEM: All Board Members: Look at the website regarding the Forum and give input on where this should best be posted.** Woody asked that the committee be thanked for its work in helping workshops be posted to reach those who do not have phone or Skype access.
- j. Ad hoc Unity – Woody—The committee has met once and has three future dates. The purpose of the committee was reviewed. The Committee in its first meeting discussed various approaches. Clear communication throughout the fellowship on this committee and its work is key.

8. Old Business:

- a. Global Convention 2014 report—Many positive things were shared on the Phone Bridge concerning how positive the Convention was in helping to strengthen peoples' programs. Some procedures regarding Convention were reviewed. The Convention is in the hands of the fellowship. The Board gives guidelines and assistance and oversees but is not in charge. There was a \$1000.00 discount given by the hotel due to the dissatisfaction with the food.
- b. Review of Global workshop content for publication on the website. **ACTION ITEM: Pamela will email out a list of the workshops that still need to be reviewed and David will coordinate Board assignments to monitor those workshops for which there are no notes. ACTION ITEM: All Board Members are asked to check for their existing notes on workshops they monitored.**
- c. Literature pricing change implementation follow-up-- New *Forever Abstinent* and revised *Sponsor Guidelines* are now available which might result in an increase in literature sales. The Finance Committee had been requested by the Executive Committee to review the shipping and handling fee schedules; with the increase in literature prices the shipping and handling fees were out of line. Carolyn presented the result of the Finance Committee's review for Board general information. The report will go back to the Executive Committee for finalization. After discussion this needs to be reviewed and fleshed out and presented to the Executive Committee for further consideration. Carolyn P. was thanked for her work on this item.
- d. Board Policy Manual draft—Lorraine presented and she was thanked for her hard work on this. **ACTION ITEM: All Board Members will review the Board Policy Manual draft and email comments or questions to Lorraine including the full Board.** This item will be reviewed at the next Board meeting.

9. New Business:

- a. 2015 Budget Discussion—Carolyn discussed this. Because of the change from a fiscal year to a calendar year of January 2014, in our fiscal year we do not have final figures in place. We will operate under normal operating procedures until the budget is voted on at the January Board meeting.
- b. Discussion about bringing a proposal to WSBC to allow biennial meetings (every two years) rather than annual meetings—Woody—After lengthy discussion on this item it was decided to propose the Forum topic of Service Structure at WSBC 2015 with this item being one component in order to get input from the Areas and delegates. **ACTION ITEM: David will refine this proposal to send out with the Area Assembly packets soliciting input for the Forum, including a reference to a possible biennial Conference.**
- c. 2015 Conference and Convention date and venue – Woody—Woody reported on a need for a quick decision on the hotel for next year's WSBC and the Global Convention due to a conflict with the national Special Olympics being held in LA next year. A straw vote was conducted as to who preferred a July Conference (a week earlier than usual due to the Special Olympics event) or an August Conference (After the Special Olympics event.) Six preferred July, four preferred August, and one had no preference. A straw vote was taken on who preferred the Embassy Suites or the Hilton. Six preferred Embassy Suites, three preferred the Hilton, and two had no preference. **ACTION ITEM: Woody will lay out a columnar comparison, including dollar comparison, of what both hotels offer for WSBC 2015 and the Global Convention in an email to the Board.** After the email is received Board members will need to respond quickly with a hotel recommendation due to the demand created by the Special Olympics.
- d. Board Website Review Committee vacancy – David—Cheryl F. volunteered to fill the vacancy on this committee.
- e. WSBC Delegate participation – Pamela—Pamela provided numbers reflecting the low rate of service participation at WSBC by the Fellowship (75 Delegates allowable pursuant to the Bylaws; this year 34 Delegates attended WSBC) and the Board discussed the need for bolstering awareness of this issue. Further discussion was held on the topic of Area Assistance. It was suggested that the Forum would be an appropriate place for a broader discussion of these items.
- f. Phone Bridge literature items—Pamela—the Phone Bridge had sent in an inquiry as to whether *Forever Abstinent* and *The Sponsor Guidelines* could be purchased by its individual members directly from WSO rather than through the Intergroup as there is not currently a Literature Chair of the Phone Bridge. It was agreed this is an Intergroup matter.

10. Next Quarterly BOD Meeting January 24, 2015

11. Adjournment was at 12:43 p.m. PDT with The Serenity Prayer.