

Compulsive Eaters Anonymous HOW

Board of Directors Quarterly Meeting
October 24, 2015, 7:00 am PT

Draft Minutes

Call to Order (7:04 am PT): Serenity Prayer

Reading: Tradition 2; ABSI

Roll Call:

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

Approval of First 2015-16 Board Meeting Minutes, 7.17.2015:

- Changes: Liane is liaison for education/special needs committee; Lorraine is liaison for agenda committee
- Minutes approved with changes

1. Officer Reports

- a. Efforts are being made to respond to attendees of the first annual WSO Board retreat to have the retreat more often and the agenda more focused.
- b. President and Executive Committee:
 - Quarterly review showed that number of meetings is not growing.
 - Net convention income down due to convention pricing and reduced registrations.
 - Two new pieces of Conference approved literature are now available.
 - Las Vegas is being researched as 2016 convention location.
 - Concern with decrease in delegates; communication will be sent to Intergroups to emphasize importance of electing Area Representatives, review Area Representative qualifications, and discuss how Area Representatives contribute to pool of eligible delegates. Communication will go out in November 2015.
 - In keeping up with our growth and to provide anonymity to service members, WSO proposed that we standardize Intergroup email addresses so that each Intergroup will have its own email address rather than relying on personal email addresses of service members. WSO will communicate with the Intergroups regarding this process.
- c. Treasurer's Report
 - Financials thru Aug 31, 2015 (see report for details):
 - Net is down 47% from 2014 (due primarily to convention issues and office hours)

- Income is down slightly from 2014.
- \$64,665 currently in reserve fund.
- Overall assets are \$83,000.
- Literature sales are flat year over year (see report for details).
- Convention expenses and contributions were discussed (see report for details).
- Executive Committee to forward final budget for approval by the Board at the January 2016 meeting.

2. Committee Reports

- a. Area 6/Spanish Translation (Lupita): No report
- b. Ad Hoc Unity (Joann):
 - Committee is focused on finding ways to send delegates to conference; was suggested the Committee review their scope of responsibility.
 - Committee is focused on helping Phone Bridge Intergroup conduct workshop(s) on starting face-to-face meetings possibly to present during convention.
 - Joann has invited past and present Board members to attend Unity Ad Hoc meetings to share experience with starting meetings.
- c. Convention (Cheryl): Las Vegas Intergroup is currently researching venues and submitting proposals to WSO.
- d. Education/Special Needs (Liane): Committee is researching handicap-accessible accommodations for face-to-face meetings (i.e., restroom availability, etc.) for purposes of noting same on website meeting list.
- e. Literature (Joann):
 - Due to overall committee resistance, CEA-HOW cookbook review is being done by one committee member.
 - Brief description of each piece of literature is being written by members and will be included on the website literature order page.
 - Committee is currently reviewing 1,080 meditation book submissions.
- f. Public Information (Coco and Lupita): Committee is reviewing Public Information page on website to update content and also investigating ways to promote CEA-HOW.
- g. Sponsorship (Ginger): Web article on sponsoring chronic slippers is being worked on, due Nov 1.
- h. Website (Pamela):
 - Main project is getting convention speakers uploaded onto website.
 - Looking at reorganization of website to make it more user-friendly.

- ❖ Action Item: WSO to craft a supportive communique to standardize Intergroup email addresses. Communique will be sent to Intergroup Chairs with the appropriate explanations and be reviewed/approved by WSO Board before distributing.
- i. WSBC Policy Manual (Pamela): Committee is active and has acquired the services of a non-delegate member to help update the manual content.

3. Old Business

- a. Global Convention: Covered in Officer and Liaison reports
- b. Review of Global Workshop Content (covered in Website report)
- c. Board Policy Manual (Cheryl): Nothing to report
- d. Board approved the Executive Committee recommendation to revise Bylaws Part A, Article 7, Section 2 to reflect current process of signing checks.

MOTION: Part A, Article 7, Section 2 of the WSO Bylaws is amended to read:

SECTION 2. CHECKS AND NOTES

- a) Except as otherwise required by law or specifically determined by resolution of the Board of Directors, any contracts, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation shall be authorized by the President and Treasurer of the Corporation.

The President and Treasurer as authorized signers on the accounts of the corporation and upon resolution of the Executive Committee may provide delegated authority to an individual or individuals for the disbursement of funds after they have obtained authorization of the President and Treasurer. Authorization shall be provided by way of signature, and/or may be transmitted via electronic means including email or facsimile.

1. Authorize the Corporation to engage in activities other than as set forth in Article 7, Section 2
2. Approve capital and operating budgets
3. Approve any borrowing;
4. Approve any leases;
5. Approve non-budgeted operational or capital expenditure in excess of \$1000 per expenditure. Affirmative vote of a majority of the Executive Committee will be necessary to approve non-budgeted operational or capital expenditures between \$500 and \$999 per expenditure and will not require Board vote;
6. Approve methods of which receipt or disbursement or monies are to be made.

b) The Executive Committee of the Board of CEA HOW, Inc. resolves to provide delegated authority to the Office Manager to sign checks and otherwise disburse funds for budgeted items by approved methods after receiving authorization from the President and Treasurer. Checks and other disbursements over \$499 will also require the countersignature of the President of the Corporation.

The Motion was seconded and unanimously approved.

e. Literature Concerns:

- Sales are not consistent with how we practice our program, i.e., sales of basic literature (*Forever Abstinent* and *Sponsor Guidelines*) do not reflect growth in new members. This may be due to lack of understanding among members that photocopying, scanning, etc., our literature is outside the guidelines of the 7th Tradition.
 - ❖ Action Item: WSO to generate educational communication about harm to fellowship by photocopying/scanning literature.

4. New Business

- a. 2015/16 Budget Discussion (Carolyn): Budget review currently in process.
 - ❖ Action Item: Board to submit suggestions for (1) standardizing Intergroup contributions and (2) fellowship growth opportunities so funds can be allocated as necessary.
- b. 2016 Conference and Convention Date and Venue (Pamela/Cheryl): Las Vegas venues and dates are being investigated and a comparison spreadsheet is being generated to determine best options.
- c. Next Retreat Scheduling (Lorraine):
 - a. Feedback included wanting future, shorter, and focused retreats to flesh out ideas and create action steps.
 - b. Perhaps doing a joinme.com to get a dialogue going before meeting.
 - c. Suggestion for Strength, Weaknesses, Opportunities, or Threat (SWOT) as guiding principles for overall fellowship assessment.
 - ❖ Action Item: Chair to compile and distribute action items for next retreat on February 27, 2016, 8:00 am – 12:00pm PT
- d. Website/Social Media Issues (Pamela): Concerns about Facebook anonymity issues were discussed.
 - ❖ Action Item: Board to review AA Internet guidelines and submit suggestions for crafting a CEA-HOW communique based on its principles.
- e. WSBC Delegate participation (Pamela): Covered in President and Executive Committee report.
- f. Reflection Book (Joann):
 - a. Group discussed ways to organize submission review process.
 - b. It was agreed that non-delegate assistance is appropriate to help with the submission review with these qualifications: FISM, 5 years of abstinence, completion of Tradition questions. This will be consistent with Bylaws provision Part C, Article 23, Section 1, Subsection g).
 - ❖ Action Item: Board to submit candidate suggestions by Nov 1.

- g. Invitation to Seminars/Health Care Organizations (Retreat Action Item): Will be discussed at next retreat.
- h. Discontinue use of Compulsivos Comedores Anónimos - HOW (CCA-HOW):
 - a. Spanish speaking members contacted WSO with the concern that when people search for *compulsivos Comedores anónimos* on the web, they are directed to sites for Overeaters Anonymous.
 - b. To counteract this situation, the following Motion was made:
 - i. **MOTION:** In order to avoid confusion with other 12-Step fellowships, all Spanish language CEA-HOW literature will use the name *Compulsive Eaters Anonymous – HOW or CEA-HOW* rather than the Spanish translation, *Compulsivos Comedores Anónimos - HOW* or *CCA-HOW*. The Spanish version of the website will also retain the name and acronym *Compulsive Eaters Anonymous – HOW* or *CEA-HOW*. The change in the literature will be made as each item requires printing.
 - ii. The Motion was seconded and after discussion was unanimously approved.
 - ❖ Action Item: WSO to request webmaster to retain English name + acronym on Spanish CEA-HOW website; literature to be reprinted with English name + acronym as needed.

5. Next Quarterly WSO Board Meeting: January 23, 2016

6. Adjournment (10:30 am PT)
