

**Board of Directors Quarterly Meeting
January 27, 2018, 7:00 AM Pacific Time**

1. CALL TO ORDER

2. SERENITY PRAYER; TRADITION 2; ABSI READING

3. ROLL CALL

- Board Members: Carolyn P., Lueretha B., David S., Michael D., Shirle A., Jim W., Cheryl F., Jan D.
- Corporate Officers: Pamela K., Shannon H.
- Excused: Rachel Z., Rosa A.

4. APPROVAL OF MINUTES

- Meeting of October 28, 2017 / Approved

5. APPROVAL OF AGENDA

- Approved

6. OFFICER REPORTS

a. Chair

i. CEA-HOW budget deficit

- CEA-HOW has been running a deficit for two years. Only way to reduce expenses, which are at a minimum, is to cut services. Option: look at increasing income
- Suggested solutions:
 - Refocus Strategic Planning meetings and open participation to all CEA-HOW members
 - Adding dedicated copy to meeting formats so members will be aware of all service levels and the need to support them
 - Have Board members share the Fellowship's financial situation at meetings to generate awareness
 - Change Gratitude Month language to eliminate outdated "dollar a month" verbiage
 - Set up a monthly program so members can auto-contribute donations outside of regular 7th Tradition allocations
 - Promote already existing option to auto-contribute Gratitude Month donations

ii. Status of discussions with Intergroup chairs

- Israel intergroup has officially closed
- Some Directors are having difficulty reaching Intergroups
- Carolyn outreached Dallas / Colorado Intergroups - members expressed frustration as lack of personnel to fill overall service positions, not just higher level positions
- Lueretha outreached Washington, Oklahoma and Phone Group Intergroups - members expressed appreciation for board outreach and shared frustration with lack of member participation.
- Shirle outreached New Mexico - Intergroup Chair suggested adding the word "relevant" to service position copy and requested WSO Board make efforts to increase social media presence to reach a younger audience
- Michael outreached Michigan - Chair expressed frustration at lack of fellowship service participation
- David outreached but was unable to connect with San Diego / Pennsylvania Intergroups and reported experiencing incorrect contact information

- iii. Travel budget for more Board involvement with Intergroups
- iv. \$1,000 advance to Convention Chair (from \$4,000 Convention budget)
 - Motion approved to advance \$1,000 to Convention Chair from \$4,000 Convention budget

- b. President and Executive Committee
 - Website currently does not have the capabilities to give a reporting snapshot of meetings census, which was formerly available as part of President's Report
 - Need follow-up motion to amend Bylaws to accommodate date changes from WSBC 2017

- c. Treasurer and Finance Committee
 - CEA-HOW is experiencing a two-year deficient trend
 - Overall contributions remained flat due to increase of gratitude donations and decrease in 7th Tradition donations
 - In our first year of early bird registrations we had 85 people sign up and committed to monthly payments of \$18,224 total. We will monitor for refund requests and see if we have the same uptake next year. If we can continue this trend for the next couple of years, we may be able to release the Convention reserve fund, as early bird registration funds will be available to cover hotel payments due in advance of registrations. These funds could be used to fund special projects.
 - Discussed the potential financial benefits of returning convention to Los Angeles; reported that one member is researching Orange County (OC) and LA venues
 - Pamela reported that the convention had been held in the OC in 2000, 2004 and 2005 and the costs were significantly higher than when it was held in Los Angeles or Las Vegas
 - New proposed budget included an increased travel budget of 20% to allow Board members to travel to Intergroups. Additionally, the proposed budget included a 10% decrease in office hours of office staff to decrease operating costs. Postscript: approved budget reflected over a \$9000 loss; 10% decrease in office hours will be reviewed in six months.
 - The WSO Board agreed we do not want to cut services by cutting staff hours and instead to increase outreach efforts to obtain additional funds with agreement to revisit budget status in six months.
 - The proposed 2018 budget was approved w the proviso that it be revisited in six months and in the meantime efforts will be made as detailed in the Chair's report to increase income.

COMMITTEE / LIASION REPORTS

- a. Convention (Jan)
 - Eventbrite registration scheduled to recommence Feb 1, 2018
 - WSO Board rejected idea to include coffee donations on Eventbrite registration as too cumbersome from a technological perspective. Cheryl suggested a basket for contributions near the coffee service.

- b. Education (David)
 - Reported he needed to clarify his role with committee as members expressed confusion

c. Literature (Jan)

- Committee is working on founder oral history and still accepting submissions for reflections book
- Pamela reported that CEA-HOW co-founder may not be available to author Introduction to book due to poor health

d. Policy Manual (Jan)

- Updated Policy Manual will be available for inclusion in delegate packets

e. Public Information (Rosa)

- Absent // No report

f. Spanish Translation (Rosa)

- Absent // No report

g. Special Needs (Shirle)

- The Committee is finalizing its article on sponsoring members with disabilities which will be posted on the website. The Committee is discussing workshop topics to present at Convention 2018.

h. Sponsorship (Lueretha)

- Committee hosted Phone Bridge workshop on sponsoring returning members

i. Website (Michael)

- Report is included in New Business

j. Ad Hoc Area Health (Lueretha)

- Oral report on committee activity provided

OLD BUSINESS

a. eLiterature (Carolyn)

- Electronic literature is currently in progress and in beta-testing
Next steps are to send test links to WSO Board for review, troubleshooting and hands-on experience; information will be used to create an FAQ document to Fellowship upon launch.

NEW BUSINESS

a. Webmaster

- Longtime CEA-HOW Webmaster resigned, and Pamela and the Executive Committee have been researching replacement options
- WSO Board agreed to allow Pamela to proceed with discussions with Inctechologies, a company which provides incremental service plan options

b. Revision of 1st 30 Questions

The WSO Board expressed concern that considerable care be taken before changing basic practices of our program. The 1st 30 Questions are core to the practice of our program, it is not just changing a piece of literature. Among other changes, the proposed revision changes the Introduction based on the erroneous premise that there has been a change in the way we practice our program, i.e., that all 30 questions are now given to sponsees when they begin their abstinence rather than each question given by a sponsor to a sponsee on a daily basis. The Liaison will express the Board's concerns to the Literature Committee.

c. Literature in Development

- Based on correspondence of a CEA-HOW member with AA General Services regarding a proposed piece of CEA-HOW literature, the Board agreed not to move forward with publishing the proposed literature.

d. Mobile giving (Michael)

- Companies are being researched that will allow CEA-HOW members to text a word that will then generate a contribution.

10. NEXT QUARTERLY BOD MEETING: April 28, 2018

11. ADJOURNMENT: 11:40 am PT