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# Compulsive Eaters Anonymous - HOW

## Board of Directors Quarterly Meeting April 27, 2019, 7:00 AM Pacific Time

### Meeting Minutes

1. **CALL TO ORDER** at 7:01am PT

2. **SERENITY PRAYER; TRADITION 2; ABSI READING p. 332**

3. **ROLL CALL**

Directors Present: Michael D, Jan D, Lueretha B, Rosa A, David S, Janice R, Susan M, Jim W  
Excused Absence: Shirle A  
Corporate Officers: Pamela K, Carolyn P, Diana H

4. **Approval of Minutes:** Meeting of January 26, 2019  
Janice made motion and Lueretha seconded.

**Motion:** Approve meeting minutes

**The motion passed unanimously.**

5. **Approval of Agenda**

Susan made motion and it was seconded.

**Motion:** Add 15 minute break after 4 hours.

**The motion passed unanimously.**

6. **Officer Reports**

a. Chair (Michael)

i. Status of Action Items

See Action Item list for updates

ii. Status of discussions with Intergroup chairs

Michael – found that some information is still not getting to the meetings  
Other Board members had similar conversations with intergroups and individual members.

Board members can attend IG meetings and give a report.

Continue to ask Intergroups what we can do to help them in general and in getting information out to their meeting.

b. President and Executive Committee (Pamela)

See President's Report and Executive Meeting Minutes for details.

- The hotel will only have valet parking across the street. There may be disruptions because of anticipated construction.

*CEA-HOW is A Way of life!*

*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.*

- The CEA-HOW office personnel are overwhelmed and backlogged with work. Rureth has been out due to medical reasons. There is a question about whether she will return with the same hours and tasks.
- Pamela's term as President is complete in July after the 2019 convention. Michael is searching for a corporate President.
- The structure of the organization is being reviewed for efficiency and to determine if ByLaws need to be updated. See Bylaws Article 13 for what is required to amend different parts of the Bylaws.
- Carolyn mentioned waiting to finalize the job duties and responsibilities until after the next President begins.

c. Treasurer and Finance Committee (Carolyn)

The following supporting documents were provided: Treasurer's Report and an addendum containing a series of reports including the year to date Profit and Loss Statement and Balance Sheet.

Highlights from YTD through March 31, 2019:

- Gross income of \$26,365 down 17.5% compared to same period last year.
- Net income of \$6,359 was down 38.6% compared to same period last year:
  - Net contributions were down \$4,045 or -17%
    - Intergroup contributions were up \$816 or 9.5%
    - Recurring online contributions were up \$1,657 or 143%
    - Gratitude month contributions were down \$6,484 or -49.7%
  - Literature net income was down \$802
    - English literature sales were down \$1,961 or -27%
    - Spanish literature sales were up \$541 or 97%
  - Operations expenses were reduced \$959 or 5% (positive impact)

Highlights from Balance Sheet as of March 31, 2019:

- Assets = \$123,694
  - Asset total is \$21,250 higher than same date last year. The primary driver of the increase is the increase in convention registrations which were up \$24,570 over last year.
  - Assets without Convention registrations is \$7,345 higher than same date last year. This would be \$2200 lower if we had not released the \$10,000 Convention fund to cash.

Additional Comments:

- A reminder that we budgeted for a loss of just under \$2000 for 2019, which included a budgeted increase in convention net income over last year with the return of convention to California.
- Concern was raised about dipping into the Reserve funds for non-convention related cash flow (i.e. unbudgeted expenses).
- Decision was made to wait one year before deciding whether any of the \$10,000 convention fund released to cash can be spent. If so, a plan for spending will be developed for approval.
- The pattern for the last three years has been for the net income to drop with each quarter.

The Finance Committee met in April.  
See report for details.

## **7. Committee/Liaison Reports**

- a. Convention Committee (David)  
See report for details.
- b. Education (David)  
No report.
- c. Finance Committee (Carolyn)  
See Agenda Item 6c.
- d. Literature (Jan and Susan)  
See report for details.
- e. Policy Manual (Susan M)  
Committee members are in the process of going over the updated policy manual draft.  
The deadline for getting the policy manual reviewed will be May 25<sup>th</sup>.
- f. Public Information (Rosa & Janice)  
A report will follow the meeting that is scheduled for this afternoon, including an update on reaching out to the hospitals.
- g. Spanish Translation (Rosa)  
Looking for more people to help with translation.
- h. Special Needs (Shirle – not present)  
See report for details.
- i. Sponsorship (Lueretha)  
See report for details.  
Jose's phone is not in service while he is in Mexico.  
Pamela noted that there are workshop slots available for convention.
- j. Website (Pamela)  
See report for details.
- k. Ad Hoc Area Health (Lueretha)  
See report for details.

## **8. OLD BUSINESS**

- a. Results of "Talk to IG chairs prior to monthly IG Meeting" (Michael)

Keep reaching out to IG chairs and think of ways to improve communication.

- b. Timing launch of eLiterature (Carolyn)  
ELiterature purchases are going well. The next level of launch will be a pop-up on the website announcing that eLiterature is now available to purchase in the online store. A general disclaimer will be on the pop-up letting members know that the original purchase does not include revisions. The full launch will be after WSBC and after Forever Abstinent is published with the new revisions. This will likely be in either September or October 2019.
- c. \$150 per month Google Ad Word campaign to buy these words: (Michael)
  - a. bulimia
  - b. eating disorder
  - c. help to stop overeating

The suggestion is to pay a maximum of \$150 per month for 3 months to display advertisements on Google based on our selected words and word groups. We would only be charged for click-throughs to our website at a designated price for each word or group of words. There is no limit to the number of word groups we display. Each one will have a different price.

The reason for doing this is primarily outreach. We are also hoping to gain members that would eventually generate income through literature sales, contributions and attendance at convention. There is no way to relate the cost with the potential “profit”.

Susan made a motion and David seconded.  
**Motion:** Consider a line item for Google Ads when we prepare the next budget.  
**The motion passed unanimously.**
- d. Social Media (Michael)  
Instagram – 142 followers  
We are interested in getting photos of people with anorexia or bulimia and who have at least one year of abstinence.
- e. Podcast (Michael)  
Update – 2000 downloads and 17 episodes posted  
We are also now on the iHeartRadio in addition to Spotify and Android iOS.
- f. Hospital connection Update (Public Information Liaison Janice)  
See Agenda Item 6f

## 9. NEW BUSINESS

- a. Using Givelify for mobile donations (<https://www.givelify.com/>) (Michael)

We can set it up so people can give during phone bridge meetings & offer it during F2F meetings as a way for members to donate directly to WSO.

We can set it up at no upfront cost (we pay per transaction 2.9% +.30) because of that it is suggested that we don't allow a donation below \$2.00.

The member sets up their account and payment source – then each phone bridge meeting the secretary or treasurer announces the platform, as they “pass the basket”.

We compared the cost of Givelify with the cost of PayPal's mobile app. Do we want to message the PayPal App? It takes a little time to set up but then it's easy to use on an ongoing basis.

Jan made a motion and Susan seconded it.

**Motion:** Table Givelify and talk to the Phone Bridge and the fellowship at large about using the PayPal App to contribute to WSO or the Phone Bridge.

**The motion passed unanimously.**

- b. President & Vice President search update (Michael)  
One person is interested in the President's position. This candidate has extensive business experience and would be able to help with the business side of CEA-HOW. All interested candidates will be properly interviewed and if none of them are the right person for the position, the position will remain open.  
  
The Vice-President position is also open and we are looking for a volunteer.  
  
The prospective President would attend WSBC as an observer while Pamela is still President. The Vice-President could be installed immediately and could possibly even participate at WSBC.
- c. Updated duties of President & Executive Director (Pamela)  
After Pamela's term of President ends, she will continue as Executive Director doing some of the same tasks. The Executive Director position is addressed in the ByLaws. This is a perfect time to be separating the duties and responsibilities. Pamela will be documenting all the office processes and procedures. The next person would need to have these skills.
- d. Search Executive Director for 7/2020 (Michael)  
This is a paid position and manages the office. The Executive Director is a participant at WSBC.
- e. Review Convention scholarship refund policy (Michael)  
From email: It has been the Convention policy that if a member has registered and is paying or has paid for Convention Registration and then applies for a scholarship, the scholarship application is denied. The rationale is that if the member registered and is paying or has paid, they can afford to do so and awarding them a scholarship is taking a scholarship away from a member who is absolutely not able to register and pay. The denial is based on members' needs rather than preferences.

Susan made a motion and it was seconded.

**Motion:** Change the scholarship policy to allow a member who has been awarded a scholarship to receive a reimbursement of any fees paid that will be covered by the scholarship, less the \$25 administrative fee.

**The motion passed with 6 votes in favor and 1 against.**

f. Review Area Assistance requests – Area 4 and Area 6

- Area 4 estimates \$1,373.00 to send a delegate to WSBC. They can fund \$300 (which is 75% of the total treasury) and they are asking WSO to provide support of \$500 and to waive the conference registration fee of \$125.

**Motion:** Grant assistance to Area 4 as requested. (\$500 plus waive the \$125 registration fee)

**The motion passed with 6 votes in favor and 1 against.**

Area 6 is asking for financial assistance to send a delegate to WSBC. They are asking for airfare.

**Motion:** Grant assistance to Area 6 as requested (airfare)

**The motion failed unanimously.**

15 minute break

Roll Call:

Michael, Jan, Shirle (Not present), Lueretha, Rosa (Not present), David, Janice, Susan, Jim, Pamela, Carolyn, Diana

g. **MOTIONS**

**GUIDELINES FOR WSBC MOTION CONTENT**

1. What is the problem for which the Motion is a solution?
2. Does the result of the Motion fill an expressed need of the Fellowship?
3. The subject of the Motion cannot be an outside issue, i.e., it must be relevant to CEA-HOW's singleness of purpose, i.e., our purpose is recovery from compulsive eating, we are not a health program
4. The subject matter must fall within the guidelines of the CEA-HOW 12 Steps, 12 Traditions, 7 Tools, CEA-HOW Concept, and 12 Concepts of Service
5. It is a matter appropriate for discussion and decision at the WSBC level, i.e., it is a matter that affects CEA-HOW as a whole and is not a local issue that affects only a Group, Intergroup or Area
6. It is not a frivolous Motion
7. The Motion is complete as to intent and execution, i.e., the purpose of the Motion is clearly explained (the Proposal) and the action/result and the manner in which it will be carried out is clearly set forth (the Motion)
8. The Motion must be submitted on the appropriate Motion template, i.e., a Motion that requires a change to the WSO CEA-HOW Bylaws must be submitted on the Bylaws Motion template and a Motion that affects CEA-HOW policies and procedures (including literature revisions) but do not require a change to the Bylaws must be submitted on the Policy template.

1) Ad Hoc Area Health

**The motion passed unanimously.**

This motion meets the Guidelines and will be going to WSBC.

- 2) FA add sponsoring bullets  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.
- 3) FA concept format  
Comments: This addresses a small population and is not well explained.  
Janice called the vote and Jan seconded.  
**The motion failed with 2 votes in favor and 5 against.**  
This motion will **not** be going to WSBC.
- 4) FA condiment measurements  
The motion does not contain the issue raised in the proposal of limiting condiments to one ½ cup condiment per meal.  
  
The Board will reconsider moving forward on the motion pending making the Motion consistent with the proposal, i.e. a total of ½ cup condiment per meal
- 5) FA condiment clarification  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.
- 6) FA fat consumption  
The Board will reconsider moving forward on the motion if the health references are removed from the proposal section of the motion. Health is an outside issue.
- 7) FA fats  
Note: Motions 1 & 2 referred to in Motion 7 should be changed to Motions 6 & 11.  
The motion is not necessary.  
**The motion failed with one vote in favor and 5 against.**  
This motion will **not** be going to WSBC.
- 8) FA fruits  
Editorial correction: Rhubarb should be removed from the list of fruits. Rhubarb was moved to the vegetable section at a previous WSBC.  
  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.
- 9) FA healthy fats  
Editorial correction: In the proposal section, change “page 16” to “page 15”.  
  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.  
  
Note: This motion will need to be placed on the WSBC agenda ahead of motions 6 and 7.

- 10) FA look for sugar  
Discussion around starch being included with sugar and flour on page 15.  
The motion failed unanimously.

Susan made a motion, Janice seconded, and Pamela amended the motion.

**Motion:** Return Motion 10 to the originator requesting that the suggested new paragraph be deleted and instead add to page 15 after LOOK FOR SUGAR! The following text: (see page 6 - Read Labels)

**The motion passed with 5 votes in favor and 1 against.**

This motion meets the Guidelines and will be going to WSBC.

- 11) FA maintenance fats  
The Board will move forward on this motion if it is revised to show the current list of fats from page 35 along with the proposed list of fats.

- 12) FA med bullet points  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.

- 13) FA medical abstinence  
Editorial correction: Add “in the first paragraph on page 7” to the motion section.

The Board will move forward on this motion if the word “illness” is replaced with “condition” in the phrase “except in the case of a life-threatening illness”. The rationale is that a member may be in a life-threatening condition due to an automobile accident, etc., which is not the result of an “illness”.

- 14) FA nut butter  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.

- 15) FA p. 5 w&m  
This does not fill an expressed need for the fellowship.  
The motion failed with 1 vote in favor and 5 against.

There was further discussion and a re-vote.

**The motion passed with 4 votes in favor and 2 against.**

This motion meets the Guidelines and will be going to WSBC.

- 16) FA protein powder  
**The motion passed unanimously.**  
This motion meets the Guidelines and will be going to WSBC.

- 17) FA proteins



**The motion passed unanimously.**

This motion meets the Guidelines and will be going to WSBC.

18) FA starches corn

**The motion passed unanimously.**

This motion meets the Guidelines and will be going to WSBC.

19) 1<sup>st</sup> 30 day questions

**The motion passed unanimously.**

This motion meets the Guidelines and will be going to WSBC.

h. Convention 2020 Rates

The registration rate will be \$250.00 for people who sign up for the 2020 convention while at the 2019 convention. This rate will be good through July 30<sup>th</sup>, 2019.

**The motion passed unanimously.**

Lueretha made a motion to close the meeting.

Jan seconded the motion.

**10. Next Quarterly BOD Meeting July 26, 2019**

**11. Adjournment at 12:45 PT**