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

2. SERENITY PRAYER; TRADITION 2; ABSI READING

3. ROLL CALL

4. APPROVAL OF MINUTES: MEETING OF JANUARY 27, 2018
Approved

5. APPROVAL OF AGENDA
Approved with addition of Rosa’s report and moving the website report up on the agenda.

6. OFFICER REPORTS

Chair
i. Status of Action Items

<table>
<thead>
<tr>
<th>No.</th>
<th>ACTION ITEM</th>
<th>RESPONSIBLE PARTY</th>
<th>STATUS UPDATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Draft SP invitation to members</td>
<td>Cheryl</td>
<td>Currently in progress</td>
</tr>
<tr>
<td>2</td>
<td>Revise Gratitude Month docs for next year with BOD input.</td>
<td>Pamela</td>
<td>Motion to remove dollar amount approved</td>
</tr>
<tr>
<td>3</td>
<td>Review our three donation buttons on the website: Recurring Donation, 7th Tradition, and Gratitude Donation</td>
<td>Website Committee</td>
<td>Functionality is still being reviewed</td>
</tr>
<tr>
<td>4</td>
<td>Outreach Phoenix Intergroup</td>
<td>Jan</td>
<td>Reported members are feeling overworked // Completed</td>
</tr>
<tr>
<td>5</td>
<td>Send WSO correct/incorrect contact information so it can be updated on the website</td>
<td>All WSO Board Members</td>
<td>Ongoing</td>
</tr>
<tr>
<td>6</td>
<td>Prepare motion for April BOD meeting to further amend Bylaws dates (Oct 1 census and Jan 31 deadline to send out Delegate allocations to Areas)</td>
<td>Pamela</td>
<td>Completed</td>
</tr>
<tr>
<td>7</td>
<td>Draft a letter to Fellowship explaining the financial situation and asking for increased contributions within 60 days or services will be reduced</td>
<td>Michael / Shannon</td>
<td>Became a moot point after individual donation arrived // will be drafted ASAP</td>
</tr>
</tbody>
</table>

Page 1 of 5
<table>
<thead>
<tr>
<th></th>
<th>Task Description</th>
<th>Assignee</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Create a “Where does out money go” visual aid that will be distributed to Fellowship and included visual in monthly mailing to Intergroups</td>
<td>Carolyn</td>
<td>Completed</td>
</tr>
<tr>
<td>9</td>
<td>Draft email copy to Intergroups (i.e., cover letter to Shannon / Michael’s draft)</td>
<td>Cheryl</td>
<td>Ongoing</td>
</tr>
<tr>
<td>10</td>
<td>Review the WSO Bylaws, <a href="http://www.ceahow.org/en/service-bodies-committees/ceahow-service-structure/world-service/bylaws/">http://www.ceahow.org/en/service-bodies-committees/ceahow-service-structure/world-service/bylaws/</a>, for the purpose and duties of the Conference Committee for which they are liaison, and direct their Committees to the Bylaws, so that they can focus their activities appropriately.</td>
<td>All Board members</td>
<td>Ongoing</td>
</tr>
<tr>
<td>11</td>
<td>Convey to Convention Hospitality Committee to not add coffee donation option to Event Bright registration link.</td>
<td>Jan</td>
<td>Coffee donations will be addressed via in-person donation // completed</td>
</tr>
<tr>
<td>12</td>
<td>Follow up with Rosa, Lueretha and Shirle regarding Committee Reports</td>
<td>Cheryl</td>
<td>Committee reports were submitted</td>
</tr>
<tr>
<td>13</td>
<td>Review WSO Bylaws with the Committee to clarify purpose, focus and actions of the Committee</td>
<td>Lueretha</td>
<td>Completed</td>
</tr>
<tr>
<td>14</td>
<td>Send test link to Board in February 2018</td>
<td>Carolyn</td>
<td>Completed</td>
</tr>
<tr>
<td>15</td>
<td>Bring up concerns about revisions to 1st 30 day questions to Literature Committee</td>
<td>Jan</td>
<td>Questions will not be submitted // completed</td>
</tr>
<tr>
<td>16</td>
<td>Obtain more information about text message contributions to share with the Board</td>
<td>Michael</td>
<td>Continuing investigation with participation from Cheryl</td>
</tr>
</tbody>
</table>

i.i. Status of discussions with Intergroup Chairs
Jan reported that Area assembly will be in Phoenix in February.

b. President and Executive Committee
- Pamela reported that last count showed 86 Convention registrants, 10 sold packages, with many cancellations
- Suggested we rethink July 1 deadline for cancellation refunds
- Expressed concerns about low Convention registration / participation despite an active PI Committee
- Expressed concerns about WSBC Delegate registration; WSBC 2018 lowest ever  This speaks to Jan’s IG report about Delegates feeling overburdened; with even fewer Delegates the Committees will have even fewer members.
- Reported overall donation structure is changing; service bodies (IGs and Areas) are not supporting the fellowship through sending their surplus funds to WSO as they have always done in the past
- Will conduct a hotel walk-thru with convention chair the first week in May
- In talks with a hotel in Ontario for 2019 WSBC and Convention

c. Treasurer and Finance Committee
Treasurer provided an oral summary of her submitted report
Emphasized that without an $8,500 donation from an individual member our net income would have been down 68% from last year (see bullet point 5 under President/Executive Committee Report above).

7. COMMITTEE/LIAISON REPORTS

a. Convention:
   - Registration Chair needs a co-chair
   - There will be no store this year at convention as it has been losing money, instead there will be pre-sold T-shirts and the opportunity for attendees to purchase unsold items from previous conventions
   - Clarification of room verbiage: “double occupancy” should be “rooms with two beds”

b. Education – David
   No additions to submitted report

c. Literature – Jan
   No additions to submitted report

d. Policy Manual – Jan
   No additions to submitted report

e. Public Information – Rosa
   No additions to submitted report

f. Spanish Translation – Rosa
   President clarified that Rosa’s role is to determine the priority for literature and other program translations such as website, and recruit helpers who are fluent and literate in both English and Spanish

g. Special Needs – Shirle
   No additions to submitted report

h. Sponsorship – Lueretha
   - Chair will be stepping down; co-chair will hopefully will step up as chair
   - Discussion ensued about whether a sponsorship pamphlet is needed or whether it would encourage sponsor shortcuts and dilution of sponsorship

i. Website – Michael

j. Ad Hoc Area Health -- Lueretha
   No additions to submitted report

8. OLD BUSINESS

a. eLiterature – Carolyn
   - Carolyn stressed the importance of understanding the scope of the project also entailed revamping the printed literature purchase experience and requested we retitle this project “Literature Store” instead of “eLiterature.”
   - Literature Store is currently being beta-tested via individual members and glitches are being worked out - overall experiences are positive.
b. Webmaster – Pamela (see President/Exec Comm Report)
No additions to submitted report

9. NEW BUSINESS

a. Establish policy to advance $1,000 of Convention budget to Convention Chair
Motion passed that on an annual basis, $1,000 from the Convention budget will be distributed pre-
Convention to the convention finance committee to be disbursed at the Convention Chair’s discretion
for pre-Convention expenses.

b. Waiver of Delegate Qualifications, Area 1
Approved.

c. Area Assistance, Areas 4 and 6
Area 4 was approved. Before a decision is made on Area 6, Board needs confirmation that the
delegate(s) will be attending.

d. Confirmation of Executive Committee’s recommendation, effective 2019 to reimburse WSBC and
Convention translators their actual travel expenses up to a maximum of $300.00.
Approved.

e. MOTIONS
I. RECOMMENDED BY AGENDA COMMITTEE (5)

Policy Motion #1
Motion to publish revision of 12 Steps Revisited
Approved

Policy Motion #2
Motion to revise Meeting Formats regarding closing meeting early
Pending clarification

Policy Motion #3
Motion to continue Ad Hoc Area Health Committee
Approved

Policy Motion #4:
a) Attachment Service Manual replaces draft send on 4/24/18
b) D1 Attachment Service Manual (edited by CEA-HOW member)
Approved edited version to move forward.

Policy Motion #6 – CEA-HOW Readings Pamphlet
Not approved to move forward on basis of not meeting the criteria of “What problem is it the solution
to?” and “Is it filling an expressed need?”

II. SUBMITTED BY BOARD (3)

Policy Motion #5:
BOD motion to include mention of Area Representatives, Delegates, and WSO Board in Secretary's
announcement (suggestion)
Approved to move forward.
Bylaws Motion #1:
BOD motion to amend Bylaws to add to Delegate qualifications “no dual or overlapping WSBC roles for Delegates”
Approved to move forward.

Bylaws Motion #2
Board Motion to amend Bylaws to further streamline deadlines leading up to WSBC
Approved to move forward.

9. Convention 2019 Rates**
Decision was made to promote discount Convention 2019 installment payment registration, discount available only by sign-up at Convention 2018. The discount will be a 10% increase from this year’s Early Bird pricing of $210, available only on-site at Convention 2018.

h. Consideration of electronic WSBC
Due to concern at low attendance of Delegates at WSBC and slow registration for Global Convention, consideration was given to holding WSBC and Convention every two years with an electronic WSBC on the off year, thus meeting the Bylaws requirement of an annual WSBC. Cheryl and Jan will organize the WSBC Thursday morning forum to discuss this concern.

10. NEXT QUARTERLY BOD MEETING JULY 20, 2018

11. ADJOURNMENT 11:55 AM PT

# # #