



World Service Office  
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# Compulsive Eaters Anonymous - HOW

## Board of Directors Quarterly Meeting April 25, 2020, 7:00am Pacific Time

### Meeting Minutes

1. **CALL TO ORDER** at 7:00am PT
2. **SERENITY PRAYER, TRADITION 2; ABSI READING p. 332**
3. **ROLL CALL**  
Directors: Michael D., Jan D., Lueretha B., Shirle A., Rosa A., Janice R., Susan M., Lorraine S., Jim W. (non-participating)  
Corporate Officers: Jim W. (Interim), Carolyn P, Diana H  
Executive Director: Pamela K
4. **Approval of Minutes:** January 25<sup>th</sup>, 2020 Meeting of the Board  
The meeting minutes were unanimously approved.
5. **Approval of Agenda**  
The agenda was unanimously approved.
6. **Review of Actions Items post January 2020 meeting**  
(see list of action items)
7. **Officer Reports**
  - a. Chair (Michael)
    - 1) 1 on 1 Report and discussion - During calls to IG Chairs, did we advise that we are looking for a President & VP?  
Calls to IG chairs are going to be really important in the next couple of months to minimize the risk of disinformation or misinformation. Directors should make this a priority and make calls after getting a draft of the meeting minutes. This also will reduce calls to the WSO office. When director make their calls, they should talk about the job descriptions for President, Vice-President and Executive Director. If anyone is interested in one of these jobs, they can request information by sending an email to WSO at [gso@ceahow.org](mailto:gso@ceahow.org).
  - b. President (Jim – Interim)  
Jim chaired the executive committee meeting on April 15<sup>th</sup>. Meeting minutes have been provided.

*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.*

- c. Executive Director (Pamela)  
See report for details.
- d. Treasurer and Finance Committee (Carolyn)  
See reports for details.

After removing the WSBC and Convention from the budget, the net income is expected to be \$40,000 less than last year, resulting in a \$9,000 net loss.

The prudent reserve is designed for this type of unexpected event (COVID-19) or catastrophic unexpected situations. Money over the prudent reserve is needed for cash flow.

e. Committee/Liaison Reports

- 1) Convention Committee (Jan & Lorraine)  
See report for details.
- 2) Education (Lorraine)  
See report for details.  
3 active committee members
- 3) Literature (Susan)  
See report for details.  
Lack of active membership

Discussion on Service

- Delegates are responsible for not only attending a business meeting but also working on committees throughout the year.
- CEA-HOW suffers from a lack of participation and service. The commitment to serve is “whispered” at the end.
- We are soft-selling service to get people in the door.
- The information sent annually to chairs has a letter with a paragraph in bold red capital letters stating that delegates are required to work on conference committees. Areas should be sharing this information at their assemblies.

- 4) Policy Manual (Jan D)  
See report for details.
- 5) Public Information (Janice & Rosa)  
Nothing to report. The committee never met.
- 6) Spanish Translation (Rosa)  
Working on getting translators and the message has been sent to Intergroup reps.

- 7) Special Needs (Shirle)  
See report for details.
- 8) Sponsorship (Lueretha)  
See report for details.
- 9) Website (Pamela)  
See report for details.
- 10) *Ad Hoc* Area Health (Lueretha)  
See report for details.

## 8. OLD BUSINESS

### a. Social Media (Michael)

- 1) Instagram – a CEA-HOW member has volunteered to manage this. If anyone wants something posted, contact Michael to get the social media email address.

### b. Podcasting (Michael)

- 1) 10,500 downloads

## 9. NEW BUSINESS

### a. **WSBC 2020**

Note: The Bylaws require an annual business conference.

- i. Zoom WSBC proposed 8 AM PST – 4:30 PM PST Friday July 24<sup>th</sup> 2020

Jan made a motion and Lorraine seconded.

Motion: To schedule the WSBC from 9:00am – 6:30pm CT on July 24<sup>th</sup>, 2020.

**The motion was unanimously approved.**

- ii. Working break-out lunches proposed 12:30 - 2:30 PST (create 2 breakout sessions so each member can meet with their committees)  
There are 9 committees, and typically each delegate is on 2 committees.  
Each hour of the working lunch will have 4-5 break-out rooms.  
WSBC will break at 1:00pm CT for lunch and have two sessions for committees from 1:30pm – 3:30pm CT.

WSBC schedule – July 24th

	Pacific	Mountain	Central	Eastern
Call to Order	7:00am	8:00am	9:00am	10:00am
Lunch	11:00am	12:00pm	1:00pm	2:00pm
1 <sup>st</sup> committee meeting	11:30am	12:30pm	1:30pm	2:30pm
2 <sup>nd</sup> committee meeting	12:30pm	1:30pm	2:30pm	3:30pm
Call to Order	1:30pm	2:30pm	3:30pm	4:30pm
Adjourn (tentative)	4:30pm	5:30pm	6:30pm	7:30pm

iii. Budget \$1000

Money is needed for Zoom, a parliamentarian, a technical monitor who can stay all day, allowing people in to the meeting and starting recordings. The parliamentarian should be offered at most half of what he is typically paid)

Motion: To set the budget for WSBC at \$1000.

The motion was unanimously approved.

iv. Seat Delegates who were not elected at 2020 Area Assemblies but who are qualified and now can serve because travel is not a barrier, and who are accepted as Delegates by the Area.

Discussion

- One of the issues is that the Bylaws state that delegates must be elected at the area assembly. Qualified members attended assembly but were not elected. The phone bridge sent an email asking to vote in these 2 members to act as delegates at WSBC and they were subsequently formally elected. We want as many bodies as we can get and we need qualified members. Can we suggest to the areas to “send” other qualified members who are now willing and able to serve? Do we as a Board feel like we can seat those delegates?
- If they can’t travel this year, will they be able to travel next year?
- This is a tremendous opportunity to get people involved where they couldn’t before. WSBC is now open to people who normally could not afford to attend. Next year they will find the finances to get there.
- Q: Does this open the door to the new IG that was told they could not send delegates? A: IGs do not elect delegates; they elect representatives that go to the area assembly to be elected as delegates. This particular IG understands the situation and this IG refuses to be part of area 6.
- We need to set a deadline to turn in registration.

Pamela made a motion and Janice seconded.

Motion: To approve seating delegates who were not elected at the area assembly but who are qualified and accepted by the area. Delegate registration forms and fees must be submitted to WSO no later than May 31<sup>st</sup>.

The motion was unanimously approved.

Note: The last board meeting of the year and the first board meeting of the year will be held directly after the WSBC concludes. It will be on Zoom and only board members will attend.

## b. 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.

- i. To include the 12 Concepts of CEA-HOW Service on future materials (Submitted by the WSBC Education Committee) (see 14B)

Motion: the CEA-HOW Twelve Concepts of Service now written in the World Service By-laws be included in the CEA-HOW Service Manual on page 14 and on the CEA-HOW website under Member Services/Program Readings.

Pamela suggested the following correction: change "Member Services" to "For Members"

**The motion passed unanimously in its amended form.**

This motion meets the Guidelines and will be added to the WSBC agenda.

- ii. To merge Areas 3, 4 and 5 into one Area (Submitted by WSBC Area Health Committee) (see 14C)

Motion: To consolidate Area 3, Area 4 and Area 5 to form one Area to be designated Area 3-5.

**The motion passed unanimously.**

This motion meets the Guidelines and will be added to the WSBC agenda.

- iii. Adding information about 7th tradition to the Sponsor Guidelines (Submitted by Area 10) (see 14D)

Motion: Add paragraph “Encourage sponsees to participate in the 7th tradition, “Every CEA-HOW group ought to be fully self-supporting, declining outside contributions.” CEA-HOW needs all members to participate through service and financial contributions. This helps members take responsibility for their own recovery while supporting the fellowship. CEA-HOW fully relies on the contributions of its members.”

Discussion:

- Delete “hardcopy” and italicized paragraph.
- State that the hard copy will be converted to the electronic version.

The motion passed unanimously in its amended form.

This motion meets the Guidelines and will be added to the WSBC agenda.

iv. Gratitude Month: Bi-Annually (Submitted by Area 4) (see 14E)

Motion: Have two gratitude months: January and July (conference and convention) to allow additional financials to go directly to WSO.

Carolyn suggested the following correction: change “financials” to “funds”

The motion passed unanimously in its amended form.

This motion meets the Guidelines and will be added to WSBC agenda.

v. Changing abstinence requirement to read 7 Tools (Submitted by Area 4) (see 14F)

Motion: Only seven days of back-to-back CEA-HOW abstinence is required to read the 7 Tools. CEA-HOW meeting formats will read: “Will someone with at least 7 days of back-to-back CEA-HOW abstinence please read the 7 tools?” and CEA-HOW literature will reflect this change, as follows: (see attached motion)

The motion passed with 6 votes in favor and 1 opposed.

This motion meets the Guidelines and will be added to the WSBC agenda.

**c. Global Convention 2020**

i. Retain and renegotiate Crowne Plaza contract or cancel

Jan made a motion and Janice seconded.

Motion: to keep the current contract with further negotiations to reduce minimum guarantees.

The motion passed unanimously.

ii. Global Convention Cancellation messaging (see #15)

Motion: To approve the letter with editorial changes including revising the dates, stating that members paying over \$250 will get a refund of the difference and adding a footnote explaining the \$25 fee.

The motion passed unanimously.

- iii. All current 2020 registrants would receive a rebate if they paid more than \$250 (provided they choose to roll over their fees to 2021 convention)

This was discussed in the previous item.

- iv. Global Convention 2021 pricing (recommended by Executive Comm)

Proposed Pricing Schedule:

		2021 Pricing	Margin PP	% Margin
	% chg between pricing periods	Package	Package	Package
May 1 - Jun 30th		250.00	\$ 70.99	28%
July 1 to Sept 30	12%	280.00	\$ 100.99	36%
Oct 1 - Dec 31st	5%	295.00	\$ 115.99	39%
Jan 1 - Mar 31st	5%	310.00	\$ 130.99	42%
Apr 1 - Jun 30	5%	325.00	\$ 145.99	45%
Jul 1 - Jul 20	8%	350.00	\$ 170.99	49%
Jul 20- 25 (at the door)	7%	375.00	\$ 195.99	52%

Motion: To approve the global convention 2021 pricing schedule.  
The motion passed unanimously with the date changes in the table below.

Note: There is some flexibility for the Board to change dates and prices.  
“Registration only” will be offered starting with the 3<sup>rd</sup> pricing tier.  
Spouses will be able to register later.

Approved Pricing Schedule: (installment plans are available for the first two tiers)

Dates	% chg between pricing periods	2021 Pricing Package	Margin PP Package	% Margin Package
July 1 <sup>st</sup> – July 31 <sup>st*</sup>		\$250.00	\$ 70.99	28%
August 1 <sup>st*</sup> – Sept 30 <sup>th</sup>	12%	\$280.00	\$ 100.99	36%
Oct 1 <sup>st</sup> – Dec 31 <sup>st</sup>	5%	\$295.00	\$ 115.99	39%
Jan 1 <sup>st</sup> – Mar 31 <sup>st</sup>	5%	\$310.00	\$ 130.99	42%
Apr 1 <sup>st</sup> – June 30 <sup>th</sup>	5%	\$325.00	\$ 145.99	45%
July 1 <sup>st</sup> – July 20 <sup>th</sup>	8%	\$350.00	\$ 170.99	49%
July 20 <sup>th</sup> – 25 <sup>th</sup> (at the door)	7%	\$375.00	\$ 195.99	52%

\*Note: These dates get changed later in the agenda.

**d. CEA-HOW Connected at Home**

i. Date?

Discussion

- Suggested date - July 25<sup>th</sup>
- Suggested date - July 26<sup>th</sup> with the argument to not schedule it on Saturday because of Orthodox Jews.
- Religion is an outside issue.
- Suggested Time – 10:00am CT – 5:00pm CT
- The event will be recorded.
- Suggested date - August 1<sup>st</sup> to allow delegates and board members to recover from the WSBC and to iron out any technical problems that occurred during the WSBC.

Diana made the motion and Janice seconded.

Motion to schedule the CEA-HOW connected-in-place event on Saturday August 1<sup>st</sup> from 10:00am CT – 5:00pm CT

The motion passed with 6 votes in favor and 1 opposed.

The Minority opinion was not restated. No one wanted to change their vote.

Connected-In-Place

August 1st	Pacific	Mountain	Central	Eastern
Start Time	8:00am	9:00am	10:00am	11:00am
End Time	3:00pm	4:00pm	5:00pm	6:00pm

Carolyn made a motion and Jan seconded.

Motion to change the end date of the 1<sup>st</sup> tier (Early Bird #1) of pricing for the 2021 Global Convention from July 31<sup>st</sup> to August 8<sup>th</sup>.

The motion passed unanimously.



	2021 Pricing
Dates	Package
July 1 <sup>st</sup> – August 8 <sup>th</sup>	\$250.00
August 9 <sup>th</sup> – Sept 30 <sup>th</sup>	\$280.00
Oct 1 <sup>st</sup> – Dec 31 <sup>st</sup>	\$295.00
Jan 1 <sup>st</sup> – Mar 31 <sup>st</sup>	\$310.00
Apr 1 <sup>st</sup> – June 30 <sup>th</sup>	\$325.00
July 1 <sup>st</sup> – July 20 <sup>th</sup>	\$350.00
July 20 <sup>th</sup> – 25 <sup>th</sup> (at the door)	\$375.00

- ii. 6 45-minute panels (workshops)
- iii. 1 hour lunch speaker
- iv. Budget: \$1,000 –

Discussion

- The budget will be for technology and the technical expert to monitor the event.
- This is now a Board event.
- Make it a Board-sponsored event and let the convention chair (Suzanne E), who is willing, coordinate the event.
- The workshop chair (Beth L) is willing to put the panels together.
- It should be a coordinated effort between the fellowship and the board
- Jan volunteered to serve on a committee
- Board Volunteers: Jan and Janice

Michael made the motion and Janice seconded.

Motion: Jan and Janice will be on the committee with Suzanne E and Beth L to coordinate the Connected-In-Place event.

The motion passed unanimously.

**e. Approval of UK & Europe Intergroup, Area 7**

The intergroup completed and submitted their paperwork to WSO. It is all in order. No vote or action required by the Board.

**f. Motion to Amend Bylaws to include Executive Director position**

Discussion

- A better place to add the Executive Director would be in the Executive Committee section in Article 4, Section 6. (page 8 of the Bylaws)
- The Executive Director is hired. Corporate Officers are elected and serve a term.
- The job description of the Executive Director doesn't need to be in the by-laws.
- Voting and not voting ties into state regulations. Check with the state of California.

Motion: To amend the original motion to only change Article 4, Section 6 (page 8) to add Vice-President and Executive Director.

The motion passed unanimously as amended.

The job duties of the Executive Director will be kept in the administrative records.

**g. CEA-HOW anonymous emails: eliminate variable outward facing emails and provide CEA-HOW control over internal emails**

The WSO email address is [gso@ceahow.org](mailto:gso@ceahow.org).

We will set up email addresses for all directors and officers using the CEA-HOW domain name. Examples: [boardchair@ceahow.org](mailto:boardchair@ceahow.org), [boardvicechair@ceahow.org](mailto:boardvicechair@ceahow.org), [secretary@ceahow.org](mailto:secretary@ceahow.org), [treasurer@ceahow.org](mailto:treasurer@ceahow.org), [director1@ceahow.org](mailto:director1@ceahow.org), and [director2@ceahow.org](mailto:director2@ceahow.org)

This allows CEA-HOW to manage all accounts and passwords. When members take on a new position, they will be granted access to the appropriate email account. The emails should remain within the organization.

There was more discussion on service positions, committee members and lack of participation. Susan proposed having a year-long promotional campaign regarding service. It could be something like “service is freedom from bondage of self”. Susan also volunteered to be part of the campaign committee. Those who want to be involved can reach out to Susan.

Reminder: We are going to need an Executive Director after July. Everyone needs to step up and reach out to find a replacement.

Janice made a motion to close the meeting. Lueretha seconded.

**10. Next Quarterly BOD Meeting July 24th, 2020**

**11. The meeting was adjourned at 11:05am PT with the serenity prayer.**