

**EA Bylaws Review Committee
Meeting Minutes**

Friday, October 25, 2019
1:00 p.m. – 2:00 p.m. (Pacific)

In Attendance:

Steve Bell (Chair), Charlie B. (Taking minutes,) David M., Scott J., George S., Jeff D., Margo F., and Jimi A.

1. Steve Bell called the meeting to order at 1:03 p.m. Pacific time
2. Our meeting opened with the Serenity Prayer
3. Member Introductions were made
4. Administrative Issues
 - a. Minutes for this meeting: Charlie B. is taking minutes for this meeting.
 - b. ***Jeff D. was elected secretary for future meetings.***
 - c. Future Meetings Schedule

Steve proposed meeting every 3rd Friday at 1:00 p.m. Pacific time. Group agreed by consensus.

Next meetings will be 11/15/19, 12/20/19, and 1/17/19 at 1:00 p.m. Pacific time.
5. Committee Goals & Objectives

Steve Bell proposed an initial set of objectives and the group worked to refine them. The following was adopted by consensus:

As a committee our objective is to draft Bylaws which:

 - a. ***Meet the legal requirements for nonprofits in Minnesota;***
 - b. ***Clearly establish roles and responsibilities;***
 - c. ***Define procedures for all operations and administration which are effective, transparent, and trustworthy in order to prevent or resolve conflicts;***
 - d. ***Integrate EA's Administrative Concepts into the Bylaws as a single integrated document, and to be guided by them in our committee work. Our wish is to avoid having multiple documents to avoid actual or perceived conflict between documents.***
6. Steve Bell proposed 18 committee guidelines. After discussion there were small wording changes and one guideline added making 19 committee guidelines. ***These 19 Guidelines were adopted by consensus.*** (See attached *Bylaw Committee Guidelines* final.)
7. Sharing documents: Word vs. Google Docs

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Margo F. suggested that using Word can be easier. Shared files online are harder to control with wide access and difficult to track specific changes. Jeff suggested using Google Docs with just one member having editing capability, and giving others just viewing ability.

The committee agreed that ***we will use Google Docs with just one member having editing capability, and giving others just viewing ability.*** Adopted by consensus.

Margo F. volunteered and was accepted to be our primary document coordinator with editing access to our Google Docs.

8. Adoption/Ratification of Committee's Work Product

Steve Bell asked members to consider: How does Article 8 of our existing Bylaws actually work? How will the approval of guidelines actually work in process?

The committee agreed that: ***Before starting the formal Article 8 adoption and ratification process we will publish a draft proposal of the Bylaws followed by a public comment period. We'll invite the whole fellowship to respond and we'll consider every response.*** Adopted by consensus.

A suggestion was made to consider a 30 day public comment period.

9. Definitions

Steve asked members to consider how we might go about defining the following terms in ways that clearly establish voting authority and credential processes.

- a. Emotions Anonymous (EA)
- b. EA Fellowship
- c. EA Member vs. Voting Member
- d. EA Trustee
- e. EA Group
- f. Registered EA Group
- g. Emotions Anonymous International

10. Delegations/Homework

All the committee members will consider how to best define these terms. Before the next meeting we will then each send one email to all the other members with our suggestions for definitions.

11. There was no new business raised.

12. Next meeting is Friday November 15th at 1:00 Pacific time.

13. The meeting was adjourned at 2:07 p.m. Pacific time.