

EDA GSB Roles – April 2019 – Updated October 6, 2019

General Service Board of Eating Disorders Anonymous representatives and officers recognize and affirmed on April 3, 2019 that they are trusted servants charged and empowered to create and maintain services that assist EDA groups in carrying the message of full recovery to individuals with a desire to recover from an eating disorder, sworn to uphold the bylaws of the General Service Board in supporting EDA groups worldwide, and to discharge their duties with integrity and care.

On October 6th, the General Service Board of EDA recognized a new Officer, Bentley H, of Austin Texas, as our new Treasurer, and also recognized Sarah H of Reno, NV as our new Chair. Julie M is stepping from her role as Chair to Vice Chair due to new business commitments added to family and other obligations.

We are grateful to have excellent resources serving EDA group and members.

On October 6th, 2019, the General Service Board recognized the following as Officers to the Board:

- Chair: Sarah H, Reno, NV
- Vice Chair: Julie M, Lancaster, PA
- Treasurer: Bentley H, Austin, TX

Continuing until our April 2020 election:

- Secretary: Cale O, Phoenix, AZ (two-year term started April 2018)

ROLE	Description	Resource
<p>Chair</p> <p>chair@eatingdisordersanonymous(dot)org</p>	<ul style="list-style-type: none"> • Supervises all operations of the General Service Board, coordinates effort among members and committees, and presides at GSB meetings • In cooperation with other Board members, set goals for the General Service Board that reflect long-term interests of EDA as a whole • Communicates above goals • Sets up GSB meeting times and locations • Makes sure GSB members know about them via phone or email; • Makes sure each GSB member understands what is expected and has the requisite resources and support to do it; • Follows up with each GSB member at least once a month; • Creates agendas GSB meetings 	<p>Sarah H Reno, NV</p>

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ROLE	Description	Resource
<p>Vice Chair vicechair@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Serves as Chair when Chair cannot serve; • Supports the chair in all capacities as needed and directed by the chair • Oversees publication of EDA materials online and in print; • Makes sure Chair has resources and support to perform expected duties 	<p>Julie M Lancaster, PA</p>
<p>Secretary secretary@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Maintains GSB meeting minutes: posts and shares the meeting minutes • Keeps records in a central, secure, and confidential location • Works with other GSB members to create any brand pieces to be distributed to public 	<p>Cale O Phoenix, AZ (next election for this role is in 2020)</p>
<p>Treasurer treasurer@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Qualifications: CPA • Manages PayPal account and donations • Reports monthly balance to the GSB • Completes 501 c3 yearly tax documents • Prepares quarterly financial statement 	<p>Bentley H Austin, TX</p>
<p>Membership and Group Support Services Coordinator membershipchair@eatingdisordersanonymous (dot) org</p>	<p>The Membership and Group Support Services Coordinator works with a committee to:</p> <ul style="list-style-type: none"> • Follows up with people who contact info@eatingdisordersanonymous (dot) org to make sure they are able to find support • Follows up with people who are the contacts for existing meetings to see how they are doing • Mails each new group a copy of the EDA Big Book • Helps groups build attendance and strong recovery within the groups • Works with the literature committee and secretary to address needs • Works with the literature team to develop stronger EDA sponsorship documentation • For those who have written to the GSB requesting a sponsor or offering to provide sponsorship: <ul style="list-style-type: none"> ○ Screens potential sponsors to check that they have completed Steps 1-11 ○ Keeps record of sponsees and sponsors on a Google Sheet shared with Chair and Vice Chair ○ Helps connect sponsees to sponsors 	<p>Michelle P Covington, LA</p>

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ROLE	Description	Resource
<p>Professional Contact Coordinator</p> <p>PCC@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Qualifications: A professional in the field of eating disorders prevention and treatment • Maintains a list of professional contacts and works with the professional community to provide information about EDA 	<p>Jenni S Austin, TX</p>
<p>Website Coordinator (webmaster)</p> <p>wm@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Maintains existing GSB of EDA website (i.e. posts new literature and keeps meeting information current) • Administers web accounts (i.e. email lists, web site development, etc.); • Coordinates web site development efforts • Ensures the website is ADA compliant 	<p>Sherian S Temecula Valley, CA</p>
<p>Literature Development Coordinator</p> <p>literature@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Literature Development Coordinator works with literature distribution list to draft, edit, and present new literature for GSB review and approval 	<p>Annette H Phoenix, AZ</p>

Committees / distribution lists:

<p>Email Correspondents</p> <p>info@eatingdisordersanonymous (dot) org</p>	<p>Email correspondents answer EDA’s incoming email promptly, copying info@eatingdisordersanonymous (dot) org to ensure every email gets a caring and prompt response</p>	<p>Sara I Sarah H Julie M Annette H</p>
<p>Members At Large</p> <p>GSB-announcements@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • General Service Board representatives from EDA groups nationally and internationally • Support EDA groups in carrying the message of eating disorders recovery worldwide 	<p>GSB-announcements@eatingdisordersanonymous (dot) org</p>
<p>Member and Group Supportive Services</p> <p>Membership@eatingdisordersanonymous (dot) org</p>	<ul style="list-style-type: none"> • Follows up with people who contact info@eatingdisordersanonymous (dot) org to make sure they are able to find support • Follows up with people who are the contacts for existing meetings to see how they are doing • Mails each new group a copy of the EDA Big Book • Helps groups build attendance and strong recovery within the groups • Works with the literature committee and secretary to address needs • Works with the literature team to develop stronger EDA sponsorship documentation • For those who have written to the GSB requesting a sponsor or offering to provide sponsorship: <ul style="list-style-type: none"> ○ Screens potential sponsors to check that they have completed Steps 1-11 ○ Keeps record of sponsees and sponsors on a Google Sheet shared with Chair and Vice Chair • Helps connect sponsees to sponsors 	<p>Michelle P Laura H Sara I Regina E</p>

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<p>Literature</p> <p>Literature@eatnfgdisordersanonymous (dot) org</p>	<p>At the direction of the GSB, the literature team develops new and/or edits existing publications and audios and presents materials to the GSB for its review, comment, and possible acceptance</p>	<p>Annette H Buffy L Connie W Ellen J Gisele B Laura A Michelle G Michelle P Nuria S Phoenix Sam B Scott D</p> <p>Includes: body acceptance, meditations, and traditions lit committee members</p>
<p>Body Acceptance</p> <p>bodylove@eatnfgdisordersanonymous (dot) org</p>	<p>The Body Acceptance team is empowered to develop a new brochure, recommending changes to the EDA Meeting Guide, and reviewing other EDA literature to address the issue of sizeism in EDA meetings</p>	<p>Margo H Michelle G Michelle P Kacey B Leslie H Sierra M</p>

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<p>Meditations</p> <p>Meditations@eatingdisordersanonymous (dot) org</p>	<p>The Meditations team coordinates work on the EDA Meditations – 365 Days book, and works with the Literature team to prepare materials for editing and publication</p>	<p>Connie W Lonya Nuria S Seren B</p>
<p>Traditions</p> <p>Traditions@eatingdisordersanonymous (dot) org</p>	<p>The Traditions committee reviews topics of that the General Service Board deems significant from a traditions and/or service concepts perspective to provide insight and guidance.</p>	<p>Allyson T Annette H Cale O Gisele B Mae A Michelle P Tee K</p>
<p>TraditionsLit</p>	<p>The Traditions Literature team is empowered to create materials specifically relating to EDA’s traditions for review by the Traditions and Literature teams.</p>	<p>Annette H Cale O Jen Michelle P</p>

Brief introductions for some of our volunteers

Officers of the Board:

Sarah H: Chair

Local

- Co-Founder of the first EDA group in Nevada.
- Facilitator of step workshops and step studies in the Northern Nevada area.
- Facilitator, founder and organizational lead of all Northern Nevada EDA social events.

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- Flawless attendance record for local meetings.
- Previous General Service Representative for Nevada – served 6 month term
- First sponsor in Nevada to work through all 12 steps
- Facilitator of monthly business meetings for Nevada.
- Facilitator and organizational lead for literature in Nevada.

National/International

- Waiting list facilitator for sponsorship on the national and international level.
- Member of MGSC (Membership and Group Support Services Committee) helping chair to facilitate outreach and general sponsorship support.
- Moderator of sponsors@eatingdisordersanonymous.org

Vision for 2019-2020

- Sarah will be working with Julie and GSB members on plans to implement a shared vision. Sarah's vision, conveyed to the GSB on April 3, 2019 includes:
 - Modernizing the EDA website
 - Leveraging the experience, strength and hope of members with long-term full recovery to support EDA members
 - Completing a draft of the EDA Twelve and Twelve
 - Focusing on the healthy growth of new and existing EDA groups
 - Investigating intellectual property rights as pertain to EDA literature

(Please note: Sarah was much more eloquent than these brief notes convey!)

Julie M: Vice Chair

- Julie brings wonderful energy, positivity, and enthusiasm to everything she does and has served as Vice Chair of the GSB since April 2017
- Julie started the first EDA meeting in Lancaster, PA in March 2014 and worked with her EDA group to produce the first EDA Step audios on the EDA website's audios tab
- Participated in the EDA Step Workshop in Chicago in July 2017, then organized and delivered the EDA Step Workshop in Lancaster and Philadelphia in 2018.
- Julie coordinated responses to people writing to Sponsors@eatingdisordersanonymous.org for several years and continues to support people writing to info@eatingdisordersanonymous.org.

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- Julie helped facilitate the first EDA Zoom Step Study, spent a year sending EDA Big Books to new groups, and has spent the last three months serving as acting Chair while Annette has been serving as interim Literature Chair and Treasurer.
- In addition to her volunteer service with the General Service Board, Julie runs a yoga studio, blogs about recovery, works within her church community, and (together with her husband), is raising three young children.
- Julie and Sarah will be working together with GSB members to implement their shared vision. Julie's vision conveyed to the GSB on April 3, 2019 includes:
 - Developing and supporting a common language among groups across the nation
 - Support for groups from the GSB to adhere to integrity of EDA literature
 - Twice a year: group/meeting development trainings hosted using a teleconference model
 - Increasing sponsorship and service as part of working Step 12
 - Working steps 10-12 is foundational to recovery and maintaining it
 - A focus area to look at is what happens to members in the fellowship when they move through all 12 steps on their own: what about service to others
 - Providing more support for families and friends of those struggling with eating disorders
 - Literature
 - A support model that is similar to but not the same as the ALANON model
 - Body kindness as a construct to weave into EDA literature
 - Focus on how we fellows in EDA can support weight and food neutrality
 - Address body kindness—kindness to the one thing that holds and hosts our souls

Cale M: Secretary

- Cale M is a dedicated and resourceful volunteer with EDA in Phoenix, Arizona. Comfortable with the AA Big Book, AA Twelve and Twelve, and the EDA Big Book, Cale represented Phoenix at the EDA Meet-and-Greet with Tucson area professionals in December 2017. He contributed to the *Fully Recovered* brochure as part of the GSB subcommittee, and has served as the GSB's secretary since February 2018.
 - "I very much appreciate everyone's commitment to EDA and the General Service Board. And thank you, everyone, for your consideration of me serving as Secretary. It would be an honor to

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- serve EDA and help to grow the fellowship globally. I look forward to the opportunity to carry the message of full recovery far and wide!
- My first priority is to assist with sponsorship support. There is an urgent need for more sponsors to support those in our fellowship who use the online and phone meetings. Personally, I have found tremendous relief from my eating disorder by working with a sponsor here in Phoenix, and I just began working with my first sponsee over the phone in Denver. My goal is to fill the need and encourage those who have also worked the 12 steps to begin serving as a sponsor.
 - My second priority is to help increase the number of in-person meetings across the country (and the world!). This, I believe, can be accomplished by strategic outreach to eating disorder treatment facilities who may be interested in allowing EDA members to hold meetings at their facilities – and with their patients. Another way to accomplish this is by encouraging EDA members to attend other 12-step meetings (AA, CA, PA, etc.). Oftentimes, people struggle with multiple addictions – including eating disorders – and I believe there is an opportunity to carry the message of EDA through other fellowships.
 - Finally, my third priority is to continue working with the Literature Committee to improve and increase the literature we have available online and in our meetings. It was a privilege to work on the “Fully Recovered” brochure, and I look forward to future opportunities to further enhance our offerings.
 - Please feel free to email, call or text me anytime. I look forward to the opportunity to continue serving EDA and its mission.”

Bentely H: Treasurer

- Bentley comes to us highly recommended by employers in both CA and TX as well as by other members of the General Service Board
- Served in volunteer positions for EDA
- Worked as an event organizer and planner, including development of service objectives, scope, and budgets
- Developed a business plan for a Pasadena, CA business
- Currently serving as President of the Financial Management Association for St. Edwards University as she works on her Bachelor of Finance
- Brings tremendous enthusiasm and energy to the role

Committee Chairs:

Michelle P: Membership and Group Support Services Coordinator

- Michelle has served as Chair of the Membership and Group Support Services Committee (MGSC) since the position was vacated last year.

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- With Michelle's guidance, the GSB opted to consolidate several overlapping functions to create a more streamlined and effective organizational unit.
- Michelle, who attended EDA's 1st Step Workshop in Chicago, is an AA panel 65 Past Delegate from Area 30 Eastern Massachusetts. She brings relevant experience and wisdom into everything she does.
- Michelle contributed to EDA's Step Workshop audios, sat on panels for other workshops, completed Traditions and Concepts studies, and wrote articles on Traditions.
- Thanks to the MGSC's teams dedication and effort, EDA's outreach to new and existing groups as never been as thorough!

Annette H: Literature Development Coordinator

Annette has been involved in the growth of the Fellowship of EDA since March 2000, shortly after the founding of EDA. After securing limited permission to use material from the first 164 pages of the text Alcoholics Anonymous from AA's General Service Office in New York, Annette worked with EDA founder Gisele B and other early EDA members to adapt the Twelve Steps and develop the first documents used by EDA groups. The organizer and first Chair of the General Service Board (GSB) of EDA in 2001, Annette served the GSB in minor capacities between 2002 and 2011, when asked by the GSB to return as Chair. has served as Chair, and also at times as interim Secretary, Treasurer, and Literature Chair, helping coordinate development of the current website, brochures, and most recently, the EDA Big Book. Annette helped organize and/or present EDA Step Workshops in Chicago, Philadelphia, Carlsbad CA, Delray Beach Florida, and Scottsdale AZ, serves as a step sponsor in EDA, and looks forward to working with EDA members on collaborative efforts to bring our collective experience to life in an EDA "Twelve and Twelve"-style publication.

Advisors to the General Service Board (permanent):

Gisele B:

The founder of EDA in Phoenix in February 2000, Gisele has been a source of inspiration and hope to all of EDA. Gisele shared her experience, strength, and hope in the EDA Big Book (Chapter 1) and was an honored panelist at the EDA Step Workshop in Chicago in July 2017. Gisele has spoken with EDA members around the world and chairs an EDA group that meets Thursdays in the Phoenix area. Gisele currently serves on the literature committee of the General Service Board, and

contributed to the *Fully Recovered* brochure, and has expressed her desire to continue to serve EDA now and in the future.

Jenni Schaefer:

Renowned author, singer, songwriter, and internationally acclaimed speaker supporting recovery from eating disorders, Jenni wrote a letter of support for EDA in the EDA Big Book (pages xxxi-xxxvi), served as the keynote speaker at the EDA Step Workshop in Chicago 2017, and currently serves as the Professional Contact Coordinator for the General Service Board of EDA. Jenni contributed to the *Fully Recovered* brochure and has expressed her desire to continue to serve the recovery community.