



Minutes: Executive Committee and Board of Directors Meetings
Tuesday, January 10, 2017
[Approved by Board of Directors on February 14, 2017]

EXECUTIVE COMMITTEE

Chair (Matt): The meeting was called to order at 7:00 P.M. Matt welcomed the new Executive Committee members and facilitated introductions. He then provided a brief orientation for all.

Office Administrator (Luella): December Calls: 409 total calls (28 for help, 45 walk-ins, no "No Meeting" calls). Volunteers are needed at the desk - 5 slots open: Wednesday 7:00-10:00 P.M., Thursday 4:00-7:00 P.M., Thursday 7:00-10:00 P.M., Saturday 4:00-7:00 P.M., Saturday 7:00-10:00 P.M. A total of about 302 Gratitude Boxes were distributed. Through 1/6/2017, contributions have been received from 138 groups for a total of \$18,369.48. The February issue of the *New Reporter* and the *digital.New.Reporter* will go out by the end next week.

Treasurer (David D.): The auditing accountants have arrived at the figure of \$12,299.59 for back sales taxes to be paid to the District of Columbia. Monthly tax returns have prepared by these accountants for the past three years and a mechanism has been put into place for regular monthly filings for the future. We are voluntarily self-reporting this non-payment, which is a separate program from their discovery and demand. Letter to DC, composed with the assistance of the accountants, has been reviewed and approved by the Executive Committee. He would like to initiate a discussion by the Board of the importance of conveying the message to the membership that one dollar is insufficient to provide adequate support, but to present this as encouragement rather than as a requirement.

Finance (Karen): No Report

Old Business: None

New Business: None

General Discussion:

Office: Jonathan reported that there would be no Office Committee report and that no meeting of the Committee was currently scheduled.

GALA: Lindsay reported a discussion of possibly having an Archives/History/Board video on display; one alternative that had been considered was a video of personal testimonials.

Website: Alex sought clarification of the authority to spend budgeted funds, specifically whether there was a need for Board/Executive Committee approval for each expenditure. Suggested solution: in monthly reports of Committee activity he should ask both groups for any objections to planned activities; if none, then go forward up to the budgeted amount.

The meeting of the Executive Committee adjourned at 7:51 P.M.

BOARD OF DIRECTORS

The Chair (Matt; chair@aa-dc.org) called the meeting to order at 8:00 P.M., followed by a group recitation of the Serenity Prayer. David H. read the *WAIA Preamble*. New Representatives/Board Members and Alternates self-introduced and were directed to Adrian for copies of the new member packet; David H., Chair of the Rules Committee, has copies of *Bylaws* available upon request; Matt emphasized the importance of abiding by those guidelines. Members of the Executive Committee self-introduced. Matt recommended brevity of reports as appropriate. The December 13, 2016 *Minutes* were approved. He reported that the Executive Committee had discussed and agreed to award a bonus to Luella.

EXECUTIVE AND CHARTERED COMMITTEE REPORTS:

Office Administrator (Luella; administrator@aa-dc.org): December Calls: 409 total calls (28 for help, 45 walk-ins, no “No Meeting” calls). Volunteers are needed at the desk - 5 slots open: Wednesday 7:00-10:00 P.M., Thursday 4:00-7:00 P.M., Thursday 7:00-10:00 P.M., Saturday 4:00-7:00 P.M., Saturday 7:00-10:00 P.M. A total of about 302 Gratitude Boxes were distributed. Through 1/6/2017, contributions have been received from 138 groups for a total of \$18,369.48. The February issue of the *New Reporter* and the *digital.New.Reporter* will go out by the end next week.

Treasurer (David D.; treasurer@aa-dc.org): The auditing accountants have arrived at the figure of \$12,299.59 for back sales taxes to be paid to the District of Columbia. Monthly tax returns have prepared by these accountants for the past three years and a mechanism has been put into place for regular monthly filings for the future. We are voluntarily self-reporting this non-payment, which is a separate program from their discovery and demand. Letter to DC, composed with the assistance of the accountants, has been reviewed and approved by the Executive Committee. There is no estimate of when to expect a formal reply from DC. There was a discussion of ways to encourage but not demand or require members at individual meetings to increase their contributions from the traditional one dollar of the past six decades.

Executive Committee Meeting (Terry; secretary@aa-dc.org): Officers, Committee Chairs, Liaisons and all others providing oral reports at the meeting were requested to either write any critical elements or submit those data by E-mail to ensure their accuracy. The discussions conducted during the meeting of the Executive Committee were summarized.

Finance Committee (Karen; finance@aa-dc.org): No Report

Elections Committee (Ralph; elections@aa-dc.org): No Report

Hospitals and Institutions Committee (Dave B.; hni@aa-dc.org): No Report

Literature Committee (Mike; literature@aa-dc.org): He explained that he will come to events/celebrations, as requested. The Committee needs a volunteer to run the booth at the WAGSA Committee monthly meeting.

Nightwatch Committee (Richard; nightwatch@aa-dc.org): He summarized the functions and extended an invitation for volunteers to serve.

Office Committee (Jonathan; office@aa-dc.org): The Committee did not meet in December. He will announce a date for the January meeting by E-mail and is looking for additional Board participation; he encouraged anyone interested to attend.

Outreach Committee (Adrian; outreach@aa-dc.org): He explained that the Draft of a flyer, as distributed in December, is still under revision. He plans to bring hard copies to the February meeting for Board approval. The Committee always welcomes suggestions regarding increasing attendance at the monthly Board meetings and improving interactions with the community.

Rules Committee (David H.; rules@aa-dc.org): No Report

Website Committee (Margaux; website@aa-dc.org): New site has NOT been hacked. Luella has not yet been trained in the webpage updating process, but that is expected to occur soon. The current 60/30/10 form is now available online. A motion to change the name of the Committee to the Technology Committee will soon be brought to the Board for approval after the needed change of the Bylaws has been clarified. The monetary contributions capacity is not yet functional; it will cost \$247.00 per year for all card transactions under a single vendor. There will be a Committee meeting by conference call tomorrow (1/11) – contact her by E-mail to attend and to received notice of future Committee meetings.

Registrar (David S.; registrar@aa-dc.org): Any Group Representatives or Alternates not already signed in were asked to do so and he requested that any new Representatives or Alternates fill out the appropriate forms at the Registrar table. In attendance were: 36 Voting Representatives, 2 Voting Alternates, 1 Non-Voting Alternate and 0 Visitors/Guests, for a total eligible voter count: 38

OLD BUSINESS: None

NEW BUSINESS: None

AD HOC COMMITTEE REPORTS:

Archives Committee (Barry; archives@aa-dc.org): The Archives Committee performs desk duty and conducts its committee meeting weekly at the WAIA office every Saturday from 10:00 A.M.-1:00 P.M. to conserve, preserve, and protect WAIA artifacts and to make information available to WAIA and its members. Archive Committee membership is open to any member of AA. If you, your spouse, or member of your home group is interested in joining the Archive Committee, join us any Saturday morning or contact us via email archives@aa-dc.org. Nat is currently working on data entry in preparation for the migration to the archival specific software. Stan and Linda are working on the "AA History Corner." Our ongoing need is for a real archivist or professional filing clerk who can be trained. The *digital.New.Reporter* continues to print, "AA History Corner". Sign-up for the *digital.New.Reporter* on the WAIA website today. Anyone or any group can invite the Archives Committee to support a group, event, celebration, or retreat.

Gala Committee (Claire, gala@aa-dc.org; 240/595-3457): The Gala Dinner/Dance will be held on April 15 (Saturday, 6:00 P.M.-Midnight) at the Silver Spring Civic Building, 1 Veterans Place [8525 Fenton Street], Silver Spring, MD 20910. The Committee is seeking volunteers for April 15 service. Tickets will go on sale next Monday (1/16). As an incentive, the first 100 tickets will sell at \$45.00 each, rather than the \$50.00 each thereafter. This information has been posted on the website

Grapevine (Carlos; grapevine@area13aa.org; 202/607-3087): He described three new items: A CD entitled, "It works if we work it" (\$10.00), a revised paperback edition of *Voices of Long Term Sobriety* (\$10.00) and a large print edition of *The Language of the Heart* (\$15.00). There will be a uniform increase of \$.50 on all books, effective 3/1/17; it is not yet clear whether prices of subscription to the journals will be affected.

Hospitality Committee (Tom O.; hospitality@aa-dc.org): Matt extended thanks to Mark and Ralph for preparing the coffee and for providing the snacks. Five volunteers to help with cleanup were identified. Tom O will not continue as Chair, so a replacement is being sought.

New Reporter Committee (Tony; newreporter@aa-dc.org): No Report

Old Timers Committee (Bob G.; oldtimers@aa-dc.org): No Report

Public Information/Cooperation with the Professional Community Committee (Pat G.; publicinfo@aa-dc.org; cpc@aa-dc.org): No events were scheduled for the month of December.

Upcoming Events (for which volunteers are needed and welcome):

- January 30 (Monday; 11:30 A.M.-2:00 P.M.): Five Guys Burgers and Fries Annual Kick-off Meeting, Gaylord National Resort and Convention Center, Oxon Hill, MD
- March 30 (Thursday; 3:30-6:00 P.M.): E.L. Haynes Public Charter High School Family Resource Fair, N.W. Washington, DC
- April 5 (Wednesday; 11:00 A.M.-1:30 P.M.): Federal Communications Commission (FCC) Annual Health Fair, S.W., Washington, DC
- May 15-17 (Monday-Wednesday): Veterans Affairs (VA) Healthcare Conference; Washington DC (specific venue TBD); WAGSA will host an information booth and organize a daily AA meeting for attendees.
- July 9-12 (Sunday-Wednesday): National Association of Drug Court Professionals (NADCP) Annual Training Conference; Gaylord National Resort and Convention Center, National Harbor, MD; WAGSA will host an information booth and organize a daily AA meeting for attendees.

Special Needs Committee (Andrea; specialneeds@aa-dc.org): No Report

Young People in AA Committee (Jason; www.dcpaa.org): No Report

LIAISON REPORTS ABOUT RELATED GROUPS:

Washington Area General Service Assembly (Terry; secretary@aa-dc.org):

The Washington Area General Service Assembly (WAGSA) met as the monthly informational Committee on Monday, January 9. This was the first meeting for the elected officers of Panel 67 (2017-2018) and much of the emphasis from the Chair was on the plans for both the short-term and long-range activities. The Area 13 Delegate solicited immediate input from General Service Representatives, summarizing specific areas of emphasis in an infographic distributed as hard copy and will be available for download from the website (www.area13aa.org). The Treasurer reported ongoing progress in rebuilding and ensuring the security of the organizational funds.

Upcoming Dates of Interest:

- January 21 (Saturday, 9:30 A.M.-2:00 P.M.): WAGSA Winter Assembly Meeting (Holy Cross Hospital, 1500 Forest Glen Road, Silver Spring, MD 20910)
- February 13 (Monday; 7:30-9:00 P.M.): WAGSA Committee Meeting (Silver Spring Presbyterian Church, 580 University Boulevard, East, Silver Spring, MD 20901)
- February 24-26 (Friday-Sunday): 26th Annual Northeast Regional AA Service Assembly (NERAASA), Sheraton Framingham Hotel and Conference Center, 1657 Worcester Road, Framingham, MA 01701
- May 15-17 (Monday-Wednesday): Veterans Affairs (VA) Healthcare Conference; Washington DC (specific venue TBD); WAGSA will host an information booth and organize a daily AA meeting for attendees.
- July 9-12 (Sunday-Wednesday): National Association of Drug Court Professionals (NADCP) Annual Training Conference; Gaylord National Resort and Convention Center, National Harbor, MD; WAGSA will host an information booth and organize a daily AA meeting for attendees.

Northern Virginia Intergroup (Ralph; rjustus@ieee.org; 301/367-5774):

NVI Board meetings are held on the first Tuesday of the month

Contacts: Pauline D., Office Manager (703/293-9757; info@nvintergroup.org)

RobE H., Chair, Board of Directors (chair@nvintergroup.org)

January 3 Meeting Highlights:

Financials:

- December contributions \$4,000.00 more than budgeted; FY: + \$17,000.00 over budget
- YTD actuals net income \$15,000.00 more than budgeted
- Birthday Plan: \$2,197.00
- Gratitude Boxes: \$3,824.40
- 2017 Budget Approved: \$173,700.00 (\$0 net income)

VAC Website: in transition, with some group information missing

UPCOMING EVENTS: (see flyers at: www.nvintergroup.org)

- November 12 (Sunday): Gratitude Breakfast
- February 25 (Saturday, 8:00 A.M.-4:00 P.M.): District 10: 20th Annual Day of Sharing (Ashburn, VA)

Hispanic Intergroup: No Report

ANNOUNCEMENTS; GROUP ANNIVERSARIES; PERSONAL ANNIVERSARIES; RAFFLE

The meeting of the Board of Directors was adjourned at: 8:50 P.M.

ATTACHMENT: none