

January Board Minutes

Washington Area Intergroup Association (WAIA) Board of Directors Meeting

Online meeting

January 12, 2020 @ 8:00 pm

Called to order 8:01pm; Adjourned 8:55

Announcements & Calls for Service to take back to your groups:

1. New Reporter, WAIA's monthly newsletter, wants to feature stories of recovery in COVID, email Tony at newreporter@aa-dc.org
2. Please send any changes to your meeting details to help@aa-dc.org, so the office can make changes to the meeting finder
3. Thank you for a successful gratitude month! See Annex 2 for WAIA's final 2020 financials
4. We are looking for committee involvement or leadership in the following committees, all AAs welcome:
 - a. **Accessibility Committee:** is rotating service, seeking a new permanent committee chair, email accessability@aa-dc.org
 - b. **Technology Committee** looking for volunteers to take over pieces of Tech Committee Duties are being sought with experience in: G-Suite Support; Wordpress Website Support; and Office hardware/software Support. Email tech@aa-dc.org.
5. WAIA office has curbside pickup 10-2pm M, Tu, Wed, Fri, 10-7 on Thursdays.

Announce Upcoming Committee Needs, Events & Meetings (all AAs welcome):

- **Technology Committee:** Standing meeting the 4th Sunday at 9:30 pm: Hangouts Meet: meet.google.com/moo-vvtu-sdm; Join by phone +1 240-903-4132 PIN: 414 591 395#

2021 Officers:

- **Chair:** Sean C.
- **Vice Chair:** Spahr H.
- **Treasurer:** Will R.
- **Secretary:** Vacant (Jackie M moving forward)

At Large Members:

- Cassandra S.
- Kelly W.
- Daniel R.
- Daniel D.
- Suzanna D.

I. Meeting Opening & Standing Reports

1. Volunteer reads [WAIA preamble](#)
2. Chair's Opening Remarks [SeanC@aa-dc.org] Chair@aa-dc.org

- Welcome new representatives!
- <https://aa-dc.org/waia>

3. Executive Committee Meeting Report [Spahr, vice chair on behalf of the WAIA Executive Committee <executivecommittee@aa-dc.org>]

4. Approval/Changes to Previous Meeting's Minutes [Vacant secretary@aa-dc.org] See past meeting minutes here: <https://aa-dc.org/board-minutes>

- Minutes approved
- Jackie M. volunteered to take over as new secretary!

5. Registrar's Report [David H. for Jeff M. registrar@aa-dc.org], please register! <https://forms.gle/bNnp4SgU2rPk68ik9>

31 Reps
2 Voting Alternates
3 Non-Voting Alternates
3 Guests

6. Office Admin Report [Luella T. aa-dc@aa-dc.org; 202-966-9115; www.aa-dc.org]

Report to the Board 1/12/2021

December Calls – 268

- 15 for help. This includes people getting 12th step calls and those oldtimers and newcomers who just need to talk for a short time
- 45 WAIA Business
- 34 Literature & Chip Orders (questions answered & orders filled for curbside pickup or shipping)
- 157 Meeting Information: Some of the meeting info calls were asking for passwords
- 0 Public Information
- 5 Alanon (Third Party)
- 12 Curbside pickup/walk-ins to the office

Clo'via or I are in the office, one person at a time covering our curbside pick-up hours of 10A-2P, Mondays, Tuesdays, Wednesdays, Fridays and 10A-7P on Thursdays. When we're not in the office we continue to have volunteers answer phones from home 7-10 PM weekdays and 10AM -10 PM weekends.

Many thanks to the phone volunteers and HelChat volunteers who answered phone from home over the Holidays.

The February 2021 issue of the New Reporter will go out by the end of next week.

II. New & Old Business

7. Planning for board meetings in 2021 (Sean C.)

- Board meetings will be held on Zoom into the foreseeable future, will be revised in June. Please feel free to share your thoughts on whether or not we should continue on zoom once in person meetings become possible again

8. New WAGSA Delegates welcome

- Michelle G thank you for the past partnership
- Russel R. sitting delegate
- Lynette alternate delegate
- Irving M. incoming chair area 13

III. Corporate Committees

9. **Elections** [David H, elections@aa-dc.org; aa-dc.org/elections]-

10. **Treasurer & Finance** (Cassandra S. finance@aa-dc.org, aa-dc.org/finance; Will R., Treasurer treasurer@aa-dc.org). All reports are listed at <https://aa-dc.org/finance> and below in Annex 2.

11. **Office** [office@aa-dc.org; aa-dc.org/office]

12. **Rules** [Karen O. rules@aa-dc.org; aa-dc.org/rules]-No report

13. **Technology** [Alex M. tech@aa-dc.org; aa-dc.org/tech], looking for volunteers to take over pieces of Tech Committee Duties are being sought with experience in:

- i. G-Suite Support
- ii. Wordpress Website Support
- iii. Office hardware/software Support

- Standing meeting the 4th Sunday at 9:30 pm: Hangouts Meet: meet.google.com/moo-vvtu-sdm; Join by phone +1 240-903-4132 PIN: 414 591 395#

IV. Service Committees

14. **Accessibility** [Accessibility@aa-dc.org/ aa-dc.org/accessibility]: There is an interim committee chair, but they are looking for a new permanent chair

15. **Archives** [archives@aa-dc.org / aa-dc.org/archives] -No one present to give report

16. **Cooperation with the Professional Community (CPC)/Public Information (PI)** [cpc@aa-dc.org; publicinfo@aa-dc.org; aa-dc.org/cpc; aa-dc.org/pni]-No one present to give report

17. **Hospitals & Institutions (H&I)** [Eryn C. hni@aa-dc.org; aa-dc.org/hni]: Eryn C appointed.

- Question: What opportunities are there for H&I in the COVID environment? Some facilities are looking for speakers to come in via zoom, and others are in-person meetings. New chair will give an update and calls for service at the next meeting

18. **Hospitality** [Hospitality@aa-dc.org] -Vacant position, no clear role for hospitality in zoom

19. **Literature** [Gavin P. literature@aa-dc.org; aa-dc.org/literature]-No one present to give report

20. **Night Watch** [Turpy B., nightwatch@aa-dc.org; aa-dc.org/night-watch] : Jeanine J. will be taking over as Night Watch chair

21. **New Reporter** [Tony F. Newreporter@aa-dc.org]--No one present to give report. Looking for stories of people who got sober in COVID

22. **Outreach** [outreach@aa-dc.org; aa-dc.org/outreach]-Daniel D. just took over as chair. New WAIA representatives, please email to get an orientation to WAIA. More to come on this in the next few months.

V. Ad-Hoc Committees

23. **WAIA Gala** [Liz L. gala@aa-dc.org]-No report

24. **Oldtimers Meeting** [Suzanna D. oldtimers@aa-dc.org]-No report

25. **Sponsorship Conference** [Will R., sponsorshipconference@aa-dc.org]

26. **Re-opening Committee** [David H. reopen@aa-dc.org] - Please send any changes to your meeting to help@aa-dc.org, so the office can make changes to the meeting finder

VI. Liaison Reports

- 27. **WAGSA** [Waialiaison@area13aa.org]-need new rep, Russel R. will follow up
- 28. **Grapevine** [Grapevine@area13aa.org]-need new rep, Russel R. will follow up
- 29. **Northern Virginia Intergroup** [Ralph J to be appointed]
- 30. **Spanish-speaking Intergroup/Oficina Intergrupal** (currently vacant)

VII. Closing

- 31. **Anniversaries & Announcements**
- 32. [Responsibility statement](#)

Annex 1. List of Resources for New Reps

[Summary of Washington Area Intergroup Association, Inc. \(WAIA\) Committees & Governance](#)
[The WAIA Representative](#) brochure

Annex 2. Treasurer & Finance Reports

[Will R., Treasurer treasurer@aa-dc.org; Cassandra S., Finance Chair finance@aa-dc.org; <https://aa-dc.org/finance>]

Treasurer Report* for the January 12, 2021 WAIA Board Meeting [Will R., Treasurer treasurer@aa-dc.org]:

Profit and Loss comparison-net income		Balance Sheet Comparison-total liabilities & equity	
December 2019	\$20,159.40	December 2019	\$193,943.36
December 2020	\$6,523.68	December 2020	\$209,052.42
2019 Annual	\$5226.46	2019 Annual	\$193,943.36
2020 Annual	\$16,592.72	2020 Annual	\$209,052.42

*[Click here](#) for the Profit and Loss statements for December. All reports listed at <https://aa-dc.org/finance>

Contributions--December 2020

Groups	\$8,851.07
Individuals	\$9,673.19
Total December Contributions	\$18,524.26

Finance Committee Report for January 12, 2021. [Cassandra S., Finance Chair finance@aa-dc.org]

This month's report includes analysis of the final 2020 Actual to Budget comparison.

December/YTD 2020 Snapshot: Full [2020 Actuals](#) available online

2020 Actual	Dec - Actuals	Dec - Budget	YTD Actuals	YTD Budget	Difference
Revenue	\$685	\$5,925	\$23,730	\$71,100	-\$47,370
Cost of Goods	-\$37	-\$4,154	-\$18,750	-\$49,844	-\$31,094
Contributions	\$18,524	\$23,400	\$154,322	\$130,000	\$24,322
Gala	\$0	\$0	\$120	\$12,800	-\$12,680
Gross Income	\$19,172	\$25,171	\$159,422	\$164,056	-\$4,634
Expenses	-\$12,649	-\$13,485	-\$142,830	-\$168,122	-\$25,292
Net Income	\$6,524	\$11,686	\$16,593	-\$4,066	\$20,659

- We ended 2020 with an overage of \$16,592. Contributions exceeded the budget by \$24,322, only \$4,634 under our planned income and expenses were reduced by over \$25,000.
- This will cover the current planned overage in the 2021 budget if needed.
- The Finance committee drafted a memo and presented options for the prudent reserve to the Executive committee. We plan to bring a motion to the board at the February board meeting but anyone interested in helping craft that recommendation is welcome to join our Finance Committee next Sunday January 17th at 1pm. Zoom Meeting: <https://us02web.zoom.us/j/82198190162?pwd=emp3NHJscmZyZek55S0hKT0drYTZWUT09>
 - o Meeting ID: 821 9819 0162; Passcode: 765364