

WAIA Board Meeting Minutes February 9, 2021

Called to Order at 8:00pm; Adjourned 9:15pm

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

1. WAIA now accepts contributions via PayPal, Venmo and ACH! See: <https://aa-dc.org/contribute-online>
2. Helpchat volunteers trainings are happening, email helpchat@aa-dc.org to be part of it
3. Please email help@aa-dc.org to update your online meeting information as necessary.
4. WAIA office has curbside pickup 10-2pm M, Tu, Wed, Fri, 10-7 on Thursdays.
5. Email daniel.r@aa-dc.org to join and participate in the ad hoc committee to perform a group inventory of WAIA
6. Email finance@aa-dc.org to chair and/or participate in an ad hoc committee regarding the disbursement of funds in excess of the Board's prudent reserve

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# Next meeting will be 28FEB2021 at 9:30pm.
- **Grapevine committee** meets the first Monday of every month from 7-8pm. Please connect your group's grapevine rep with Alaina Grapevine@area13aa.org.
- Grapevine February 14th event announced (link on page 7)
- Women's Weekend Retreat February 14th event announced (link on page 7)
- Neelsville Beginners' Meeting 44th anniversary meeting announced (link on page 7)

Opening Remarks

The meeting began with the Serenity Prayer and reading the AA Preamble. The Executive Committee was introduced (Chair Sean C, Vice Chair Spahr H, Treasurer Will R, Secretary Jackie M, Office Manager Luella T, At-large members Kelly W, Cassandra S, Suzanna D, Daniel R, Daniel D). New representatives introduced themselves and were directed to the Registrar. The motion to approve last month's board minutes was approved.

The Secretary gave the Board a synopsis of what was discussed at the Executive Committee:

- We discussed the proposal to move WAIA board meetings to Zoom permanently moving forward. It was decided that since the Board has already decided to keep meetings on Zoom through June of 2021, we will re-assess this idea at that time.
- Recording meetings for archival purposes- We will start recording Executive Committee minutes for archival purposes (audio only). We will not record Board meetings.
- Group Inventory- Daniel R. is developing a list of questions based on guidance he got from AA members with experience with group inventories of areas. There is a call for service for people to serve on this ad hoc committee.

- Prudent Reserve- The Finance Committee wants to recommend a 12 month prudent reserve to the board and establish an ad hoc committee to decide what to do with the excess funds.

Old Business

- Group Inventory - Daniel R.

The Executive Committee had previously brought up the idea of doing a group inventory for WAIA. A group inventory directly solicits feedback on certain topics. We would come up with 12 questions to solicit feedback from the group. Daniel is looking for people to join the group inventory committee. Jeff M, Moe M, Tim C, Connor B, and Turpy raised their hands to volunteer.

Discussion:

Question: Would the group inventory differ from what is in AA pamphlet p-16 “The AA Group”, which gives suggestions/guidance on the group inventory?

Answer: As this is for an intergroup rather than a home group, the questions will be slightly different.

Question: Is part of the process going to be a survey of other large metropolitan intergroups, or is this just an internal process?

Answer: It will be internal, looking at WAIA from the lens of those who are involved. We are in touch with a former rep from another area who has assisted in this process with other areas, conferences, etc. We will go over more details in a committee setting rather than here in the board.

Question: Has WAIA done a group inventory before?

Answer: No

Email daniel.r@aa-dc.org if interested in participating on the committee.

New Business

- Recommended Prudent Reserve - Cassandra

Cassandra gave finance committee report. WAIA is doing well in terms of numbers and had a positive net income of \$4900 in January. The finance committee’s recommendations remain the same since the last meeting. We don’t want to code the prudent reserve into bylaws, but have we can set it in a group conscience. Our recommendation is baseline operating expenses is about \$148,000/year, so rather than a full budget (~\$220,000/year), we recommend baseline operating expenses for 12 months.

We would like to have an ad hoc committee about how to spend the money. Since we’re not modifying the bylaws we can always change it back based on the ad hoc committee.

Motion: David H moved “I move that we set an initial prudent reserve of \$148,000, which is one years operating expenses.” Kelly seconded.

Discussion:

Question: Do we have a prudent reserve specified?

Answer: We don’t have an amount specified. The bylaws merely say we maintain a prudent reserve.

Question: Do we pay rent for our office space on an annual lease?

Answer: We are on a month to month lease and have been for some time.

Pro:

1. If we actually needed a year of prudent reserve, we would be in dire straits and so would need it.
2. The preamble is the only place in the bylaws that a financial reserve is mentioned, and it is termed “ample reserve”. Since this is outside of the bylaws, we are creating policy, which is more flexible.

A friendly amendment to the motion was raised, to rather than include a value, state "one year of operating expenses", as that particular value will change from year to year (i.e. rent increases, inflation).

The modification to the motion was accepted.

Final motion brought to vote was "The motion is we set a prudent reserve of one year operating expenses." It was seconded and brought to vote. The vote received 26 yeas out of 29 voting representatives. The motion was passed.

- Disbursement of funds in excess of prudent reserve - Cassandra

A committee will be established to discuss the disbursement of funds. There is a call for service for someone to chair this ad hoc committee and for others to join. Email finance@aa-dc.org to volunteer.

- Pamphlets published by A.A. World Services, Inc. related to medication and mental health

https://www.aa.org/assets/en_US/p-11_aamembersMedDrug.pdf

https://www.aa.org/assets/en_US/p-87_AAforAlcoholicswithMentalHealthIssues.pdf

https://www.aa.org/pages/en_US/aa-member-medications-and-other-drugs

The issue of mental health and medication has come up recently, especially in the pandemic. There are a couple of helpful pamphlets online (links above) about these topics, which indicate that AA has no opinion on it and you should consult outside professionals.

- Calls for Service

-Need CPC chair, someone to take over PSAs - Carrie G. volunteered

-Email finance@aa-dc.org to head or participate in the ad hoc committee regarding the disbursement of excess funds

Committee Reports

Pre-submitted Committee reports:

- **Archives:**

The WAIA Archives Group has been busy since last reporting our activities to the WAIA Executive Committee. The major activities (in addition to handling phone calls in the WAIA Office) has been the following:

- Provided Prudent Research research paper to WAIA Executive Committee for review/comment. An extensive review of all references in WAIA Executive Committee reports starting from 1970 was done and were listed (in Excel format) as background by the WAIA Executive Committee.
- Initiated research on the use of designation "Negro" and "Inter-racial" in describing AA groups. Based on a request from a College Park group, the WAIA Archives Group conducted extension research on this topic, primarily reviewing "Where & When" pamphlets from the 1940s-1950s, along with news articles and reports we were able to obtain. We also contacted the Northern Virginia Intergroup for their input as part of this research task. Our research indicates that in 1945, a "Negro" group was formed in Washington, DC, which became the Cosmopolitan Group in 1947 and met at the 12th Street branch of the YMCA. In 1957 the designation of that group changed from "Negro" and became "Inter-racial." In 1961 there was five (5) AA meetings listed as "Interracial", with one meeting occurring in Arlington, Virginia.
- Started the conversion of scanned (pdf) material for the publications "Reporter" (1965-1978) and the "New Reporter" (1978-Present) into a searchable format. This will allow researchers to perform word searches of materials contained on-line in our archives database.

- **Treasurer and Finance Committee:**

Treasurer Report* for the February 9, 2021 WAIA Board Meeting [Will R., Treasurer treasurer@aa-dc.org]:

Profit and Loss comparison-net income

January 2020 \$5,047.32
 January 2021 \$4,996.31

Balance Sheet Comparison-total liabilities & equity

January 2020 \$197,643.90
 January 2021 \$213,194.93

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

Contributions--January 2020

Groups	\$13,096.26
Individuals	\$7,170.37
Total December Contributions	\$20,266.63

Finance Committee Report for February 9, 2021. [Cassandra S., Finance Chair finance@aa-dc.org]

January 2021 Snapshot: Full [2021 Actuals](#) available online

	Jan Actuals	<i>Jan Budget</i>	YTD Actuals	<i>YTD Budget</i>
Revenue	\$920	\$4,682	\$920	\$69,806
Cost of Goods	-\$800	-\$3,282	-\$800	-\$39,384
Contributions	\$20,267	\$10,650	\$20,267	\$138,000
Gala	\$0	\$0	\$0	\$12,800
Gross Income	\$20,387	\$12,051	\$20,387	\$181,222
Expenses	-\$15,391	-\$18,785	-\$15,391	-\$181,222
Net Income	\$4,996	-\$6,735	\$4,996	

- Starting the year strong with group contributions exceeding individual contributions.
- Finance Committee had an adhoc meeting Sunday January 17th to discuss the prudent reserve recommendation to the board. Based on feedback for a more conservative number, our recommendation is that WAIA maintain a reserve of 12 months of operating expenses (office rent, website costs, office worker salaries, etc). In 2021, that totals **\$148,722**. We will take a group conscious by board vote at the February 9th board meeting.

- **CPC**

In 2020, we did a lot!

- reviewed all audio and video announcements available from the General Service Office and chose the best messages for our area
- ran a "non-contest contest" to involve the fellowship in recording a personalized recording for the end of the PSAs
- conducted all technical tasks necessary to splice the personal recording to the AA recordings
- learned about placing ads on Spotify
- ran several different experiments and tracked [the results](#), leaving a great database of information about which ads to run and which of Spotify's targeting tools to use
- learned about Google Analytics and how to best analyze those "clicks" from Spotify to the aa-dc.org website
- secured an increase in the budget for 2021 from \$2,500 to \$6,000

If you would like to coordinate the public service announcement project for 2021, please let Sean C. know at sean.c@aa-dc.org.

All the committee's work is in [this folder](#) on the aa-dc.org Google Drive.

[Outgoing Chair Kerry O's] suggestion is to run the current audio ad, spending \$500 a month, which has a message of "online meetings happening now" until 50% of the meetings are back up and running in person, at which time, I suggest recording a different message along the lines of "visit aa-dc.org for in person and online meetings" and "call xxx-xxx-xxxx to speak to a recovering alcoholic 24 hours a day."

Thank you again for your service in carrying the message of AA to the still sick and suffering alcoholic through Spotify. I have every belief that one of you will one day hear a share at an AA meeting of a happy, joyous and free person talking about how they heard a message on Spotify and that began their journey to sobriety (and please call or text me when you do, even if it's 15 years from now!)

- Accessibility Committee

We met twice. Once on 01/12/2021 and again on 02/02/2021. Daniel D. was elected as Chair for this committee on 01/12/2021. The Accessibility Flier was developed and approved for outreach on 02/02/2021. Topics discussed were: 1. Ways to increase awareness to individuals with special needs. 2. What are the stumbling blocks to outreach? 3. What areas to Target/define? 4. Accessibility Flier Our next meeting will be Saturday March 6, 2021 at 2pm.

In-Meeting Committee Reports:

Corporate Committees:

- Office: office@aa-dc.org

Luella informed the group about a new book coming out on 14FEB2021, "A Visual History of AA", which would have been a souvenir book of the 2020 convention. It is going to ship next Monday. You can order by calling office or emailing orders@aa-dc.org.

- Rules (Bylaws): rules@aa-dc.org - N/A

- Technology: tech@aa-dc.org

The Technology Committee Meeting will be Sunday 2/28 at 9:30pm. Anyone can join.

Service committees:

- Accessibility (Daniel D.): Accessibility@aa-dc.org

We had a meeting in January and a subsequent meeting in February. We discussed a flyer that we're going to go forward with, we voted on 02FEB2021. Daniel D. has joined the deaf recovery community on Facebook, disseminating the flyer there as well as sending it out. The flyer indicates that we are here and that we are working to best help people with special needs.

- Archives: archives@aa-dc.org - N/A

- Cooperation with the Professional Community CPC@aa-dc.org

- Hospitals & Institutions (Eryn C.): HNI@aa-dc.org

In the past month we contacted H&I facilities to see if they're doing virtual or in-person. The H & I committee has been getting updates from the various hospitals and institutions to see how we can best serve them currently. There are a few that are allowing virtual or in person meetings, most we are not able to provide meetings too as they are not allowing virtual or in person meetings. We are following up to with the various sites to ask about any literature needs. To follow up about Shady Grove's request for meetings, they have to wait for the clinical director to sign off on having persons in the hospital. We were able to provide big books to Wells/Robinson this month, and hopefully we will be able to provide more literature to the various hospitals and institutions this month. There is currently a vacant committee vacancy for the Woman's PG County Coordinator. Feel free to contact me if you have any questions at hni@aa-dc.org or 301-651-4942.

- Literature (Gavin P.): Literature@aa-dc.org - N/A

- Night watch (Jeanine J.): Nightwatch@aa-dc.org

Turpy is stepping down as of 01MAR2021. Jeanine J. is taking over. Some people will be rotating out so we'll bring on new people. We will set a time frame for how long people will answer the phones. We have decided to make it a two year term unless people tell us otherwise.

- Outreach (Daniel D.): Outreach@aa-dc.org

No report

Ad-hoc/event committees:

- Gala (Liz L): gala@aa-dc.org - N/A

- Service Workshop: serviceworkshop@aa-dc.org - N/A

- Sponsorship Conference (Will): SponsorConference@aa-dc.org

The last two years it's been held in September.

- Oldtimers (Suzanna D): oldtimers@aa-dc.org

No report

- New reporter (Tony F.): Newreporter@aa-dc.org

No report

- Grapevine: Grapevine@area13aa.org

The Grapevine liaison was not present but Daniel R is the co-chair of the Grapevine committee. The committee meets on the first Monday of the month. They are hosting a Grapevine meeting Sunday 2/14 at 4pm:

Join the Area 13 Grapevine committee for "Staying Sober with AA Grapevine: the International Journal of Alcoholics Anonymous". At this recovery meeting, an AA speaker will read a Grapevine story and then share their experience, strength, and hope. Open discussion for the second half of the meeting. Stay after for fellowship!

Sunday, February 14th (Valentine's Day) at 4:00 PM EST

Zoom Meeting ID: 825 6339 0110

Password: grapevine (lowercase "g")

- Northern Virginia Intergroup Liaison (Ralph J.)

The Northern Virginia Intergroup is starting to plan out things like the Old-Timers meeting next fall with the assumption that they're going to be in person.

Announcements:

Valentines Day event announced:

Women's Weekend Presents Valentine's Day Speaker Meeting!

Date: Sunday, February 14th

Time: 10:00-11:00am EST

Speaker: Amy M. | Dallas, TX

Zoom Details: <https://us02web.zoom.us/j/84312881478?pwd=R3RXM3B1cDdMdGdnOUJ6YUhydWF1dz09>

Meeting ID: 843 1288 1478

Passcode: 493320

Neelsville anniversary meeting announced:

Join the Neelsville Group's 44th Anniversary Virtual Potluck Celebration Dinner

Thursday February 18, 2021 -- 8:30 to 9:30 EST

Open Speaker Meeting:

Hilary R. from LA Pacific Group, 5/9/97

Dave W. from LA Pacific Group, 10/13/96

Zoom id: 956545737

Zoom Link: <https://zoom.us/j/956545737>

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Email events@aa-dc.org to have them listed on website

Anniversaries Announced:

Turpy announced that she will have 22 years on March 3 and will be celebrating on March 15.