

WAIA Executive Committee Minutes

2021 Officers	At-Large Members
<ul style="list-style-type: none"> • Chair: Sean C. • Vice Chair: Spahr H • Treasurer: Will R • Secretary: Jackie M • Office Manager: Luella T 	<ul style="list-style-type: none"> • Cassandra S • Kelly W • Daniel R • Daniel D • Karen O

Attendees: Jackie M, Luella T, Sean C, Alex (Technology Chair), Will R, Daniel R, David H (Reopening Committee chair), Cassandra S, Gary G (Reopening Committee member), Karen O

The meeting opened at 7:02 with Serenity Prayer.

Standing Agenda Notes:

- Last month's minutes were approved

As a point of information, four voting members of the Executive Committee constitute a quorum.

Old Business:

- Group Inventory (Daniel R)

Daniel updated and re-sent the form, has gotten a fair number of responses. Daniel solicited feedback or changes that we need to make. He reviewed ExComm members' responses on this version and feels the information being solicited is more on-point than what we had the first go-round. Feedback from ExComm members who had taken it was that it was shorter and more to the point than the first draft, and that it was good and there were no other comments.

Next steps will be that Daniel will distribute the link in the chat tonight, towards the end of the meeting so people don't start taking it during the board meeting and get distracted from the board meeting. Then Luella will send a follow up email with a link to the survey, when she sends the email with the May draft minutes.

- Update on ad hoc committee for new initiatives (Cassandra S)

Cassandra circulated the proposals to the Executive Committee. Cassandra wanted guidance in ExComm about whether we were saying no to proposals here before sending to the board. Sean proposed a green light/yellow light/red light system for the board to recommend or not recommend proposals to the board. This will be helpful for the committee in framing their discussion.

People have until May 26th to get their proposals submitted. The committee will review and get them organized for the next Executive Committee.

Question- these proposals do not add up to the amount of money we have to spend. What will be done with the excess money? Answer- unclear at this time, to be determined.

It was pointed out that contributions are down as announcements are still being made that WAIA does not need support. The Chair reiterated our need to contradict these announcements when we hear them being made.

Question- how will we handle proposals that are for new initiatives that are things that should be decided on by the board separately? Answer- it was felt that all of the proposals fell under the right of decision of the committee. It was noted that the right of decision had limits and that some items will still need approval by the board as a separate discussion.

- Record of decisions (Jackie M)

An amendment to the Bylaws will be proposed to add recording decisions that fall outside the scope of the Bylaws to the responsibilities of the Rules Committee chair.

Question- would these decisions would be recorded in the minutes? Answer- yes, but in a not-searchable way. To find a particular discussion or decision, at this point, someone has to request minutes from a period of months (and with a request to the Archives committee if before 2017) and comb through each month's minutes individually to find any decision or record of discussion.

An amendment to the Bylaws will be submitted to request this new responsibility be added to the Rules Committee chair. It would be up to the Rules Committee chair how best to implement this.

New Business:

- Moving ExComm meeting day/time (Daniel R., from previous ExComm meeting)

This was proposed because if items come up at ExComm that require discussion at the Board meeting, we don't have enough time to get things onto the night's agenda right before. Daniel also proposed moving ExComm to stay on Zoom permanently. It was noted that the board is voting next month whether or not to keep the Board meetings on Zoom permanently, and it was agreed that it made sense to table this decision until the Board makes their decision. This will be tabled to the next month.

- Tracking opening and closing of ad hoc committees (Jackie M, from previous Board meeting)

We agreed that since the Chair creates ad hoc committees, the Chair will close ad hoc committees when they are no longer needed.

- Reopening Committee:

From the Reopening Committee Chair:

[Reopening Request](#)

Because of the increasing influx of requests for in-person meetings. The reopening committee believes we should be able to better delineate and find in-person, hybrid, or online meetings.

Today, in order to find an in-person meeting, someone must filter all meetings and manually go through the list of temporary closed meetings to find a meeting that is not closed and not online.

The reopening committee would like to make the following changes:

- Tag meetings as either Online, In-person, or Hybrid
- Set the default filter to all meetings except those currently designated as “Temporarily Closed”

We believe it should be easier to filter the various types of meetings to aid newcomers that seek in-person meetings. While the number of meetings operating in-person or in a hybrid format remains low, the office receives many requests everyday for in-person listings. Changing the filtering would increase the ability of users to find the type of meeting they are looking for.

Pros

- People want to find in person meetings and it is difficult to do so
- Shows people how few meetings are actually meeting in person

Cons

- It changes the user experience and we’ve trained people looking for meeting by clicking the “All” meetings
- It further makes the “temporarily closed” meetings appear as “de-listed”
- Telephone only meetings are currently listed as online. This continues that confusion

Discussion:

David H wants to see if we think this is a good idea because it may involve de-listing a lot of meetings, and bring this to the board because this is a small group conscience.

Pro- it’s a good idea to add tags to filter, it’s not a good idea to remove that many meetings.

Con- a lot of these meetings have been closed for a long time. There is a process to be listed and a process to be de-listed that meetings can follow to be listed again.

The Technology Committee had sent the Reopening Committee recommendations on what he thought was best from the standpoint of technical feasibility. There is no way to exclude meetings in a display, we can’t say “all meetings but this type”. We can add a type that says in person and then filter by in-person. He also suggests taking any temporarily closed meetings to draft status, so only online or in person meetings show, and having a disclaimer for meetings that they will have to tell us if they are open.

The Reopening Committee Chair noted that the groups themselves did not say “hey we’re closed”, WAIA did that in a vacuum.

It was decided that the larger board should make this decision with a vote. Then people interested should bring it to the Reopening Committee to discuss implementation. The Reopening Chair will put a motion forward tonight

Office Administrator's Report to the Board 5/11/2021

April Calls – 221

- 12 for help. This includes people getting 12th step calls and those oldtimers and newcomers who just need to talk for a short time
- 37 WAIA Business
- 29 Literature & Chip Orders (questions answered & orders filled for curbside pickup or shipping)
- 139 Meeting Information: Some of the meeting info calls were asking for passwords
 - 1 Public Information
 - 3 Alanon (Third Party)
 - o No meeting at location
- 25 Curbside pickup/walk-ins to the office

We still have curbside pick-up hours at 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.

The new Meeting in a Pocket booklets are on sale for \$1.00 a piece. Call the office at 202-966-9115 or email orders@aa-dc.org to place an order

Remember the new Visual History of AA is also on sale now for \$11.00

The June New Reporter will go out by the end of next week.

Treasurer Report* for the May 11, 2021 WAIA Board Meeting [Will R., Treasurer treasurer@aa-dc.org]:

Profit and Loss comparison-net income

April 2020 \$1,966.06

April 2021 -\$7,386.45

Balance Sheet Comparison-total liabilities & equity

April 2020 193,271.75

April 2021 206,263.12

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

Contributions

Groups	\$6,521.10
Individuals	\$950.00
Total April 2021 Contributions	\$7,471.10

Finance Committee Report for May 11, 2021. [Cassandra S., Finance Chair finance@aa-dc.org]

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

	Apr Actuals	<i>Apr Budget</i>	YTD Actuals	2021 Budget	% Total Budget

Revenue	\$1,073	\$4,682	\$4,990.42	\$69,806.00	7.15%
Cost of Goods	-\$4,858	-\$3,282	-\$6,027.28	-\$39,384.00	15.30%
Contributions	\$7,471	\$10,650	\$48,322.27	\$138,000.00	35.02%
Gala	\$0	\$0	\$0.00	\$12,800.00	
Gross Income	\$3,687	\$12,051	\$47,285.41	\$181,222.00	26.09%
Expenses	-\$11,073	-\$14,285	-\$50,254.66	-\$181,222.00	27.73%
Net Income*	-\$7,386	-\$2,235	-\$2,969.25		

- April expenses exceeded revenue by \$7,386 and we have a balance now of -\$2,969 for the year.
- *Regarding the negative net income, the board should note that the \$16k in additional funding from WAIA savings has not yet been transferred to the checking account as approved in 2020 for anticipated 2021 shortfalls.

Ad Hoc Committee report for New Initiatives (report from Michael G)

- We changed our blurb to eliminate the part about excess funds and emphasize carrying the message.
- We received about 14 proposals and discussed them at our April 28 meeting. Most of the people who submitted proposals attended the meeting.
- After each proposal was discussed, we asked for more detail in the proposals including which committee should work with the submitter and a breakdown of expenses.
- We meet on May 26 to discuss the completed proposals. We will submit the proposals to Sean C. who will present them to the Executive Committee and the Board, along with the recommendations of the New Initiatives Committee.
- The proposals include:

- Information to assist groups in hybrid meetings
- New location for the WAIA office
- Funds for the Sponsorship Conference
- Literature to be loaned or distributed by the H&I Committee
- Donation to GSO
- Donation to WAGSA
- Changing over to a VOIP communication system for WAIA
- Customer relations management system for WAIA
- Outreach event for SE, DC and PG, MD
- Conference for People with disabilities
- Money for Archives Committee for attendance at a conference
- Please share the link to the New Initiatives proposals in your meetings: <https://aa-dc.org/new-initiatives>