

# WAIA Executive Committee Minutes

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

Attendees: Alex M, Sam S, Jackie M, Luella T, Daniel D, Cassandra S, Daniel R, Will R, Jeanine, Spahr S, Karen O, Sean C

A Motion to have ExComm changed to the first Tuesday of the month at 8pm EST was considered, and passed unanimously. ExComm meetings will be on the first Tuesday of the month at 8pm on Zoom.

A motion to approve the July ExComm minutes was approved unanimously.

## Standing Agenda Notes:

- Chair's opening remarks.
- Quarterly financial report (February, May, August, November only)
- Annual budget presentation (presented in October, approval in November)
- Elections (December)
- *Review and approval of last month's minutes*
- *Begin Meeting Recording*

## Old Business:

- Group Inventory (Daniel R)

If you still have the link from the group inventory, you should be able to see the results. They should be publishable since the survey is closed. Only 25 responses so raw data is probably the best way to present the results. There were two consistent takeaways- communication, and the monthly board meetings. We are unsure of next steps but should give people the opportunity to review, would be helpful. Parliamentary procedure committee may address some meeting comments. Daniel R proposes all interested parties should review the results (including board).

Cassandra- likes sharing with the Board next week. ExComm should each prepare a takeaway for discussion at next month's ExComm meeting.

Daniel R- there are some things we do well at. For finance, results were favorable. We won't need to focus on every section, some things we do well.

Have ideas/takeaways in one month for the next ExComm meeting. We want to allow the board to review as well before giving our ideas so as not to create bias.

- Record of decisions (Karen O/Cassandra R)

No updates at this time.

- Secretary Service Position

The Chair withdraws a request for the secretary to step down.

- Bylaw Discussion

Corporate committee chair says “All current Board of Directors, current and past officers of the Corporation, and past Executive Committee members are eligible to serve as a corporate committee chair.” We will consider simplifying/clarifying language.

### New Business:

- Letter from Northeast Regional Trustee

No response needed. We will include the letter on the board agenda next week. There was an agreement to post the letter on the finance page of the website, also included in the new reporter.

- Ad-hoc Committee on Parliamentary Procedures (Karen O)

Meeting attended by Karen O, David H, Karl V. Not a lot of specific guidance. The committee wants more specificity about what they’re trying to accomplish. Karen will type up something to the board. We don’t want to necessarily take motions from the floor but need to spell out for members how they can have ideas brought to the board.

- Change in ExComm membership (Daniel D. stepping down)

Daniel D was elected GSR for his home group and according to the general service manual, can’t hold two positions at one time. He needs to step down from the board and excomm. There was a suggestion to consider becoming WAGSA liaison. Previous liaison was (Tracy T?). It is unclear whether WAGSA appoints or WAIA. Daniel D has asked his incoming replacement about taking on his role as accessibility chair but hasn’t received an answer yet. We will put out a call for action at the next meeting.

Motion to bring Jeanine as at-large committee member was considered. The excomm confirmed the procedure for replacing at-large committee members in Article 4 Section 11 of Bylaws. Unanimous approval was given for Jeanine.

- New initiatives committee update on archives request (Cassandra)

Archives asked that they be able to purchase the cabinets they wanted. We had previously approved that from prudent reserve, and had also added \$1,000 for archives travel/items. Answer was yes to the request for funding. Cassandra has notified Archives and it will be reflected in the budget.

Point of clarification- Prudent reserve money is approved for use this year, Archives should purchase cabinets now. \$1,000 travel budget is for the 2022 budget.

- Tech committee Chair and composition (Sam S)

Alex resigns as tech committee chair since he is moving Friday. Alex recommends Sam S become the new technology chair. No one from ExComm is currently on the tech committee. It is in the bylaws that someone on ExComm should be on corporate committee. Cassandra volunteers.

First, Sean moves to approve Sam as new technology chair. The motion was seconded. Sam gave his technology background. He builds computers and has 20 years experience with proprietary systems, hardware, networks, etc, and manages websites. He has experience with operating and training. He will collaborate with other members with learning this level of AA service/traditions.

Unanimous approval was given to approve Sam as new technology chair.

Tech Committee meetings- it was asked when they are. Sam has been doing Thursday evenings at 9pm EST. We will put out a Call for action at board meeting to get new members.

Sam's first order of business is investigating why Karen O is not receiving executive committee emails. Karen is in the group (ExComm).

- Increase to bonuses for Clo'via and Luella

Cassandra not heard from Tom about final numbers, and needs to check what is in the budget. We will table this. Luella said end of year is when they typically receive bonuses. There are no regularly scheduled Office Committee meetings at this time. Cassandra will follow up with Tom.

#### General Discussion:

Due to small changes in requests, bonus, etc., we're about \$5,000 over our budget. Finance is considering increasing contributions needed from groups in order to present a balanced budget. Communication that we've increased the budget would be necessary. Luella said contributions are way down. We had been getting 4-5 venmo contributions a day- now we are lucky to get one every other day. We need to talk about how we're going to do gratitude month this year. Need to get word out that we have continuing expenses and still need contributions and continue correcting misinformation as it comes up.

\*September board meeting agenda to clarify again that we need contributions, contributions are trending down. Highlight 5th and 7th traditions.

Cassandra will highlight it in the finance numbers. Cassandra would like to do a call for service for board members to help with gratitude month. Hybrid gratitude month approach is probably best.

Consider using QR codes. Consider putting QR codes on the gratitude month boxes. Calls for contributions outside of gratitude month may be to the detriment of meetings that are struggling or have increased expenses post-COVID. May still be appropriate for some groups. Call for action for reps to correct misinformation wouldn't interfere with group 7th tradition

Can we see what groups were contributing and what groups contributions were down? Luella said we got a lot of contributions from individuals last year. Groups and individuals can contribute. We can't necessarily compare what happened last year to this year, because it was mostly individuals with groups on zoom. We have a really strong gratitude month, also at the end of October we will have a better idea of where we'll end up.

Cassandra will do a call for action for gratitude month. Using the cards from last year again; giving information about what WAIA does; QR code; all ideas.

The Sponsorship conference, is 25SEP, from 9-5. 24 people on panels sharing experiences with sponsorship. The event is free. We can put a call for contributions there.

We are doing a dry run for tech for the sponsorship conference on 17SEP2021. There was a call for service for support- Daniel R will be running the zoom but may need assistance.

On 23AUG2021, Daniel D had 35 years of sobriety

#### Pre-Submitted Reports:

N/A

Meeting adjourned at 9:00pm with Responsibility Statement.