

WAIA Board Meeting Agenda

October 12, 2021

Old Business

- Group Inventory - Daniel R.
- Ad hoc committee on Parliamentary Procedures

New Business

- Accessibility Chair call for service
- Candidate for WAGSA/WAIA Liaison

Submit new business to executivecommittee@aa-dc.org

Committee Reports

Executive Committee Summary:

- Cassandra presented and ExComm discussed the draft 2022 budget including an increase to the office manager's salary which had been previously approved.
- We discussed putting together next steps/action items from the group inventory before ExComm membership rotates at the end of the year.
- Elections will be in December. Some ExComm members will be stepping down, there will be opportunities for service, please start considering your availability for service and interest in serving.

Pre-submitted Committee reports:

Report to the Board 10/12/2021

September Calls – 271

- 19 for help. This includes people getting 12th step calls and those oldtimers and newcomers who just need to talk for a short time
- 82 WAIA Business
- 27 Literature & Chip Orders (questions answered & orders filled for curbside pickup or shipping)

- 141 Meeting Information: Some of the meeting info calls were asking for passwords
 - 0 No Meeting at Location. Friday Night 180 Club. Waiting to hear back from group contact
 - 2 Alanon (Third Party)
- 19 Walk-ins to the office

The office is open with limited hours and we are answering phones with a combination of folks from home and in the office. Check the office schedule on the front page of the website for the office hours. Here are the shifts that are currently available if you'd like to volunteer. Please announce in your meetings that we are looking for volunteers to come into the office and also for volunteers for our Live Chat service (can done remotely from home). Call 202-966-9783 or email help@aa-dc.org for more information.

Available Shifts:

Monday, 1-4 PM,

Tuesday, 7-10PM

Wednesday, 4-7 PM

Friday, 4-7 PM

Saturday, 1-4 PM

Saturday, 4-7PM

Current Office Hours:

Monday, Tuesday, Thursday: 10:00 AM

Wednesday and Friday: 10:00 AM - 4:00 PM

Saturday: 10:00 AM - 1:00 PM

Sunday: 10:00 AM - 7:00 PM

All meeting changes are to be emailed to help@aa-dc.org

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

At the end of the month, we will send emails, Gratitude Boxes and/or letters to the treasurers of groups depending on the type of treasurer information we have for them. We plan to have a Gratitude Month link on the home page of the website similar to what we had last year.

Treasurer and Finance: (Will R. and Cassandra S)

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

Profit and Loss comparison-net income	Balance Sheet Comparison-total liabilities & equity
September 2020 \$2,870.08	September 2020 \$197,483.22
September 2021 \$ -6,146.93	September 2021 \$166,217.66

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

	Number of Transactions	Sept 2021 Contributions		Number of Transactions	Sept 2020 Contributions		Number of Transactions	Sept 2019 Contributions
Groups	28	\$5,679.00		24	\$5,096.00		23	\$4,612.00
Individuals	35	\$785.00		81	\$7,710.00		6	\$271.00
Totals	63	\$6,506.00		105	\$13,281.00		29	\$4,883.00
	Number of Transactions	Jan - Sept 2021 Contributions		Number of Transactions	Jan - Sept 2020 Contributions		Number of Transactions	Jan - Sept 2019 Contributions
Groups	204	\$53,795.00		263	\$66,111.00		294	\$69,590.00
Individuals	426	\$22,234.00		520	\$36,504.00		49	\$4,228.00
Totals	630	\$76,029.00		783	\$102,615.00		343	\$73,818.00

- Contributions are trending slower than this time last year, but on pace with 2019.

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

- Finance committee will present the 2022 proposed budget at the October meeting. A vote will be held November 9th to approve the budget. Please send any questions to finance@aa-dc.org.
- Call for service! Please email Cassandra (cassandra.s@aa-dc.org) to assist the Finance committee in creative thinking and getting the word out for a virtual and in-person gratitude month campaign in November.

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

	Sept Actuals	<i>Sept Budget</i>	YTD Actuals	2021 Budget	% Total Budget
Revenue	\$1,879	\$4,682	\$18,348	\$69,806	26.28%
Cost of Goods	-\$1,993	-\$3,282	-\$16,409	-\$39,384	41.66%
Contributions	\$6,506	\$10,650	\$76,023	\$138,000	55.09%
Gala	\$0	\$0	\$0	\$12,800	0%
Gross Income	\$6,392	\$12,051	\$77,963	\$181,222	43.02%
Expenses	-\$12,479	-\$15,785	-\$120,527	-\$181,222	66.51%
Net Income	-\$6,087	-\$3,735	-\$42,564		

WAIA 3rd Annual Sponsorship Conference, 9/25/2021: Recap

Approximately 150 people attended the conference. The panel discussions were energetic and informative. The limited feedback was positive. One can only imagine the beneficial ripples of insight and inspiration spreading throughout the lives of alcoholics as a result of these discussions.

In reflection on the past three annual conferences the most immediate and obvious impact of the conference is on the panelists themselves. The experience of sharing and debating various aspects of sponsorship provides a renewed sense of purpose as well as creative solutions to sponsors and sponsees.

While the topics are timeless and always worthy of discussion the year long efforts to plan and prepare for the conference is a challenge.

It is my recommendation that we shift our strategy for the coming year to

- use the aa-dc.org/sponson2021 web site as a reference “go-to” for sharing information regarding 12 step sponsorship. We could post
- unique or inspiring stories about sponsorship successes and challenges

- tips, things to watch for, questions issues and concerns
- creative ways to adapt sponsorship strategies in a virtual environment
- create a sponsorship google group and/or a Facebook page
- partner with AA groups to host sponsorship discussions on a bimonthly basis
- form a coordinating committee to integrate best practices with a broader WAIA agenda for an Area 13 outreach conference next fall.

As a side note there were few voluntary contributions. WAIA covered the expenses which included the costs for the two Spanish Interpreters and the cost of the expanded zoom platform.

Will Ramsey,
Sponsorship Conference Chair
sponcon@aa-dc.org

Archives:

The WAIA Archives Committee had the following activities during the month of September 2021:

1. The Archives Committee submitted information for a 4-drawer fire proof (resistant) office cabinet to the WAIA Office Manager, the WAIA Finance Committee, and the WAIA Treasurer for their information. This 4-drawer cabinet will be used to store historic materials at the WAIA Office and will replace one (1) four drawer and one (1) of the two drawer file cabinets. This decision of the Archive Committee members was done in consultation with the outgoing WAIA Executive Chair, the Finance and Treasury Chairs, and the WAIA Office Manager. Based on those consultations, we decided that a fire/water/burglary resistant 4-drawer (legal size) cabinet should be ordered to replace the 2-drawer and (one) 4-drawer file cabinets.
2. The Archives Committee began the process of moving softcopy archives files to Google Drive in September. We anticipate the final phase of this project to be completed prior to the end of October.
3. A new Timeline Chart was completed in September. We anticipate printing this new Timeline Chart in October or November.

Other committees/at-meeting reports:

Corporate Committees:

- Office: office@aa-dc.org
- Rules (Bylaws): rules@aa-dc.org

- Technology: tech@aa-dc.org

Service committees:

- Accessibility**): Accessibility@aa-dc.org

Accessibility Committee will meet Tuesday, October 19, 2021 @ 6pm.

- Archives
- **Cooperation with the Professional Community CPC@aa-dc.org
- Hospitals & Institutions (Eryn C.): HNI@aa-dc.org
- Literature (Gavin P.): Literature@aa-dc.org
- Night watch (Jeanine J.): Nightwatch@aa-dc.org
- Outreach (Open)
Outreach@aa-dc.org
- Public Information (Carrie): PI@aa-dc.org

Ad-hoc/event committees:

- Gala (Liz L): gala@aa-dc.org
- Oldtimers (Suzanna D): oldtimers@aa-dc.org
- New reporter (Tony F.): Newreporter@aa-dc.org
- Registrar (Mia): registrar@aa-dc.org
- Re-opening committee (David H.): david.h@aa-dc.org
- Sponsorship Conference (Will R): sponsorconference@aa-dc.org

Other/Liaisons:

- Grapevine: Grapevine@area13aa.org
- Northern Virginia Intergroup

** Indicates committee is looking for a new Chairperson. All current Board of Directors (WAIA Reps), current and past officers of the Corporation, and past Executive Committee members are eligible to serve as a committee chair.