

WAIA Board Meeting Minutes

October 12, 2021

Called to Order at 8:05pm; Adjourned 9:08pm

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

1. Helpchat volunteers trainings are happening, email helpchat@aa-dc.org to be part of it. Helpchat is a live chat service on the aa-dc.org website where visitors to the website can ask questions.
2. Please email help@aa-dc.org to update your online meeting information as necessary.
3. Email nightwatch@aa-dc.org for available shifts
4. Call for service for:
 - a) Northern Virginia Intergroup Liaison;
 - b) There are open spaces for phone volunteers at the WAIA office. Call the office at 202-966-9783 or email help@aa-dc.org if they want to come into the office to volunteer and answer phones. Since they may be changing frequently, the current office hours are posted on the homepage of our website (aa-dc.org).

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

- **Technology Committee:** Currently meets on Thursday nights. Contact sam.s@aa-dc.org to participate
- **Grapevine committee** meets the first Monday of every month from 7-8pm. Please connect your group's grapevine rep with Alaina Grapevine@area13aa.org.

Opening Remarks

A member read the WAIA preamble and the Serenity Prayer was said. The executive committee introduced themselves (Karen O at large member, Spahr H Vice Chair, Sean C Chair, Cassandra S at large member, Will R Treasurer, Jackie M Secretary, Daniel R at large member,, Jeanine at large member, Kelly O at large member). New members introduced themselves and all members were invited to register with the registrar and connect with the Outreach Chair Dan M.

Members are encouraged to participate in committees. These are described in the Bylaws on the website.

There was a reminder that elections are coming up in December.

- Approval of last month's minutes: Minutes from September's board meeting were reviewed and approved.

- Executive Committee meeting 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.

New Business

Changes in Committee membership/chairs (Accessibility, Tech, Outreach)

- Accessibility Chair call for service

We have a volunteer who is willing to step in. Matt M gave an introduction, and described that his background is in mental health and student development in higher education. He discussed viewing AA/step work through an intersectional perspective. A question was asked of what he meant by intersectional perspective. He discussed perspectives having to navigate ADA, English as a first language, etc. Humility in proactively providing service instead of waiting for service to be asked for.

A vote was held. 20 yes, 1 no, Matt M was approved with substantial unanimity.

- WAGSA/WAIA liaison call for service

Daniel D has been approved from WAGSA to be WAGSA/WAIA liaison. 20 votes yes. Substantial unanimity, Daniel D passes.

Submit new business to executivecommittee@aa-dc.org

Committee Reports

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 be 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.

Boxes will come out soon for Gratitude Month.

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

September 2020 \$2,870.08

September 2021 \$ -6,146.93

Balance Sheet Comparison-total liabilities & equity

September 2020 \$197,483.22

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	Sept Budget	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		

In-meeting discussion by Treasurer (Will R): We stayed solid during the pandemic and I believe we will stay solid during the transition. Contributions are down, but in Will's judgment, we're going through a period of transition. We're going back to some form of normal, with some groups meeting in-person. We're transitioning to getting support from groups rather than individuals. Individuals are giving WAIA less, but the money is going to the groups. Representatives should explain to their groups, keep giving the money that you used to always give, maybe a little more with inflation. We're back to a period of time where groups need to re-start their direct contributions to the service structure. It's a false assumption to assume your home group doesn't need contributions because it's on Zoom.

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](http://www.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

Question- a rep had heard that the sponsorship conference got locked down because it was oversold. Answer: Account that we have with WAIA only allows 100 people. Things were made to expand and allow up to 500 people, but it turned out that there was a mixup, and we didn't learn that we had made the mixup until 11am. We closed the whole thing down, reopened it as a webinar, got up to 90 people back on.

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.

Question- how much are file cabinets? Answer- we found some on Amazon for \$1500. This was previously approved from the New Initiatives fund.

Other committees/at-meeting reports:

2022 Budget Discussion (Cassandra):

Overdue adjustment to salaries of office staff. Office committee did a market study on what we were paying our administrative staff, and we were pretty far behind the curve. To keep in accordance with AA traditions, it was recommended that we increase 20-25%. We did 10% last year and 10% this year, so that's what we discussed in ExComm.

Question about 40,000 committee discretionary fund. That big jump was the New Initiatives this year. It included \$10,000 for Hospitals and Institutions, and another \$10,000 that we donated to GSO. Outreach committee had an event that was approved for 10-12,000. Tech committee had a \$5,000 expense, and Archives committee got new cabinets. It balanced itself out of the budget this year, as the new initiatives fund.

Take the budgets back to your group, email Cassandra with questions (cassandra.s@aa-dc.org or finance@aa-dc.org).

Elections-

Elections are in December. Deadline is first week in December in order to have your name on the ballot. You can write in all the way up to the election. Email elections@aa-dc.org.

Corporate Committees:

Office: office@aa-dc.org

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

Technology: tech@aa-dc.org

Sam is new Chair. Alex will still help as needed. The Tech Committee is currently meeting Thursdays at 9pm, but is considering changing the meetings to 7:30pm or 8:30pm. Call for service to join the tech committee. Tech committee looks forward to working with the Office committee on the new Voice Over IP project, but no action has been taken yet.

Service committees:

-Accessibility (Daniel D.): 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

No report

-Outreach (Dan M): Outreach@aa-dc.org

Theresa is coming on the committee once the sponsorship workshop is over. Dan M has been trying to bring the information of Outreach to different areas. Dan was at a fish fry this last Saturday, talking to different groups in Laurel area. Dan M is now a representative for Bowie Monday night step meeting. Dan is looking for places to maybe have cookouts, bring in recovery plays, and has contacted public playhouses locally.

WAIA: 4530 Conn. Ave. NW Suite 111 WDC 20008

Dan asked about the Outreach website, he tried it but it didn't seem to link to anywhere. It says it's not working and linked to WAIA. Dan was directed to Sam S, the Tech Committee chair, to develop a landing page.

□ Public Information (Carrie): PI@aa-dc.org

On July 14, deployed \$3,000 total- \$1,500 for previously-approved PSA for male listeners on Spotify, and \$1,500 for female. For female-targeted ads, we've spent \$1,500. Statistics were given regarding its success.

A member asked,, when you google how to stop drinking, you have to go through multiple pages to find AA, WAIA, etc. Is there any way to optimize how people find us?

Answer: Within the realm of the possible, WAIA's website might be more feasible. We did reduce our budget, for next year, but is this a worthwhile way to spend money.

Luella- I think the clicks, when they click it goes to our website. GSO, a couple of years ago, had tried to do things that when people googled Alcoholics Anonymous, but it got into a line of attraction rather than promotion and we are unsure where efforts left off.

Contact greene.733@gmail.com to get involved.

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

26 people registered, 23 of whom were a rep or voting alternate

-Re-opening committee (David H.): david.h@aa-dc.org

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

(Report given above in pre-submitted reports)

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.

Anniversaries Announced:

- Jerry R celebrating 31 years of sobriety October 19 and will celebrate at the Count Me In group on October 25

Other Announcements:

- Gratitude Breakfast Sunday 14NOV2021. Gratitudebreakfast@area13.org It will be on our website soon.
- Anne Arundel County Fairgrounds in Crownsville is having OctSoberfest, from 11-4. \$10 to join, \$5 for plates. October 31. Information is available on the aa-dc.org events page
- A question was asked about the Oldtimer's Meeting. It will be held Friday, 05NOV2021. The old chair stepped in to retake the position. It will be held on Zoom, a flyer with more information should be available shortly.

Appendix 1: Meetings in Attendance

- Cosmopolitan Group
- Lit Womxn
- Laurel Recovery Group
- Midtown
- Grace Attitude Adjustment
- Bethesda Youth
- Neelsville Beginners
- What's Happening Now
- Oasis Monday Night Women's Big Book
- BYOL Bring Your Own Literature
- On Awakening
- DC Young People
- Vision for You
- Westside Women's
- Casey Barns
- 6&7
- Spiritual Awakening Group
- Yacht Club
- Gateway Wednesday
- Count Me In Group
- Ex Libris
- Rockville Metro Sunday Anniversary