

WAIA Board Meeting Minutes

November 9, 2021

Called to Order at 8:02pm; Adjourned 8:48pm

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) Participate in the Group Inventory follow-up committee (contact daniel.r@aa-dc.org)
 - c) The Finance Committee Chair will be rotating out. Email finance@aa-dc.org if you are interested in being the new Finance Chair.
 - d) Gala Chair is needed (email chair@aa-dc.org)
 - e) 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

The meeting was called to order at 8:02 with the Serenity Prayer and reading the WAIA preamble. The Executive Committee introduced themselves (Sean, Chair; Spahr, Vice-Chair; Cassandra, at-large member; Jackie M, recording secretary; Daniel R, at-large member; Karen O, at-large member; Jeanine J, at-large member). New representatives introduced themselves. A summary of WAIA Board and Executive Committee was presented by the Chair.

Last month's minutes were unanimously approved.

Old Business

- Group Inventory - Daniel R.

We conducted a group inventory. Survey launched in May, took down in July, now we have results. We had 25 responses. There may be actionable items. There were no urgent or pressing issues. We would like to have a committee to hash out recommendations for improvements that can be made based on the responses. There is a call for service for participation on the committee.

New Business

New Business

- Elections information/reminder- David H

David went through report. Elections@aa-dc.org or phone number. Also looking for an election judge. Election judges can't run for office and must abstain from voting.

- Hybrid Meeting schisms- Karen O

Some meetings are reporting schisms as groups navigate group conscience decisions in a new hybrid format. Relevant sections from the Big Book of Alcoholics Anonymous were read:

Forward to the Second Edition of the Big Book, page xviii-xix

"Our Society then entered a fearsome and exciting adolescent period. The test that it faced was this: Could these large numbers of erstwhile erratic alcoholics successfully meet and work together? Would there be quarrels over membership, leadership, and money? Would there be strivings for power and prestige? Would there be schisms which would split A.A. apart? Soon A.A. was beset by these very problems on every side and in every group. But out of this frightening and at first disrupting experience the conviction grew that A.A.'s had to hang together or die separately. We had to unify our Fellowship or pass off the scene."

Forward to the Fourth Edition of the Big Book, page xxiv

"While our literature has preserved the integrity of the A.A. message, sweeping changes in society as a whole are reflected in new customs and practices within the Fellowship. Taking advantage of technological advances, for example, A.A. members with computers can participate in meetings online, sharing with fellow alcoholics across the country or around the world. In any meeting, anywhere, A.A.'s share experience, strength, and hope with each other, in order to stay sober and help other alcoholics. Modem-to-modem or face-to-face, A.A.'s speak the language of the heart in all its power and simplicity."

Submit new business to executivecommittee@aa-dc.org

Committee Reports

Executive Committee Summary:

Attendees: Luella, Sean C, Jackie M, Karen O, Jeanine, Kelly W, Cassandra, Daniel R

- Annual budget to be reviewed and approved at November board.
- Elections are coming up in December. We will ask the Elections Chair David H to present information on elections and the different positions at the November meeting, and names are due to David by November 30 to be included on the ballot. You can volunteer at the board meeting, this is just to have your name printed on the ballot.
- Daniel R will present a call for service at the board meeting regarding follow up items from the Group Inventory.
- End of year bonuses for office staff were discussed. We will gather information on what bonuses were distributed in the last year and discuss further on the December ExComm meeting, which will still be in time to issue them before the end of the year.

- Luella gave an update on gratitude month (95 boxes were mailed, and ~125 letters were sent to online meetings). Any groups that had contributed since the beginning of 2020, we checked if they were in-person or online. There are more meetings in-person or online but we only were able to send to the ones we had addresses for, on file. Luella sent an email to treasurers who had email addresses but no physical addresses, from ~2019 to present, ~239 sent out. Gratitude Month was discussed in the New Reporter. Suggested language for the Gratitude Month announcement to announce in your groups is available on aa-dc.org/gratitude. We discussed whether we should reach out to individuals who had contributed, but decided not to at this time and to see how Gratitude month progressed.
- WAIA Old-Timer's Meeting was Friday November 5. The WAGSA Gratitude breakfast is coming up **Nov 14, 2021** at 8:30am.
- Karen O had 30 years on **Oct 31, 2021**
- Karen O brought up a splitting of meetings that is happening in hybrid meetings. Zoom components of groups are making decisions in separate group consciences from the in-person components. This problem is happening now in a lot of groups. The Executive Committee did not feel that it was within the role of WAIA to issue any guidance. AA has been through growing pains before. There is also a difference between a meeting and a group. We will include the topic in the agenda of the Board agenda this month as well for general awareness, as well as helpful portions of conference-approved literature.

Pre-submitted Committee reports:

Office Manager's Report to the Board 11/9/2021

October Calls – 326

- 18 for help. This includes people getting 12th step calls and those oldtimers and newcomers who just need to talk for a short time
- 100 WAIA Business
- 28 Literature & Chip Orders (questions answered & orders filled for curbside pickup or shipping)
- 175 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
- 5 Alanon (Third Party)
- 26 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,

Wednesday, 4-7 PM

Friday, 4-7 PM

Saturday, 1-4 PM

Saturday, 4-7PM

Current Office Hours:

Monday, Thursday: 10:00 AM

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

Saturday: 10:00 AM - 1:00 PM

Tuesday and Sunday: 10:00 AM - 7:00 PM

Email help@aa-dc.org for all meeting changes

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

We mailed out 95 Gratitude boxes to treasurers of In Person Meetings, 125 letters to treasurers of Online Meetings and 230 emails to all treasurers for Gratitude Month. A link to the Gratitude Month page, aa-dc.org/gratitude, is posted in the website.

Q- how would a group get an extra gratitude box? Answer- stop by the office or email with a name and address.

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

We did not make a decision on bonuses because we did not have the information but we will be voting on that at our December ExComm meeting. It will probably be in line with what we gave last year.

We will have to push hard on the fellowship to get the word out on Gratitude month. Post the link in your meetings, make information available, drop the link in hybrid meetings, etc. Contributions did pick up more in the last month than over the summer. We need ~\$50,000 to come in from Gratitude month, which we have done before but we will need to get the word out.

Call for service. Cassandra would like to rotate out of the Finance Chair position but will be available to help.

Treasurer Report* for the November 9, 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 \$1,824.23	September 2020 \$198,587.56
September 2021 \$ -2,095.34	September 2021 \$166,217.66

*Click here for the Balance Sheet and Profit and Loss statements for October. All reports listed at <https://aa-dc.org/finance>

Groups	\$4,359.27
Individual	\$5,618.39
Total	\$9,977.66

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

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

- We are down \$30,400 in estimated revenue and \$52,000 in contributions for 2021. We need a very strong Gratitude Month to cover our expenses and should consider delaying additional expenditures into 2022 if possible. Please share the link for contributions in all your November meetings: <https://aa-dc.org/gratitude>.
- Call for service: Cassandra S has served 2 years as Finance chair and would like a new Finance chair for January 2022. If you are comfortable with Excel, please consider taking this position--training and transition will be provided! Please email Cassandra S if you are interested: cassandra.s@aa-dc.org.

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

Revenue	\$3,186	\$4,682	\$21,535	\$69,806	30.85%
Cost of Goods	-\$1,218	-\$3,282	-\$17,626	-\$39,384	44.76%
Contributions	\$9,978	\$10,650	\$86,001	\$138,000	62.32%
Gala		\$0	\$0	\$12,800	0%
Gross Income	\$11,946	\$12,051	\$89,909	\$181,222	49.61%
Expenses	-\$13,981	-\$17,385	-\$134,508	-\$181,222	74.22%
Net Income	-\$2,035	-\$5,335	-\$44,599		

Elections Report

The WAIA holds elections annually during the December Board of Directors meeting.

The seven positions to be filled include WAIA Board Chair and WAIA Board Vice-Chair. In addition to Chair and Vice-Chair, five individuals will be elected to serve one-year terms as at-large members of the Board's Executive Committee.

We need one more election judge to help the committee. Traditionally, our election judges abstain from voting nor they cannot be candidates for office. They must be a meeting representative (WAIA Board member) or a meeting's alternate representative.

To be on the ballot, you must be a registered WAIA meeting rep or the alternate rep from a meeting. Please submit your nomination (name and the position you wish to be elected to) via telephone, in writing, via text or email, or in person to the Election Committee chair, David H. (elections@aa-dc.org / 301-448-5356) no later than December 1.

Following an election, unelected candidates may choose to run for other positions (i.e. someone who loses Chair, can be elected Vice-chair). Please note if you wish to be considered for additional positions when submitting your name.

During the December 14 meeting, each candidate will have the opportunity to introduce themselves and briefly recount pertinent experience. Please note that you are sharing your time with other candidates and other business that must be accomplished during the December meeting.

At WAIA, we use a modified form of the 3rd legacy procedure (explained below).

Finally, I've served as elections chair for a number of years. If anyone wishes to take over, please let me know so we can make you an election judge.

FAQs:

Q: When do I need to let the elections committee know?

A: To be on the ballot, you must let us know by December 1. Afterwards, you will be able to be on the ballot as a "write-in" candidate only.

Q: What are the requirements for to be on the ballot?

A: You must be a representative or a meeting's alternate representative and submit your name and the position you wished to be elected to in writing to elections@aa-dc.org

Q: What are the terms of limit?

A: An individual cannot serve more than two consecutive terms.

Q: Who is eligible to run?

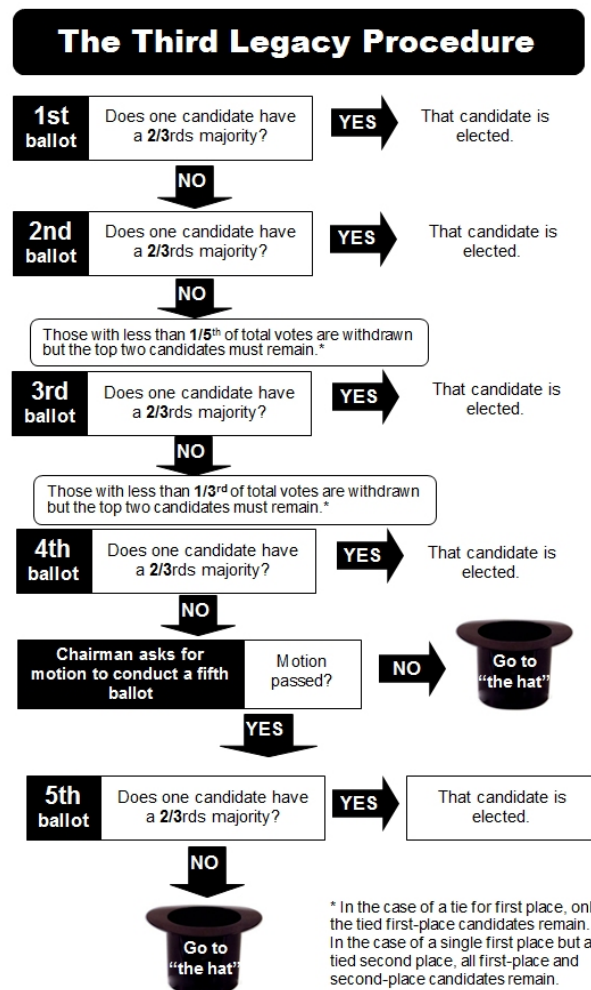
A: A rep or an alternate can run for a position

Q: Where can I find out more about the positions?

A: The duties of the officers are spelled out in Article five (5) of our bylaws. The Chair's duties are found in Article 5 §2 and the Vice-Chair's duties are found in Article 5 §3. The duties of the executive committee are listed in Article four (4). If you have specific questions, speak to the current holder of the position. They should be more than happy to answer any questions.

Q: What is the modified third legacy procedure?

A: The third legacy procedure is listed below. The modified form of the third legacy procedure includes an additional simple majority vote at the end of all the elections to "approve the slate." This method is also used to elect Trustees.



Archives:

The WAIA Archives Committee had no significant activity in the month of October.

In-meeting Report/Items:

Budget:

Budget was presented. Comparison of 2022 budget vs last year and previous years.

[WAIA 2022 Draft Budget.xlsx - Google Sheets](#)

Budget was unanimously approved.

Old-timers Meeting: Eryn C- Old Timers meeting was a huge success. Time ranged from Karl V with 51 years, to someone with 3 months. Lot of great feedback, everyone loved it. Donations of \$334. Less than previous years, but we had less people at the meeting this year. You can still contribute (Venmo or submit online or via check with “Old-Timers” in the memo. In previous years we’ve done everywhere from \$600 to \$1500. We had a lot of people but not as many as last year, but it was successful.

Other committees/at-meeting reports:

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Corporate Committees:

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

No report

- Technology: tech@aa-dc.org
No report

Service committees:

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

No report

- Archives
No report
- **Cooperation with the Professional Community CPC@aa-dc.org
No report
- Hospitals & Institutions (Eryn C.): HNI@aa-dc.org
We have some rehabs that are opening back up to letting people in person. Some are still on zoom. Holy Cross Hospital Wednesday nights at 6:30pm on WebEx. Avery Road Sunday nights would like some additional in-person meetings.
- Literature (Gavin P.): Literature@aa-dc.org

No report

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

No report, it's going smoothly

- Outreach (Dan M)

Outreach@aa-dc.org

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

No report but feel free to reach out with any questions.

Ad-hoc/event committees:

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

Call for action for Gala chair.

- **Oldtimers (Open): oldtimers@aa-dc.org
- New reporter (Tony F.): Newreporter@aa-dc.org
- Registrar (Mia): registrar@aa-dc.org

20 reps and 1 voting alternate registered, so 21 people to vote.

- 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
No report

** 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.

Announcements/Anniversaries:

Karl V will have 52 years on November 29

Annual Terrapin Gratitude Breakfast and Meeting will be held on Thanksgiving at 9am. Please see Eryn C for more information.

Annual WAGSA Gratitude breakfast will be this Sunday, 11/14.

If you hear of any Thanksgiving marathon meetings, send them to WAIA. Right now, Saturday morning steps and Sunday morning Joy are having a Thanksgiving marathon. People call the office to ask for things like that, if you don't tell us we don't know.

Meeting adjourned at 8:48pm with the Responsibility Statement.

Appendix 1: Meetings in Attendance

- Kensington Big Book Study

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

- Midtown
- There is a Solution
- Bethesda Youth
- Lit Womxn
- Whats Happening Now
- Oasis Women's Big Book Meeting
- Neelsville Beginners
- Yacht Club
- Potomac Oaks
- How it Works
- Cosmopolitan
- Burtonsville AA
- Gateway Group
- DC Young People
- Westside Women's
- Crapshooters
- Vision for You
- Into Action/Attitude Adjustment
- Chinatown Big Book
- Ex Libris