

WAIA Board Meeting Minutes

May 10, 2022 @ 8PM

Online meeting

Announcements & Calls for Service to take back to your groups:
Call for service for: <ul style="list-style-type: none">● Rules● Gala - Need a chair; have a few committee members!● Accessibility● Sponsorship Conference● Hispanic Liaison Rep
Announce Upcoming Committee Needs, Events & Meetings (all AAs welcome):

2022 Officers: <ul style="list-style-type: none">● Chair: Sean C.● Vice Chair: Cassandra S.● Treasurer: Will R.● Secretary: Molly M.	At Large Members: <ul style="list-style-type: none">● Daniel R.● Kelly W.● Eryn C.● Ryan K.
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8:00-8:10pm Meeting Opening

1. Meeting Opens with Serenity Prayer at 8:03 pm
2. Chair's Opening Remarks [Sean.C@aa-dc.org] Chair@aa-dc.org
 - [WAIA Preamble](#)
 - [Safety Card](#)
3. Introductions by Exec Committee
4. Attendees:
 - Mia C
 - Kit Case

Claire Starling

Terry Hoffeld

Molly M

Jackie M

Kelly V

Margaret F

Sean C

Cassandra S

Daniel Read

Michael Garbus

Sydney T

Karen O'Keefe

**Andrew
Robbins**

Eryn chaney

Maggie

**Chrissy
McDaniel**

Karl V.

Ryan

Carrie Greene

**Devon
Whitaker**

**Angela
Kennedy Acree**

Gary G

Evelyn

Jeanine

Joe s

Evelyn E

**Turpy
Woods-Starling**

5. **Approval/Changes to Previous Meeting's Minutes:** [April 2022 Minutes DRAFT](#)
 - Minutes approved.
6. [secretary@aa-dc.org] See past meeting minutes here: <https://aa-dc.org/board-minutes>
7. **Executive Committee Meeting Report** [executivecommittee@aa-dc.org]
 - Calls for Service: Open positions/Board agenda items for May:
 - i. Accessibility - chair is open
 - ii. Rules: (By-Laws): rules@aa-dc.org
 - iii. Gala: gala@aa-dc.org: Cassandra is keeping a list of committee member volunteers;
 - iv. Sponsorship Conference: sponsorconference@aa-dc.org; no interest been expressed
 1. Will suggested featuring need for chair in the Reporter
 - v. Hispanic Liaison Chair
 - vi. Question came up regarding eligibility for Committee Chairs (if they must be active, voting board members); Cassandra will check by-laws and provide clarification at the board meeting
 - Committee Write up to feature in the New Reporter
 - Options for June edition (due May 15)
 - Eryn/H&I (originally slated for May edition but we ran Outreach instead)
 - Will will have an article for the May Reporter on Sponsorship conference
 - Karen O may have content from CPC for the June or July issue
 - 990 - has been corrected and signed and sent to accountants for submission
 - Tech Committee - Cassandra will give an update on the email list and outreach project
 - Luella and Cass updated Mail Chimp contact list (500 people added to the master New Reporter list; only 12 people asked to be removed)
 - The New Reporter included these names when it was sent out in April (May edition)
 - Will gave Sean letter to add Luella for official signatory rights on bank account.
 - Kelly W -
 - Sean reported that his group "Yacht Club" where he's now Treasurer, was read the script word for word, and immediately doubled the amount given. He encourages all meetings to read the script at all meetings.
 - Per Kelly, it's not showing up in our finance numbers, so we need to keep getting the word out. We have a higher deficit; have a fraction of what we need; last year
 - Group contributions are level; individual contributions are still lower than last year.
 - We have a \$7K deficit.
 - Molly asked about Memorial gifts, and they are acceptable as long as the gift comes from an AA member.
 - Kelly will do a FAQ on budget and shortfall
 - We will do a link or prepare the language to provide in next week's meeting to the group Reps; can post it in the chat, and / or We can do it both ways, the link and the language.
 - We could have the link go straight to the donation page.
 - We could use the QR code which is used by the more Tech Savvy members.

8:10-8:20pm Standing Reports

8. Registrar's Report [Mia C.] registrar@aa-dc.org
9. Office Admin Report [Luella T. aa-dc@aa-dc.org; 202-966-9115; www.aa-dc.org]

Report to the Board 05/10/2022

April Calls – 227

12 for help. This includes people getting 12th step calls and those oldtimers and newcomers who just need to talk for a short time

80 WAIA Business

30 Literature & Chip Orders (questions answered & orders filled)

130 Meeting Information: Some of the meeting info calls were asking for passwords

1 No Meeting at Location. (Unity place 8:30p – deleted after followup)

5 Al-anon (Third Party)

32 Walk-ins to the office

April Chats from Helpchat – 83

6 for help. This includes brand new people asking about AA

9 WAIA Business

0 Literature & Chip Orders referred to office staff

56 Meeting Information: Some of the meeting info calls were asking for passwords

6 Al-anon (Third Party)

6 Miscellaneous

We are in need of more volunteers willing to come into the office to answer phones. Here are the shifts that are currently available if you'd like to volunteer. We can also always use Help chat volunteers who can do it from home. Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via.

Available In Person Shifts: Saturday, 1-4 PM; Saturday, 4-7 PM; Sunday 1-4 PM

Current Office Hours:

Monday, Tuesday, Wednesday, Thursday, Friday and Sunday: 10:00 AM - 7:00 PM. Saturday: 10:00 AM - 1:00 PM

Email help@aa-dc.org for all meeting information changes. Please let us know if a meeting is no longer meeting either online or In-Person. It's very discouraging for someone trying to access their very first meeting if no one is there.

10. Finance & Treasury Report for May 10, 2022

[Finance Committee: finance@aa-dc.org; Treasurer: will.r@aa-dc.org]

All reports can be found at <https://aa-dc.org/finance>

Profit and Loss Comparison - Net Income

April 2021: \$ -7,002

April 2022: \$ -936

Balance Sheet Comparison - Total Assets

April 2021: \$ 206,744

April 2022: \$ 162,296

Notes:

- Current reserves are still above the \$150K level determined to be “prudent”
- However, revenues in the first four months of 2022 are significantly below budget, and below last year’s levels.
- The current budget includes very little discretionary spending; spending cuts would be challenging
- Board Members (Group Representatives) are asked to provide the below suggested language to their group’s secretary or treasurer, to be read when 7th tradition collections are taken, to increase contributions in support of WAIA’s essential work
- Groups may also direct their members to <https://aa-dc.org/give>

Suggested language for 7th Tradition: The Washington Area Intergroup Association (WAIA) needs our support. Contributions this year are 35% below budget, and down 25% from last year. Please help ensure that the office can continue to serve as AA’s DC headquarters; answering calls 24/7, maintaining a current record of all meetings in the area, and providing other essential services to the still sick and suffering alcoholic. You can make a contribution directly on the WAIA website aa-dc.org/give, or via Venmo to @WAIA.

Versus Budget	April 2022				Year to Date 2022			
	Actual	Budget	Variance	% Budget	Actual	Budget	Variance	% Budget
Sales	2,554	6,136	-3,582	42%	9,311	12,750	-3,439	73%
Cost of Goods	-483	-4,504	4,021	11%	-2,243	-14,398	12,155	16%
Group Contributions	7,601	7,834	-233	97%	31,801	37,133	-5,332	86%
Individual Contributions	1,805	1,141	663	158%	9,396	20,921	-11,525	45%
Events	0	0	0	N/A	0	0	0	N/A
Gross Income	11,477	10,607	870	108%	48,264	56,405	-8,141	86%
Expenses	-12,413	-13,227	815	94%	-55,471	-51,439	-4,032	108%
Net Income	-936	-2,620	1,684	-	-7,206	4,967	-12,173	-
Versus 2021	April 2022				Year to Date 2022			

	Actual	2021	Variance	% Prior Year	Actual	2021	Variance	% Prior Year
Sales	2,554	1,068	1,486	239%	9,311	4,985	4,326	187%
Cost of Goods	-483	-4,858	4,375	10%	-2,243	-6,027	3,784	37%
Group Contributions	7,601	6,521	1,080	117%	31,801	30,908	893	103%
Individual Contributions	1,805	950	855	190%	9,396	17,414	-8,018	54%
Events	0	0	0	N/A	0	0	0	N/A
Gross Income	11,477	3,681	7,796	312%	48,264	47,280	985	102%
Expenses	-12,413	-10,683	-1,730	116%	-55,471	-49,864	-5,606	111%
Net Income	-936	-7,002	6,066	-	-7,206	-2,585	-4,622	-

8:15-8:45pm Discussion & Committee Reports

Submit new business to executivecommittee@aa-dc.org

11. Call for Service!

- Rules - Needs a chair; email Sean.c@aa-dc.org if interested
- Gala - Need a chair; have a few committee members! email Sean.c@aa-dc.org if interested
- Accessibility - Per Teresa: No chair yet, but Teresa will brief anyone who takes on the role.
- Sponsorship Conference; Need a chair; Per Will we need at least 6 on committee and he will brief any new chair in how it works. will.r@aa-dc.org
- Hispanic Liaison Rep: email Sean.c@aa-dc.org if interested

12. Technology Committee [tech@aa-dc.org]

Next Tech Comm meeting takes place the Monday before the executive committee meeting.

Next meeting May 2, 2022

<https://us02web.zoom.us/j/86782798679?pwd=YTU5bjlTMHJwemZobWR5b0l4RVJMQT09>

- List is consolidated
- Trying to find tech and outreach come together
- Perhaps have a reminder in the New Reporter
- We're getting a password manager in place
- Luella received presentation form the Baltimore Intergroup with a template for the Where and When that will be useful
- Trying to get Zoom Bomber guidelines updated and on the website

13. Gala Committee: Call for service please contact Jackie M to join/for more information

Jackie.m@aa-dc.org

- [Trying to reschedule planning meeting](#)

14. H&I Report: Eryn C.

- Several meetings have been "taken over"; eg, Avery Road has 3 meetings that require women to take meetings there. Contact Eryn with any
- Shepherd's Table has moved to Wednesday; has a chair to manage meeting there

- Holy Cross (WebX) may be taken over by the Cosmopolitan Group
- Many jails and hospitals are still in a holding pattern
- We're donating quite a lot of books this week.
- Money rec'd by WAIA helps us to donate books, etc to H&I groups
- Update on new request for meeting at "Old Soldier's Home" in NE? Eryn is in contact with them and as soon as a date is established, she will announce it.

15. CPC/PI Report: Karen O. (CPC = Cooperation with Professional Community) and PI Public Information)

- Not a lot to report on CPC right now;
- Radio stations (WCRW 1190 AM) are running 2 announcements directing people to meetings.
- Clovia asked re outreach to other radio stations; will this also be NY PSAs.

Call to Action: We need you. We need your energy, your service and your ideas. Carry the message to professionals who can help suffering alcoholics find their way to AA! One hour max. Contact: Karen O. 301-529-9451 (call or text) karen.o@aa-dc.org

16. Nightwatch: group of volunteers who answer phones (6-10am)

17. Rules Committee - chair needed

- Cassandra explained duties of Rules Committee (must be an active or previous board member, executive committee or chair to be eligible); no volunteers.

18. Gala Committee Chair: Jackie M.

- Jackie reported that there's a lot of information available, for the Gala Spring of 2023
- Devon offered to chair the Gala Committee, will contact Sean
- Cassandra/Jackie will share the docs that were left by the previous chair

19. Outreach report (submitted in writing after the meeting), Teresa R:

I prepared and submitted to Luella and the New Reporter three notices for the May 15th issue. The first notice is an invitation to AA members to join the outreach committee. The second notice is a request to readers of the New Reporter to spread the word that the monthly electronic copy is free and they should sign up. The third notice is a request for all WAIA Board Reps and their Alternates to send the Outreach Committee details of their representation so that we can begin to understand which groups have Board members and which groups don't. Maybe we will finally create such a list!

20. Accessibility Comm Chair: Still no volunteer

21. Sponsorship Workshop Chair: No one volunteered as yet.

22. Hispanic Liaison - No one volunteered as yet.

23. N. Virginia Liaison - No one volunteered as yet.

24. Any other business for discussion?

- None

25. Anniversaries & Announcements

- **Maggie - 15 years**
- **Cassandra - 4 years**
- **Chrissy - 8 years**
- **Jackie - nevermind**
- **Primary Purpose Meeting needs support (Big Book discussion; 90 minutes)**

- **Into Action Group Primary Purpose Hybrid Zoom & In Person Meeting**
8:00 PM - 9:30 PM, Wednesdays
119 N Frederick Ave, Gaithersburg, MD 20877, USA
Join Zoom Meeting: <https://us02web.zoom.us/j/5475663698>
Meeting ID: 547 566 3698
One tap mobile: +13017158592,,5475663698# US (Germantown)
+13126266799, 5475663698#

26. [Responsibility statement](#)

9:00 pm Closing at 8:57 pm

Corporate Committee List

- Elections: Jackie M. [elections@aa-dc.org]
- Finance: Kelly W. [finance@aa-dc.org]
- Office: Tom G office@aa-dc.org
- *Rules: (By-Laws): Karen O (temp) rules@aa-dc.org
- Technology: Sam S. [tech@aa-dc.org]

Service Committees

- Archives: Charles archives@aa-dc.org
- *Accessibility: [Accessibility@aa-dc.org | aa-dc.org/accessibility]:
- CPC/PI: Karen O. Cooperation with the Professional Community and Public Information
 - PI@aa-dc.org
 - CPC@aa-dc.org
- Grapevine: [Grapevine@area13aa.org]
- H&I: Hospitals and Institutions: Eryn C. HNI@aa-dc.org
- Literature: Hannah H. Literature@aa-dc.org
- New Reporter: Newreporter@aa-dc.org
- Nightwatch: Jeanine J Nightwatch@aa-dc.org
- Outreach: Teresa R. outreach@aa-dc.org

Ad-Hoc

- *Gala: Devon W. gala@aa-dc.org
- *Oldtimers: oldtimers@aa-dc.org
- *Sponsorship Conference: sponsorconference@aa-dc.org

*needs chair/service