

# WAIA Board Meeting Minutes (FINAL)

## April 12, 2022 @ 8PM

Online meeting

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

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

- Meeting Opens with Serenity Prayer at 8:00 pm
- Chair's Opening Remarks [[Sean.C@aa-dc.org](mailto:Sean.C@aa-dc.org)] [Chair@aa-dc.org](mailto:Chair@aa-dc.org)
  - [WAIA Preamble](#)
  - [Safety Card](#)
- Introductions by Exec Committee
- Approval/Changes to Previous Meeting's Minutes: [March 2022 Minutes](#)
  - Minutes approved.
- [[secretary@aa-dc.org](mailto:secretary@aa-dc.org)] See past meeting minutes here: <https://aa-dc.org/board-minutes>

- **Executive Committee Meeting Report** [[executivecommittee@aa-dc.org](mailto:executivecommittee@aa-dc.org)]
- Discuss proposal to remove wait time for addition to the Where and When
  - Proposal: Nixed requirement but add a \*New - Month Year\* until meetings hit 3 months
  - Need a Contact who can confirm its ongoing and 2 contacts; office will confirm it's still ongoing as they do with all new meetings
- Committee Write up to feature in the New Reporter - Sean did an April letter
  - Week after the board meeting; target the 15th of the month
  - Highlight 1-2 committees per month; start with Finance, H&I, Tech
- 990 - Need to update to remove Alex M and add Sean to the list; Exec Comm needs to review
- Tech Committee - Cassandra will give an update on the email list and outreach project
  - 2000 emails roughly on 8 different lists
- Will is getting information updated on our bank account (Sean, Will, Cassandra as authorized access)

## 8:10-8:20pm Standing Reports

4. **Registrar's Report** [Mia C.] [registrar@aa-dc.org](mailto:registrar@aa-dc.org)
5. **Office Admin Report** [Luella T. [aa-dc@aa-dc.org](mailto:aa-dc@aa-dc.org); 202-966-9115; [www.aa-dc.org](http://www.aa-dc.org)]

### March Calls – 294

- 26 for help. This includes people getting 12<sup>th</sup> step calls and those oldtimers and newcomers who just need to talk for a short time
- 99 WAIA Business
- 29 Literature & Chip Orders (questions answered & orders filled for curbside pickup or shipping)
- 136 Meeting Information: Some of the meeting info calls were asking for passwords
- 1 No Meeting at Location. (Unity place 8:30p – deleted after followup)
- 3 Al-anon (Third Party)
- 50 Walk-ins to the office

### March Chats from Helpchat – 89

- 6 for help. This includes brand new people asking about AA
- 5 WAIA Business
- 2 Literature & Chip Orders referred to office staff
- 60 Meeting Information: Some of the meeting info calls were asking for passwords
- 8 Al-anon (Third Party)
- 8 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](mailto:help@aa-dc.org) for more information or call 202-966-9783 and ask for Luella or Clo'via.

### Available In Person Shifts:

- Saturday 10-1 PM
- Saturday, 1-4 PM

Sunday 1-4 PM

**Current Office Hours:** Mon, Tues, Wed, Thur, Fri and Sun: 10:00AM-7:00PM; Sat:10:00AM-1:00PM

Email [help@aa-dc.org](mailto:help@aa-dc.org) for all meeting information changes. "No meeting at location" calls and chats seem to be increasing. 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.

- **We need volunteers in the office, especially for the 7-10pm slot Tuesday- Friday**
- Time slots available are: 10-1p, 1-4p, 4-7p, 7-10p

We are now have printed Where & Whens for In Person meetings only. We are printing them in house so we can print them as needed to accommodate those who don't have internet access. There is also now a link to the most current Where & When on the home page:

<https://aa-dc.org/wp-content/uploads/2022/04/WhereWhen4.5.228.5x11.pdf>

The May 2022 issue of the New Reporter will go out by the end of next week.

#### 6. Finance & Treasury Report for April 12, 2022

- a. [Finance Committee: [finance@aa-dc.org](mailto:finance@aa-dc.org); Treasurer: [kelly.w@aa-dc.org](mailto:kelly.w@aa-dc.org)]
- b. [Report for March 2022](#)

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

#### Finance & Treasury Report for April 12, 2022

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

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

#### Profit and Loss Comparison - Net Income

March 2021: \$ - 729  
March 2022: \$ - 2,080

#### Balance Sheet Comparison - Total Assets

March 2021: \$ 214,675  
March 2022: \$ 164,095

#### Notes:

- Current reserves are still above the \$150K level determined to be "prudent"
- However, revenues in the first three months of 2022 are significantly below budget, and even 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 this 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**

**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](http://aa-dc.org), or via Venmo to @WAIA.

Versus Budget	March 2022				Year to Date 2022			
	Actual	Budget	Variance	% Budget	Actual	Budget	Variance	% Budget
Sales	2,842	4,433	-1,592	64%	6,630	10,019	-3,389	66%
<i>Cost of Goods</i>	-451	-227	-224	199%	-3,325	-2,794	-531	119%
Group Contributions	8,495	6,826	1,668	124%	24,200	29,298	-5,098	83%
Individual Contributions	1,042	3,978	-2,936	26%	7,591	19,779	-12,188	38%
Events	0	0	0	-	0	0	0	N/A
<b>Gross Income</b>	<b>11,928</b>	<b>15,011</b>	<b>-3,083</b>	<b>79%</b>	<b>35,096</b>	<b>56,303</b>	<b>-21,207</b>	<b>62%</b>
<b>Expenses</b>	<b>-14,008</b>	<b>-11,691</b>	<b>-2,317</b>	<b>120%</b>	<b>-43,116</b>	<b>-40,321</b>	<b>-2,794</b>	<b>107%</b>
<b>Net Income</b>	<b>-2,080</b>	<b>3,320</b>	<b>-5,400</b>	<b>-163%</b>	<b>-8,019</b>	<b>15,982</b>	<b>-24,001</b>	<b>-150%</b>
Versus 2021	March 2022				Year to Date 2022			
	Actual	2021	Variance	% Prior Year	Actual	2021	Variance	% Prior Year
Sales	2,842	1,733	1,108	164%	6,630	3,917	2,713	169%
<i>Cost of Goods</i>	-451	-95	-356	474%	-3,325	-1,170	-2,155	284%
Group Contributions	8,495	5,682	2,813	149%	24,200	24,387	-187	99%
Individual Contributions	1,042	3,312	-2,269	31%	7,591	16,464	-8,873	46%
Events	0	0	0	N/A	0	0	0	N/A
<b>Gross Income</b>	<b>11,928</b>	<b>10,632</b>	<b>1,296</b>	<b>112%</b>	<b>35,096</b>	<b>43,599</b>	<b>-8,503</b>	<b>80%</b>
<b>Expenses</b>	<b>-14,008</b>	<b>-11,361</b>	<b>-2,647</b>	<b>123%</b>	<b>-43,116</b>	<b>-39,182</b>	<b>-3,934</b>	<b>110%</b>
<b>Net Income</b>	<b>-2,080</b>	<b>-729</b>	<b>-1,351</b>	<b>-</b>	<b>-8,019</b>	<b>4,417</b>	<b>-12,437</b>	<b>-282%</b>

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

Submit new business to [executivecommittee@aa-dc.org](mailto:executivecommittee@aa-dc.org)

### 7. Call for Service!

- Rules - Needs a chair; email [Sean.c@aa-dc.org](mailto:Sean.c@aa-dc.org) if interested
- Gala - Need a chair; have a few committee members! email [Sean.c@aa-dc.org](mailto: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](mailto:will.r@aa-dc.org)
- Hispanic Liaison Rep: email [Sean.c@aa-dc.org](mailto:Sean.c@aa-dc.org) if interested

**8. Meetings in Where & When - Board discussion and vote**

- a. Proposal on the table from last meeting that there not be a time restriction on meetings included in the Where & When (ie, meetings currently must be 3 months old to be included in W&W).
- b. Exec Comm made a motion that we include new meetings on the website listing with an annotation **\*New (as of date)**; also meetings should have two contact persons at a minimum to be posted.
- c. The board voted on the proposal, which passed with substantial unanimity, none opposed.
- d. Email [help@aa-dc.org](mailto:help@aa-dc.org) for more information or call 202-966-9783 and ask for Luella or Clo'via.

**9. Technology Committee [[tech@aa-dc.org](mailto: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>

**10. Gala Committee:** Update from meeting held March 28, 2022 (Jackie M. or other rep)

- a. We tried to have a planning meeting but had to reschedule due to low attendance, there is no update. Call for service please contact Jackie M to join/for more information [Jackie.m@aa-dc.org](mailto:Jackie.m@aa-dc.org)

**11. H&I Report:** Eryn C.

- a. 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.
- b. Hospitals and Institutions has these available commitments: 1-Sunday at noon at Shepards Table in Silver Spring in person 2- Wednesday at 6:30 at Holy Cross via WebEx with more to come but these desperately need groups to take them on.

**12. CPC/PI Report:** Karen O.

ANNOUNCEMENT:

Carry the Message and Get involved with WAIA's CPC Committee

CPC's primary purpose is to carry the AA message to the alcoholic who still suffers by distributing AA info to those who come into contact with alcoholics through their professions (including counselors, judges, doctors, police, social workers, other professionals and employers.)

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! Come to a WAIA CPC Committee Zoom meeting, Tuesday April 26, 6 pm. One hour max. Contact: Karen O. 301-529-9451 (call or text) [karen.o@aa-dc.org](mailto:karen.o@aa-dc.org)

**13. Outreach Report:** Teresa R.

- a. She's been working w/ Cassandra to organize the Committee (both Outreach & "Inreach")
- b. They are working on merging all of the lists which will be approved by Exec Comm before its use.

**14. Call for reports.**

**15. Any other business for discussion?**

**16. Anniversaries & Announcements**

- a. Mt. Rainier ??? on 4/19
- b. Laurel All Ages celebrated 46 years as a group last week.
- c. Next Tuesday, 4/19 The Anacostia Group will celebrate their 49th Anniversary
- d. Gaithersburg meeting at Grace Methodist Church is now a hybrid Mon @ 6pm, Wed at 8pm
- e. Silver Spring 9th Step Mtg now meeting ???
- f. On 4/23, Teresa will have 16 years, will celebrate on 4/27 at ???
- g. Laurel All Ages Gianna celebrated 18 years on 4/18

17. [Responsibility statement](#)

## 9:00 pm Closing at 8:48 pm

### Corporate Committee List

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

### Service Committees

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

### Ad-Hoc

- \*Gala: [gala@aa-dc.org](mailto:gala@aa-dc.org)
- \*Oldtimers: [oldtimers@aa-dc.org](mailto:oldtimers@aa-dc.org)
- \*Sponsorship Conference: [sponsorconference@aa-dc.org](mailto:sponsorconference@aa-dc.org)

\*needs chair/service