

WAIA Board Meeting Minutes

September 13, 2022 @ 8PM

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

Call for service for:

- Hispanic Liaison Rep - Need a bi-lingual volunteer to attend the monthly WAIA and Spanish Meeting Intergroup for the DMV to share information of each group's activities for better visibility and connectivity between these two fellowships.
- H&I Meetings
 1. Avery Road: 2 opportunities for Women on a rotating 4 week cycle Friday evenings
 2. Shady Grove Adventist - 2 opportunities (1 weekday evening and 1 weekend day) Weekly.
- WAIA Office Volunteers Needed:
 - Wednesday 1-4 PM
 - Saturday, 1-4 PM
 - Saturday, 4-7 PM
 - Sunday 10-1 PM (every other week)
 - Sunday 1-4 PM

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

- The Gala planning committee needs volunteers. We are having a Volunteers meeting on September 19th 2022 (this Monday) at 7 pm on zoom. The zoom ID is 827-0765-1775 Password is WAIAGALA23. Please announce the planning meeting at your groups/meetings. The GALA will be on April 15th 2023
- October 15, 2022. 9am - 5pm: 4th Annual Sponsorship Conference 2022, 4301 East-West Highway, Bethesda MD 20814

2022 Officers:

- **Chair:** Sean C.
- **Vice Chair:** Cassandra S.
- **Treasurer:** Will R.
- **Secretary:** Molly M.

At Large Members:

- Daniel R.
- Kelly W.
- Eryn C.
- Ryan K.

8:00-8:10pm Meeting Opening

Meeting Opens with Serenity Prayer

- **Chair's Opening Remarks** [Sean.C@aa-dc.org] Chair@aa-dc.org
 - [WAIA Preamble](#)
- **Approval/Changes to Previous Meeting's Minutes:** [July 12, 2022 Board Minutes](#)
 - 15 raised hands to approve minutes

[secretary@aa-dc.org] See past meeting minutes here: <https://aa-dc.org/board-minutes>

Registrar Report: 17 reps, 3 voting alternate, 1 non-voting alternate

- **Executive Committee Meeting Report** [executivecommittee@aa-dc.org]
 - Review [July Executive Committee Minutes](#); approved with 5 votes
 - Open Positions: Open positions/Board agenda items for July
 - Onboard the new Registrar onboard for Sept Board Meeting
 - New Hispanic Intergroup Representative: broaden efforts for outreach; have someone in WAIA attend the Spanish intergroup meeting or reach out to the Spanish districts via WAGSA
 - Budget Review - Kelly W
 - Strong set of contributions in August that can put us on target for hitting our budget numbers this year
 - New budget has some increases built in for anticipating increases in office supplies and rent due to inflation; numbers have also been updated to include budget requests from committees
 - Kelly will be out next week but Cassandra S will present an overview of the budget for board members to take back to their groups for discussion with FAQs
 - New Reporter committee feature for October edition (due September 15)
 - Tech committee will provide a feature.
 - [Submit Story to the 5th Edition Big Book](#) - Daniel R; Sean C shared details of an online Writing Workshop hosted by District 22 of Area 93, September 24, 2PM PST (5PM EST) Registration link: <https://bit.ly/3PEstZT>

8:10-8:20pm Standing Reports

4. **Registrar's Report** [Priya] registrar@aa-dc.org

Update: Voting Reps 17; 3 Voting alternate, 1 Non-voting alternate, 1 guest (22 total)

5. **Office Admin Report** [Luella T. aa-dc@aa-dc.org; 202-966-9115; www.aa-dc.org

*****Skeleton crew getting thinner and thinner, please flag office volunteer and help chat volunteer support. *****

July – August Calls – 538

30 for help. This includes people getting 12th step calls and those oldtimers and

- newcomers who just need to talk for a short time
- 140 WAIA Business
- 70 Literature & Chip Orders (questions answered & orders filled)
- 276 Meeting Information: Some of the meeting info calls were asking for passwords
 - 3 No Meeting at Location. (al resolved)
- 19 Al-anon (Third Party)
- 61 Walk-ins to the office

July - August Chats from Helpchat – 133

- 23 for help. This includes brand new people asking about AA
- 12 WAIA Business
- 83 Meeting Information: Some of the meeting info calls were asking for passwords
 - 4 No Meeting (All 4 were resolved)
- 10 Al-anon (Third Party)

We are still in need of more volunteers willing to come into the office to answer phones. 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. Here are the shifts that are currently available if you'd like to volunteer.

Better Formatted [Where and When](#) with QR code that takes people directly to our website!

Available In-Person Office Shifts:

- Wednesday 1-4 PM
- Saturday, 1-4 PM
- Saturday, 4-7 PM
- Sunday 10-1 PM (every other week)
- Sunday 1-4 PM

Current Office Hours:

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

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

6. Budget Discussion, Finance & Treasury Report for September 13, 2022

[Finance Committee: finance@aa-dc.org; Treasurer: @aa-dc.org] All reports can be found at <https://aa-dc.org/finance>

Profit and Loss Comparison - Net Income

August 2021: \$ -17,879
 August 2022: \$ 8,152

Balance Sheet Comparison - Total Assets

August 2021: \$ 171,932
 August 2022: \$ 164,420

- Total contributions exceeded expectations in August - driven in large part by a single large individual contribution - to an all-time monthly high of \$21,540. The increased individual giving was likely also impacted by board-driven messaging at meetings, and appeals included in the New Reporter.
- Literature and chip sales continue to lag far behind budgeted levels, but are 23% above last year sales.
- Expenses to date are at 99% budgeted levels, and net income through August is \$9K above budget, with a cumulative loss of \$7K as compared to a loss of \$36K at this time last year.
- This year’s budget included very little discretionary spending after last year’s net loss, but committee work is expected to resume and potentially expand in 2023.
- **Board Members (Group Representatives) are encouraged to continue 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. Revenue so far this year is \$7K less than expenses. 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, or via Venmo @WAIADC.

| Versus Budget | August 2022 | | | | Year to Date 2022 | | | |
|----------------------------|----------------|----------------|---------------|--------------|-------------------|-----------------|---------------|--------------|
| | Actual | Budget* | Variance | % Budget | Actual | Budget* | Variance | % Budget |
| Sales | 3,652 | 3,731 | -79 | 98% | 20,240 | 42,124 | -21,883 | 48% |
| Cost of Goods | -3,990 | -1,046 | -2,944 | 382% | -13,427 | -34,436 | 21,009 | 39% |
| Group Contributions | 11,516 | 3,089 | 8,427 | 373% | 67,235 | 57,805 | 9,430 | 116% |
| Individual Contributions | 10,024 | 803 | 9,221 | 1248% | 29,262 | 25,675 | 3,587 | 114% |
| Total Contributions | 21,540 | 3,892 | 17,648 | 553% | 96,497 | 83,480 | 13,017 | 116% |
| Events | 0 | 0 | 0 | N/A | 0 | \$3,500 | 0 | N/A |
| Gross Income | 21,202 | 6,577 | 14,624 | 322% | 103,310 | 94,667 | 8,643 | 109% |
| Expenses | -13,049 | -22,839 | 9,790 | 57% | -110,265 | -111,057 | 792 | 99% |
| Net Income | 8,152 | -16,261 | 24,414 | * | -6,955 | -16,390 | 9,435 | 236% |
| | | | | | | | | |
| Versus 2021 | August 2022 | | | | Year to Date 2022 | | | |
| | Actual | 2021 | Variance | % Prior Year | Actual | 2021 | Variance | % Prior Year |
| Sales | 3,652 | 1,459 | 2,193 | 250% | 20,240 | 16,469 | 3,771 | 123% |
| Cost of Goods | -3,990 | -438 | -3,552 | 911% | -13,427 | -14,416 | 989 | 93% |
| Group Contributions | 11,516 | 2,571 | 8,945 | 448% | 67,235 | 48,116 | 19,119 | 140% |

| Versus Budget | August 2022 | | | | Year to Date 2022 | | | |
|----------------------------|----------------|----------------|---------------|-------------|-------------------|-----------------|---------------|-------------|
| | Actual | Budget* | Variance | % Budget | Actual | Budget* | Variance | % Budget |
| Sales | 3,652 | 3,731 | -79 | 98% | 20,240 | 42,124 | -21,883 | 48% |
| <i>Cost of Goods</i> | -3,990 | -1,046 | -2,944 | 382% | -13,427 | -34,436 | 21,009 | 39% |
| Group Contributions | 11,516 | 3,089 | 8,427 | 373% | 67,235 | 57,805 | 9,430 | 116% |
| Individual Contributions | 10,024 | 803 | 9,221 | 1248% | 29,262 | 25,675 | 3,587 | 114% |
| Total Contributions | 21,540 | 3,892 | 17,648 | 553% | 96,497 | 83,480 | 13,017 | 116% |
| Events | 0 | 0 | 0 | N/A | 0 | \$3,500 | 0 | N/A |
| Gross Income | 21,202 | 6,577 | 14,624 | 322% | 103,310 | 94,667 | 8,643 | 109% |
| Individual Contributions | 10,024 | 668 | 9,355 | 1500% | 29,262 | 21,371 | 7,891 | 137% |
| Total Contributions | 21,540 | 3,240 | 18,300 | 665% | 96,497 | 69,487 | 27,010 | 139% |
| Events | 0 | 0 | 0 | N/A | 0 | 0 | 0 | N/A |
| Gross Income | 21,202 | 4,261 | 16,941 | 498% | 103,310 | 71,540 | 31,770 | 144% |
| <i>Expenses</i> | <i>-13,049</i> | <i>-22,140</i> | <i>9,091</i> | <i>59%</i> | <i>-110,265</i> | <i>-107,658</i> | <i>-2,607</i> | <i>102%</i> |
| Net Income | 8,152 | -17,879 | 26,032 | * | -6,955 | -36,118 | 29,162 | 519% |

6. [Budget Document for Discussion](#) (PPT with FAQ) - Cassandra S.

- [Detailed 2023 Budget](#) (Excel)
- Please bring questions back from your home group.

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

Submit new business to executivecommittee@aa-dc.org

7. **Calls for Service**

- Hispanic Liaison Representative - Open; WAIA rep needed to go the Hispanic Intergroup meeting on Georgia Ave (ideally a bi-lingual);; volunteers should attend next months board meeting and reach out to Sean.c@aa-dc.org

8. **Technology report Sam S** - tech@aa-dc.org No report

9. **Gala Report:** Devon W - gala@aa-dc.org

- The Gala planning committee needs volunteers. We are having a Volunteers meeting on September 19th 2022 (this Monday) at 7 pm on zoom. The zoom ID is 827-0765-1775 Password is WAIAGALA23. Please announce the planning meeting at your groups/meetings. The GALA will be on April 15th 2023.

10. **Accessibility Report:** Rebecca H. accessibility@aa-dc.org

- Issues with Accessibility email box; Tech committee (Cassandra) will support.

11. **H&I Report:** Eryn C. hni@aa-dc.org; 301-651-4942.

H & I has been very busy this month with many new opportunities and the re-opening of others. We have also been busy with getting the Old Timer's meeting set-up, more information on that in the coming week as we await final venue approval, it will be a Hybrid meeting no matter where we end up. Here are the opportunities that need Chair person's or Groups:

- Shady Grove Adventist Hospital in Montgomery County would like 2 weekly meetings, 1 weekday evening and 1 weekend day meeting, they are flexible on the specific day and time as long as it is consistent.
- Avery Road in Montgomery County needs 2 women on a rotating 4 weekly basis on Friday evenings, the current women need to rotate out.

Please contact Eryn at HNI@aa-dc.org or 301-651-4942 if you are interested or have any questions.

Old Timers meeting supports HNI purchases of literature for hospitals and institutions.

12. PI/CPC Report: Karen O.

Tuesday, September 6, 2022

On behalf of the Public Info arm of the WAIA CPC/PI Committee, Karen O. gave a 30-minute presentation on alcoholism and AA, via Zoom, to participants at the Gaithersburg-based Common Ground Wellness Center. Common Ground invited WAIA's participation. Including Karen, there were eight participants.

Common Ground is a peer wellness and recovery center serving adults 18 and older with any mental health diagnosis. Common Ground is a program of Shepard Pratt, nonprofit provider of mental health, special education, substance use, developmental disability and social services.

Saturday, August 20, 2022

On behalf of the Public Information component of the WAIA CPC/PI Committee, committee members Karen O and AA volunteer Katy K represented WAIA at a community mental health fair sponsored by the Nathaniel H. Pickett II Foundation * (www.nhp2foundation.org). Our booth was one of about 12. The event took place at Westminster Church at 400 I St., SW. We were there from 10 AM until 5 PM. The event started at 1 PM and ended at 4PM. We spoke and shared AA materials with approximately 30-40 people (including participants from other booths.) We also distributed several Alanon brochures. There was no Alanon presence at the event. Having these basic Alanon pamphlets with us was suggested by former CPC/PI chair Pat G. WAIA CPC/PI Committee borrowed a pop-up canopy tent and a table from Katy K for the event. We brought chairs and we had a pamphlet rack with a variety of brochures, including 12 "Where and When's." The pamphlets listed in-person meetings and were specially printed for us by Luella Tabor and the office assistants. (It was helpful to have something to give people interested in attending meetings, although several people noted the website and scanned the QR code.) The community mental health event was the first of its kind sponsored by the Pickett foundation and attendance was light, presumably due in part to the event being held in a blacktop lot in 95-degree heat. We noted that there were many more pedestrians around between 10 AM and 1 PM. Lunch was provided.

One other 12-step group, G.A., was present at the fair. They had space adjacent to us and we shared the shade. Other "vendors" included music and other types of therapists, wellness specialists, housing finance counselors and others.

- Special thanks to volunteer Katy K.
- Thanks also to Luella Tabor who stepped up, meeting my bewilderment at the prospect of my first community health fair, with great suggestions and printed AA schedules at the last minute.

We look forward to participating in this event again next year. We suggested changing the time to 9 AM.

* The Nathaniel H. Pickett II Foundation (NHP2 Foundation) is a non-profit organization founded by Dominic Archibald in loving memory of her son Nathaniel H. Pickett II known as "Nate". Nate was tragically shot and killed by a San Bernardino County sheriff's deputy during a 2015 encounter at his place of residence. Nate was not armed, nor did he commit a crime (this was proven in a court of law). The goal of the foundation is to educate and support the community in many areas to include violence reduction, mental health, mass incarceration and social justice. The foundation also provides financial support to selected students and nonprofit organizations that are active in the community and making a social justice difference.

**13. Nightwatch Report: Jeanine J.
Wednesday?**

14. Elections: Jackie M jackie.m@aa-dc.org

- Elections will be held at the December board meeting (Chair, Vice Chair, Executive Committee-at-large members)

15. Sponsorship Conference

- October 15, 2022. 9am - 5pm: 4th Annual Sponsorship Conference 2022, 4301 East-West Highway, Bethesda MD 20814
- <https://aa-dc.org/event/waia-4th-annual-sponsorship-conference>

16. 5th Edition stories: Writing workshop (Dan R)

- [Submit Story to the 5th Edition Big Book](#) - GSO is calling for submissions for personal stories for the 5th edition of the big book, due Oct 31
- Sean C shared details of an online Writing Workshop hosted by District 22 of Area 93, September 24, 2PM PST (5PM EST) Registration required: <https://bit.ly/3PEstZT>

Old Business

17. What is percentage of online to in person meetings now (doesn't include inactive meetings):

| | |
|---------------|---------------|
| In Person | 534 |
| Online | 388 |
| <u>Hybrid</u> | <u>94</u> |
| Total | 1,016* |

*Of the 1,016 meetings, 184 are Spanish Speaking.

Question about how many meetings in PG county (don't have county breakdown but anecdotally those meetings haven't come back as strongly and Luella mentioned following up at a future board meeting on how to handle meetings that are still closed i.e. sending people to see if they are open and just not reporting open). Board member proposed comparing data to 2019 to see what meetings have been most impacted.

18. Anniversaries & Announcements

- a. WHAT: An informal open gathering of AAs to enjoy food, fellowship, and fun. 🥳 ALL are welcome!!! Bring your loved ones, kids, dogs... seriously.
WHERE: Cabin John Park, 7400 Tuckerman Lane, Bethesda, MD
WHEN: Thursday, September 15th, 5:00-7:00pm (or later!)
- b. 180 Club Picnic, Sunday, September 18th 12pm-6pm. Location Driskell Park 40th and Hamilton St. Hyattsville, Md.
- c. [Happy Destiny Retreat October 15](#); posted on the website
- d. Rockville Metro Club Yard sale (last weekend of the month), monthly potluck picnic (Sunday, Sept 18) - listed on the Rockville Metro club website:
<https://rockvillemetroclub.org/events/>

[Responsibility statement](#)

9:00 pm Closing

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: Rebecca H. [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: [gala@aa-dc.org]
- *Oldtimers: [oldtimers@aa-dc.org]

- *Sponsorship Conference: sponsorconference@aa-dc.org

*needs chair/service