

WAIA Board Meeting Agenda and Draft Minutes June 13, 2023 @ 8PM

Online meeting

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

1. Need office help on Saturday 1-4 PM; Sunday 1-4 PM; Tuesday 1-4 PM to answer phones. Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via.

We also have **Nightwatch Openings** (Email nightwatch@aa-dc.org to volunteer for Nightwatch). YOU can take after hour calls to your cell phone, no requirement to be in office!

Wednesday 10:00 PM – 6:00 AM

Thursday 6:00 AM – 10:00 AM

Thursday 10:00 PM – 6:00 AM

2. The WAIA outreach committee has started to reach out to those groups without a designated Board Member (Rep). If you would be interested in either serving on the committee or in reaching out to 5 local groups to explain why having a rep matters, please contact Teresa R. @ tlkaiser3@aol.com or outreach@aa-dc.org.
3. Please share the [New Reporter](#) and/or these meeting minutes with your groups to get word out about upcoming WAIA activities and calls for service.

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

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2023 Officers:

- **Chair:** Daniel R.
- **Vice Chair:** Cassandra S.
- **Treasurer:** Will R.
- **Secretary:** Ann R.

At Large Members:

- Eryn C.
- Michael G.
- Mike M.
- Chrissy M.
- Teresa R.

8:00 Meeting Opens

- **Chair's Opening Remarks** [daniel.r@aa-dc.org] Chair@aa-dc.org
- Meeting started at 8:02 with the Serenity prayer and reading of WAIA preamble
- New rep introduction and Exec Committee

[May Minutes](#) approved by unanimous consent

1. [Executive Committee Meeting Report](#) [Ann R. on behalf of executivecommittee@aa-dc.org]
 - Open meeting with the Serenity prayer
 - Approved last month minutes [[WAIA Exec Committee Agenda & Minutes May 2 2023](#)] - Approved with unanimous consent
 - Coordination with WAGSA on shared initiatives; will be pursued by Exec Comm members on an ad hoc basis, not a new WAIA service position (Terry H raised his hand in the June meeting to indicate that he serves as a GSR and attends WAGSA meeting currently; Dan R will reach out)
 - Discussed results of survey regarding WAIA engagement - 22 people responded
 - Set up 3 Votes for June Board regarding 1) timing of the meeting, 2) do people want hybrid meetings and if yes, 3) how many in-person/hybrid meetings a year?
 - Need to explore potential locations (most respondents wanted Bethesda, Silver Spring and NW DC; not much participation from *SE and PG county, a lot of meetings did not come back after pandemic.
 - Will reach out to WAGSA to see about a monthly AA meeting, on Zoom, bringing together folks in local AA service for a meeting
 - July new reporter to feature 12 step and bridging the gap TBD
 - Exploring possibility of reprint the “Blue Book” 2nd edition (history of the Washington Group)
 - Surplus literature sent to Hope House; Luella will post the inventory of what else we have - this is for H&I they get first dibs.

8:10-8:20pm Approval of Minutes & Standing Reports

2. **Registrar’s Report, [Priya D.]**
20 responses, 18 reps, 1 non-voting alternate, 1 voting alternate
3. **Calls for Service:** Office Chair and co-chair for H&I needed
 - a. Accessibility Chair: We need someone to volunteer to update the Hard of Hearing Resources page which has not been updated since 2020.
 - b. CPC Chair: Attend or find volunteers to represent AA at local events for the professional community. Establish better communication between A.A.s and professionals, and to find simple, effective ways of cooperating without affiliating. Collaborate with WAGSA CPC chair to see what they’re up to.
 - c. Office Chair: No volunteers, asked for reps to take this service request back to their groups.
 - d. H&I co-chair (Eryn C.)
 - Help manage new & returning hospitals and institutions meetings
 - Finding people to chair
 - Experience working with institutions
 - Helping w events throughout the year

- 5 hours a week commitment, roughly
- Contact Eryn C. hni@aa-dc.org if you're interested

4. **Finance & Treasury Report:** [Kelly W. Finance Committee: kelly.w@aa-dc.org; 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
 May 2023: \$ - 2,653
 May 2022: \$ 503

Balance Sheet Comparison - total liabilities & equity
 May 31 2023: \$ 164,961
 May 31 2022: \$ 163,330

Notes:

- Year-to-date sales of literature and chips inventory is slightly higher than budgeted, and substantially higher than last year, continuing a gradual trend toward pre-pandemic sales volumes.
- Cost of Goods Sold (and Net Proceeds from Chips & Literature) reflects large advance purchase of literature in March, ahead of a price increase that took effect in early April. Full year Cost of Goods Sold is still expected to be within budget.
- Net proceeds from the Gala 2023 were positive, and \$993 higher than budgeted.
- Although May contributions were much less than budgeted, year to date total contributions are still above budget, and above last year's levels.

Versus Budget	May 2023				Year to Date (May) 2023			
	Actual	Budget*	Variance	% Budget	Actual**	Budget*	Variance	% Budget
Net Proceeds from Chips & Literature	1,870	1,464	406	128%	-7,288	7,198	-14,486	-101%
Net Proceeds from Gala Tickets	3,523	0	3,523	N/A	993	0	993	N/A
Contributions	5,786	11,298	-5,512	51%	55,561	51,764	3,797	107%
Expenses	-13,832	-13,042	-790	106%	-69,762	-71,592	1,830	97%
Net Income	-2,653	-280	-2,373	*	-20,497	-12,631	-7,865	162%
Versus 2022	Versus May 2022				Versus Jan - May 2022			
	2023	2022	Variance	% Prior Year	2023	2022	Variance	% Prior Year
Sales of Chips & Literature	2,718	2,589	129	105%	15,393	11,773	3,620	131%
Cost of Goods	-848	-1,218	370	70%	-22,681	-5,026	-17,655	451%
Total Contributions	5,786	\$11,502	-5,716	50%	\$55,561	\$52,698	2,863	105%
Gross Income	7,656	12,873	-5,217	59%	48,273	59,445	-11,172	81%
Expenses	-13,832	-\$12,369	-1,463	112%	-69,762	-67,898	-1,864	103%
Net proceeds from Gala	3,523	0	3,523	N/A	993	0		
Net Income	-2,653	504	-3,157	-526%	-20,497	-8,453	-12,044	242%

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

May Calls – 287

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

60 WAIA Business

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

175 Meeting Information: (one person in the hospital calls many times a day)

0 No Meeting at Location.

7 Al-anon (Third Party)

20 Walk-ins to the office

May chats from Helpchat – 43

10 Help/Newcomer This includes brand new people asking about AA

10 WAIA Business

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

0 No Meeting

1 Al-anon (Third Party)

3 Miscellaneous

Available In Person Shifts (Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via).

Sunday 1-4 PM

Tuesday 1-4 PM

Saturday 1-4 PM

Nightwatch Openings (Email nightwatch@aa-dc.org to volunteer for Nightwatch)

Wednesday 10:00 PM – 6:00 AM

Thursday 6:00 AM – 10:00 AM

Thursday 10:00 PM – 6:00 AM

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. The July 2023 issue of the New Reporter will go out by the end of next week or early the week after.

6. **Outreach Committee Report: Teresa R.**

In the past month a couple of more volunteers have come forward following my requests during meeting announcements. We still have over 100 meetings to contact and more volunteers are needed. Would you please communicate this request at the meetings you attend? Those willing to go to even one meeting to explain why a WAIA rep is important should contact me, Teresa R. I can be texted at 971-222-6838.

*Kenny volunteered to be on the committee and will reach out to Teresa R. directly.

*Tech Committee has a list of meetings to attend/reach out to

7. Archives: Darrah W.

Archives Monthly Report:

1. May was a busy month full of requests from across the country. Including information regarding the 12 traditions, Florence R., and our tape recordings.
2. On this note, I would like to give a huge shout out to Jeff K as the tape recordings archive was a previous project of his. The tapes are organized and digitized due to his efforts, thank you for this valuable resource we can send to others!
3. Lastly, I would like to also acknowledge and thank Sam for all his IT help within the Archives. There is now a new drive that we can access and use remotely. Thank you Cassandra for stopping by the office and your additional help!

Archives is located within the WAIA office, and is open Saturdays from 10am - 1pm if you would like any information or to assist.

8. Tech Report - Cassandra S.

- Met on first Monday
- Project list: website refresh, recurring donations working automatically through the site, Spanish-speaking meeting link moved to top of meeting guide
- Meets on first Monday of every month if you'd like to join (Next Meeting July 3rd at 6pm. Zoom link:
<https://www.google.com/url?q=https://us02web.zoom.us/j/86782798679?pwd%3DYTU5bjlTMHJwemZobWR5b0l4RVJMOT09&sa=D&source=calendar&ust=1681691587509064&usg=AOvVaw2W7UuZPNMyTclBEMx8gPz6>

9. H&I Report - Eryn C.

- Business as usual
- Lots of meetings brought into many different facilities
- Meetings returning to jails soon

10. CPC/PI Cooperation with the Professional Community and Public Information

Contact from Common Ground Peer Wellness Center reached out to see if an AA representative could speak in one of their zoom meetings. Their organization provides Wellness and Recovery groups/activities to peers to develop peer cohesiveness, engagement, and social support. Michael G. spoke at this recently.

11. Old Business/New Business

- a. Voted on preferences for in-person WAIA activities
 1. Change the time of the monthly board meetings on the second Tuesday of each month from 8pm to 7pm. Starting with the July 11th meeting.

2a. Converted the format of the monthly board meetings from online-only to in-person hybrid.

2b. Approved it being done twice a year.

12. Anniversaries & Announcements

*Andrew R will have 5 years

*Doug celebrated 12 years this month

*Darrah had 2 years on the 6th. Celebration at DCC on 6/24.

9:02 PM Meeting Close with the [Responsibility statement](#)

List of Committees and Contacts

a. Corporate Committees

- i. Elections [elections@aa-dc.org]
- ii. *Office: office@aa-dc.org
- iii. Rules (By-Laws): rules@aa-dc.org
- iv. Technology: [tech@aa-dc.org]
- v. Finance: [finance@aa-dc.org]

b. Service Committees

- i. Archives: archives@aa-dc.org
- ii. *Accessibility [Accessibility@aa-dc.org | aa-dc.org/accessibility]:
- iii. *CPC/PI: Cooperation with the Professional Community and Public Information
 1. PI@aa-dc.org
 2. CPC@aa-dc.org
- iv. Grapevine [Grapevine@area13aa.org]
- v. *H&I: Hospitals and Institutions: HNI@aa-dc.org
- vi. Literature: Literature@aa-dc.org
- vii. New Reporter: Newreporter@aa-dc.org
- viii. Nightwatch: Nightwatch@aa-dc.org
- ix. Outreach: outreach@aa-dc.org
- x. **Ad-Hoc**
- xi. *Gala: gala@aa-dc.org
- xii. Oldtimers: oldtimers@aa-dc.org
- xiii. Sponsorship Conference: sponsorconference@aa-dc.org

* 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.