

WAIA Board Meeting Minutes May 9, 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; Monday 1-4 PM; Tuesday 4-7 PM to answer phones. Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via.
2. 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.
3. 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.

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

•

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

[April Minutes](#) approved by unanimous consent

1. [Executive Committee Meeting Report](#) [Cassandra S. on behalf of executivecommittee@aa-dc.org]

- Open meeting with the Serenity prayer at 7:03pm
- Approved last month minutes [[WAIA Exec Committee Agenda & Minutes April 4 2023](#)]
- Gary D approved by ExComm as new Finance Chair, unanimously approved by 6 voting members
- Review open positions: Office Chair still open
- Discussed outreach to CPC/PI, Accessibility chairs for an update
- Gala feedback; request final cost from Gala Chair
- Discuss feedback from April board meeting regarding increasing WAIA participation
 - Michael will work on survey re in-person meeting preferences
- H&I to be featured in June New Reporter
- Luella working with Archives to reprint the “blue book”, a history of AA in the Washington area
- Office has surplus literature (large print, etc), Exec Committee agree to donate to H&I

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

2. **Registrar’s Report, [Priya D.]**
25 attendees; 15 voting reps in attendance
3. **Calls for Service:** Office Chair and co-chair for H&I needed
 - a. CPC/PI had a request from Tuesday May 23, 3PM. Contact from Common Ground Peer Wellness Center reached out to see if an AA representative could speak in one of their zoom meetings. Michael G volunteered!
 - b. Office Chair: No volunteers, asked for reps to take this service request back to their groups. Margaret expressed interest and will connect with Cassandra S.
 - c. H&I co-chair (Eryn C.)
 - Help manage new & returning hospitals and institutions meetings
 - Finding people to chair
 - Helping w events throughout the year
 - 5 hours a week commitment, roughly
4. **Finance & Treasury Report:** [Kelly W. 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 2023: \$ 38
April 2022: \$ -936

Balance Sheet Comparison - total liabilities & equity

April 2023: \$ 166,506
April 2022: \$ 162,246

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.
- Gala ticket sales were substantially less than budgeted, but net proceeds were positive.

- Cost of Goods Sold 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.

Suggested language for 7th Tradition: 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 to @WAIA-DC.

Versus Budget	April 2023				Year to Date 2023			
	Actual	Budget*	Variance	% Budget	Actual**	Budget*	Variance	% Budget
Sales & Event Tickets	7,655	10,708	-3,053	71%	18,214	25,738	-7,524	71%
Cost of Goods	-1,069	-508	-562	211%	-19,496	-4,005	-15,491	487%
Group Contributions	8,557	7,466	1,091	115%	40,649	35,817	4,833	113%
Individual Contributions	2,438	1,773	665	137%	9,235	4,649	4,586	199%
Total Contributions	10,995	9,239	1,756	119%	49,884	40,466	9,419	123%
Gross Income	17,581	19,439	-1,859	90%	48,602	62,199	-13,597	78%
Expenses	-17,542	-21,088	3,546	83%	-64,748	-74,550	9,802	87%
Net Income	38	-1,649	1,687	*	-16,146	-12,352	-3,795	*
Versus 2022	Versus April 2022				Versus Same Period in 2022			
	2023	2022	Variance	% Prior Year	2023	2022	Variance	% Prior Year
Sales & Event Tickets	7,655	2,554	5,101	300%	18,214	9,184	9,030	198%
Cost of Goods	-1,069	-483	-586	221%	-19,496	-3,808	-15,688	512%
Group Contributions	8,557	7,601	956	113%	40,649	36,463	4,186	111%
Individual Contributions	2,438	1,805	633	135%	9,235	4,733	4,502	195%
Total Contributions	10,995	9,406	1,589	117%	49,884	41,196	8,688	121%
Gross Income	17,581	11,477	6,104	153%	48,602	46,572	2,030	104%
Expenses	-17,542	-12,413	-5,129	141%	-64,748	-55,529	-9,219	117%
Net Income	38	-936	974	*	-16,146	-8,957	-7,189	*

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

April Calls – 315

- 15 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
- 40 Literature & Chip Orders (questions answered & orders filled)
- 173 Meeting Information: (one person in the hospital calls many times a day)
- 2 No Meeting at Location.

- 5 Al-anon (Third Party)
- 35 Walk-ins to the office

April chats from Helpchat – 50

- 7 Help/Newcomer This includes brand new people asking about AA
- 10 WAIA Business
- 30 Meeting Information: Some of the meeting info calls were asking for passwords
- 0 No Meeting
- 1 Al-anon (Third Party)
- 2 Miscellaneous

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.

Available In Person Shifts:

Sunday 1-4 PM
Monday 1-4 PM
Tuesday 4-7 PM
Saturday 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

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 June 2023 issue of the New Reporter will go out by the end of next week.

6. Outreach Committee Report: Teresa R.

This past month, a handful of volunteers (mostly from my home group) accepted assignments from the priority list for outreach. There are still a couple of hundred groups in need of contact. I will continue to request volunteers at each Board meeting and other AA meeting that I attend. If you can volunteer, please contact me at tlkaiser3@aol.com. I have developed a script for volunteers for use during announcement time at their assigned meeting. If you are unable to volunteer yourself, please announce the need and service opportunity at the groups you attend. You can choose the number of meetings you are willing to reach out to, anywhere from 1 to a handful. You can select the day and times, the area if it is an in-person meeting, or a zoom meeting.

One more ask: Would you please download a copy of the New Reporter, copy it, and bring a copy to your homegroup? Please pass it around (if you meet in person) or hold it up if your meeting is virtual. You can read a few upcoming events or other content to familiarize folks with what is contained in it. Please let

the know that electronic copies are free. If we can increase circulation, more people will be informed about the work of our intergroup and area events. Thank you for your service.

7. Archives: Darrah W.

Archives Monthly Report:

Archives put together an article about the WAIA Office Manager, Lee Drott, from 1984 - 2009, look for that in the June New Reporter. Received the requested thumbdrive. Planned time to resolve the existing tech issues.

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

8. Gala - Devon W.

202 people attended the gala. The committee was able to bring down expenses significantly from the initially anticipated \$16,000. Current estimates were Gala Costs \$11,189.14 and ticket Sales were \$9362.00. Working on finalizing the costs to account for initial deposits, refunds, etc.

9. Tech Report - Cassandra S.

- a. Tech committee met April 8. Archives is having issues with connecting to the office scanner. The tech chair will work with them over the next few weeks to resolve.
- b. We fixed several broken links on the website.
- c. We had a guest at the meeting with Word Press experience and will be working with them to make progress on the website update.
- d. Meets on first Monday of every month if you'd like to join (Next Meeting June 5th 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>

10. H&I Report - Eryn C.

We continue to help get meetings into facilities as well as bringing literature in. The Executive board was kind enough to vote that any literature seen as "old" by the Office Manager can be donated to the facilities at zero cost, currently that would be some large print as bill sees it and some other literature that we don't typically donate. We will be asking the liaison for facilities to see how many we should be donating to each. I am also in the process of talking to a few interested persons as a co-chair, hoping to announce the co-chair at June's meeting. If you have emailed or called me in the past few weeks, I do apologize I have not been feeling well, I will get back to you hopefully by the end of this week as I catch up on items. Thank you Eryn. If there are any questions, please e-mail me at HNI@aa-dc.org.

11. 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.

12. Old Business/New Business

- a. Survey on preferences for in-person WAIA activities:
<https://forms.gle/ciev7di16XABh6kEA>
- b. Questions from the floor (Donna): How do we get a WAIA rep? Make it personal. Recommended reaching out to individuals in the group to personally solicit them to serve as the WAIA rep. You can also reach out to the Outreach committee to see about having someone speak at your meetings about the benefits of being a WAIA rep.

13. Anniversaries & Announcements

- Michael G celebrated 46 years on April 27th
- Chrissy celebrated 9 years on April 25th
- Cassandra S celebrating 5 years on May 12

8:51 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.