

# WAIA Board Meeting Agenda & Minutes

## January 9, 2024 @ 7PM Meeting

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

1. **Available In Person Shifts:** Available In Person Shifts: Monday 1-4, Tuesday 1-4 PM, Tuesday 4-7PM, Saturday 1-4, Sunday 4-7; Available Shifts from home: Thursday 7-10 PM (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).
2. The WAIA outreach committee continues to reach out to those groups without a designated Board Member (Rep). We have many meetings that could benefit from a Spanish speaking visitor as well. If you would be interested in either serving on the committee or in reaching out to a local group to explain why having a rep matters, please contact [outreach@aa-dc.org](mailto:outreach@aa-dc.org).

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

- Online meeting of "But Trusted Servants" meets at 7pm on the 3rd Tuesday of each month. Organized by the Executive Committee for WAIA board members to get to know each other, this is an open discussion meeting and all AAs are welcome. Join the Zoom Meeting:  
<https://us02web.zoom.us/j/83331607899?pwd=aXJScnpSb0lyM3dVR0t2RUk3cW5sQT09> Meeting ID: 833 3160 7899 Passcode: 739613

#### 2023 Officers:

- **Chair:** Daniel R.
- **Vice Chair:** Terry H.
- **Treasurer:** Will R.
- **Secretary:** Ann R.

#### At Large Members:

- *Vacant*
- Michael G.
- Priya D.
- Chrissy M.
- Gary D.

### 7:00 pm Meeting Opens

- Meeting starts with the Serenity prayer and reading of WAIA preamble
- New rep introduction and Exec Committee
  - Jenny rep from Women's Oasis in Gaithersburg
  - Sophia member of fellowship
  - John rep from Yacht Club in Germantown
  - Yvonne rep Cosmopolitan
- **Chair's Opening Remarks** [[daniel.r@aa-dc.org](mailto:daniel.r@aa-dc.org)] [Chair@aa-dc.org](mailto:Chair@aa-dc.org)

[December Minutes](#) to approved by unanimous consent.

1. [January Executive Committee Meeting Report](#) [Ann R. on behalf of [executivecommittee@aa-dc.org](mailto:executivecommittee@aa-dc.org)]

**Attendees:** Ann R, Luella T, Michael G, Terry H, Will R, Daniel R, Chrissy M, Cassandra S, Priya D, Gary D

**Guests:**

Agenda:

- Opened meeting with the Serenity prayer at **8:00 pm**
- Approved December minutes [[WAIA Exec Committee Agenda & Minutes December 2023](#)]
- New Business:
  - Open positions:
    - Vice Chair: Terry H voted in by unanimous vote
    - Vacant at-large position to be filled at next week's board meeting
    - Approved Sean C. as Eryn's H&I co-chair by unanimous vote
    - Approved Cassandra S. as Office Chair by unanimous vote
    - 2024 Gala Chair: Jonathan to attend next week's board meeting; to be approved at that time
  - Pay structure for office staff
  - Decide time for future ExComm meetings; propose 6pm on 2nd Tuesdays (before board mtg)
  - In-person/hybrid board meeting dates; propose April and October at St. Luke's
  - ExComm potluck meeting on Monday, March 11th at 7pm (Michael volunteered to host)
  - Sponsorship Conference April 6, 2024 @ St Luke's Bethesda
  - Sponsorship Conference feature for February New Reporter - call to homegroups to volunteer
- **9 pm** close

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

2. **Registrar's Report, [Priya D.]**

16 voting reps registered; 1 voting alternate, 0 guests, 17 registered attendees total at the meeting

3. **New Business:**

- a. **In-person hybrid board meeting dates: April 9th and October 8th**
- b. **Board Meeting starting at 8pm again beginning next month. ExComm Meeting moved to second Tuesday at 7pm, prior to Board Mtg.**
- c. **Cassandra S. filling the vacant At-Large spot, voted in unanimously**
- d. **Jonathan P. new 2024 Gala Chair, voted in unanimously**

4. **Calls for Service:**

- a. **CPC/PI (Public Information) 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. This role could speak or represent us at various events.

- Lee M. is the WAGSA Chair and there is some crossover

**5. Finance & Treasury Report:** [Chrissy M. Finance Committee: [chrissy.m@aa-dc.org](mailto:chrissy.m@aa-dc.org) ; [finance@aa-dc.org](mailto:finance@aa-dc.org); Treasurer: [will.r@aa-dc.org](mailto:will.r@aa-dc.org)]

**Profit and Loss comparison - net income**

December 2023: \$ 19,575

December 2022: \$ 17,403

**Balance Sheet Comparison - total liabilities & equity**

December 31 2023: \$ 177,484

December 31 2022: \$ 185,817

**Notes:**

- Cost of Goods Sold reflects large advance purchase of literature in March. Full year Cost of Goods Sold will exceed budget, in keeping with higher than budgeted sales.
- Contributions from groups were up in December by about \$5000 from the budget. However, contributions for the year were short about \$16k of the annual budget for the year. WAIA Representatives are encouraged to use the 7th Tradition language below to remind your home groups of the need for continued support and encourage members to contribute via Venmo to @WAIA-DC.

**DETAILED FINANCIAL RECORDS FOR 2023 ARE AVAILABLE AT <https://aa-dc.org/finance>**

Suggested language for 7th Tradition: WAIA expenses this year exceed its revenue by \$28K. 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-DC.

Versus Budget	December 2023				Year to Date (December) 2023			
	Actual	Budget*	Variance	% Budget	Actual**	Budget*	Variance	% Budget
Net Proceeds from Chips & Literature	2,204	1,086	1,118	203%	9,978	13,116	-3,138	76%
Net Proceeds from Events	81	0	81	N/A	1,478	0	1,478	N/A
Contributions	29,340	29,996	-655	98%	143,663	160,000	-16,337	90%
Expenses	-12,050	-14,898	2,847	81%	-163,379	-172,912	9,533	94%
<b>Net Income</b>	<b>19,575</b>	<b>16,184</b>	<b>3,391</b>	<b>*</b>	<b>-8,260</b>	<b>204</b>	<b>-8,464</b>	<b>4049%</b>

Versus Budget	December 2023				Year to Date (December) 2023			
	Actual	Budget*	Variance	% Budget	Actual	Budget*	Variance	% Budget
Sales (Chips & Literature)	2,535	4,888	-2,353	52%	39,805	35,963	3,842	111%
Cost of Goods	-331	-3,802	3,471	9%	-29,827	-22,847	-6,980	131%
Individual Contributions	6,869	\$5,322	1,547	129%	33,194	\$42,340	-9,146	78%
Group Contributions	22,471	\$24,674	-2,203	91%	110,613	\$117,660	-7,047	94%
Total Contributions	29,340	29,996	-655	98%	143,663	160,000	-16,337	90%
Event Revenue	81	0	81		10,296	16,000	-5,704	
<b>Gross Income</b>	<b>31,626</b>	<b>31,082</b>	<b>544</b>	<b>102%</b>	<b>164,082</b>	<b>189,116</b>	<b>-25,034</b>	<b>87%</b>
Expenses	-12,050	-\$14,898	-2,847	81%	-163,379	-\$172,912	-9,533	94%
Event Expense	0	0	0	N/A	-8,819	-16,000	-7,181	N/A
<b>Net Income</b>	<b>19,575</b>	<b>16,184</b>	<b>3,391</b>	<b>*</b>	<b>-8,260</b>	<b>204</b>	<b>-8,464</b>	<b>*</b>

Versus 2022	Versus December 2022				Versus January - December 2022			
	2023	2022	Change	% Prior Year	2023	2022	Change	% Prior Year
Sales of Chips & Literature	2,535	4,610	-2,075	55%	39,805	33,917	5,888	117%
Cost of Goods	-331	-3,615	3,285	9%	-29,827	-21,725	-8,102	137%
Contributions	29,340	\$30,537	-1,197	96%	143,663	\$162,888	-19,225	88%
Event Revenue	81		81	N/A	10,296	\$2,201	8,095	N/A
<b>Gross Income</b>	<b>31,626</b>	<b>31,532</b>	<b>94</b>	<b>100%</b>	<b>163,937</b>	<b>177,281</b>	<b>-13,344</b>	<b>92%</b>
Expenses	-12,050	-\$14,129	2,079	85%	-163,379	-\$161,779	-1,600	101%
Event Expense	0	0	0	N/A	-8,819		-8,819	N/A
<b>Net Income</b>	<b>19,575</b>	<b>17,403</b>	<b>2,172</b>	<b>*</b>	<b>-8,260</b>	<b>15,502</b>	<b>-23,762</b>	<b>53%</b>

6. **Office Admin Report** [Luella T. [aa-dc@aa-dc.org](mailto:aa-dc@aa-dc.org); 202-966-9115

They can always use volunteers! End of the year contribution letters will go out soon.

**Available In Person Shifts:**

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

**Available Shifts from home:**

Thursday 7-10 PM

7. **Outreach Committee Report:** [Suzanna D. ([outreach@aa-dc.org](mailto:outreach@aa-dc.org)) ]

They will gather 1/24 to create a 2024 plan. Goals: outreach, ensuring meetings are listed correctly, reaching out to new board members.

8. **Archives Report:** [Jeff K. or Darrah W. ([jeff.k@aa-dc.org](mailto:jeff.k@aa-dc.org)) ]

## 9. Tech Report - Sam S.

### 10. H&I Report : [Eryn C. and Sean ([hni@aa-dc.org](mailto:hni@aa-dc.org))]

They're in the process of bringing a meeting back into PG Correctional Facility on men's side. Let them know if you're interested in helping.

### 11. Accessibility Report - [Teresa R. (971-222-6838) ([tlkaiser3@aol.com](mailto:tlkaiser3@aol.com))]

25 people joined an Accessibility Group with members from around the country, all sharing their thoughts. Let her know if you'd like to join the committee.

### 12. Nightwatch Report - [Turpy ([starwoo1955@gmail.com](mailto:starwoo1955@gmail.com))]

They're looking for volunteers, a year of sobriety required.

## 13. Old Business/New Business

### a. Sponsorship Conference Spring 2024 - April 6 @ St Luke's [Will R. [will.r@aa-dc.org](mailto:will.r@aa-dc.org)]

What is on the horizon when it comes to understanding sponsorship? Join with me in planning our fourth annual sponsorship conference which will be held in March or April 2024. I have discovered a goldmine of insight from Bill Wilson's writings which can potentially expand and inspire our ability to sponsor and be sponsored in this life changing program of Alcoholics Anonymous.

If you, like me, are being nudged to create another sponsorship conference contact me at [sponsorshipconference@aa-dc.org](mailto:sponsorshipconference@aa-dc.org)

### b. Monthly WAIA AA meeting starts at 7pm on third Tuesday of the month "But Trusted Servants"

## 14. Anniversaries & Announcements

### 7:55 PM Meeting Close with the [Responsibility statement](#)

#### List of Committees and Contacts

##### a. Corporate Committees

- i. Elections [elections@aa-dc.org](mailto:elections@aa-dc.org) Jackie M.
- ii. \*Office: [office@aa-dc.org](mailto:office@aa-dc.org) Cassandra S.
- iii. Rules (By-Laws): [rules@aa-dc.org](mailto:rules@aa-dc.org) Michael G.
- iv. Technology: [tech@aa-dc.org](mailto:tech@aa-dc.org) Sam M.
- v. Finance: [finance@aa-dc.org](mailto:finance@aa-dc.org) Kelly W.

##### b. Service Committees

- i. Archives: [archives@aa-dc.org](mailto:archives@aa-dc.org) Darrah
- ii. \*Accessibility [[Accessibility@aa-dc.org](mailto:Accessibility@aa-dc.org) | [aa-dc.org/accessibility](http://aa-dc.org/accessibility)]: OPEN
- iii. \*CPC/PI: Cooperation with the Professional Community and Public Information  
OPEN

1. [PI@aa-dc.org](mailto:PI@aa-dc.org)
  2. [CPC@aa-dc.org](mailto:CPC@aa-dc.org)
- iv. \*H&I: Hospitals and Institutions: [HNI@aa-dc.org](mailto:HNI@aa-dc.org) Eryn C.
  - v. Literature: [Literature@aa-dc.org](mailto:Literature@aa-dc.org) OPEN
  - vi. New Reporter: [Newreporter@aa-dc.org](mailto:Newreporter@aa-dc.org)
  - vii. Nightwatch: [Nightwatch@aa-dc.org](mailto:Nightwatch@aa-dc.org) Jeanice
  - viii. Outreach: [outreach@aa-dc.org](mailto:outreach@aa-dc.org) Teresa R.
- c. **Ad-Hoc**
- i. \*Gala: [gala@aa-dc.org](mailto:gala@aa-dc.org) Open
  - ii. Oldtimers: [oldtimers@aa-dc.org](mailto:oldtimers@aa-dc.org) Eryn C.
  - iii. Sponsorship Conference: [sponsorconference@aa-dc.org](mailto:sponsorconference@aa-dc.org) Will R.

\* 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.