

WAIA Board Meeting Agenda and Draft Minutes April 9, 2024 @ 8PM Meeting

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

1. **Available In Person Shifts:** Available In Person Shifts: Wednesday 4-7PM, Saturday 1-4 (Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via).
2. The Gala Committee needs volunteers to help with day of set-up and clean-up activities. We are also looking for someone interested in designing the table and flower decor for the event.

The Gala is confirmed for May 11, 2024. Tickets are available now, buy [HERE!](#)

3. H&I: PG Corrections (Upper Marlboro area) is requesting 5 meetings a week, including 1 women's meeting. If you'd like to volunteer, please fill out this background check/application ([PGDOC Volunteer Application](#)) and email back to ACWelch@co.pg.md.us. If you have any questions, reach out to Sean (sean.c@aa-dc.org, 240.370.6165) & Eryn C (eryn.c@aa-dc.org) for more info.

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

- **April 9th, 7PM WAIA Pizza Party and Monthly board meeting. Bring a friend! St. Luke's Episcopal Church, 6030 Grosvenor Ln, Bethesda, MD**

2024 Officers:

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

At Large Members:

- Michael G.
- Priya D.
- Chrissy M.
- Gary D.
- Cassandra S.

___ pm Meeting Opens

- Meeting starts with the Serenity prayer and reading of WAIA preamble
- New rep introduction and Exec Committee

- Chair's Opening Remarks [daniel.r@aa-dc.org] Chair@aa-dc.org

[March Minutes](#) to approve.

- March EX COMM MEETING REPORT [Ann R. on behalf of executivecommittee@aa-dc.org]

Agenda:

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- Opened meeting with the Serenity prayer at **8:02 pm**
- Approved March minutes [[WAIA Exec Committee Agenda & Minutes March 2024](#)]
- New Business:
 - Hybrid board meeting tomorrow night + pizza party
 - Include a QR code for registration
 - Need an extension cord, 3' HDMI cable, power strip
 - Repeating in-person questions for those on zoom to hear
 - Luella will pick up pizza, salad, drinks
 - Gala - Saturday, May 11th, 2024 from 6pm-11pm
 - Executive Committee Meetings good to move forward with 2nd Tuesday at 7pm, with the Board Mtg to follow immediately after at 8pm
 - October Exec Committee Mtg will be on 2nd Monday at 8pm to make time for the hybrid Board Mtg on Tuesday
- **8:28 pm** closed with Responsibility Statement: I am responsible, when anyone, anywhere, reaches out for help, I want the hand of AA always to be there, and for that I am responsible.

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

1. Registrar’s Report, [Priya D.]

__ voting reps registered; _ voting alternate, _ guests, _ attendees total at the meeting

2. Finance & Treasury Report: [Chrissy M. Finance Committee: chrissy.m@aa-dc.org ; finance@aa-dc.org; Treasurer: will.r@aa-dc.org]

Profit and Loss comparison - net income

March 2024: \$ -5,795

March 2023: \$ 6,434

Balance Sheet Comparison - total liabilities & equity

March 31 2024: \$169,591

March 31 2023: \$167,325

Notes:

- Sales of chips and literature are lower than last year for March and are below budget
- Contributions were below budget for March, especially group contributions which were about \$9000 less than budgeted
- Event Expenses and Event Revenue are significantly below budget for March because the Gala is a little later this year, in May, so these expenses and revenue will be delayed
- To ensure we meet our contributions budgeted for this year and can continue to provide planned services 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 2024 ARE AVAILABLE AT <https://aa-dc.org/finance>

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.

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, or via Venmo to @WAIA-DC.

Versus Budget	March 2024				Year to Date (March) 2024			
	Actual	Budget*	Variance	% Budget	Actual**	Budget*	Variance	% Budget
Net Proceeds from Chips & Literature	1,793	-6,878	8,672	-26%	5,413	-5,363	10,776	-101%
Net Proceeds from Events	-460	0	-460	N/A	-3,805	0	-3,805	N/A
Contributions	6,095	15,935	-9,839	38%	35,276	44,620	-9,344	79%
Expenses	-13,223	-14,283	1,060	93%	-45,024	-48,862	3,838	92%
Net Income	-5,795	-5,227	-568	*	-8,141	-9,606	1,465	-85%

Versus Budget	March 2024				Year to Date (March) 2024			
	Actual	Budget*	Variance	% Budget	Actual	Budget*	Variance	% Budget
Sales (Chips & Literature)	2,921	4,399	-1,478	66%	11,435	11,134	301	103%
Cost of Goods	-1,128	-11,277	10,150	10%	-6,022	-16,497	10,475	37%
Individual Contributions	763	\$1,247	-484	61%	8,467	\$7,799	669	109%
Group Contributions	5,332	\$14,687	-9,355	36%	26,809	\$36,821	-10,013	73%
Total Contributions	6,095	15,935	-9,839	38%	35,276	44,620	-9,344	79%
Event Revenue	390	8,000	-7,610		390	8,000	-7,610	
Gross Income	8,279	17,056	-8,778	49%	41,078	47,257	-6,178	87%
Expenses	-13,223	-\$14,283	-1,060	93%	-45,024	-\$48,862	-3,838	92%
Event Expense	-850	-8,000	-7,150	N/A	-4,195	-8,000	-3,805	N/A
Net Income	-5,795	-5,227	-568	*	-8,141	-9,606	1,465	*

Versus 2023	Versus March 2023				Versus January - March 2023			
	2024	2023	Change	% Prior Year	2024	2023	Change	% Prior Year
Sales of Chips & Literature	2,921	3,798	-877	77%	11,435	39,805	-28,370	29%
Cost of Goods	-1,128	945	-2,073	-119%	-6,022	10,296	-16,318	-58%
Contributions	6,095	\$1,087	5,008	561%	35,276	\$33,194	2,082	106%
Event Revenue	390	\$13,779	-13,389	N/A	390	\$143,663	-143,273	N/A
Gross Income	8,279	19,609	-11,330	42%	41,078	226,958	-185,880	18%
Expenses	-13,223	-\$12,452	-771	106%	-45,024	-\$163,378	118,354	28%
Event Expense	-850	-723	-127	N/A	-4,195		-4,195	N/A
Net Income	-5,795	6,434	-12,229	*	-8,141	63,580	-71,721	13%

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

March Calls – 317

- 12 For help. Newcomers or Old Timers who just need to talk for a short time
- 81 WAIA Business
- 30 Literature & Chip Orders
- 185 Meeting Information
- 3 No Meeting at Location.

- 6 Al-Anon (Third Party)
- 32 Walk-ins to the office

March Chats from Helpchat – 41

- 0 For help. This includes new people asking about AA
- 4 WAIA Business
- 27 Meeting Information
- 1 No Meeting at Location.
- 1 Al-Anon (Third Party)
- 8 Miscellaneous

Listed below are the shifts that are currently available for volunteers to come into the office or from home 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.

Available In Person Shifts:

Monday 1-4 PM

Wednesday 4-7 PM

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

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

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

- Betsy C. who was a longtime desk volunteer requested clarification on Fitz Mayo's sister, Agnes, who loaned \$1000.00 to help cover the cost of the Big Book publication.
- Fun Fact: To publish the Big Book, they had various loans, and sold shares at \$25 each to AA members.
- Greg. W made a request into Florence R, where she lived and worked, and did she carry the message in conjunction with Fitz Mayo. This spawned a deeper look into our files for clarification and clean up.
- Greg also requested info on Jackie T. and Fitz. M, and if they were sent to 12 step Jimmy B.

- On a separate note, a previous woman we previously provided information to on Florence R., used our information on her Stepping Stone sponsored presentation entitled AA History; A Feminine Victory. Please see her upcoming presentation below.
- Tom H. requested information from the Audio Archives regarding the Congressional Luncheons, we were able to identify 5 recordings.
- Lastly, there was a request to check that African American groups were not permitted to attend the WAIA Banquet in the late 1970's and 1980's. We found that the black groups were not listed in the Banquet in the 1940's and 50's even though they existed. We also found the Evelyn T. was "Master of Ceremonies" in 1975. So we believe that African Americans could attend during this time.

6. Tech Report - Sam S.

Tech committee met on April 2. We resolved 2 issues:

- Board minute links stopped working on the website. Andrew R helped to troubleshoot the error in the HTML code and those should be working now.
- We also fixed the "In-Person" meeting link on the website banner to take people to upcoming meetings on that day, instead of starting with the Tuesday meeting list, prioritizing the ability to quickly find upcoming meetings.
- I also provided the Unity/Outreach committee with a list of meetings separating English and Spanish speaking, to better focus outreach efforts.

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

8. Accessibility Report - [Teresa R. (971-222-6838) (accessibilities@aa-dc.org)]

I continue to be a "committee" of one and would welcome interested Board Members or AA members to join me. I can put my phone number in the chat if anyone is interested.

This past month I submitted updated close captioning instructions to Luella for use on our WAIA website as well as for publishing in the New Reporter. Thank you, Luella, for your help! It is important that closed captioning be turned on during all AA zoom meetings so that those with difficulty hearing, difficulty processing oral communications, or who speak a language other than English can benefit from our meetings. I obtained several Spanish language pamphlets from the General Service Office (GS

O) about AA so that I can use them for outreach to Hispanic women in our community. I am hoping to find a Hispanic woman to help other Hispanic women establish their own meetings because they are not generally welcome in the male dominated Spanish language meetings. I plan to distribute the pamphlets at local laundromats as reading material.

9. Nightwatch Report - [Turpy (nighwatch@aa-dc.org or starwoo1955@gmail.com)]

Please reach out to your contacts to help them find volunteers. 1 year sobriety minimum.

10. Gala Committee

11. Northern VA Intergroup Liaison

12. Old Business/New Business

- a. Monthly WAIA AA meeting starts at 7pm on third Tuesday of the month “But Trusted Servants”—need to decide whether to continue meeting/establish service positions
- b. In-person/hybrid meeting next month:
 - i. Tuesday, April 9th at St. Luke’s Episcopal Church, 6030 Grosvenor Ln, Bethesda, MD
 - ii. Pizza at 7pm
 - iii. Meeting starts at 8pm

13. Celebrating Our Home Groups—3-minute spotlights:

- a. Teresa R. "Takoma Park Women's Big Book Meeting (Kids Welcome)". In person on Wednesdays at 7 p.m.
- b. Jose G. "On Awakening On Line" meeting. Meets seven days a week at 7 a.m.

14. Anniversaries & Announcements

- Takoma Park Women’s 14th Anniversary Potluck at 630pm on Wednesday, April 10th. Meeting starts at 7pm with 2 speakers. Kids are welcome.
- Southern Maryland Roundup this Friday - Sunday. Register tonight! They also need volunteers to help at doors. <https://www.southernmarylandroundup.org/>
- Daniel R will have 10 years on Monday!!!!
- Andrea M has 47 years today!
- Sue had 11 years on Feb 28!

__ PM Meeting Close with the [Responsibility statement](#)

List of Committees and Contacts

- a. Corporate Committees
 - i. Elections[elections@aa-dc.org] Jackie M.
 - ii. *Office: office@aa-dc.org Cassandra S.
 - iii. Rules (By-Laws): rules@aa-dc.org Michael G.
 - iv. Technology: [tech@aa-dc.org] Sam M.
 - v. Finance: [finance@aa-dc.org] Kelly W.
- b. Service Committees
 - i. Archives: archives@aa-dc.org Darrah
 - ii. *Accessibility [Accessibility@aa-dc.org | aa-dc.org/accessibility]: OPEN
 - iii. *CPC/PI: Cooperation with the Professional Community and Public Information
OPEN
 - 1. PI@aa-dc.org
 - 2. CPC@aa-dc.org
 - iv. *H&I: Hospitals and Institutions: HNI@aa-dc.org Eryn C.
 - v. Literature: Literature@aa-dc.org OPEN
 - vi. New Reporter: Newreporter@aa-dc.org
 - vii. Nightwatch: Nightwatch@aa-dc.org Jeanice
 - viii. Outreach: outreach@aa-dc.org Teresa R.
- c. Ad-Hoc
 - i. *Gala: gala@aa-dc.org Open
 - ii. Oldtimers: oldtimers@aa-dc.org Eryn C.
 - iii. Sponsorship Conference: sponsorconference@aa-dc.org Will R.