

WAIA Board Meeting Agenda and Draft Minutes

June 11, 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, Sunday 1-4. (Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via).
2. **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):

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

[May Minutes](#) approved by unanimous consent.

- **June EX COMM MEETING REPORT** [Ann R. on behalf of executivecommittee@aa-dc.org]
- Approved May minutes [[WAIA Exec Committee Agenda & Minutes May 2024](#)]
- New Business:
 - Chip Price Increase Approved
 - *\$1 for aluminum, \$2 for bronze on July 15
 - Gala
 - *finances have not been finalized as funds are still coming in
 - *April 5, 2025
 - Recurring donation option is live on the website
 - *idea for treasurers to pass around a QR code in mtg baskets

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

May 2024: \$ -3,089

May 2023: \$ -2,653

Balance Sheet Comparison - total liabilities & equity

May 31 2024: \$158,383

May 31 2023: \$164,961

Notes:

- Contributions were up for May. Individual contributions were up significantly from April at \$2400 and group contributions were up slightly at \$5714. We are still about \$14,000 below budget for the year to date on contributions
- The Gala ticket sales were \$6740 and Gala expenses were \$12,474, resulting in a \$5734 loss from the event
- 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: Contributions to WAIA are about \$14k below budget year to date and WAIA expenses this year have exceeded its revenue by about \$19k. 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	May 2024				Year to Date (May) 2024			
	Actual	Budget*	Variance	% Budget	Actual**	Budget*	Variance	% Budget
Net Proceeds from Chips & Literature	1,055	2,474	-1,419	43%	9,314	-193	9,507	-4821%
Net Proceeds from Events	682	0	682	N/A	-5,734	0	-5,734	N/A
Contributions	8,114	6,639	1,475	122%	49,522	63,874	-14,352	78%
Expenses	-12,939	-15,866	2,926	82%	-71,950	-80,018	8,068	90%
Net Income	-3,089	-6,753	3,664	*	-18,849	-16,338	-2,511	-115%

Versus Budget	May 2024				Year to Date (May) 2024			
	Actual	Budget*	Variance	% Budget	Actual	Budget*	Variance	% Budget
Sales (Chips & Literature)	3,148	3,148	0	100%	18,054	17,827	227	101%
<i>Cost of Goods</i>	-2,092	-674	-1,419	311%	-8,741	-18,021	9,280	49%
Individual Contributions	2,400	\$771	1,629	311%	11,540	\$11,367	173	102%
Group Contributions	5,714	\$5,868	-154	97%	37,983	\$52,507	-14,524	72%
Total Contributions	8,114	6,639	1,475	122%	49,522	63,874	-14,352	78%
Event Revenue	5,850	0	5,850		6,740	16,000	-9,260	
Gross Income	15,019	9,113	5,906	165%	65,576	79,681	-14,105	82%
<i>Expenses</i>	-12,939	-\$15,866	-2,926	82%	-71,950	-\$80,018	-8,068	90%
<i>Event Expense</i>	-5,168	0	5,168	N/A	-12,474	-16,000	-3,526	N/A
Net Income	-3,089	-6,753	3,664	*	-18,849	-16,338	-2,511	*

Versus 2023	Versus May 2023				Versus January - May 2023			
	2024	2023	Change	% Prior Year	2024	2023	Change	% Prior Year
Sales of Chips & Literature	3,148	2,718	430	116%	18,054	15,393	2,661	117%
<i>Cost of Goods</i>	-2,092	-848	-1,244	247%	-8,741	-22,680	13,939	39%
Contributions	8,114	\$672	7,442	1207%	49,522	\$55,561	-6,039	89%
Event Revenue	5,850	\$4,272	1,578	N/A	6,740	\$9,811	-3,071	N/A
Gross Income	15,019	6,814	8,205	220%	65,576	58,085	7,491	113%
<i>Expenses</i>	-12,939	-\$13,832	893	94%	-71,950	-\$69,761	-2,189	103%
<i>Event Expense</i>	-5,168	-749	-4,419	N/A	-12,474	-8,820	-3,654	N/A
Net Income	-3,089	-7,767	4,678	*	-18,849	-20,496	1,647	-92%

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.

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

May Calls - 331

- 30 For help. Newcomers or Old Timers who just need to talk for a short time
- 85 WAIA Business
- 25 Literature & Chip Orders
- 185 Meeting Information
- 3 No Meeting at Location.
- 3 Al-Anon (Third Party)
- 35 Walk-ins to the office

May Chats from Helpchat – 53

- 4 For help. This includes new people asking about AA
- 2 WAIA Business
- 36 Meeting Information
- 1 No Meeting at Location.
- 1 Al-Anon (Third Party)
- 5 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: Wednesday 4-7 PM, Saturday 1-4PM, Sunday 1-4PM

Available Remote Shifts: Thursday 7-10PM

New Reporter - the July 2024 issue of the New Reporter will go out by the end of next week.

- 4. **Unity/Outreach Committee Report:** [Suzanna D. (outreach@aa-dc.org)]
- 5. **Archives Report:** [Jeff K. or Darrah W. (jeff.k@aa-dc.org)]
- 6. **Tech Report - Sam S.**

The Tech committee met Monday, June 3rd. We made some exciting progress:

- Updated the WordPress theme to be the most recent version.
- Updated the Give plug-in for donations.
- Enabled recurring donations on the WAIA page. A recurring donation does require that an account is created for the AA donor and the tech committee tested and confirmed that recurring donations can be edited by the individual but also on the Stripe platform by the office staff. Please feel free to try this out and let us know if there is anything that would be useful (we will be updating the language that accompanies the email confirmation with more guidance on managing the recurring donation).
- Central Group notified WAIA that the automated Google maps directions are not working correctly. We submitted a help request to the Meeting Guide app, who provided some suggestions on how we can correct but this ultimately is something wrong with the Google map plug-in.
- Tech committee is seeking someone in the fellowship who could assist WAIA in researching and implementing a new Voice Over IP system (VOIP) to replace the aging phone system.
- The Tech Committee will write up a detailed review of this for the July New Reporter!

- Please join us at the next Tech Committee meeting on Zoom. July 1, 6PM:
<https://us02web.zoom.us/j/86782798679?pwd=YTU5bjlTMHJwemZobWR5b0l4RVJMQT09>

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

Thank you to all of the new volunteers who have taken the time to fill out the application and start the process for the background check and other items needed to bring meetings into the PG County Jail. Additional Chair persons, Speakers are needed for the Jail and a Chair for Suburban Hospital on Sunday evenings. If you are interested in either of these opportunities please reach out to HNI@aa-dc.org.

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

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

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11. Northern VA Intergroup Liaison — Jerry

The NVI 2024 Gratitude Breakfast will be November 10th at the Springfield Hilton. Tickets go on sale June 10th at NVIntergroup.org.

- Jerry F, DIR-Woodbridge@nvintergroup.org (703)627-6032

12. Old Business/New Business

13. Anniversaries & Announcements

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___PM Meeting Close with the [Responsibility statement](#)

List of Committees and Contacts

- a. **Corporate Committees**
 - i. *Elections[elections@aa-dc.org] OPEN
 - 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] Chrissy
- b. **Service Committees**
 - i. Archives: archives@aa-dc.org Darrah

- ii. Accessibility [Accessibility@aa-dc.org | aa-dc.org/accessibility]: Teresa R.
- 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 Turpy
- viii. Outreach: outreach@aa-dc.org Suzanna
- c. **Ad-Hoc**
 - i. Gala: gala@aa-dc.org Jonathan
 - ii. Oldtimers: oldtimers@aa-dc.org Eryn C.
 - iii. Sponsorship Conference: sponsorconference@aa-dc.org Will R.