

WAIA Board Meeting Agenda and Approved Minutes April 8, 2025 @ 8PM Meeting

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

- **Available In-Person Office 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).
- **HELPCHAT:** General call for HELPCHAT volunteers. Call the office or email help@acc-dc.org.
- **Hospitals & Institutes:**
 - 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.
 - H&I looking for new chair and committee members. Contact Sean sean.c@aa-dc.org for details.
- **Office Chair:** Executive committee would like to establish a formal review process to inform compensation discussions, take a look at personnel manuals, coordinate on tech updates with tech committee, and other tasks.
- **Nightwatch:** We're looking for a new chair and, as always, more volunteers. Contact nighwatch@aa-dc.org or starwoo1955@gmail.com for details.

2025 Officers:

- Chair: Cassandra S.
- Vice Chair: Gary D.
- Treasurer: Will R.
- Secretary: Courtney C.

At Large Members:

- Priya D.
- Matt H.
- Brian M.
- Terry H.
- Erica C.

8:00 pm Meeting Opens

- Meeting starts with the Serenity prayer and reading of the WAIA preamble.
- Chair's Opening Remarks [cassandra.s@aa-dc.org] Chair@aa-dc.org
- [March 2025 minutes](#) unanimously approved.
- April Executive Committee Report [Courtney C. on behalf of executivecommittee@aa-dc.org]
 - **Banking Discussion:** PNC Money Market rate increased, but decision pending on high yield savings.
 - **Financial Audit:** Audit quote questioned; exploring alternatives and volunteer committee.
 - **Technology Update:** PCI review for VOIP and website; VOIP rollout April 21.

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

- **Open Positions and Call for Service:** Contact us for more information at executivecommittee@aa-dc.org
 - **Office Chair:** Executive committee would like to establish a formal review process to inform compensation discussions, take a look at personnel manuals, coordinate on tech updates with tech committee, and other tasks.
 - **Hospitals and Institutions (H&I) Committee Chair:** Are you a fairly organized person, have about 15 hours a month to devote to leading a Service Committee? Then boy oh boy is it your lucky day, the H&I Committee is looking for a Co-Chair that will take step into the Chair position in the very near future. Please contact Eryn C to discuss, 301-651-4942.
 - **George Washington University School of Medicine** is looking for someone from AA with experience being treated with Naltrexone for an in-person or zoom interview. They can reach out to Dr. Julia Frank via email at jfrank@mfa.gwu.edu or 202-741-2865.
 - Suzanna D made a call for a **literature coordinator at the WAGSA monthly meeting**, which connects with our New York office. They meet once a month in person in DC. Their meetings are listed on the calendar page online at www.area13aa.org. Please reach out to Suzanna [outreach@aa-dc.org] for details.

- **Finance Report:** [Daniel R., Finance Chair daniel.r@aa-dc.org]

Monthly Reports:

[Profit and Loss](#)

[Balance Sheet](#)

Summary:

	March 2025	Year to Date
Sales (Chips & Literature)	\$5,482	\$12,848
<i>Cost of Goods</i>	-\$3,891	-\$6,818
Individual Contributions	\$958	\$7,645
Group Contributions	\$3,960	\$23,677
Total Contributions	\$4,918	\$31,322
Event Revenue	\$3,550	\$3,550
Interest Income	\$3	\$10
Gross Income	\$10,063	\$40,912
<i>Expenses</i>	-\$14,666	-\$47,240
<i>Event Expense</i>	\$0	-\$2,715
Net Income	-\$4,603	-\$9,044

Q1 2025		Budget	Variance
Sales (Chips & Literature)	\$12,848	\$12,275	\$573
Cost of Goods	-\$6,818	-\$5,925	-\$893
Total Contributions	\$31,322	\$38,385	-\$7,063
Event Revenue	\$10,140	\$12,000	-\$1,860
Interest Income	\$10	\$13	-\$3
Gross Income	\$47,502	\$56,748	-\$9,246
Expenses	-\$47,240	-\$50,627	\$3,387
Event Expense	-\$11,530	-\$12,000	\$470
Net Income	-\$11,268	-\$5,879	-\$5,389

The highlighted figures represent the final numbers from the WAIA Gala (net loss of \$1,390). These are being shown in the first quarter results since the event is now over, although the revenue and expense has not been formally recognized, nor originally budgeted that way.

Detailed financial records are available at <https://aa-dc.org/finance>.

Suggested language for 7th Tradition: Help ensure WAIA can continue to provide services such as managing the aa-dc.org website, which includes maintaining the list of local meetings and events, answering phone lines 24/7, and other important activities.

Contributions cube: To request a cube, contact Daniel R., Finance Chair daniel.r@aa-dc.org, who will coordinate with Luella or Clo'via to mail one to you. Luella confirmed the office will be happy to mail you a cardstock cube or put a PDF on the finance page of the website with suggestions that they use cardstock. Alternatively, a PDF printed out as a simple sheet to put into baskets at meetings. Add a promotion on this in Reporter.

Contributions: Before COVID, individual people made contributions online to WAIA but 95% were from groups. Now, we have more individuals making contributions.

- **Treasurer Report:** [Will R., Treasurer treasurer@aa-dc.org]
 - No report
- **Office Admin Report** [Luella T., aa-dc@acc-dc.org, 202-966-9115]

March Calls – 286

20	For help. Newcomers or Old Timers who just need to talk for a short time
65	WAIA Business
38	Literature & Chip Orders
160	Meeting Information
1	No Meeting at Location.
2	Al-Anon (Third Party)
35	Walk-ins to the office

March Chats from Helpchat – 40

1	For help. This includes new people asking about AA
4	WAIA Business
21	Meeting Information
1	No Meeting at Location.
4	Al-Anon (Third Party)
9	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: Tuesday 10 AM–1 PM, Wednesday 1–4, Wednesday 4–7 PM, Friday 1–4, Saturday 1–4 PM, Sunday 10 AM–1 PM
- Available Remote Shift: Thursday 7–10 PM

Plain Language Big Books are back in stock! You can call the office at 202-966-9783 or email us help@aa-dc.org to order them for pickup at the office or for shipping.

New Reporter – The May 2025 issue of the New Reporter will go out the 3rd week of April.

- **Registrar's Report [Priya D.]**
 - 18 registered attendees: 16 voting reps registered; 1 voting alternates, 1 non-voting alternate, 2 guests, 20 attendees total at the meeting.
- **Unity/Outreach Committee Report:** [Suzanna D., outreach@aa-dc.org]
 - Pens with WAIA address, phone number, recovery slogans now available for distribution at meetings in the area - get the word out on Board meetings, support WAIA. Had a few hundred at the gala. Folks coming in for chips or literature at the office will also receive a few pens to take back to their meetings.
- **Archives Report:** [Jeff K. or Darrah W., archives@aa-dc.org, jeff.k@aa-dc.org]
 - No report
- **Tech Report:** [Sam S. & Cassandra S., techcomm@aa-dc.org]
 - The Tech Committee met Monday, April 7th at 6pm. We reviewed the progress on the VOIP project which is progressing as planned. Equipment has been ordered (4 phones for the office) and the phone lines are scheduled to be transferred on April 21st. As soon as testing is complete we will cancel our Verizon landlines.
 - The office equipment upgrade is paused until we complete the VOIP project.
 - In April, we will conduct a security review and make any recommendations to the executive committee about potential updates to our systems.

- If you are interested in joining the committee, our next meeting is the first Monday of the month, May 5th at 6pm on Zoom:
<https://us02web.zoom.us/j/86782798679> Passcode: 969997
- Question around whether these phones operate differently. More reliable and versatile but operate just like a regular phone.
- **Hospitals & Institutes Report:** [Eryn C. and Sean C., hni@aa-dc.org, sean.c@aa-dc.org]
 - H&I is seeking volunteers to bring AA meetings to:
 - i. Montgomery General
 - ii. Holy Cross Germantown
 - iii. Suburban Hospital, Bethesda
 - iv. Prince George's County Department of Corrections
 - Contact Sean for more information. Text is the best option.
 - i. (240) 370-6165
 - ii. sean.c@aa-dc.org
- **Accessibility Report:** [Teresa R., 971-222-6838, accessibilities@aa-dc.org]
 - No report
- **Nightwatch Report:** [Turpy (nighwatch@aa-dc.org or starwoo1955@gmail.com)]
 - No report
- **Gala Committee:** [Matti M., gala@aa-dc.org]
 - We sold about 205 tickets and had a smaller deficit than last year's event (about -\$1,500). Neither the DJ nor speaker requested a fee or reimbursement for travel or expenses. Would love to get commitment early on from a committee chair/team willing to take on 2026!
- **Northern VA Intergroup Liaison:** [Jerry F., (703) 627-6032, jerry.foil@endgame-llc.com, DIR-Woodbridge@nvintergroup.org]
 - No report
- **New Business**
 - None given
 - If you have an idea or would like to propose a future agenda item, please email executivecommittee@aa-dc.org by the 1st of the month.
- **Anniversaries & Announcements**
 - **Reminder:** Next month's Board meeting will be in person at St. Luke's Episcopal Church, 6030 Grosvenor Ln., Bethesda, MD on **Tuesday, May 13**. Bring a friend! Pizza fellowship at 7:00 pm. Collect WAIA branded pens to bring back to your groups!

- Neelsville meeting near Germantown, MD, now at 8:00 pm Thursdays instead of 8:30.
- Westside doing a karaoke and games night on Friday, April 18:
<https://aa-dc.org/event/karaoke-games-westside-club>
- Michael has been clean and sober for 48 years!
- Brian is 2 years' sober later this month!

8:47 pm meeting closed with the 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."

List of Committees and Contacts

- **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] Daniel R.
- **Service Committees**
 - i. Archives: [archives@aa-dc.org] Darrah W.
 - 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. Unity/Outreach: [outreach@aa-dc.org] Suzanna
- **Ad-Hoc**
 - i. Gala: [gala@aa-dc.org] Matti M.
 - ii. Oldtimers: [oldtimers@aa-dc.org] Eryn C.
 - iii. Sponsorship Conference: [sponsorconference@aa-dc.org] Will R.