

WAIA Board Meeting Agenda & Approved Minutes

October 14, 2025 @ 8PM Meeting

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

- **Available In-Person Office Shifts:** Tuesday 4-7 PM, Thursday 1-4 PM, Saturday 1-4 PM, Sunday 10 AM – 1 PM, Sunday 1-4PM, Sunday 4-7PM. Nightwatch Shifts: Monday 6-10 AM, Tuesday 10 PM – 6 AM, Wednesday 10 PM – 6 AM. (Email help@aa-dc.org for more information or call 202-966-9783 and ask for Luella or Clo'via).
- **HELPCCHAT:** General call for HELPCCHAT 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.
 - The committee is looking for a new chair and 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.
- **Gala:** We need a chairperson who would be comfortable securing the event space and coordinating food, music, and volunteers for the 2026 Gala. This is a wonderful service opportunity for a group to take on!

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

- The meeting started at 8:02 PM with the Serenity prayer and reading of the WAIA preamble.
- Chair's Opening Remarks [cassandra.s@aa-dc.org] Chair@aa-dc.org
- [September 2025](#) minutes approved by unanimous consent.
- October Executive Committee Report [executivecommittee@aa-dc.org]:
 - n/a

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? The H&I Committee is looking for a new chair. Please contact Eryn C to discuss, 301-651-4942.
- **Finance Report:** [Daniel R., Finance Chair daniel.r@aa-dc.org]

Monthly Reports:

[Profit and Loss](#)

[Balance Sheet](#)

[2026 Budget Overview](#)

Summary:

	Actual YTD	Budget YTD	2024 YTD
Sales (Chips & Literature)	\$35,686	\$36,825	\$32,698
Cost of Goods	(\$20,336)	(\$17,775)	(\$19,509)
Net Proceeds from Chips & Literature	\$15,349	\$19,050	\$13,188
Total Contributions	\$95,073	\$109,155	\$99,177
Event Revenue	\$10,140	\$12,000	\$10,440
Interest Income	\$887	\$38	\$29
Gross Income	\$120,752	\$140,243	\$122,806
Expenses	(\$131,958)	(\$146,530)	(\$128,788)
Event Expense	(\$9,434)	(\$12,000)	(\$14,559)
Net Income	(\$19,943)	(\$18,287)	(\$20,541)

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

Please call for contributions back to your groups! If your group has not done a 60/30/10 split lately, please do so. Individual contributions are also welcome.

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. See the sides of the cube for all the ways you can contribute directly.

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. Daniel suggested that if you'd like to bring a cube to your meetings for the first time, propose a group conscious to discuss it with folks before passing it around.

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

Sept Calls – 238

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

Sept Helpchats – 26

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

Sept Nightwatch Calls – 31

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 4-7 PM, Thursday 1-4 PM, Saturday 1-4 PM, Sunday 10 AM – 1 PM, Sunday 1-4PM, Sunday 4-7PM.

Available Nightwatch Shifts: Monday 6–10 AM, Tuesday 10 PM – 6 AM, Wednesday 10 PM – 6 AM

New Reporter: The November 2025 issue of the New Reporter will go out the 3rd week of October.

Gratitude Month: Gratitude Boxes will mail out at the end of next week to treasurers of groups for which we have a mailing address. If your group doesn't receive a box by 11/1, please call the office and we'll mail one out to you or you can stop by the office to pick one up.

- **Registrar's Report** [Priya D.]
 - 15 registered attendees: 14 voting reps registered; XX voting alternate; XX non-voting alternate; 1 guest; 27 attendees total online at the meeting.
- **Unity/Outreach Committee Report:** [Suzanna D., outreach@aa-dc.org]
 - Our purpose is to help connect groups in our area with WAIA resources. Suzanna would like to revive outreach efforts. Please email Suzanna ideas on an outreach strategy. In particular, how do we focus our efforts across 600 groups in the area?
- **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 October 6. We are still working through some next step security recommendations.
 - The website went down for a few days in July, but meetings were still listed on the app and phones were up. This led to discussion about web backup. The tech committee will look into options and report back.
 - The committee is exploring options to update our hosting provider to either Patheon, [Wordpress.com](https://www.wordpress.com) or AWS for more reliable website hosting and maintenance.
 - Please join us at our next meeting on November 3rd, 6pm, on Zoom if you are interested in volunteering your tech expertise:
<https://us02web.zoom.us/j/86782798679?pwd=YTU5bjlTMHJwemZobWR5b0l4RVJMQT09>
- **Hospitals & Institutes Report:** [Eryn C. and Sean C., hni@aa-dc.org, sean.c@aa-dc.org]
 - Save the Date: Old Timers Meeting. The Hospitals and Institutes committee has confirmed the date for the Old Timers Meeting: **Saturday, November 15, at North Chevy Chase Church**. Mark your calendars and keep an eye on your email for the flyer. For questions or to be of service, contact Eryn at (301) 651-4942.
 - 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
 - o 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]
 - o This month someone requested an ASL interpreter, and it costs \$45 per week. There is a committee budget for expenses like this, but it will expire at the end of the year.
- **Nightwatch Report:** [Committee Chair Open]
 - o We're looking for a new Nightwatch chair and, as always, more volunteers. Contact nighwatch@aa-dc.org or starwoo1955@gmail.com for details.
- **Washington Area General Service Assembly (WAGSA) Area 13 Liaison Report** [Joni D., waialiaison@area13aa.org] – The conduit between groups and New York.
 - o **WAGSA Area 13 Inventory Fall Assembly**
 Saturday, October 25, 2025, 9:00 AM – 1:00 PM
 5656A Third Street NE, Washington, DC 20011
 This Assembly will address how we are doing as an Area and what we can do to improve. All AA members are welcome to attend. However, only District Committee Members or their alternates, General Service Representatives or their alternates, Committee Chairs (including ad hoc committees), and Area Officers may vote.
- **Northern VA Intergroup Liaison:** [Jerry F., (703) 627-6032, jerry.foil@endgame-llc.com, DIR-Woodbridge@nvintergroup.org]
 - o No report
- **Open Discussion**
 - o Open service positions: Office Committee, Nightwatch, Gala Committee
 - o Welcome, Carolyn Karr, new head of CPC!
- **New Business**
 - o 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.
 - o We'll need an Elections Chair for our vote in December.
- **Anniversaries & Announcements**
 - o Jay from Mantras Gay group - 50th Anniversary coming soon!
 - o Shelley announced new speaker meeting Saturday, 8 pm, Gaithersburg

- Erica is 5 years sober!
- Paul is 50 years sober!

The meeting closed at 8:51 pm 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] TBD
 - ii. Oldtimers: [oldtimers@aa-dc.org] Eryn C.
 - iii. Sponsorship Conference: [sponsorconference@aa-dc.org] Will R.