

# WAIA Board Meeting Agenda and Minutes

## September 9, 2025 @ 8PM Meeting

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

- **The October Board meeting will be hybrid.** In-person location St. Luke's in Bethesda. Pizza beforehand! 6030 Grosvenor Ln, Bethesda, MD 20814. 7PM Pizza, 8PM meeting on Zoom as well.
- **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](mailto: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](mailto: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](mailto:ACWelch@co.pg.md.us). If you have any questions, reach out to Sean ([sean.c@aa-dc.org](mailto:sean.c@aa-dc.org), 240.370.6165) & Eryn C ([eryn.c@aa-dc.org](mailto:eryn.c@aa-dc.org)) for more info.
  - Committee is looking for a new chair and members. Contact Sean [sean.c@aa-dc.org](mailto: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](mailto:nighwatch@aa-dc.org) or [starwoo1955@gmail.com](mailto: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](mailto:cassandra.s@aa-dc.org)] [Chair@aa-dc.org](mailto:Chair@aa-dc.org)
- [July 2025 minutes](#) approved.
- September Executive Committee Report [[executivecommittee@aa-dc.org](mailto:executivecommittee@aa-dc.org)]:

- WAIA will start carrying the new AA Anniversary cards (produced by the Grapevine).
- Treasurer still chasing PNC to increase our money market interest rate to 3% but we now have it in writing that it will be applied retroactively to our account balance.
- Reviewed group versus individual contributions trends.
- Reviewed responses to the September New Reporter announcement about the budget shortfall.
- Finance chair reviewed the budget proposal and the executive committee discussed various contribution-raising opportunities.

## 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](mailto: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](mailto:daniel.r@aa-dc.org)]

### Monthly Reports:

#### [Profit and Loss](#)

#### [Balance Sheet](#)

Summary:

	YTD as of 6/30/25	YTD as of 8/31/25
Sales (Chips & Literature)	\$25,213	\$33,388
<i>Cost of Goods</i>	-\$15,149	-\$19,878
Individual Contributions	\$11,566	\$14,174
Group Contributions	\$44,046	\$60,473
Total Contributions	\$56,510	\$74,647
Event Revenue	\$10,140	\$10,140
Interest Income	\$19	\$25
<b>Gross Income</b>	<b>\$75,836</b>	<b>\$98,322</b>
<i>Expenses</i>	-\$91,499	-\$116,834
<i>Event Expense</i>	-\$9,434	-\$9,434
<b>Net Income</b>	<b>-\$24,198</b>	<b>-\$27,946</b>

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

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The preliminary 2026 budget will be presented at the October board meeting.

Q3-2025 results and comparisons will be presented at the October board meeting.

**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](mailto: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.

Contributions Cubes and Gratitude Boxes will be available for pick up in-person at the October board meeting.

- **Treasurer Report:** [Will R., Treasurer [treasurer@aa-dc.org](mailto:treasurer@aa-dc.org)]
  - Encouraged members to explore the benefits of individual recurrent contributions
- **Office Admin Report** [Luella T., [aa-dc@acc-dc.org](mailto:aa-dc@acc-dc.org), 202-966-9115]

#### **Jul-Aug Calls – 617**

39 For help. Newcomers or Old Timers who just need to talk for a short time  
127 WAIA Business  
70 Literature & Chip Orders  
367 Meeting Information  
1 No Meeting at Location.  
13 Al-Anon (Third Party)  
50 Walk-ins to the office

#### **Jul-Aug chats from Helpchat –78**

10 For help. This includes new people asking about AA  
11 WAIA Business  
38 Meeting Information  
2 No Meeting at Location.  
1 Al-Anon (Third Party)  
16 Miscellaneous

### **August Nightwatch Calls – 50**

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](mailto: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 October 2025 issue of the New Reporter will go out the 3<sup>rd</sup> week of September.

**Call for Office Equipment Donations** -In order to keep office expenses down, we are asking the fellowship to donate the following items. The office is in need of a good used microwave oven and/or 2 matching office chairs. If you can donate any of the items listed, please call Clo'via or Luella at 202-966-9783 or email us at [help@aa-dc.org](mailto:help@aa-dc.org)

- **Registrar's Report [Priya D.]**
  - 22 registered attendees: 18 voting reps registered; 1 voting alternate, 1 non-voting alternate, 2 guests, 25 attendees total online at the meeting.
- **Unity/Outreach Committee Report:** [Suzanna D., [outreach@aa-dc.org](mailto: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](mailto:archives@aa-dc.org), [jeff.k@aa-dc.org](mailto:jeff.k@aa-dc.org)]
  - Jeff K. completed research on WAIA's decision to sell only conference-approved literature, providing a thorough analysis. Chris P. is modernizing the audio archive, adding new interviews—including Luella T.—and has been working with Zamzar for transcriptions. WAIA continues to welcome volunteers to help with archival work.
- **Tech Report:** [Sam S. & Cassandra S., [techcomm@aa-dc.org](mailto:techcomm@aa-dc.org)]
  - The Tech Committee had a busy couple of months. The website was down for several days in July due to a data center outage. Meetings stayed available on the Meeting Guide app, but Sam S. had to rebuild the website server.
  - At the committee meeting in August the committee reviewed the existing set up and will be making recommendations about future backups and potentially moving to a new server vendor for better business continuity support.

- At the September meeting the committee worked through efforts to upgrade the website security. We are seeking some outside support and hope to make some improvements over the coming weeks.
- Please feel free to join us for the next Tech Committee meeting, October 6th at 6pm on Zoom:  
<https://us02web.zoom.us/j/86782798679?pwd=YTU5bjlTMHJwemZobWR5b0l4RVJMQT09>
- **Hospitals & Institutes Report:** [Eryn C. and Sean C., [hni@aa-dc.org](mailto:hni@aa-dc.org), [sean.c@aa-dc.org](mailto: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
  - Contact Sean for more information. Text is the best option.
    - i. (240) 370-6165
    - ii. [sean.c@aa-dc.org](mailto:sean.c@aa-dc.org)
- **Accessibility Report:** [Teresa R., 971-222-6838, [accessibilities@aa-dc.org](mailto:accessibilities@aa-dc.org)]
  - Has been working with someone looking for an ASL meeting on Thursdays, but the committee only has money in their budget for this year.
  - All Access Committee is a group of Accessibility chairs from around the countryTBD that has been working on a meeting for neurodivergent people. They offered tips for having meetings/sponsoring neurodivergent people such as texting/letting people be on their phones, understanding if people need to move around during meetings, and other forms of expression.
- **Nightwatch Report:** [Committee Chair Open]
  - We're looking for a new Nightwatch chair and, as always, more volunteers. Contact [nightwatch@aa-dc.org](mailto:nightwatch@aa-dc.org) or [starwoo1955@gmail.com](mailto:starwoo1955@gmail.com) for details.
- **Washington Area General Service Assembly (WAGSA) Liaison Report** [Joni D., [waialiaison@area13aa.org](mailto:waialiaison@area13aa.org)]
  - Washington Area General Service Assembly (WAGSA) Area 13
  - Serves as the conduit between groups and New York.

- **Service in Sobriety: Beyond the Group** – Sat. Oct. 4 at North Chevy Chase Christian Church. Zoom option available.
- **Gratitude Breakfast** – Sun. Nov. 9 at the Harborside Hotel. \$50 tickets (no door sales). Buy from your GSR or email [gratitudebreakfast@area13aa.org](mailto:gratitudebreakfast@area13aa.org) by Oct. 7.
- **Northeast Regional Forum** – Dec. 5–7 in Providence, RI. Free registration opens Oct. 3 at [aa.org](http://aa.org).
- **General Service Conference 2026** – GSRs and DCMs voted on proposed agenda items. If your group doesn't have a GSR, it missed the chance to weigh in. Topics included PSAs, social media governance, service eligibility, and literature updates.
- **Northern VA Intergroup Liaison:** [Jerry F., (703) 627-6032, [jerry.foil@endgame-llc.com](mailto:jerry.foil@endgame-llc.com), [DIR-Woodbridge@nvintergroup.org](mailto:DIR-Woodbridge@nvintergroup.org)]
  - No report
- **Open Discussion**
  - No report
- **New Business**
  - If you have an idea or would like to propose a future agenda item, please email [executivecommittee@aa-dc.org](mailto:executivecommittee@aa-dc.org) by the 1st of the month.
- **Anniversaries & Announcements**
  - Three anniversaries announced, one in August and two in September
  - The October 14th Board meeting will be hybrid. In-person location St. Luke's in Bethesda. Pizza beforehand! 6030 Grosvenor Ln, Bethesda, MD 20814. 7PM Pizza, 8PM meeting (Zoom will be enabled as well).

**The meeting closed at 8:49 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](mailto:elections@aa-dc.org) OPEN
  - 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) Daniel R.
- **Service Committees**
  - i. Archives: [archives@aa-dc.org](mailto:archives@aa-dc.org) Darrah W.
  - ii. Accessibility: [Accessibility@aa-dc.org](mailto:Accessibility@aa-dc.org) | [aa-dc.org/accessibility](http://aa-dc.org/accessibility) Teresa R.

- 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)] Turpy
- viii. Unity/Outreach: [[outreach@aa-dc.org](mailto:outreach@aa-dc.org)] Suzanna
- **Ad-Hoc**
  - i. Gala: [[gala@aa-dc.org](mailto:gala@aa-dc.org)] TBD
  - 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.