

WAIA Board Meeting Agenda and Draft Minutes

December 9, 2025 @ 8PM Meeting

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

- Elections Chair, Executive Committee Secretary, Office Chair, and Hospitals and Institutions Committee Chair: See details below.
- Available In-Person Office Shifts, HELPCHAT, and Nightwatch: See details below.

2025 Officers:

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

At Large Members:

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

Meeting Opens

- The meeting started at 8:03 PM with the Serenity prayer and reading of the WAIA preamble.
- Chair's Opening Remarks [cassandra.s@aa-dc.org] Chair@aa-dc.org
- [November 2025](#) minutes approved via unanimous consent.
- December Executive Committee Report [executivecommittee@aa-dc.org]:
 - Executive Committee elections
 - Gratitude Month results
 - Gala venue search

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.

- **Office Administration.** Available In-Person Office Shifts, HELPCHAT, and Nightwatch: See details below.
- **Elections:** [Michael G. Elections Chair]
 - WAIA Annual Elections are tonight. Positions are available to any active group representative
 - Chair Elect: Cassandra S
 - Vice-Chair Elect: Gary D.
 - (5) At-Large positions: Brian M, Erica C, Marianne M, Matt H, and Terry H
 - If you did not already submit your name, please send a direct chat to Michael and he will add you to the ballot. We will hold votes throughout the meeting and have various committee updates between vote tallies.
- **Registrar's Report** [Priya D.]
 - 22 registered attendees: 19 voting reps registered; 1 voting alternate; 0 non-voting alternate; 2 guests; 26 attendees total online at the meeting.
- **Finance Report:** [Daniel R., Finance Chair daniel.r@aa-dc.org]

Monthly Reports:

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

[**Balance Sheet**](#)

Summary:

	Actual YTD	Budget YTD	2024 YTD
Sales (Chips & Literature)	\$40,733	\$45,008	\$39,620
<i>Cost of Goods</i>	<i>(\$24,870)</i>	<i>(\$21,725)</i>	<i>(\$24,765)</i>
Net Proceeds from Chips & Literature	\$15,864	\$23,283	\$14,855
Total Contributions	\$122,831	\$141,950	\$126,130
Event Revenue	\$10,243	\$12,000	\$10,629
Interest Income	\$1,425	\$46	\$35
Gross Income	\$149,666	\$35,329	\$151,615
<i>Expenses</i>	<i>(\$158,914)</i>	<i>(\$177,131)</i>	<i>(\$159,182)</i>
<i>Event Expense</i>	<i>(\$9,434)</i>	<i>(\$12,000)</i>	<i>(\$14,559)</i>
Net Income	<i>(\$17,984)</i>	<i>(\$11,851)</i>	<i>(\$22,126)</i>

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.

- **Office Admin Report** [Luella T., aa-dc@acc-dc.org, 202-966-9115]

Nov Calls – 179

- 9 For help. Newcomers or Old Timers who just need to talk for a short time
- 40 WAIA Business
- 17 Literature & Chip Orders
- 102 Meeting Information
- 1 No Meeting at Location.
- 1 Al-Anon (Third Party)
- 32 Walk-ins to the office

Nov Helpchats – 49

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

Nov Nightwatch Calls – 22

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, Tuesday 4–7 PM, Thursday 10 AM – 1 PM, Thursday 1–4 PM, Saturday 1–4 PM, Sunday 10 AM – 1 PM, Sunday 1–4 PM, Sunday 4–7 PM

Available Remote Shift: Tuesday 7–10 PM (one year of sobriety required)

Available Nightwatch Shifts: Monday 6–10 AM, Friday 10 PM – 6 AM (one year of sobriety required)

- **Nightwatch:** We're looking for a new chair and, as always, more volunteers. Contact nightwatch@aa-dc.org or starwoo1955@gmail.com for details.

New Reporter: The January 2026 issue of the New Reporter will go out the 3rd week of December.

- **Gala Update:** [Erica C., gala@aa-dc.org, 231-590-8823]
 - Silver Spring Civic Center booked until July. So, we may hold the event in the fall instead of the spring. We will also look into alternative locations.
 - The committee will meet once a month to plan the event. Find details online at our events page, or email gala@aa-dc.org, or call Erica C (231-590-8823).
- **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 December meeting was postponed and January committee dates have not yet been set. Email techcomm@aa-dc.org for info if you wish to join.
 - Resolved some website issues that arose following an update. Looking into a website management system.
- **Cooperation with the Professional Community Update:** [Carolyn K. carolyn.k@aa-dc.org]
 - We have a prospective committee member; meeting with Carolyn in January.
 - We're collaborating with another group in Maryland.
- **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:
 - Montgomery General
 - Holy Cross Germantown
 - Suburban Hospital, Bethesda
 - Prince George's County Department of Corrections
 - **Contact Eryn for more information.**
 - (301) 651-4942
 - hni@aa-dc.org

- **Nightwatch Report:** [Committee Chair Open]
 - We're looking for a new Nightwatch chair and, as always, more volunteers. Contact nighwatch@aa-dc.org or starwoo1955@gmail.com for details.
- **Accessibility Report:** [Teresa R., 971-222-6838, accessibilities@aa-dc.org]
 - Received an email Area 29 access committee: Deaf Resource button at the top of our website; Deaf Special forum Jan 2026
 - December New Reporter Deaf Resource QR code
 - Monthly meetings to support accessibility: <http://accessaa.org>
 - Include neurodiversity among accessibility resources
 - Question around transcription during online meetings; just be careful not to name anyone in full; transcription is really helpful for people with accessibility requests; suggest telling people as the meeting starts that the meeting is transcribing; website has information for transcription and captioning
- **Washington Area General Service Assembly (WAGSA) Area 13 Liaison Report** [Joni D., waialiaison@area13aa.org] – The conduit between groups and New York.
 - WAGSA will vote on a 2026 budget at its next meeting on Monday, January 12, at 7 pm. If your group has a GSR, they must attend the January meeting to vote on the budget.
 - Question around making the meetings hybrid. Joni says only if a volunteer is willing to run the technical components.
- **Northern VA Intergroup Liaison:** [Jerry F., (703) 627-6032, jerry.foil@endgame-ilc.com, DIR-Woodbridge@nvintergroup.org]
 - No report
- **Open Discussion**
 - None given
- **New Business**
 - 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**
 - Not this time!

Meeting Closes

The meeting closed at 9:00 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.