MEETING MINUTES
ICYPAA Philadelphia Bid Committee Meeting
December 30, 2012, 12:00 – 2:00 p.m.
4021 Club, 4021 Walnut Street, Philadelphia, PA

1. Meeting opened at 12:06 p.m. (EST) with Serenity Prayer (Eric)

2. Introductions

3. Attendees:

Bid Committee:
- Eric, Chair
- Brad, Co-Chair and Interim Events Chair
- Matt, Treasurer
- Chelsea, Co-Treasurer
- Caroline, Secretary
- Jeremiah, Outreach Chair
- Dan, Outreach Co-Chair
- Betsy, Site Chair
- Neal, Site Co-Chair
- Michael, Web Chair
- Cristen, Corrections and Treatment Facilities Liaison

Absent:
- Drew, Service Chair
- Randy, Prayer Chair
- Jen, Literature Chair
- Dianna, Bid Book Chair
- Ed, LGBTQ Liaison
- Lisa, District Liaison

Other Attendees: Heather, Jared, Bill, Graeson, Kelsey, Alex

Total: 17

4. Minutes from 12/16/12 read (Caroline) and approved. Caroline suggested that in order to approve minutes more quickly, and share with Advisory sooner, she will circulate minutes after each meeting via email for review by the committee and request approval within 48 hours.

5. Reports

   a. Site Report (Betsy)

      - The search for hotels will be limited to the City of Philadelphia
      - There are three possible venues: Sheraton Philadelphia Downtown Hotel, Philadelphia Marriott Downtown, and the Convention Center
- Question about the size of our conference; discussion to request bids for 3 different attendance figures: 2,000, 3,000 and 4,000
- Eric mentioned attendees were 2,200 in St. Louis, 5,000 in NYC, SF
- Chamber of Commerce: Betsy will look into calendar of conflicting events and contact Chamber
- Question for Advisory: How do we represent ourselves? Are we AA, ICYPAA, a Bid Committee?
- Motion to accept report, seconded, passed 17-0-0

b. Treasury Report (Matt)

- Balance: $29.05
- Will open bank account this week with 5 signatories: Eric, Matt, Chelsea, Brad, and Caroline
- 501(c)3 research: Chelsea learned that ICYPAA Advisory is incorporated but this does not extend to bid committees
- Question for Advisory: What are precedents or protocols for bid committees?
- Motion to accept report, seconded, passed 17-0-0

c. Events Report (Brad)

- First event has been organized!
- Spaghetti Dinner and Speaker, Billy N., to be held Saturday, January 19, 7-9pm, at 2110 Chestnut St., at the Lutheran Church of the Holy Communion
- We will have to pay $20/hour to church staff member to be on duty
- Kitchen available for cooking
- 7-9 (set up at 6), speaker at 8
- 100+ can be seated in the room
- Charge $10 per person for the event
- Create Facebook Event linked to our Secret Group
- Motion to accept report, seconded, passed 17-0-0

d. Outreach Report (Jeremiah)

- Jeremiah will put flier together for 1/19 event
- Outreach and word of mouth is responsibility of entire committee
- Will create an email listserv
- Will look into postcards or business cards from Vista Print
- Motion to accept report, seconded, passed 17-0-0

e. Web Report (Michael)

- Presented research on domain name and hosting options
- We do not want to use hosting with ads, but what about “powered by”?
- Question for Advisory: can we use free hosting, without ads, but with "hosted by" or "powered by" – is this a violation of Traditions?
- Discussion of PHICYPA vs. phillybid.org; differences between service committee and bid committee, and implications of “YPAA” in name.
- Domain name could cost $30-40/year
- Motion to accept report, seconded, passed 17-0-0

8. Old Business

a. Service Project: Drew requested ideas for our committee's signature service project. Discussion included looking into the Youth Study Center; Cristen will attend Prison Committee meeting this week and find out about opportunities; Dan is Bucks County Prison Liaison and will also ask about opportunities at their next meeting. Other ideas included Grapevine writing workshop, podcasts, treatment centers and correctional facilities.

b. Bylaws: Caroline completed research since last meeting and will share bylaws of other committees via email so that the committee can review these resources and come prepared to discuss at the next meeting.

c. Location of committee meetings: We want to determine dates and location of subsequent meetings to be consistent and start outreaching. The alternative locations are the church at 8th/Bainbridge and the Intergroup office, but we decided we are happy here and want to continue supporting the 4021 Club. Neal asked Earl (contact at 4021 Club) about availability for next six months and Earl said it was available.

Motion: To meet at 4021 Club every other Sunday and update outreach materials with exact dates for the next 6 months; seconded, passed 17-0-0.

6. Elections

a. Events Chair
Kelsey stands; candidate qualifies → Kelsey elected by acclamation, 17-0-0

b. Co-Secretary
Alex stands; candidate qualifies → Alex elected by acclamation, 17-0-0

c. Events Co-Chair
Bill stands; candidate qualifies → Bill elected by acclamation, 17-0-0

7. New Business

a. Google Group: Matt created a Google Group and will invite committee members and change settings to ensure notifications are being sent

b. How to communicate: Betsy asked how we will communicate as a committee, discussion to use email until Google Group is fully operational.
c. Motion: To not use Facebook Group for business or discussions among committee members, but only for outreach, and to use email or Google Group for communication among committee; seconded, passed 17-0-0.

d. Website domain name: further discussion of PHICYPAA (C is committee not conference) versus phillybid.org.

e. Motion: To allow Michael to research available domain names and make a decision; seconded, passed 17-0-0.

f. Site selection: further discussion about Sheraton, Marriott, and Convention Center; will look at dates between July and September 2014, and get competitive bids for 2,000, 3,000, and 4,000 attendees.

g. Website domain with “powered by”: further discussion, resolved by agreeing to ask Advisory.

h. Eric will compile questions and email to Advisory.

8. Next meeting: Sunday, January 13, 2012 at 12 p.m. at 4021 Club

9. Announcements (Eric):

   a. First 2013 ICYPAA University webinar will be January 20 at 4pm

   b. Remember to register for ICYPAA 55 and reserve rooms at the Arizona Biltmore in Phoenix

10. Meeting closed at 1:43 p.m. (EST) with the Serenity Prayer