MEETING MINUTES

ICYPAA Philadelphia Bid Committee Meeting
January 13, 2013, 12:00 – 2:00 p.m.
4021 Club, 4021 Walnut Street, Philadelphia, PA

1. Meeting opened at 12:07 p.m. (EST) with Prayer (Randy)

2. Introductions

3. Attendees:

   Bid Committee:
   Eric, Chair
   Brad, Co-Chair and Interim Events Chair
   Matt, Treasurer
   Chelsea, Co-Treasurer
   Caroline, Secretary
   Alex, Co-Secretary
   Jeremiah, Outreach Chair
   Dan, Outreach Co-Chair
   Betsy, Site Chair
   Neal, Site Co-Chair
   Drew, Service Chair
   Randy, Prayer Chair
   Jen, Literature Chair
   Ed, LGBTQ Liaison
   Lisa, District Liaison

   Absent:
   Kelsey, Events Chair
   Michael, Web Chair
   Dianna, Bid Book Chair
   Cristen, Corrections and Treatment Facilities Liaison

   Other Attendees: Katie, Allison, Liz, Shane, Mandy, Liz H., Heather, Jared, Bill, Alex H., Cara (Sam in attendance for a short period of time, then left)

   Total: 26 votes

4. Minutes from 12/30/12 read (Caroline) and approved. Caroline will circulate minutes after each meeting via email for committee’s review and approval within 48 hours.

5. Reports

   a. Events Report (Eric, in place of Kelsey)

      - Passed around sign-up sheet for set-up, clean-up, and food donations for first event: Spaghetti Dinner and Speaker, Billy N., to be held
Saturday, January 19, 7-9pm, at 2110 Chestnut St. (enter on Sansom St.), at the Lutheran Church of the Holy Communion (set up at 6, dinner at 7, speaker at 8), $10/person
- Concern about violation of Tradition 6 if we were to accept donations from Olive Garden (see New Business for further discussion)
- Motion to accept report, seconded, passed 26-0-0

b. Outreach Report (Jeremiah)

- Flier was created and is being circulated for 1/19 event
- Looked into printing postcards to announce the biweekly Bid Committee meetings: 1,000 front and back will cost $90-$150, but without Graphics Chair, there is no logo, so this is on hold
- Ed commented he knows someone who could design a graphic, but the person lives outside of Philadelphia and likely wouldn't want to be the Chair
- Allison commented she knows a local small business printer who could give us a friends and family discount
- Matt commented that such services can't be free, but it's ok to have a discount
- Jeremiah shared the decision by PENNSCYPAA Advisory Council, which met on Sunday, January 6, to allow Caroline (who is the Chair of PENNSCYPAA Advisory) to send an email to the 1,300 contacts on PENNSCYPAA’s outreach listserv from advisory@pennscypaa.org email account with a link to our ICYPAA Bid Committee website (once it’s live) to opt in to receive info about the Bid and ICYPAA in general
- Motion to accept report, seconded, passed 26-0-0

c. Treasury Report (Matt)

- Citizen’s Bank checking account opened in the name of “Philadelphia Bid Committee”
- 6 signatories: Eric, Brad, Matt, Chelsea, Caroline, and Betsy
- Debit card and PIN will arrive in separate envelopes, and no individual will have both, as a precaution
- Account is $9.99/month unless there is a minimum balance of $2,000 or unless there are at least 5 transactions per month
- Balance in Treasury: $32.05
- Eric commented that Kelsey works at TD Bank and we could ask him to be sure we are getting the best deal
- 501(c)3 research: Chelsea learned from ICYPAA Advisory that many bid committees go without, so it is recommended we do not file, however when we are awarded the bid and become the Host Committee, we would be able to use Advisory’s tax status
- Motion to accept report, seconded, passed 26-0-0

d. Site Report (Betsy)

- Ready to send out Request for Proposals (RFP) to venues and will be making contact with hotels within the next few days; the RFP is a fact
sheet with ICYPAA’s space requirements. Advisory provided helpful information.
- Advisory also indicated that as the Philadelphia Bid Committee, we are representing ICYPAA and must use that name in RFPs
- Next steps: after sending RFPs, the Site team will get info back from the hotels with availability between July and September 2014
- In order to secure the space, we would have to place a “first option hold” or “second option hold” on the weekend, or put down a deposit, but since we are not certain we will host the conference in 2014, we will likely not want to put money down.
- Question for Advisory: How do bid committees hold space?
- Motion to accept report, seconded, passed 26-0-0
e. Web Report (Caroline, in place of Michael)
- Michael emailed Caroline that the domain name phillybid.org is available
- See New Business for further discussion of web-related topics, including “powered by”
- Motion to accept report, seconded, passed 26-0-0
f. Service Report (Drew)
- Looked into Youth Study Center, but needs to do more research on service project
- Will be at NERASAA and can hand out fliers
- Motion to accept report, seconded, passed 26-0-0
g. District/Area Report (Lisa)
- Talked with Alternate Delegate and will be distributing fliers at Area 59 events in order to reach more districts through the DCMs
- Motion to accept report, seconded, passed 26-0-0
h. Literature Report (Jen)
- Able to purchase literature for events, if the committee would like to have it available
- Suggested wallet card, 100 for $12
- Discussion indicated that we want to wait for now, until after we have more funds in our account
- Eric commented that he can talk with Kate at Intergroup and see if they are interested in having a literature sales table at any of our events
- Motion to accept report, seconded, passed 26-0-0
i. LGBTQ Liaison Report (Ed)
- Distributing fliers at meetings
- Coordinating an email list of meeting reps outside of Philly to connect with them, do outreach into the LGBTQ community, and invite participation in the Bid Committee and/or our events and activities.

6. Old Business

a. Domain name and use of “powered by” on our website: while including “powered by” on our website would allow for a discount from the web hosting company, it is an ad, and could be interpreted as a violation of Tradition 6, “Our groups ought never endorse, finance or lend our name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.” Eric received a response from Advisory to our question about this, and Advisory said that it is up to our interpretation of the Traditions as to whether or not it is a violation. The contact there suggested that some would say that including the hotel name on the Host Committee’s fliers could also be a violation. Most bid committees shy away from the use of “powered by” on their websites.

b. Google Group: Matt shared an update on the Google Group he created. Invitations were sent and notifications were changed. If you still haven’t connected to our Google Group, please do so, but we will continue to communicate via email.

c. Bylaws: Caroline recommends adapting bylaws from NYCPAA and other YPAA groups, but asked for the Bid Committee’s input on a number of items:

i. Spirit of rotation: How many terms?

“In the spirit of rotation, no committee Chair will serve more than X full consecutive term(s) in the same position.”

Motion: To insert “two” terms; seconded, passed 26-0-0

ii. Attendance: What will our policy be?

“A.1. Failure to attend two consecutive committee meetings without prior notice to the Chair, Co-Chair, or Secretary will result in an automatic warning from Chair.
• Failure to attend the next meeting will result in a call to vote on whether the person must forfeit their trusted servant position.

2. Failure to attend three committee meetings within a 3-month period with or without notice to the Chair, Co-Chair, or Secretary will result in an automatic warning from Chair.
• Failure to attend more than three meetings in that 3-month period will result in a call to vote on whether the person must forfeit their trusted servant position.
3. If absent, a proxy report should be submitted in advance to the Chair, Co-Chair, or Secretary.

B. A break in continuous sobriety is considered an automatic resignation of one’s elected committee position.”

Motion: To adopt the same attendance policy; seconded, passed 26-0-0

iii. Committee Operations: 12 x 12 x 12

Motion: To adopt the following: “The Bid Committee will follow the 12 Steps & 12 Traditions of Alcoholics Anonymous and the 12 Concepts for World Service”; seconded.

Discussion ensued and a member wanted the committee to be mindful about wholly adopting the 12 x 12 x 12, expressing concern about how we will charge money for events and whether or not ICYPAA is considered part of A.A. as a whole.

Another member commented that charging money is part of fundraising, but we can change to “suggested donation.”

Another member pointed out that ICYPAA is part of AA and recognized as an AA conference by GSO.

Vote 25-1-0; minority opinion expressed, reiterating above concerns.

Re-vote, passed 25-1-0

iv. Bank account and transactions: what will our policy be?

Motion: To modify NYCYPAA’s bylaw, which specifies approval must be 2/3 majority from entire committee, and instead insert the following: “All Bid Committee financial transactions will be made through its bank account. No member will expense Committee funds over $20.00 without first receiving approval from the 6 signatories (Chair, Co-Chair, Treasurer, Co-Treasurer, Secretary, and Site Chair). A transaction under $20.00 only requires approval from the Treasurer”; seconded.

Discussion ensued and a member emphasized that the entire committee should approve transactions.

Another member suggested that if the entire committee approves event budgets, then expenses should be considered authorized.
Another member pointed out that we only meet once every two weeks and if expenses must be made for events, it would be difficult to have the entire committee vote on them.

Another member said that the 6 signatories on the bank account are trusted servants and have been elected to their positions by the committee to keep the committee’s best interests in mind, so we should trust these 6 people with the responsibility of making decisions.

Vote 24-2-0; no minority opinion expressed.

Re-vote, passed 24-2-0.

v. All other sections of the bylaws will be adapted as is. Caroline will circulate and any amendments can be suggested in the future, following the procedure set out in the bylaws.

7. Passed envelope for 7th Tradition

8. Elections

   a. **Merchandise Chair**
      
      Alex H. stands; candidate qualifies → Alex H. elected by acclamation, 26-0-0

   b. Liz and Allison are interested in positions, but would like to review descriptions and come back at the next meeting.

9. New Business

   a. **Theme:** Caroline shared with the group that as she, Neal, Jeremiah, and Katie were driving to the PENNSCYPAA Advisory meeting on 1/6, the topic of logo and theme ideas came up. If we go with the logo of Bill Wilson pumping his fists atop the Art Museum steps a la Rocky, we thought of phrases from the Big Book that could be tag lines, such as:
      
      "Having had a spiritual awakening as the result of these steps"
      "You are ready to take certain steps"
      "Here are the steps we took"

   b. **Motion:** To table decision on themes until next meeting on January 27, in order to give people an opportunity to brainstorm; seconded, passed 26-0-0.

   c. **Recording speakers:** Do we want to record our event speakers and create podcasts for our website in order to make a more lasting contribution, so perhaps their service will have a greater impact? Brad mentioned that he knows someone who has recording equipment.
d. Motion: To record speakers with their permission; seconded, passed 26-0-0.

e. Events: Send Kelsey your ideas for future events beyond St. Patrick’s Day Dance, such as barbecues, picnics, etc.

f. Question about use of Facebook for events: this decision was made at our December 30 meeting, to create Event from Secret Group

g. Salad: do we want to take donation from Olive Garden? Jeremiah said he can make salad for 80 people inexpensively. Decision to not accept outside contributions, as stated in Tradition 7.

h. Motion: to change "cost" to "suggested donation" on materials for the 1/19 Spaghetti Dinner event; seconded, passed 26-0-0.

10. Next meeting: Sunday, January 27, 2012 at 12 p.m. at 4021 Club

11. Meeting closed at 1:54 p.m. (EST) with the Serenity Prayer