MEETING MINUTES

ICYPAA Philadelphia Bid Committee Meeting
April 21, 2013, 12:00 – 2:00 p.m.
4021b, 4021 Walnut Street, Philadelphia, PA

1. Meeting opened at 12:08 p.m. (EDT) with Serenity Prayer (Eric)

2. Introductions

3. Attendees:

Bid Committee:
Eric, Chair
Chelsea, Treasurer
Caroline, Secretary
Alex R., Co-Secretary
Kelsey, Events Chair
Kevin, Events Co-Chair
Jeremiah, Outreach Chair
Betsy, Site Chair
Neal, Site Co-Chair
Jess, Service Chair
Tai, Service Co-Chair
Hannah, Graphics Chair
Jen, Literature Chair
Dianna, Bid Book Chair
Alex H., Merchandise Chair

Absent:
Brad, Co-Chair
Josh, Co-Treasurer
Mikael, Web Chair
Ed, LGBTQ Liaison
Brian, Set-Up / Clean-Up Chair
Brian R., A/V Liaison
John, Calendar Chair

Total: 15 votes (13 at the beginning of the meeting, as 2 members were late)

4. Minutes from 4/7/12 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. Treasury Report (Chelsea)

      - Dave & Buster's Game Night Event (4/19) Financial Report: sold 60 game cards @ $20, total of $1,200; $600 to D&B and $600 for us
- Also sold 2 t-shirts
- Treasury balance: $2,090
- Total income to date: $2,458
- Chelsea will do 2 follow-up items that she indicated she would do after 4/15 this coming week: call Citizen’s Bank to look into $2 monthly “statement delivery fee” and begin tax research for Bid Book
- Motion to accept report, seconded, passed 13-0-0

b. Outreach Report (Jeremiah)

- Noted that he sent an email earlier in the week with some of the following information regarding local meetings for outreach; also, George resigned as Outreach Co-Chair
- We went to two meetings for outreach in the past two weeks: Lancaster Friday Night Live meeting on Friday, April 12 in Lancaster County, and Center City Young People’s meeting on Wednesday, April 17, in downtown Philadelphia
- Next local meeting for outreach:
  - Media Young People's meeting at First Baptist Church, Tuesday, April 23, at 8:30 pm, 3rd and Jackson Street. Media, PA in Delaware County
- Next event:
  - Hawaiian Zombie Dance at William Way Center, 1315 Spruce Street, Philadelphia, on Saturday, May 18, from 7-midnight
  - Outreach and Events sub-committees are creating entertainment/presentation in addition to the DJ and dancing; Jeremiah asked for volunteers (Alex and Dianna offered to assist with the presentation)
- Goal to plan events in advance to create dual event flyers
- Hannah agreed to create the flyer for May 18 event by the end of this week
- Motion to accept report, seconded, passed 13-0-0

c. Bid Book Report (Dianna)

- June 2: deadline for all Bid Book content to be sent to Dianna
- Assignments to draft Bid Requirements for review by Committee by June 2 (for more info, please visit: http://www.icypaa.org/bid-center/bid-requirements); if you’re assigned, you’re running point on that #:
  - Bid Requirements #1, 4, 6, 9, and 12: Dianna
  - #2: Caroline
  - #3: Jess and Tai
  - #5 and 11: Chelsea
  - #7: Betsy and Neal
  - #8: Chelsea and Dianna
  - #10: Brian R.
  - #13: Hannah
- Motion to accept report, seconded, passed 13-0-0

d. Site Report (Betsy)
- Noted that she sent an email earlier in the week with a snapshot of the current site selection document she’s preparing for our Bid Book
- Betsy and Neal will start closing on the two options that we are putting in the Bid Book; Marriott has two scenarios (half ballroom and full ballroom with full room block); we will move ahead with preparing contracts for Marriott half ballroom and Convention Center with room blocks at Marriott and/or nearby hotels
- There is a wedding that wants Labor Day Weekend 2014; ethically speaking, would we prevent the wedding from going through by preparing a contract, knowing that we may not get the bid? While we are a bigger piece of business than the wedding, we want to keep in mind the perspective of our relationship with Marriott and be open about our situation
- We will not sign anything, but have a verbal commitment of first option hold on Labor Day Weekend 2014
- Motion to accept report, seconded, passed 13-0-0

**e. Service Report (Jess)**

- Two service opportunities that she wants to put to the committee:
  - Create a Young People’s Meeting in Roxborough at the suggestion of The Bridge Way School (Philadelphia’s first recovery high school); when Jess approached them asking how the Bid Committee could be of service, it was suggested that Roxborough lacked a meeting that attracted young people on Tuesday nights. Further discussion indicated that while students want to have this option, we cannot host such a meeting at the school or put it into the curriculum and “force” them to go. Two venue options are a church in Roxborough or the SEPIA office. Jess will confirm a time and place, if the committee wants to move forward with this option.
  - Get involved with the Cooperation with the Professional Community (CPC) committee at SEPIA; identify young A.A.’s from our committee to serve on the CPC committee at Intergroup and be YPAA contacts who are the same generation as the medical students (and others like nursing, PA, law, etc.) to escort them to meetings; Jess spoke with a Drexel professor who has had AA/CPC come present in her classroom, and students have expressed their desire to hear from people who are alcoholics their own age
  - Caroline noted that she and Jet (who just had 50 years) are doing a CPC commitment on Tuesday, April 23, at 8:45 a.m. at Hahnemann Hospital – committee members are welcome to attend and observe
- Question: Can we vote on service projects this week, to follow up on our decision last time to have Jess bring options to the committee? Yes, wait for Old Business.
- Motion to accept report, seconded, passed 13-0-0
f. Events Report (Kelsey)

- Next event: May 8 - Hawaiian Zombie Dance at William Way Center
  - $400 for rent
  - We can be there at 6:30 to set up, start at 7, must end by midnight
  - Emailed our contact at William Way to ask him to come down in price, but haven’t heard back yet
  - Brian D. will be considered for the DJ as he will do it for low cost, but we’d need to rent speakers
  - Megan G. is the alternative; she charges $300
  - Ok for Kelsey and Jeremiah to make decision once costs are determined

- Talking with GSYP to develop the Field Day idea, which will have events outside like an egg carry and water balloon toss
- Kelsey met with a woman from a Levittown bowling alley to find out about holding an event there, but they have a bar, and given some response to our Dave & Buster’s event, this is a no-go
- Kevin has started researching a Spaghetti Dinner option in Delaware County
- Motion to accept report, seconded, passed 15-0-0

6. Old Business

a. Service Project

Motion: To move forward with both The Bridge Way School meeting and CPC as service opportunities for the committee; seconded.

Debate/questions:
  - How many students are there at the school who would attend? 7
  - Would it be an open A.A. meeting? Yes
  - It was pointed out that this is different from the NY example of bringing a meeting into Riker’s Island because we cannot require Bridge Way students to attend
  - Jess said that when The Bridge Way School was asked, “How as a committee can we be of service to you?”, this is the answer we got
  - Eric was asked to read Bid Requirement #7
  - Discussion about a signature service project vs. getting involved with existing channels of service via Intergroup and the General Service structure
  - Based on webinars, Neal and Caroline shared that it seems we are encouraged to do both
  - Caroline mentioned that the point of this Bid Requirement is to have the ICYPAA Bid Committees make a sustainable impact on their A.A. communities instead of the conference coming to town then leaving without a longer lasting impact
Motion amended: To move forward with the creation of a Young People’s meeting in Roxborough on Tuesday nights, at the suggestion of The Bridge Way School, and CPC involvement as service opportunities; seconded; passed 14-0-1

b. Mailing Address

Advisory was asked: What do Bid Committees customarily do for a mailing address? Is it prudent to get a P.O. Box, when we may not receive any mail (if not awarded the bid)? Do bidders use personal addresses?

No answer as of the meeting. However, later that afternoon, Advisory responded to Caroline’s question via the webinar, suggesting we get a P.O. Box.

Motion from 4/7 to have John research P.O. Box prices and report back is tabled, as John was absent.

7. New Business

a. Letters of Support

Under Additional Bid Suggestions, it is suggested we provide any letters of support or additional documentation from local Areas, Districts, and Intergroups, for the Bid Book.

Motion: To have Eric draft and submit requests for letters of support to Kate, Mark, and Steve (intergroup, DCM, and Delegate); seconded; passed 14-0-1.

b. Individual Webinar

Advisory offers bid committees one personal webinar per year with them.

Motion: To have Caroline contact Advisory with our date/time preferences: June 2, June 1, or May 5; seconded; passed 15-0-0.

8. Passed envelope for 7th Tradition.

9. Next meeting: Sunday, May 5, 2013 at 12 p.m. at 4021 Club

10. Meeting closed at 1:28 p.m. (EDT) with Lord’s Prayer (Eric).

Announcement after meeting closed: Next webinar is at 4:00 p.m.!