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

1. Meeting opened at 12:02 p.m. (EDT) with Serenity Prayer (Eric)

2. Welcome to Carolyn and Joe R., longtime ICYPAA attendees who are here to share their experience with ICYPAA bid sessions, give us tips, and answer our questions

3. Introductions

4. Attendees:

   Bid Committee:
   Eric, Chair
   Brad, Co-Chair
   Chelsea, Treasurer
   Caroline, Secretary
   Kevin, Events Co-Chair
   Jeremiah, Outreach Chair
   Betsy, Site Chair
   Neal, Site Co-Chair
   Mikael, Web Chair
   Jess, Service Chair
   Hannah, Graphics Chair
   Jen, Literature Chair
   Ed, LGBTQ Liaison
   Dianna, Bid Book Chair
   Alex H., Merchandise Chair
   Brian R., A/V Liaison

   Other attendees:
   Carolyn R.
   Joe R.

   Absent:
   Josh, Co-Treasurer
   Alex R., Co-Secretary
   Kelsey, Events Chair
   John, Calendar Chair

   Total: 18 votes

5. Minutes from 5/19/13 read (Caroline) and approved. Caroline will circulate minutes after each meeting via email for committee’s review and approval within 48 hours.
6. Reports

a. Treasury Report (Chelsea)

- Treasury balance = $1,875:
  - $1,744 cash in bank
  - $73 in PayPal account
  - $58 cash on hand
- Bid Requirement #5: submitted to Dianna, but now have two changes from webinar yesterday that she will update
- Bid Requirement #8: project budget still needs input from Betsy for hotel and Caroline for registration; question for the committee about AlAnon literature – ok to include? yes
- Bid Requirement #11: tax research submitted to Dianna, there are forms for the Commonwealth and for the City, plus applications for tax exempt status, unless ICYPAA has registered before in 1976 or in other bids since then; will research this week
- Motion to accept report, seconded, passed 18-0-0

b. Site Report (Betsy)

- Bid Requirement #7: we are moving forward with the Marriott and Loew's options for our bid book
- Motion to accept report, seconded, passed 18-0-0

c. AV Report (Brian)

- Bid Requirement #10: quotes have been requested and are expected this week from PSAV, the in-house audio/visual company at both the Marriott and Loew's, and also Miller Pro Audio, if we can get approval to use an outside vendor
- Motion to accept report, seconded, passed 18-0-0

d. Outreach Report (Jeremiah)

- Upcoming local meetings for outreach:
  - Young People's 4021 at 4021 Club, Tuesday, June 4, at 5:30 pm, 4021 Walnut Street, Philadelphia, PA
  - Chestnut Hill Young People's meeting at Chestnut Hill Friends Meeting House, Saturday, June 8, at 7:30 pm, 100 E. Mermaid Lane, Philadelphia, PA
- Jeremiah still would like feedback from the Committee by email on our outreach efforts to identify geographic areas for future efforts
- All flyers and event announcements have been sent to the Area 59 Secretary for inclusion in the Area Calendar
- Alex mentioned the change in meeting time of the 4021 Tuesday meeting from 7:15 to 5:30 (noted correctly above)
- Caroline suggested not to do outreach meetings on Tuesday nights going forward to encourage participation at the Roxborough meeting we founded
- Motion to accept report, seconded, passed 18-0-0

e. Events Report (Kevin)

- Kevin spoke with Kelsey, who is planning a volleyball tournament and BBQ in Bucks County, given the need to outreach in that area and the number of treatment facilities there; Kelsey wants to hold this outreach event before the conference, so the committee was asked about the July 4th weekend and agreed that would be good
- It was suggested that Kelsey check with the facilities to avoid scheduling conflicts, as they may plan things for that weekend, and encourage attendance among their clients
- 6/14 Taco Dinner: 6pm at Princeton Presbyterian Church, 933 Baltimore Pike, Springfield, PA (Delaware County), confirmed speaker; reviewed food options: will include beef, chicken, and veggie, but no fish
- Motion to accept report, seconded, passed 18-0-0

f. Service Report (Jess)

- With the Cooperation with the Professional Community Committee (CPC), Jess presented at Drexel within the last week; afterward, the professor gave her feedback saying that having a young person as an A.A. presenter was very useful for the medical students to see that people can and do get sober and learn how they as professionals can help
- The first Young & Sober meeting (founded by the committee at the suggestion of The Bridge Way School) was held in Roxborough on Tuesday night, 5/28 at 7pm (Location: St. Timothy’s Church, 5720 Ridge Avenue, Philadelphia, PA)
  o Intergroup and GSO have been sent info about the new meeting, but it may take a while for their records to be updated
  o 10 people in attendance
  o The Bridge Way School sent the flyer to parents and students
  o Jess will chair until the end of June
  o Business meeting will be 6/25, officers are needed
  o Question from Neal: Is the meeting self-supporting and separate from the committee’s finances? Yes
  o Question from Jeremiah: How many committee members were there? 3 from the committee, the rest not; they were mostly in their teens and 20s
- Motion to accept report, seconded, passed 18-0-0

7. Old Business

None.

8. New Business

a. Motion to start with Carolyn and Joe, seconded, passed 18-0-0
Carolyn and Joe came to the front of the room to share their experience with ICYPAA bid sessions, give us tips, and answer our questions. Carolyn has 21 years and Joe has 17 years and both have been to a number of ICYPAAAs, always attend the bid sessions, and have both been past PENNSCYPAA Advisory Council members. Here are the highlights from their time with us:

- Carolyn showed off her shirt, which was from Oklahoma City, who eventually hosted the 50th ICYPAA in 2008; the shirt said “It’s the journey, not the destination” and Carolyn said that city bid for 15 years
- One member from the 1976 Philadelphia host committee for the 19th ICYPAA is still active, John R., the “Town Crier” who picked up people from the airport and drove the van back and forth to Penn’s campus
- Carolyn asked the committee how many have attended ICYPAA? 5 hands went up
- How many have attended a bid session? 1 hand went up
- Carolyn said that before she offers her suggestions, she is not speaking on behalf of Advisory, just sharing her experience
- We MUST meet every Bid Requirement
- Advisory looks for unity: what other geographic areas have we incorporated into our bid, such as Pittsburgh, Downingtown, South Jersey
- In 1988, Bill M. and Johnny H. went to the 31st ICYPAA in Nashville looking to bring ICYPAA back to Eastern Pennsylvania, and at that time, Advisory suggested they have a strong state conference, so as a result, PENNSCYPAA was founded and held in 1989 for the first time in York, PA; PENNSCYPAA is a travelling conference with a bidding process, modeled on ICYPAA, which is not true of all state conferences, some of which are location-specific every year
- Advisory also looks at service: Bid Requirement #3 is there for a reason – what has the committee done for AA as a whole? The focus is not on money and events, but more on service and the impact our committee can make and the contributions we can have on AA as a whole
- Service ideas:
  o Interphone Committee: volunteers take shifts to respond to calls to the after-hours answering service when the Intergroup office is closed
  o Treatment Facilities Committee: The Bridge at 8400 Pine Road is a juvenile facility at which there is no Intergroup commitment to bring in a meeting (the ICYPAA Philly Bid in the early 1990s was involved there); Today Incorporated and Horsham’s adolescent unit also have juveniles and are covered by Intergroup commitments, but are looking for groups to host or adopt the meetings there at the facilities
  o Prisons Committee: there are currently no meetings in the Youth Study Center (103 beds); Chester County’s juvenile detention center is 48 beds and Delaware County’s has 66
- Merchandise ideas for Philly Bid to bring to 55th ICYPAA:
- Q&A:
  o Does Advisory give weight to Bidders helping the Host Committee? Yes, but not at the expense of your Bid Table mandatory hours; see what options are for security, marathon meetings, and pre-conference event, but all of us MUST attend all the Bid-related programming
  o How do we maintain good relations with our hotel contacts and explain what we’re about and provide a reasonable explanation of how long it might take to get the bid? Be as up front as possible, let them know of the potential income when we do get the conference and offer to be at the hotel during their slowest weekend
  o What cities have been bidding the longest? Chicago, Wisconsin, and Texas have been at it for a number of years

b. Bid Book Review (Dianna)

- June 9: Deadline for Bid Committee members responsible for Bid Requirements to individually email Advisory Council subcommittees (cc Dianna) for feedback on Bid Requirements

Hotels-A/V Committee (hotels@icypaa.org): Requirements 6, 7, 9 (as it relates to Hotels & A/V), 10
Finance Committee (finance@icypaa.org): Requirements 5, 8, 11
General Service Committee (service@icypaa.org): Requirements 3, 12
ICYPAA University Committee (icypaau@icypaa.org): Requirements 1, 4, 9 (content only)
Outreach Committee (outreach@icypaa.org): Requirements 2, 13, Additional Bid Suggestions

- The Committee went through each Bid Requirement to provide input and feedback to the responsible Committee member; changes included:
  o Requirement #1: Committee worked together to make additions and changes to the draft Concise Statement on Desire to Host
  o Requirement #2: Committee decided to add ages and current/recent service of members; Caroline to add
  o Requirement #3: Committee decided to add ideas for future as well as detail to current service projects; Jess to add
  o Requirement #4: Host structure will include Registration and Program chairs, more subcommittees and co-chairs
  o Requirement #5: Chelsea showed cash flow statements and a balance sheet for discussion, will ask any questions of Advisory
  o Requirement #8: Chelsea needs pre-conference event budget quote and program and registration needs in addition to hotel numbers
  o Requirement #9: Committee worked together to make additions and changes to the draft Program
  o Other requirements did not have substantial changes or were not yet submitted for review by committee
- Follow up: Send Dianna 2 panel names and explanation of discussion for Program

- Bid Presentation: Brian R. offered to come up with ideas for video or skit

c. Attendance: Brian D. no longer on committee, Brian R. offered to talk with John


10. Next meeting: Sunday, June 16, 2013 at 12 p.m. at 4021 Club

11. Meeting closed at 2:48 p.m. (EDT) with Responsibility Statement (Eric).