I. Opening prayer (Justin led with the Serenity Prayer)

II. Reading of Mission Statement (read by Jamie)

III. Introductions/roll call

Members present:
Carolyn (member-at-large)
Jess (Outreach Co-Chair)
Roma (A/V Liaison)
Justin (Prayer Chair)
Dianna (AV/Podcast recording Chair)
Caroline (Site Chair)
Kiera (new member; Correction and Treatment facilities Liaison)
Jamie (Treasurer)
Chelsea (Co-Chair)
Jeff (Transportation Chair)
Kelly (Events Chair)
Lauren (Fellowship Chair)
Maria (Merchandise Chair)
Christine (new member; Literature Chair)
Ryan (new member)
Sam (new member)
Bob (Outreach Chair)
Garrett (Bid Book Chair)
Leah (Co-Treasurer)
Saabi (Graphics Chair)
Jimmy (new member; Web Co-Chair)

Members absent:
Betsy (Chair)
Brian (Site Co-Chair)

IV. Secretary’s report (Chelsea, stand-in Secretary) - Chelsea read from last month’s minutes.

Motion to accept report, seconded and carried.

V. Treasurer’s report (Jamie, Treasurer)

- As of last month’s meeting we had a balance of $1,643.20
  $9 from 7th tradition at last meeting
  $49 for Weebly website
  $580.75 for shirts - paid
$269.91 for tshirts - sold/received
$50 for Feb. and March rent paid to Elaine (SEPIA)
$10 monthly bank fee to TD Bank
- New balance is $1,232.36

- Discussion re: requesting that TD Bank waive the monthly bank fee. Jamie will handle.

Motion to accept report, seconded and carried.

VI. Committee reports

A. Site (Caroline, Site Chair)

- Marriott- second draft of contract in place, being reviewed by director of sales. We have asked for a number of unusual concessions. Aug. 24-27 of 2017, and asked for Labor Day weekend 2018 dates to be held. Room rates are $189.00. Once concessions are ironed out, we can go back to them and try to negotiate lower room rates. We would have all of the largest and nicest ballroom spaces.

- Hershey Lodge- only other property in Eastern PA that could hold the entire event plus rooms in one facility. Sept. 7-10 of 2017. Date could pose a problem for college students especially…. other option would be to look at May 2017. Caroline asked for the committee’s feedback and discussion ensued. Main points are that it would put a lot of pressure on both advisory and host committees to be ready in time for May, but alternately the weekend after Labor Day would be very difficult for college students. Contract is in second draft- has been sent to advisory and they have provided feedback. They would like a cutoff date of one month in advance, penalties if we do not book a certain percentage and we are trying to negotiate that. Room rates are $159; working on making sure that includes up to 4 per room. Trying to negotiate when rooms are booked and when payment/deposits are due. They have asked for some strict guidelines on food and beverage. Asked for $25K up front for contract- needs to be negotiated.

- University of Pennsylvania was the last site of ICYPAA in 1976. Caroline is working on dates for the large auditorium and the two hotels that Penn runs. She will be working further with them to see if it is worth it to pursue a contract with them.

Motion to accept report, seconded and carried.

B. Web (Caroline, Web Chair)

- added logo, YPAA-THON flyer and the two levels of tickets connected to PayPal, and About Us section with mission statement
- need to update bylaws with "59th" instead of "58th" and mission statement but Word document is on different computer
- current stats: 240 unique visitors past week (733 past month, 5,336 past year),
Motion to accept report, seconded and carried.

C. Outreach (Bob, Outreach Chair)

- We were at Share-A-Day in Feb, EACYPAA- made some good connections, Chester County event last night.
- Upcoming events- South Jersey bid for EACYPAA event is on St. Patrick’s Day at Hope All Day Recovery Center, Cape May Round Up is April 8-10. Roma and Kelly went to that planning committee meeting and we signed up to take some shifts in the hospitality room- April 9, 3-4:30 PM.
- Chelsea asked whether we have looked into getting business cards for outreach tables, and Bob offered to order those.
- Jess mentioned getting the outreach service log saved into the Philly Bid shared Google drive and Chelsea gave guidance on how to do that.

Motion to accept report, seconded and carried.

D. Events (Kelly, Events Chair)

- YPAAthon May 21-22 from noon to noon. Since last report, the subcommittee decided on Pequea campground. Will have 7 pavilions plus grassy overflow area. Got note from NECYPAA about wanting to co-host. Would like to propose printing of flyers in color.

- Re. Spaghetti Dinner, Kelly decided against holding that event because of so many obstacles, but instead doing another D&B event- April 16 from 7-11 PM. Will have a whole new room- glass enclosed overlooking the river. Prices are the same as we have paid in the past. Date was discussed and Kelly agreed to look at alternative dates.

- Founder’s Day BBQ- Kelly needs to reach out to reserve June 11 at Smedley Park in Springfield.

- Kelly was contacted by NENYPAA (northeastern NY) to co-host an event with us.

Motion to accept report, seconded and carried.

E. Fellowship (Lauren, Fellowship Chair)

- Lauren wasn’t able to be at last meeting, but wanted to say that the retreat was a very successful event. We had an ICYPAA university webinar and spaghetti dinner last Sunday at Chelsea’s, the next one is on Easter, the one after that is on April 24. Chelsea agreed to host again as it is her anniversary.
- Looked into Escape the Room event, which would be $240 as a group. We would have to decide on a date and theme.

Motion to accept report, seconded and carried.

F. Book (Garrett, Bid Book Chair)

- Garrett reviewed the deadlines, including the new information provided on the February webinar: the deadline is now 60 days out from bid presentations (July, not August). He has updated the deadlines on Google Drive. The program subcommittee came up with ideas for the proposed conference program, including the pre-conference event, entertainment, etc. Next meeting will be March 19. Bangarang.

Motion to accept report, seconded and carried.

G. A/V (Roma, AV Chair)

- Roma explored a third company for A/V, and is awaiting the program decisions before moving forward.

Motion to accept report, seconded and carried.

H. Merchandise (Maria, Merchandise Chair)

- Maria reported on new vendor for shirts referred by Bob - great to work with and very reasonably priced. Bob has shirts in his car, Maria will get them and take an inventory.

Motion to accept report, seconded and carried.

I. Service update

- Caroline reported on Bridgeway school commitments - Roma and Justin spoke there on Feb 23, next commitment is on April 26 - Chelsea, Saabi, and Lauren expressed interest. They also invited us to their graduation ceremony in June.

- Justin spoke about the commitment and shared his experience.

VII. 7th Tradition - Basket passed.

VIII. Old business

A. Open positions

- Corrections and Treatment Facilities Liaison - Kiera stood for position and was voted in unanimously.
- Web Co-chair - Jimmy stood for position and was voted in unanimously.
- Literature chair - Christine stood for position and was voted in unanimously.

B. **New Saturday YP meeting** (Leah and Saabi, from 2/7 meeting)

Leah said that they went to visit a space in Mother Bethel around 6th and Lombard but still have to get in contact with them. Would like to have the bid committee host the meeting and discuss options for formats. Asked if anyone knows of a meeting that has been started.

**IX. New business**

A. Ordering business cards and flyers for outreach- liberty bell shape will be approximately $100 (vs. $30 for standard rectangle). Motion to set budget at $100 for business cards, seconded and carried.

B. Kelly needs $488.00 by April 1 for Pequea campground plus port-a-potty for YPAAtion. Questions arose about cost splits with co-hosts and profit sharing. We have agreed to cover all of the costs but we will also gain all of the profits. Cost of entry is $15 per person, $10 with 90 days or less. Will be asking co-hosts to contribute food and supplies. For D&B event, cost is $550.00 total; deposit is $275 when contract is signed. They will give us 50 power cards for $10 each. We sell those at $20 each. Motions made to approve costs, seconded and carried.

C. Garrett asked for reimbursement of $41 for banner that he made. Motion seconded and carried.

D. Kelly mentioned in her report printing YPAAtion flyers in color- would like to get approval to print a small amount. Caroline offered to print color copies for us to save on the cost.

E. Discussion about the new logo looking like a pot leaf. There has been outside feedback about it to committee members. When we looked at the logo in black and white, it did not seem like an issue. With green coloring, connection was made to Dr. Dre’s chronic 2001 album cover. Bob made a motion to change the color of the logo on the website, and Saabi will decide on best color. Motion was seconded and carried. We will discuss other modifications after current shirt inventory sells.

**X. Upcoming dates and announcements**

- Next ICYPAA University webinar: Sunday, March 27 @ 4pm (Session #5; BRs 1 and 7
- Roster & Tax Laws)
- Next bid committee meeting will be Sunday, April 3, 11am @ SEPIA
- South Jersey Bid for EACYPAA event 3/19 at Hope All Day Recovery Center
- Round Up in Cape May, April 8-10
- Chester County PENNCYPAA Bid Committee event 4/16

**XI. Closing** (Justin led group in the Lord’s Prayer)