1. Attendance
Betsy - Chair
Chelsea - Co-chair
Roma - AV Chair
Caroline - Site Chair
Jamie - Treasurer
Bob - Outreach Chair
Saabi - Graphics Chair
Kevin - Services Chair
Jilly - Secretary
Maria - Merchandise Chair
Kelly - Events Chair

2. Opened with serenity prayer

3. Chelsea read mission statement

4. Betsy gave committee an overview of today’s agenda and a reminder about the advisory webinar tonight at 5:00pm

5. Chelsea read the secretary’s report from the May meeting. Minutes unanimously accepted

6. Treasurer’s report - Jamie
   - Jamie and Kelly haven’t been able to meet up to go over account balances, so no update on the numbers
   - Tax research for book bid requirement has been sent to advisory with positive feedback
   - Report unanimously accepted.

7. Site report - Caroline
   - Advisory gave feedback about negotiations with Hershey Lodge
     - Caroline listed suggestions she received in the feedback that she thought were helpful: 1. any set of terms that could leave us on the hook for money are the first priority
     2. prioritize anything requiring or forcing us to owe money such as food and beverage
     3. talked about what makes a good hotel chair and what Caroline could do to improve the relationship with sales rep
     4. set clear expectations on bidding process
     5. important to convey that viable hotel contracts that are ready to sign are rated highly in their selection criteria
     6. host city will be integral part in picking the hotel
     7. make sure dates are good 60 days from the conference
   - Caroline will be in touch with hotels this upcoming week
   - Report unanimously accepted.
8. **Outreach report** - Bob
   - Bob updated google doc calendar previously and will update it as things come up, and gave committee permission to add events to calendar as well
   - Events mentioned:
     - Saturday, June 11, 2016 from 10am - 3pm Kickball Tournament at Hope Lutheran Church at 240 S. 8th St. Tatamy with Bethlehem Bid for PPA
     - Wednesday, June 15, 2016 at 7:30pm York Bid Committee for PPA Speak Easy at St. Paul’s Lutheran Church at 25 W. Springettsbury Ave, York, PA
     - Saturday, June 4, 2016 at 6:30pm South Jers Eacypaa “Lip Sync Battle” at 45 Mills St. Mays Landing, NJ at the Hope All Day Recovery Center
   - Report unanimously accepted.

10. **Events report** - Chelsea read for Kelly
    - No longer doing Founders Day BBQ
    - YPAATHON update - great outcome! overall around 115 people attended
      - Jamie and Kelly will come up with numbers to release to committees
    - Kelly currently working on beach event in late July/early August with CAYPAA and South Jerz Bid EACYPAA. Kelly is working with their Events chair to likely include a beach volleyball tournament and hot dogs
    - Report unanimously accepted.

11. **Fellowship report** - none

12. **Graphics report** - Saabi
    - Saabi showed us the new idea for Phillybid logo
      - showed us program logo for 59th ICYPAA
      - showed us idea for a lanyard
      - ideas and suggestions were discussed
    - Report unanimously accepted.

12. **Bid book report** - none

13. **AV report** - Roma
    - EACYPAA streaming
      - Roma has a meeting with 5th dimension on Friday
      - Roma mentioned streaming on our own, but we need to find someone tech savvy who will be able to help us do it
      - Alex H. was nominated to help with this; will contact him
- Roma still needs new program information to finalize proposals
- Report unanimously accepted.

14. **Merchandise report** - Maria
- Started out with 108 shirts, now down to approximately 62 shirts
- The plan was once we were done this batch, new shirts would be ordered.
  - Because the remaining shirts will probably not be sold, Maria suggested to move forward with this and buy new and different colored shirts, or water bottles, and buttons etc.
- Maria will find pricing for other merchandise [ie for water bottles]
- Report unanimously accepted.

15. **Transportation report** - none

16. **Literature report** - none

17. **Service Chair** - Kevin
- Kevin mentioned a speaker is needed for a commitment at 8pm on June 6, 2016 at Collingswood, NJ
- Caroline invited us to Bridge Way School’s graduation at 11am on June 10, 2016 in Roxborough at the school.
- Report unanimously accepted.

17. **Old business** - Update on bid book requirements:
- BR #1 Jilly: currently being worked on
- BR #2 Jamie: financial statement books will be closed soon; will accrue/account for service splits, bidbook printing expenses, and conference merch giveaways
- BR #3 Caroline: Jess and Bob will share their service info with Caroline; Caroline has worked on the Google calendar with highlights
- BR #4 and #5 Chelsea: currently working on bylaws
- BR #6 Betsy: currently being worked on
- BR #7 Jamie: Tax research is completed, but will go over again
- BR #8 Saabi: will make changes committee has talked about and will send it out to advisory
- BR #9: Betsy reiterated that each person doing a BR should have a cleaned up final draft for the committee to put together before sending to Advisory. It will be a group/team effort after each individual gets their part of the BR done
- BR #10 Jamie and Leah: currently being worked on
- BR #11 Caroline: currently being worked on
- BR #12 Roma: currently being worked on
Letters of recommendation mentioned: Caroline offered to request these letters from people like was done last year; plan to mention in new business at the next business meeting

18. **New business** - none

19. Meeting closed with I am Responsible - closed at 12:19pm