Philadelphia Bid Committee for the 59th ICYPAA  
Meeting Minutes  
Sunday, November 1, 2015 - 11am

I. Opening prayer - Responsibility pledge

II. Introductions/roll call

Members present:
Betsy M., Chair
Chelsea C., Co-chair
Garrett G., Bid book chair
Bob L., Outreach chair
Jess R., Outreach co-chair
Lauren, Fellowship chair
Caroline N., Web chair
Justin, Prayer chair
Kelly F., Events chair
Monica, Co-events chair
Jenny, Service chair
Jamie S., Treasurer
Leah, Co-Treasurer
Saabi M., Graphics chair
Roma S., A/V Liaison
Liz E., Member-at-large
Ashley A., Member-at-large
Liz F., Member-at-large
Ryan B., Member-at-large
Jake B., Member-at-large

Members absent:
Brian R., Site chair
Maria N., Merchandise chair

III. Secretary’s report - Chelsea read results of 10/4/15 elections.

IV. Treasurer’s report - Chelsea provided brief update of treasury balance from prior year treasurer ($500 prudent reserve is in PayPal account).

V. 7th Tradition - Basket passed.

VI. Old business

A. Open positions - Betsy read position descriptions:
   1. Treasurer - Jamie stood for position and was voted in unanimously
   2. Secretary - Remains open
   3. Web chair - Caroline stood for position and was voted in unanimously
4. Bid presentation chair - Remains open
5. Graphics chair - Saabi stood for position and was voted in unanimously
6. Transportation chair - Remains open
7. Podcast/video/recording chair - Remains open
8. Co-chair and liaison positions
   - Leah stood for Co-Treasurer and was voted in unanimously
   - Monica stood for Co-Events and was voted in unanimously

VII. New business
   A. Upcoming business meetings
      1. Betsy proposed a new time and location for meetings. We previously met on the first Sunday of every month at noon at 4021 Club in West Philly, but this location is no longer a good fit for us. Chelsea made motion to meet on the first Sunday of every month at SEPIA (444 N. 3rd St., Phila) at 11am, until 3 months out from the 58th ICYPAA when we will start meeting twice per month. Motion was seconded and carried.
      2. A question was raised about SEPIA’s rent charges. Betsy relayed that SEPIA has agreed that whatever we collect from 7th Tradition is sufficient for rent (to be capped at $25).

   B. Proposed amendments to Bylaws (Sections I and VII(B)(1) - mission statement and meeting agenda outline)
      1. Betsy handed out a draft of a revised Mission Statement and discussed the importance of reading it at the beginning of each meeting, so that everyone - especially newcomers - understands what the committee is working on/toward. Opened to committee discussion. Kelly and Garrett brought up that it might be too long. Garrett suggested removing the third paragraph of the draft. Betsy read the statement aloud. Jamie offered that perhaps the last paragraph is unnecessary. Lauren likes the statement as is. Caroline suggested some edits. Garrett made a motion to revise the Mission Statement as written with Caroline’s edits. Motion was seconded and carried.
      2. Roma made a motion that the Graphics subcommittee make visual of mission statement/helpful info for committee newcomers. Motion was seconded and carried.
      3. Chelsea made motion that we amend the section of the bylaws that lists our meeting agenda to read the mission statement at each meeting after the opening prayer. Motion was seconded and carried.

   C. Putting together our bid package
      1. Garrett read the ICYPAA Bid Requirements to the group and explained the process of the bid itself. Garrett also distributed a schedule of ICYPAA University webinars and talked about the importance of attending these. Caroline brought up the idea of letters of support in our bid book.
      2. Jamie made a motion to discuss, as old business, status of bid book requirements at each meeting. Motion was seconded and carried.

   D. Events (Kelly, Events chair)
      1. Center City Young People’s group is hosting a New Year’s Eve event
and Kelly suggested that we collaborate with them on that event. CCYP event committee chairs Ashley, Liz E., and Liz F. were present. Ashley explained the event plans so far. Garrett made a motion to co-host the event with CCYP and split net profits 50/50 pending CCYP’s group conscience on that arrangement. The motion was seconded and carried. Caroline made a motion that we elect our Events chair, Events co-chair, and Treasurer (Kelly, Monica, and Jamie, respectively) to sit in with the CCYP event planning committee. Motion was seconded and carried.

E. Annual bid committee sober retreat planning (Lauren, Fellowship chair)  
1. Betsy introduced what our retreats have been like in the past and opened discussion to schedule dates. Betsy also offered her house as a location. Lauren made a motion to hold the retreat on February 6-7. Motion was seconded and carried.

   2. Lauren would also like to plan a way to celebrate everyone’s anniversaries.

F. Theme -> Graphic -> Merchandise - To get started, Caroline suggested that between now and next meeting we all think of theme suggestions to bring back and vote on; she also read off theme ideas from last year.

G. P.O. Box - Jamie will look into setting up/renewing it this week.

H. Service project(s) update (Jenny, Service chair)  
1. Jenny met with Caroline to get up to speed on prior years’ service projects and committee efforts
   2. Encouraged everyone to get in service at General Service and Intergroup levels
   3. With holidays coming up, there are some alcathon meetings scheduled that provide opportunities to get in service
   4. Toys for Tots and Gift of Life Family House service ideas - Discussion on how these projects would align with our primary purpose
   5. Ryan (CPC Director) brought up CPC commitments and invited the committee to the next CPC meeting, 11/2/15 at SEPIA at 7pm.

I. Outreach update (Bob, Outreach chair)  
1. Second annual YPAA Share-a-Day was 10/17/15; some bid committee members were present and it was a nice event.
   2. EPGSA Assembly in Lancaster coming up (see below)
   3. South Jersey EACYPAA bid committee event coming up (see below); Bob is speaking at this event. The event coordinators are also looking for one more female speaker.
   4. Caroline suggested creating a flyer to outreach our new business meeting schedule. Saabi and Bob will work on creating this for distribution.

J. Website update (Caroline, Web chair)  
1. The website has most up-to-date information on it and Caroline has also update the YPAA meeting page (which is the part of the website that receives the
most traffic) to include meetings that had not previously been included. We received 464 hits in the past month!

K. Any other new business?
   1. Justin asked if we could review last year’s IGR at our next bid committee meeting. Chelsea will bring a copy of this for everyone to review at our next meeting. Caroline brought up that one of the main pieces of feedback from last year was that some bid requirements were not submitted to Advisory for feedback. Discussed the importance of communication with Advisory and submitting bid requirements for feedback prior to bid book submission.

VIII. Upcoming dates and announcements
   - Next CPC meeting - November 2 @ 7pm at SEPIA
   - November 13-15 - EPGSA Convention & Assembly, Lancaster, PA
   - November 14 - South Jersey EACYPAA Bid Committee Game Night, Egg Harbor City, NJ
   - Next ICYPAA University webinar: Sunday, November 22
   - Next bid committee meeting will be Sunday, December 6 @ 11am at SEPIA
   - February 19-21 - EACYPAA in NYC; visit http://eacypaanyc.org

IX. Closing - Justin led the group in a prayer.