ESCYPAA ADVISORY MINUTES 6/27/16

Present Martial Billy Rob Jamie KC Jon J Danielle Kristin Lisa John M Nick Andy Will

Absent Maya

Excused

Reports

Chair Martial Z

Co chair Billy

Host Budget Discussion

June 16, 2016

On call: Martial (A), Billy (A), Mike R (H), Chris C (H), Will G (A), Jon J (A), Rich (H), Kyle (H)

This was an open discussion on the current, approved Host 3 Budget. It was not a formal meeting of either Advisory or Host. The following is a brief summation of discussion points. Names have been omitted from discussion points.

* This budget has been approved, save for the accessibility and hospitality budgets (approximately $2400).
* This budget is a depiction of Host’s current conscience, is felt to be achievable, and although high, is still a reduction in many areas.
* Income is very event-based. This is recognized as an issue but the hotel costs are very high this year. Event income is all historically based; high number of current registrations (almost 400) and attrition rate is almost filled (about 35 room nights to go): should be able to renegotiate parts of contract with hotel down in the near future.
* Income is also dependant on 15-20% more registered attendees at the door, keeping in mind that Host already has the money for many scholarships.
* Of the total budget, approximately $39,220 still needed to be spent. $10,400 in the bank. So total of $28,820 is still needed between now and the convention.
* Concerns about ability of many committees to raise that kind of money in a relatively short time were brought up. 8 months have passed and there are 4 more months so the average monthly intake would need to jet way up but at the same time it is difficult to compare events like the holiday party to events like the boat cruise, etc.
* Ideas on lowering expenses were discussed:
  + More events (co-hosting helps relieve financial pressure and is also a good way to get registrations and outreach the convention)
  + Bare bones budget to see exactly what is vital to host the convention
  + Once room block is filled, reopen negotiations with the hotel
  + Emails to all registrants encouraging booking hotel
  + 501C3, optimistically on schedule to allow for tax exemption for convention
* ESCY 2 registrations slowed dramatically at about 350. How can we do this as a team? #BRINGtheENERGY
* Unity and Outreach- Vital for a successful convention. “Get in the car.” Close to half of the committee left when it was decided to hold a recovery AA meeting instead of a Host business meeting. This was recently after an inventory had been taken. What can we take from this? How can we better serve each other? AA? God?
* Closing remarks: Let’s stay in touch; communication is key. Suggestions on ways to lower expenses, ways to increase income, ways Advisory can better serve Host and the convention are all welcome.

Treasurer Jaime C

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Money In/Out** | | **Balance** | | **Payor/Payee** | | **Description** | | **Notes** |
| 4/2/2016 | | 390 | | 6117.69 | | Mike R. | | Reimbursement from NYSIW | |  |  |
| 4/30/2016 | | -50 | | 6067.69 | | Michael | | Moments play | | Cash - no receipt |  |
| 4/30/2016 | | -50 | | 6017.69 | | Mid Year DJ | |  | | Cash - no receipt |  |
| 4/30/2016 | | -61 | | 5956.69 | | Mid Year Speaker Michael | | Travel money | | Motion made at the event |  |
| 4/30/2016 | | -238.55 | | 5718.14 | | Walmart | | food, supplies, for event | | Expenses total 628.55. Income 564.01. Total loss:64.54 |  |
| 4/30/2016 | | -54 | | 5664.14 | | Sound Source Inc. | | Speakers Mid Year Event A/V | | Debit card transaction |  |
| 4/30/2016 | | 564.01 | | 6228.15 | | Mid Year Event Attendees | | Suggested donations | | Cash not deposited $164.46 |  |
| 6/13/16 | | -175 | | 6053.15 | | Church | | Church's fee | | Check mailed |  |
| 6/9/16Pending | | -30.49 | | 6022.66 | | ProFlowers | | Petty Cash expenses | | Needs to be reimbursed to Maya GP |  |

Secretary Rob M

Sent out some more emails regarding non-profit status, took care of correcting our address with the state

Hotel KC           

Host Committee

* Currently 154 room nights have been booked
* Working with Kyle to start looking into negotiations and what our options are - no update as of tonight (Sunday)

NENYYPAA

* Spoke with Jeff regarding the Marriott contract
  + Ballroom and breakout rooms are down to $3000.00 as long as the room block is filled
  + $1000.00 F&B
* He is very excited about this negotiation and anticipates using this contract with the other hotels to help him negotiate prices

STCYPAA

* Was able to get the updates Holiday Inn contract from Rob and spoke to Dan yesterday for clarity
  + Room rate currently at $119.00/night
  + Ballroom and breakout spaces currently costing $5850 but will be reduced 25% with full room block
  + Strange clause requesting room reservation charges of one nights stay - asked Dan to see if he could negotiate this out of the contract
* Doubletree room rates are higher at $139.00/night
  + Asked Dan if this was negotiable and he was pretty certain they will not budge
  + May be due to the fact that according to the contract, if the room block is filled, there is no charge for the banquet space or breakouts
  + I asked Dan about this because I wasn't sure if I was reading it correctly and he did confirm that information was accurate
* I still need to finish reading the third contract from the Treadway

Buffalo Bid

* No update - I need to reach out to Lior

Outreach Jon J

I have discontinued the outreach conference calls. We were getting such poor participation it wasn't worth it to do it anymore. I'm in talks with the eacypaa outreach chair for host and advisory to get some tips. I don't know how to get people to participate more right now. The outreach stuff for alot of these committees is in shambles.

I'm also reaching out to committee chairs to get them on a conference call.

Outside of that I don't have anything to report

Website John M

Added a link for the ROCYPAA page

Business research Nick M

continuing to work on events and outreach. Nothing new to report at this time

Archives Maya G

Albany Liaison Daniele H

Heard from Jeff about the NENYYPAA contract, will be meeting up soon to go over more of the requirements.

Binghampton Liaison Rob M

Nothing new to report

Rockland Liaison Kristin F

Nothing new to report

Buffalo Liaison Nick M

Nothing new to report

ADK Lisa C

ADK campout is cancelled for this summer

Potsdam Andy C

Nothing new to report

Old business

Banking/corporation info

Outreach call for ESCYPAA host where are we with it?

Jon J called most chairpersons from around the state one on one to regroup and set up a new call about Host and outreach and unity efforts – this Friday at 7:30

Martial: we are looking to get these committees to all do outreach for host, getting more preregs, asking for help. Talk about cohosting events with ESCYPAA III.

Jon: What kind of help are we looking for? A task at hand, showing the importance?

Martial: We need preregs, and make sure they are filling hotel rooms. Its tough to get a buzz for a convention when the host isn’t doing much about it.

Discussion:

Billy: I don’t have much else to offer, getting the chairs to commit to filling a liaison outreach position for host so we can take ownership. Get it to sink in that it is a statewide convention, whatever happens in LI this year affects the whole state.

Jamie: Nothing at the moment

Rob: When we are announcing this let’s try to be excited about it.

KC: Can we get a flyer made for the prereg contest?

Jon J: Who is orchestrating the contest? Us or Host?

Will: It should be host?

Jon J: Are we including choice in order of bid presentation?

Rob: That was brought up, but I don’t think we ever voted on it.

Jon: I would like to bring that up as a motion in new business

Martial: We can tie that in with a motion for the flyer

Jon: In my reaching out efforts I’ve tried to stress the importance of getting in a car.

Rob: Should we be looking at whether or not we should be finalizing non-profit right now in terms of our financial situation

Jon: What happens if we need to take over? When does that happen? How much do we really step in?

Martial: All the people I have talked to are from ICYPAA advisory and they haven’t had to do it in a long time. The most experience I’ve gotten is taking the convention and moving it, or taking it and throwing it

Will: I don’t think we can really afford to move it with such little time left.

Martial: Before we even discuss what we would do, we have to talk with the other ypaas.

Will: We were just crunching boat cruise numbers, we are a little behind, we can help push that as well.

Martial: We will revisit this on August 8th. Does anyone think that’s too long to wait

KC: I can’t sit here and say how much time is too much time or too little, I don’t have that experience.

Nick: We should exercise extreme prudence in terms of taking this over. It’s a last resort. What would it do to the unity across the state if we took this over

Billy: I completely agree with Nick. I think we could do some more financial management, maybe take money out periodically as they bring it in to make sure we can pay for the hotel

Martial: Currently the only people who have access to that account are me Jamie and Chris

John: I completely agree with Nick and Billy. Maybe we can talk to Chris directly and have her bring the gravity of the budget to the committees attention. Taking the convention over at this point is fear-based. It’s a valid fear but taking the convention over at this point could kill it. I got an email from Pete who was involved in the last NYS YPAA convention. Maybe he could come and give a little history to the host committee. Talk about how the last convention died. His personal experience might be what they need to wake up.

Martial: Lets get back to discussing how we can ask the other ypaas to help us. John could you please forward that email to the rest of our committee.

Will: When we talk to these other chairs, lets try to get them pumped up and tell them we need help with making this the biggest ESCYPAA to date. Walking around talking to people one on one getting people excited has always been more effective in my experience.

Andy: Will really touched on that we need to be excited about this

Martial: KC can you reach out to the hotel about sales trends

Will: They elected a new hotel cochair who is really excited Elsie

501-c3

We currently will still have to pay somewhere between 1500 and 2000

They will save about 1400 on the hotel

New business

KC : Motions to create a flyer to outreach the preregistration contest, including preferred seating and the bid skit order

Seconded by Billy

YES IIIII IIIII

Passes unanimously

Jon J volunteered to make the flyer

Keep in mind a good timeframe to when we really start asking for help

Will: We can use everyones help for outreach for the boat party

Upcoming events