

# ESCYPAA Advisory Meeting | 12/16/2017

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*In Attendance: Billy, KC, Sarah, Carolyn, Mercedes, Jenna, Danielle, Braden, Martial, John M., Jon, Dana, Andy, Bobby*

*Absent: Casey, Lisa, Meg, Chris, Jenna, Kristin, Lisa, Courtney*

## Meeting called to order at 4:35pm

### I. Chair Reports

#### Chair [Billy]:

- The next call will be January 8 because of Christmas; there may be another call before that regarding the hotel contract.
- January 13: ROCYPAA and SYRYPAA elections; Billy, KC, & Andy will be at ROCYPAA. Lots of other Advisory members will be at SYRYPAA.
- I have not had time to draft a letter to Host IV regarding disbursements.
- Walked through the hotel this morning; Krysta is fabulous, the hotel is gorgeous.

#### Co-Chair [KC]:

- Sent out edited ESCYPAA V host committee bylaws.
- Worked with Rob, Wiggums, and Billy about hotel stuff
- Planning on going to ROCYPAA; will depend on what date they move it to.
- Need a list of newly elected STCYPAA trusted servants

#### Treasurer [Jenna]:

<b>12/16/17</b>	WF Host 1 Account 6793	ESCYPAA 4	\$745.38	<b>12/16/17</b> <b>7</b>	CB Host 1 Account 8083	ESCYPAA 4	\$14,474.0 4	ESCYPAA 4 Total	\$15,219.4 2
	WF Host 2 Account 1429	ESCYPAA 3	Closed 10/12/17		CB Host 2 Account 7990	ESCYPAA 5	\$211.75		
	WF Main Account 1486	Advisory	\$2,709.03		CB Main Account 8075	Advisory	\$224.00	Advisory Total	\$2,933.03
	WF Total		\$3,454.41		CB Total		\$14,909.7 9	WF Total & CB Total	\$18,364.2 0

**Motion to accept Treasurer's Report [Bobby, seconded by Jon J.]. All in favor.**

#### Secretary [Dana]:

- There is now an ESCYPAA Advisory Google Drive for fliers, contact info, hotel contracts, etc. Everything from previous years should go into the Archives folder.
- Question about creating a general ESCYPAA email address. Discussion: There IS a webmaster account; maybe this could be set up to forward to someone specific.

**Motion to accept Secretary's report [John M., seconded by KC]. All in favor.**

**Hotel [John M.]:**

- Not many updates to the hotel contract since the last email; only changes were adding the Directors and Executive Board rooms which we saw today on our walk through. These will be good rooms for Host to use as a Merch / Treasury safe rooms, as well as a quiet room for host.
- There is a possible change that we will be able to have our payment schedule be 50% deposit 30 days out, and the final remained the final day of the convention. Krysta will check with accounts on Monday to make sure. She will be sending a final contract once she speaks to them.
- As for our other requests, they were either accepted or explained why they weren't possible.

**Outreach [Danielle]:**

- John is the new Outreach Chair for HVYPAA.
- I have lists from LICYPAA and NYCYPAA of all their positions & contact information.
- NENYYPAA has their elections / Extravaganza on January 6.
- ROCYPAA & SYRYPAA elections – both scheduled for January 13. This may change.
- No word from WORCYPAA.
- I'm going to start outreach calls soon once everything got going with the committees.

**Archives [Chris]:** Absent, no report.

**Web [Kristin]:** Absent, no report.

**Prayer / Unity [Meg]:**

II. Elections

**Motion that Alternates vote [Martial, seconded by Bobby]. All in favor.**

a. Bid City Liaisons

HVYPAA - Round 1: Bobby (4), Carolyn (0), **Sarah (10)**

STCYPAA - Round 1: Carolyn (4), Bobby (2), Braden (8) | Round 2: Carolyn (4), Bobby (0), **Braden (10)**

ROCYPAA - **Bobby**

NYCYPAA - Round 1: Carolyn (8), Casey (1), Andy (5) | Round 2: **Carolyn (10)**, Casey (0), Andy (4)

SYRYPAA - Round 1: Jon (5), Andy (9) | Jon (4), **Andy (10)**

WORCYPAA - **Jon J.**

b. Alternates

Alternate 4 - Round 1: Carolyn (2), Sarah (2), Courtney (9), Casey (1) | Round 2: Carolyn (1), Sarah (0), **Courtney (12)**, Casey (1)

Alternate 5 - Round 1: Carolyn (6), Sarah (6), Casey (2) | Round 2: Carolyn (6), Sarah (7), Casey (1) | Round 3: Carolyn (4), **Sarah (10)**

Alternate 6 - **Carolyn (12)**, Casey (2)

III. Old Business

- a. Banner ad hoc: Bobby expressed interest in joining the ad hoc. The ad hoc committee will reach out to bid cities about helping create a graphic.
- b. Non-discrimination Policy ad hoc

**Motion to strike non-discrimination policy ad hoc from the table [Jon J., Danielle]. All in favor.**

#### IV. New Business

- a. Advisory budget [Jenna] – ***see attached budget spreadsheet***

Discussion of including cost for accounting fees in the budget. How much would it be? Martial & KC will reach out to their respective accountant peeps regarding possible costs for three years' worth of filing.

- b. Hotel [John M]: **Motion to approve signing the hotel contract as it stands with the caveat that if they are willing to update the payment schedule, that is also approved. [Seconded by Jon J.]**

#### Discussion

- Bobby: What was the reason behind the 7-day cutoff for room booking?
- John M.: Their standard cutoff is 14 days. There is no penalty for having it, because after that cutoff the room price does not increase. Any rooms added after that date count towards our attrition, and go towards our 1:30 comped rooms.
- Is anything else happening in Buffalo that weekend which would fill the room nights?
- Martial: We could ask them if we haven't hit attrition by that Sunday and if the rest of the hotel rooms are sold out and there's no way for us to hit attrition, if they would consider that at that point.

**Vote: 10 in favor; 3 opposed; 1 abstention**

Minority opinion:

- What if the payment schedule is not approved?
- I'm concerned with the attrition situation and the 7-day cutoff. I'd like more definitive answers about what will happen if we don't hit our room block before that cutoff and the rest of the rooms sell out and we end up being responsible for paying for those room.

**Was anyone swayed? YES; discussion reopened.**

**2<sup>nd</sup> Vote: 1 in favor; 12 opposed; 1 abstentions**

John M.: Can we schedule an emergency call for next week to discuss this further? We have until December 26 to sign this contract. I will reach out to Krysta about this ASAP.

**Meeting adjourned at 6:30pm**