

ESCYPAA Advisory Call | 6/25/18

Present: Billy, KC, Jenna, Dana, John M., Danielle, Chris, Maya, Martial, Jamie, Jon J., Bobby, Andy, Lisa, Braden, Carolyn
Absent: Kristin, Meg, Mercedes, Courtney [excused], Sarah, Casey

Meeting called to order at 9:20pm

I. CHAIR REPORTS

Chair [Billy]:

- Midyear: Great to see everyone who was there, thanks for coming!
 - I have a tee shirt from NYSCYPAA which will go into the Archives
 - I have \$395.75 cash to deposit from the Midyear.
 - NYCYPAA and SYRYPAA are not bidding, so we're looking at 4 bids so far at ESCYPAA V.
- Talk to Rob M. - they are voting on their budget this Sunday coming up (July 1). We can review and discuss this on our next call.
- Bid Liaison call last week was phenomenal.
- Thank you so much to Danielle for the midyear and the YPAA panel in Utica!
- Only 7 more conference calls until ESCYPAA V!

Co-Chair [KC]:

- i. Host: Chicken Wing Cookoff this weekend
- ii. Bid City Liaison call: went over requirements 3 & 4. Next call is July 17 (Tuesday) at 9:15pm. Everyone can join, not just liaisons.
- iii. ROCYPAA is holding a group inventory in two weeks and the moderator reached out to me.

Treasurer [Jenna]:

6/25/18	CB Host 1 Account 8083	ESCYPAA 4	\$1,842.10
	CB Host 2 Account 7990	ESCYPAA 5	\$4,657.47
	CB Main Account 8075	Advisory	\$6,108.24
	CB Total		\$12,607.98

- Working to get disbursement checks out to NENYYPAA, District 2, and District 14.
- I have no status update on budgets for ESCY5, I will reach out to Crystal and hopefully have an update when I am on the call.
- Midyear financial break down:
Budget: \$500
Used budget: \$343.26
Left over: \$156.74
Profit: \$239.01

Secretary [Dana]:

- Sunflower Acres campout was amazing, got to talk to lots of STCYPAA and ROCYPAA people.
- **Motion to approve the Advisory minutes from June 16, 2018 [Dana, Bobby]. All in favor.**

Hotel [John M.]:

- HVYPAA: Johnny sent me the contracts for the Villa Roma and Honors Haven. I have attached both contracts for your perusal.
- STYCYPAA: Logan and I chatted on Monday and Friday. The Holiday Inn was looking for this year's contract and numbers from Albany, as they are going to try to match Buffalo's contract if possible. I sent him the contract and left a VM for the event manager at the Red Line Inn (No longer a Radisson) to get the numbers. We chatted a bunch on how to utilize the hotel in Corning and the school (about a mile down the road), as they are both very eager to work with us, but the hotel doesn't have a ballroom that would fit us. He should have the preliminary contracts (first and second weekends in Nov.) from the Holiday Inn soon. He is also going to look into possibly working with another hotel in Binghamton and Binghamton University, as that hotel does not have convention space.
- WORCYPAA: CB and I have been playing phone tag this week, I am going to try to get ahold of her in the next few days to go over everything.
- Questions & answers regarding emailed Hotels report:

Honor's Heaven

- 1.) Does the ballroom only hold 800 people? - **I am not positive, but I believe so.**
- 2.) If we book all 300 rooms does that really mean we don't have to pay for space rental? - **Yes, it does. There is no attrition, just a higher percentage off the space rental the more rooms we book.**
- 3.) What is the difference between the "Individual Bill portion" and the "Master Bill Portion"? They both have difference balance amounts. - **Master bill is what we are on the hook for, Individual is the total for attendees, that is why they are different \$ amounts.**
- 4.) I don't see anything about attrition, payment schedule, coffee prices, hospitality locations and rules, or comped rooms. Are these just prelim proposals and more is to come? - **If I remember correctly, we will have the place to ourselves as they will be closed for the season, so for Hospitality we will have our choice of rooms. There is no attrition. I am not sure about the payment schedule, but as the bill changes depending on the rooms that we book, I believe that it will be a down payment with the balance due after the convention, but I will verify with Jason. I will ask him about Hospitality rules (i.e. Coffee and hot meals), coffee prices, and comped rooms**

Villa Roma

- 1.) It looks like after gratuity and taxes the rooms are going to end up costing each guest about 150\$? - **Correct.**
- 2.) Do we have any coffee station details? Where and when we can serve it? Who will be responsible for making it? - **This would be up to advisory/host. This is just saying that we can have multiple stations and the cost is \$20/gallon (which is honestly just about the cheapest I have ever seen it). The staff would be making it, as we are paying tax and per gallon. I have never seen them charge for us making the coffee ourselves, either a cost per gallon, or they let us make it ourselves.**
- 3.) This looks to say that EACH outreach table will cost us 25\$? - **That is correct, but I think that we can negotiate this down or get rid of it.**
- 4.) The contract mentions the hotel providing a DJ but with no cost attached. I imagine this isn't free - **In fact it is free. They will provide a DJ and all A/V equipment at no additional cost, should we wish to utilize that service. Johnny told me that at the mid-year.**
- 5.) There is a room reservations deposit of 100\$. If we go with that we would have to be sure to tell our guests. Most of the time we boast that there is no charge on reservation. - **That's true, but I will mention that to Jason and see if he can get it down or negated.**
- 6.) Missing information mentioned in the first contract. - **Not sure what you are referring to.**

Outreach [Danielle H.]:

- I just want to thank everyone who helped with the Midyear event!! Billy has the money and receipts from event. Thanks Meg for the unity thing!
- We have an Outreach call this Wednesday at 9pm.
- I also heard from Charles- WORCY Events Chair over the weekend and I need to return that call.
- For you locals... Wiggums is celebrating tomorrow tonight and ya'll should come!

Archives [Chris]:

- Nothing to report.

Website [Kristin]:

- *Absent; no report.*

Prayer / Unity [Meg]:

- *Absent; no report.*

HVYPAA Liaison [Sarah]:

- *Absent; no report.*
- From Jamie: HVYPAA is doing well; we had a unity event this past weekend at Villa Roma so new members could see the facility and learn more about what it would be like to bid for the convention.
 - They're meeting weekly until the bonfire.
 - Stepping up their outreach, supporting each other when they celebrate, etc.

STCYPAA [Braden]:

- Haven't had a lot of contact with STCYPAA, which I talked about on the Bid City Liaison call. I've heard they're doing well and I will keep trying to reach out to the people I don't talk to a lot.
- Jeff T. did contact me the other day and wants to keep in contact as they build their bid package.

ROCYPAA [Bobby]:

- Midyear was awesome and a great experience.
- Trying to foster more contact with the ROCYPAA members.
- Talked to Jess B. (Host Program Chair) about deejays and programming bizness.

NYCYPAA [Carolyn]:

- HI Y'ALL! Contact has been better with NYCYPAA but still shaky. Trying to get more information about the Unity Day boat cruise.
- There seems to be a lot of disunity and disorganization.

SYRYPAA [Andy]:

- Spoke to Kelsey and some others this past week. Talked to them about a group inventory, kind of an ask-it basket with questions submitted ahead of time. They proposed doing this on July 15, which is the LICYPAA Luau. If anyone is not going to that and could join me, that would be great.
 - Discussion: why hold an event on the same day as an annual event?
 - Will discuss changing the date with them that possibly more Advisory members can attend and so more members of SYRYPAA can possibly attend the Boat Cruise & Luau.
- Movie night on July 21! No flier yet.

- Slightly heated Facebook debate about non-AA related material being posted on their pages.
- Working on group unity right now and trying to plan a group unity night.

WORCYPAA [Jon J.]:

- I've talked to Sophia, Nico, Charles, and Jessica. Everything with WORCYPAA is going really well; it seems kind of funny having a new bid committee without any major problems. They've called me with lots of questions about the bylaws, cohosting events, and how to best represent themselves in local intergroups.
- Jessica told me that their meetings are going for about an hour and after that hour people get a little squirrely.
- I'm a little concerned that they only elected a hotel chair 4 months out.
- They've expressed concern about a committee member not being as involved as they think this person should be for the position they hold.
- I asked Jessica to reply to a couple question that I think are standard but pertinent so that we can get to know more of the committee dynamic better. This is her response to my questions...

Me: How you guys are doing, what you're working on, and changes in the last couple weeks?

- We are going well, attendance at meeting have been consistent. We had 3 new people last night and 1 person come back that hadn't been to worcypaa since elections. We FINALLY voted on a logo! So we plan on updating all our platforms: website, facebook and flyer. Nico, outreach chair, got approved for reimbursement up to \$50 to print flyers to help outreach in all 3 counties. He is working on a subcommittee. Last night, someone was nominated for 12 step call chair, new guy names Mitch that came to Utica with us and wanted to get involved. We are still working on BYLAWS- very slow process but everyone is aware that it needs to be done soon! From now on we are going to be meeting weekly to finish them up.

Me: Fun or challenging things that have happened?

- Fun- we are doing unity activities on a weekly basis if not more. Eric our unity chair is having bonfires at his house multiple times a week and always makes sure to invite everyone via the whatsapp group. We are also going to meetings together, and some of us have been supporting local YP meetings.
- Challenges- BYLAWS. The structure of our business meeting and how things are voted on. Are bylaws aren't clear. I, as chair, don't always know what the right thing to do is during the meeting and it can be frustrating. That's it- there's a lot of other little things, that I will talk to you about later. Like finding the balance between micro managing people and holding people accountable. For example, when people have positions and don't show up. Or don't tell me in advance theyre not going to show up.
- Jessica has informed me that her and John W. have been playing phone tag. I've been stressing the importance of attention to the hotel contracts. I've been in contact with Nico, Charles, Sofia, and Jessica regularly. All of them have said they are moving forward nicely and unity is going really well.

LICYPAA [Casey F.]:

- *Absent; no report.*

II. OLD BUSINESS

- Billy: Martial forwarded me the correspondence with the lawyer; this is a whole lot of work and is super intense. This was brought up at the Midyear so I wanted to address that. Things are still moving on that.
- KC: Second that, thank you Martial.
- Martial: I'm going to have another call with Chris soon; our deadline to have all this paperwork in is the end of August and this should all be done by then.
- John M.: Once we file, can we update the bylaws?
- Martial: I don't want to bring the bylaws up to him again, since we have so much to deal with.
- John M.: We haven't updated them in 2 years.
- Martial: The lawyer actually did change them within the last year.
- John M.: I mean the ones we operate under, i.e. the ones that are up on the website.
- Martial: The bylaws he created are the ones we operate under. Do you have the latest copy?
- John M.: The newest copy I have are the ones on the website from March 16, 2015. I didn't realize there was another document.
- Martial: We talked about this about 6 months ago and I sent the updated ones to the whole committee. I'll send those out again.
- Maya: The bylaws pertain to our legal stuff, but we also discussed SOPs that reflects the changes that our committee needs to fully understand to function. So are we talking about two documents? I really think we should have another manual, like the one Jenna and I worked on, that we can change as we grow and see what works and what doesn't.
- Martial: Dana, can you pull up the minutes from the last time this was discussed?
- Dana: Yes, looking for those now.
- Billy: While she does that, I'm going to bring up something that was brought at the Midyear, to create an ad hoc to create Standard Operating Procedures.
- **John M.: Motion to bring that topic back onto the table (to form an ad hoc to create SOPs). Bobby seconded.**
- Vote: 5 Yes; 4 no; 2 abstentions. The motion fails; anyone who voted yes would be in the minority because the motion failed.
- Minority opinion:
 - i. John M.: All we're voting on is a motion to discuss this, to do the footwork so we're ready in August to make changes to the bylaws. We're just having a conversation about it.
- No votes were swayed; no recount.

III. NEW BUSINESS

- Jon J.: Question for our more experienced members - we have a couple different documents we send to new hotel chairs. Could we create something along the lines of an official ESCYPAA Hotel packet that we could send to bid committees?
 - i. KC: Can we add that to the Google Drive?
 - ii. Jon: Is Google Drive accessible to anyone who doesn't have a Gmail account?
 - iii. Dana: I'm creating a Dropbox to replace the Google Drive; it will be more accessible.
 - iv. John M.: There are some updates that could be made (adding the negotiations checklist; making it specific to NYS hotels; making it available on the website and a Dropbox).
 - v. Jon: Could I propose an ad hoc to draw this up? Everyone could take part, but especially John and Martial if you could be on it, that would be great.
 - vi. John M.: I could go through what we have and update it and compile everything and send that out, and people could add to it? Sometimes things to go an ad hoc to die; this way we'll have something to start from.

- vii. Billy: Why don't you guys discuss this more off the call and come back in two weeks, or set up an additional conference call?

Prayed it out @ 10:20pm

Upcoming Advisory Stuff:

Next Advisory Call: Monday, July 9 @ 9:15pm

Bid City Liaison Call: Tuesday, July 17 @ 9:15pm

Outreach Call: Wednesday, June 27 @ 9pm