

ESCYPAA Advisory Meeting Minutes | 6/12/2023

Start time: 8:34pm

Carolyn does intro

Carolyn brought us in with the Serenity Prayer at 8:38pm

REPORTS:

Chair: A lot to go over on Monday. Agenda in email thread.

Host is struggling with outreach, pre-registrations and booking hotel rooms. Our steering committee had a call on Thursday evening and invited Todd to join us to discuss where they're at. We have made a plan of accountability between both us and Host that I will debrief you all on come Monday. '

Regarding our next steps as Advisory and holding our host committee accountable, I am working on crunching some numbers to see what marks they need to hit in order to be viable come September. These expectations are non-negotiable and will be communicated as such. We will come to a group conscious on these expectations, specifically financial, present it to the Host committee and give them specific deadlines. I will discuss this plan and what this looks like further on Monday's call.

In the interest of time, we will be pausing step, tradition and concept study. Please send detailed reports so we can move on to old and new business as quickly as possible.

I am completely unavailable tomorrow (Saturday, 6/10) but will be available to chat on Sunday if anyone needs anything. I will hopefully have the numbers tidied up Sunday so they're ready for our call.

ALSO- huge congratulations to our incredible friends out on Long Island. EACYCAA 2024! See some of you at upcoming host meetings (;

Alt-Chair: We heard back from Jamie's accountant and they said that if we were expecting this to turn into the new normal then we should file a regular 990, but if 2022 was an exception to the rule then we can file a 990N. I will be motioning this during old business; let me know if you have any questions.

Treasurer:

The following is a snapshot of Chase accounts:

Advisory account	\$5811.97
Host 9 account	\$9430.83
Host 10 account	\$2750.00

The change in the Advisory account from \$5986.85 to \$5811.97 reflects the yearly Zoom premium of \$149.90 and an additional charge of \$24.98 that I am in communication with Ryan about as I only have a receipt for \$149.90. As soon as we can figure out the \$24.98 charge from Zoom on the same day as the yearly charge I will let you all know.

My apologies for the email thread that was started with Todd. I figured that if advisory members had questions they could post them directly. I appreciate all the input in regards to prior treasury experience and welcome any future suggestions. However, I am not in a position to be the middle man with such situations. I have a job and life that does not allow me to be reading, forwarding and responding to emails about budget concerns throughout the week. I feel comfortable with reporting and have a handle on the banking at this point but honestly am not budget minded nor savvy with abstract numbers. Just not my forte. I feel like I am out of my league when the treasury duties become more than reporting or organizing data on accounts. I realize now why no one stood for the position. I appreciate Bobby talking to Todd and Carolyn talking to Cindy concerning these matters. I also appreciate the valuable input and insight from the Advisory members who are better at abstract numbers and budget reviews. I will gladly rely on that input and attempt to make sense of it. Please bear with me until I can figure out a way to make it easier for me to dissect the information AND retain it for future conversation and analysis!

UPDATE TO REPORT-

Ryan figured out the additional charges from Zoom. Here are his findings:

I was able to identify the additional \$24.98 for Zoom. It is a valid charge of \$24.98, as it covers the two months (April/May) we were using the account but didn't pay - just odd that I never received any communication from them that they were unable to charge our card on file.

Back on March 31st, Zoom attempted to bill us for our next annual subscription fee but the charge never went through on the old Citizen's debit card. They invoiced us for the full annual subscription (first invoice attached). They allowed us to continue using the account as a Pro account until June 1st (60 days) without payment. When I added the new debit card, they charged the past due amount of \$24.98 for April and May usage. The invoices show it in a weird way, the invoices show it first as a full bill, then as a prorated credit (second invoice attached) which balances out to the two month charge of \$24.98.

****Kayla asks for clarification if \$2k of our money is in the ESCYPAA 9 account every time it is reported - Bobby clarified that YES, \$2k of that is ours.*

****Erin adds that WORCYPAA donated \$1k proceeds to ESCYPAA 9 from their Co-Hosted event.*

*KAYLA made a motion to accept the Treasurer's report; CORI seconded

Secretary: Minutes in folder and on discord.

Minutes:

https://docs.google.com/document/d/1rM1yuu5VhuGi2-L0zXyycCKZ3kysSWgc9_mFVQaPD0g/edit?usp=sharing

Minutes Folder:

<https://drive.google.com/drive/folders/1REnZt96z50kvT9ptgx2MoOPPDqQ8JVwj?usp=sharing>

Major points from last meeting:

- Kayla proposed templates for us to provide for future committees to use to keep track of their financials, which we voted to adopt
- Bobby tells us about our taxes and needing to file
- Jeff discussed outreach issues that HOST is having
- Bobby asked the group what feedback everyone got from other committees for midyear?
- Kayla expresses that she strongly feels a financial review is in order. Discussion followed.

In other news: Went to EACYPAA. Did our bid skit and made everyone cry. Won the bid for EACYPAA XX!

*KAYLA made a motion to accept the Secretary's report; JEFF seconded

Hotel: As of last Tuesday 6/6/23 we have 145 room nights booked out of a total of 310 room nights. Which puts our attrition rate at 46.7%.

This is a 5.2% increase since last check a few weeks ago.

If we keep on this current rate of 5 to 5.2 percent move every 2 weeks thru August. We will not meet our attrition rate of 80% by August 30, 2023. Here is my breakdown. Please remember that these are my estimated numbers.

6/6---46.7%

6/20---51.9%

7/4---57.1%

7/18---62.3%

8/1---67.5%

8/15---72.7%

8/29---77.9%

It is something to look at and let committees know that they need to book their hotel rooms to help us get to our attrition rate sooner rather than later.

The Cut off date for booking is August 30, 2023.

Friendly reminder we have 61 days as of 6/10/23 to pay the Oncenter on 8/11/23 and 81 days until we need to pay the Crowne Plaza.

Todd and I are going this coming Thursday June 15th to Syracuse to meet with the Crowne Plaza at 11:30am and the Oncenter at 1:30pm. This is so we can clarify everything that is going to happen with our Conference since it is a different person we are working with.

If there are any questions you would like answers to. Please let me know by the end of the day Wednesday June 14th. I have questions that I need to ask to make sure everyone is on the same page together.

Archivist: Archives safe and dry.

Bid City Liaisons

HVYPAA: HVYPAA is staying active and the unity continues to build. As far as what's new in events they're getting the Burning Desire Bonfire planning rolling. Its 17th installment is going down August 4-6th at the SoHi Campground 425 Woodland Rd Accord, NY 12404. All the details can be found here: <https://www.hvypaa.com/bonfire> . I know they are setting up a system for pre registration however I don't believe it is set up just yet but hopefully soon.

For bid stuff, great news. They've gotten an initial contract from the Holiday Inn Poughkeepsie and it is really promising. I gave my feedback to the facilities chair on what we may want to clarify or negotiate further and might even get on a call with them and the Hotel rep this week to help give the hotel a better feel and familiarity with us and the conference itself. Some of the highlights: Nov 8-10, 169/night rate (probably the worst thing about it so far). 130 room nights for Fri/Sat with an 85 percent attrition rate. However, if 60 room nights are booked for Friday and Saturday (each), all meeting space is COMPED. No F&B as well, comped rooms for every 35 room nights booked, free parking and we potentially would have like 90 percent or so (maybe more) run of the house. Definitely appears to have ample meeting space (main ballroom holds 750 theatre style and the next largest meeting space room holds 350).

There's some stuff I'd like to get clarified and hopefully we can negotiate a few things down possibly but I'm excited about this for their bid. The Holiday Inn has hosted Area 48's convention in the past so at the very least have some good experience and are willing

to work with us drunks. If anyone would like to see the first offer sheet or my notes on it feel free to reach out and I'll send it over.

CRAYPAA: CRAYPAA had a shift in roles as it pertains to the bid. Sarah L has stepped down and off the committee. Kate F has been elected the new Bid Book Chair and I have full confidence in her abilities in this role. She immediately conducted a survey to find the best time to hold the subcommittee meeting.

They had their first bid book subcommittee this past week and requested my presence. There were 9 members present. There, Kate started the meeting by going over Tradition and Concept 1.

They successfully went over all the requirements and what is needed for each. She asked for volunteers and assigned those volunteering members to be responsible for certain requirements so that the book is more of a committee effort.

They took in to account the recommendation that the Advisory Hotels Chair shared with me earlier this year about the Desmond Crowne Plaza and scheduled a meeting to meet with them and obtain a contract.

They have a cohosted event with Albany Young People group coming up on July 1st (Kickball and BBQ) and are currently planning and organizing 2 more that I know of. They really seemed to have taken the feedback given seriously and putting forth the action needed to become a stronger service body in their area.

ROCYPAA: I had a great time at EACYPAA with some host members and other advisory members. I got to talk to those specific host members and got to see where they were at personally with the upcoming convention. As far as ROCYPAA liaison nothing new to report.

SYRYPAA: SYRYPAA is having their first event!!! This weekend, 3pm at Open House!!! They are also putting together another event for the month of August! Sorry for the late report, life got lifey.

Past Host Liaison: A host committee once again! EACYPAA XX host.

Non Bid City Liaison: I spoke with Paul about his email this morning to all of us. He is indicated that there was a situation (that may have happened somewhere not related to ESCYPAA. He did not give details on the where or what) where someone did not feel safe and may not have felt comfortable reporting the situation. My understanding from Paul is that the host committee has had discussions and adding adopting the harassment policy for their committee and the yellow card as part of their program. He

would like us to consider adopting the policy AND consider the anonymous reporting that icypaa has in place.

BUFFYPAA:

There is some buzz from BUFFYPAA. I have not been able to connect with Megan from Buffalo. If anyone has her number or is able to give her mine, please do.

WORCYPAA:

I was not able to attend the paintball event but I see on social media that members of host attended;

STYCYPAA:

Faith without camping is dead August 18-20 co-hosted by ESCYPAA host.

HOST NEWS: _____

Outreach: Hope all is well & enjoyed the recent long holiday weekend.

Congratulations to Licypaa!!!! Hyped for Eacypaa to be back "home " 😊

The Outreach call had 21 people at it. Peter V from Delco bid for Pennscypaa shared his extensive outreach experience with Icyypaa, Eacypaa & Pennscypaa bids.

Lots of participation. Still no Hvypaa, Worcypaa & Craypaa presence. If liaisons could remind bids, I would appreciate it.

I reached out to Margo to offer my help. It was received negatively at first. I carried on with my experience and future plans for Host outreach. Moving forward I will be assisting at every event possible to help promote pre-reggies & booked rooms. Adam, Jamie, Zach & I were at Binghamton's Young at Heart tonight(6/9) and I made an announced a request for support. I have had good communication with Jenny, Meg, Cindy Todd & Jeremy. Peter S has taken on Marathon Meetings Chair, as of this past week they have 10 meetings covered. Meg A has had a subco and the panels have been narrowed down to 12, next is speakers!! I did encourage her to look close to home!!! Talked with Jenny, Alt. Chair as well, she has had some personal issues within the committee in regards to a relationship and safety. I believe this has also been brought to other Advisory members. She assured me that she does feel safe after speaking with Cindy & Meg. Cindy has decided that reading the safety card & at there business meeting and every event is important.

The next Outreach call is 19th at 8pm. Please encourage ALL bid & non-bid cities to attend in hopes of getting there support.

I want to personally thank Kayla G for her support recently with my difficulty with connecting with Margo.

Addendum to my report!! **Outreach call is 6/20, not 6/19.**

Prayer & Unity Chair: I hope everyone is having a great weekend! I am going to coordinate with Joelle another game night unity event. Otherwise I have nothing new to report. See you all Monday.

Web Chair: With the help of Stephen, added the new bank card to the ESCYPAA zoom account. A big thank you to Bobby for the notice. Moved the Midyear page to draft status, hidden but available for next year.

Step, Tradition, & Concepts Tabled in the interest of helping HOST *Volunteers for FUTURE TBD Biz Meeting*

Step 4: Kayla

Tradition 4: Jeff

Concept 4: Danielle

Old Business:

Bobby approaches the tax discussion

- Motion to file the form 990-N; RYAN K seconds
- Ryan expresses it's the prudent thing to do and the right thing to do with God's money
- Group feedback check ins : Nothing new to add
- Stephen expresses that when taxes are due, we need numbers; there is no running ledger of income and disbursements that we require of HOST and that is a concern for me; there is no record of what we have done; Where are we going to get these numbers from?; otherwise I'm all for it
- Kayla has all the fiscal records from ESCY 8 if they are needed
- Bobby clarifies that all the form is is a check box and he will file our taxes
- UNANIMOUSLY in Favor - the motion PASSES

Carolyn brings up discussion on Host financials

- Todd submitted HOST financials and there was no running ledger (the drive is also a mess); unable to find a cohesive report of their financials at all.
- Stephen says he found it last night but can't share it or where it is at the moment because he is not home yet, but he did not find a real budget sheet
- Carolyn shares that Todd is still working on that
- Their total usable funds, without our seed money, are \$7,710.83; \$6,433 is their actual funds after all payments are made
- Bobby mentions several of us feel confused: Does anyone understand them?
- Kayla says she understands them, but they are missing a ton of information
- Adam says he understands, but it doesn't show us anything that is upcoming expenses or what else is needed - it's not broken down
- \$4k to the On Center 9/11; \$8,600 to the Crown Plaza 8/31 = \$12,600 total owed to cover their contracts to JUST those 2 places

- Correction to what is due for the On Center: \$2,865 due 30 days prior to the event 8/11
- Adam is going to be in touch with the On Center for the discrepancies we found in the contract
- \$5,065 (\$10,665 total minus the \$6,433 they already have) still needed to cover JUST the contracts of the 2 places from now until August/September

New Business:

Carolyn - steering committee debrief

- Together we would give them very specific expectations for a very specific time frame
- Events we personally commit to attend to help out HOST
- We need to look at how many pre-registrations we expect, how much merchandise they need to sell, and how much income we need to see from events?
- Adam is going to do the math for how many hotel rooms need to be booked
- Bobby shares that no other committee has gotten more rooms booked at this point then they do and does not think we should be worried
- There are 277 registrations, including scholarships
- Kayla: \$20 to start was A LOT and I was shocked, \$30 for registrations is a lot for this stage in the game and it's only going to go up? I strongly urge us to ask them to reconsider this registrations price to boost sales
- Jeff: The fact is, the outreach is not spending any time at an outreach table; I will be going and taking over the outreach tables
- Dean expresses concern over registration price as well
- Zach: Maybe they could sell more if it was cheaper?? Stephen and I were talking yesterday, and Kayla mentioned it earlier, WHERE IS THE HYPE? It seems pretty dead. Need to have the pre-reg competition and hear about it online every other day, etc.
- Bobby: Pre-reg price is outrageously expensive; this is not ICYPAA, we should not be charging ICYPAA prices; the bulk of our funding comes from unused scholarships - no one is doing that at \$30, \$20 is more reasonable
- Erin: \$30 is too expensive; lack of HYPE is a huge issue; something needs to be done about this. What can be done in this area that can create extra attraction? (Zach answers: The mall! Go carts, bowling, etc) What are they doing for their Pre Con? How are they presenting it at the different events and conventions? Where do they stand with social media? (Ryan answers, "kinda")
- Ryan: We need to divide and conquer - How can we help get this taken care of? They are lost and need our help. Pre-reg contest!!
- Danielle: If they won't budge on the pre-reg price, could we at least lower the scholarship price?
- Stephen: They do a lot of outreach in their area. They need to do the meeting bombs in Syracuse, where the convention is actually going to be held. That needs to be increased and the hype needs to be there. Outreach, Registration, Merch, and

Chair need to be going out to all areas to get this going. I expressed to the other YPAA committees that our HOST really needs our help to get this going. We are needing to have a heavier hand with this HOST committee than we have had in the past, but we also need our other NY YPAAs to step up and generate the HYPE!

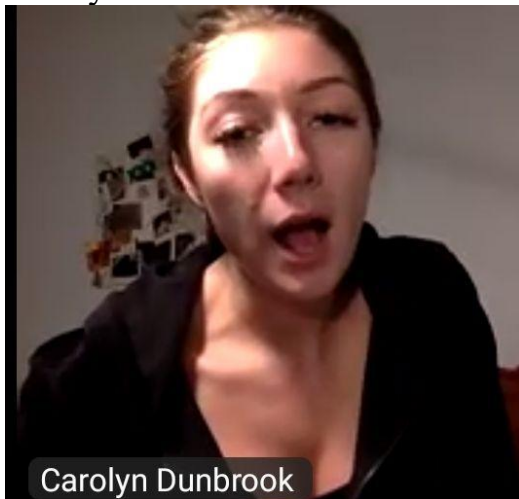
- Alex: I need to do better myself. Things that helped our committee - we had a lot of people coming from Sober Houses, PICPC commitments, H&I commitments, etc. What's being done in that arena? We need to start employing those techniques that make us feel like YPAA salesmen.
- Kayla: Concern about lowering the price down. If there's someone upset about paying more, say that they bought part of a scholarship. I'm fearful of spending any unnecessary money at all right now - such as merchandise.
- Jeff: They don't have a registration chair. I will personally commit to running the pre-reg contest. They have been trying.

Carolyn brings up Outreach Opportunities

- Shares screen with a spreadsheet of all the events coming up that we can help outreach at
- Everyone signs up for different events
- More discussion about outreaching and our part in it
- We are the protectors of this conference, and - if that means stepping on people's toes - that's their problem, not ours at this point.

Get those Bid Cities to the Outreach Call next week!!!

Carolyn then freezes for 4 hours...



Postponing the adoption of the Anti-Harrasment Policy discussion to the next meeting.

RYAN made a motion to close; JEFF seconded

ERIN closed with the Responsibility Statement at 10:28pm