

NOTES (for necessary updates to be made in the separation of by-laws and P&P):

P&P

1. During Quarterly meetings, we will go over the Steps, Traditions, and Concepts with HOST. Three S/T/C for each quarterly.
2. 3rd legacy voting - each person standing will leave the room and there will be a discussion.
3. Define how disbursements work if less money.
4. Clarify/expand upon the Prudent reserve banking situation.

By-laws

1. Define operating budget: PO Box, CPA, Zoom, Projected Mid-Year expenses
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EMERGENT BUSINESS:

Individuals standing for positions that involve fiduciary, banking, or legal responsibilities must disclose any relevant legal or financial issues that could affect their ability to fulfill the duties of that position. During voting, people standing for fiduciary, banking, or legal responsibilities will leave the room to provide space for someone to disclose any factual/pertinent legal information that would further the group conscious.

**Danielle makes motion to accept this; Melissa seconds
Unanimously Passes**

First-year Advisory members may not stand for Steering Committee positions.

Erin makes the motion to accept this; Kendall seconds

Unanimously Passes

4.2.1 General Financial Procedures (Add these lines):

ESCYPAA must maintain a deliverable mailing address, either through a P.O. Box or the address of the current Treasurer or Chair, approved by Advisory and updated every rotation.

ESCYPAA shall maintain a dedicated, free, non-personal phone number (such as Google Voice) for communication purposes. Both Host and Advisory shall maintain separate shared numbers accessible by multiple officers.

**Danielle makes the motion to accept this; Melissa seconds
Unanimously Passes**

4.2.2 At the close of each convention year, ESCYPAA funds shall be allocated in the following order:

1. Replenishment of Advisory prudent reserve
2. Replenishment of Advisory's Operating Budget
3. Issuance of Advisory stipends
4. Consideration of disbursements to AA entities

**Danielle motions; Kendall seconds
Unanimously Passes**

4.2.3 Travel Stipends (Replace with updated amounts)

Travel stipends shall be \$250 and may be issued only when Advisory's prudent reserve and operating budget has been fully replenished following the convention and adequate funds remain.

**Danielle motions; Cori seconds
Unanimously Passes**

4.2.4 Prudent Reserve (Update to new amount)

The Advisory Council shall maintain a prudent reserve of ten thousand dollars (\$10,000), to be used only in extreme circumstances and with a two-thirds majority vote.

Erin motions; Jeremy seconds
Unanimously Passes

Host Gator (3 years) \$360

Zoom (1 year) \$160

*Domain Name - Network Solutions (3 years)

PO Box

*with wiggle room

Operating Budget: \$1500

Erin motions; Cori seconds
Unanimously Passes

Addition to description of the role of Archivist in the By-Laws:

The archivist is responsible for setting up the archives at the convention, but can keep or hand off to host the archives to store for the year with their discretion.

Melissa motions; Cori seconds
Unanimously Passes