



# ICYPAA

International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

## ICYPAA Forum Report

Friday, August 22, 2014, 2:00-4:00 p.m.

56<sup>th</sup> ICYPAA – San Antonio

Introductions by Laura S., Advisory Council Chair

Timer: David W.

### REPORTS

#### Chair, Laura S.

I have spent this year communicating with the Host Committee Chair, Advisory Council members, Bidding Committees and the general public of ICYPAA Nation. I attended ICYPAA University's educational and Individual Bid Committee Webinars, kept informed of, and assisted where needed in the business of the Advisory Council subcommittees, and participated in the IGR phase of our Site Selection Process.

The following is a summary of actions since the 55<sup>th</sup> ICYPAA:

- Host Committee
  - Made myself available to answer any questions/concerns that came up throughout the year
  - Facilitated Host Committee Elections, attended site visits, set up their bank account, advised regarding budget approval, program, outreach strategy, events, graphics, Grapevine budget allocation, and Host Committee Guidelines and Procedures application
  - The Texas Host Committee has done a great job and I am so excited to see all their hard work pay off this weekend
- Advisory Council
  - Met with the Operating Committee monthly
  - Appointed Committee chairs and members
  - Formed an Ad-Hoc Structure Committee to review and update the Bid Requirements and Advisory Council Bylaws as necessary
  - Formed an Ad-Hoc 2015 International Convention Program Committee to plan use of allotted space for the Young People's Hospitality Suite
  - Met with the Advisory Council quarterly
    - 17 motions were passed at these meetings:
      1. Changed the elected Webmaster position to an appointed Web Committee Chair position
      2. Approved and implemented Communication Guidelines
      3. Eliminated the Outreach Committee
      4. Allocated the Finance Committee an annual budget of up to \$1,000 for ICYPAA's accounting needs



# ICYPAA

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5. Started using the calendar year instead of the conference year for all budgeting and financial reporting purposes
6. Established that the Host Committee should fund the following calendar year Advisory Council operating budget instead of reimbursing the prior conference year
7. Allocated \$10,000 for the YPAA Hospitality Suite/activities at the International Convention of AA in Atlanta in 2015, \$5,000 for AA Grapevine project at the 56th ICYPAA, and \$5,000 toward the Young People's Video Project at the 56th ICYPAA
8. Approved the ICYPAA Advisory Council Operating Budget through December 2014
9. Edited the Non-Discrimination and Anti-Harassment Policies
10. Added ICYPAA Facebook Guidelines to the existing group description
11. Contributed \$5,000 to the General Service Office
12. Added a subcommittee structure and description document to the ICYPAA Advisory Council Bylaws
13. Updated the Bid Requirements
14. Allocated \$10,000 toward website improvements
15. Agreed to start using Twitter as a communication tool
16. Approved moving forward with an online search Public Information campaign targeting those who are searching for help with a drinking problem
17. Re-allocated \$5,000 toward the Young People's Video Project at the 57<sup>th</sup> ICYPAA
  - Registered Trademark with the USPTO for the ICYPAA acronym and approved logo
  - Handled outstanding Grapevine-related expenses from the 55<sup>th</sup> ICYPAA
  - Developed a Standardized Post-Conference Report to be filled out by the Advisory Council Chair each year
  - Organized this year's Past & Present Advisory Council Breakfast
  - Discussed how to encourage International communication and participation

### **Treasurer, Lauren A-V.**

We accomplished a lot this year to improve our financial record keeping and close out various other tasks – thank you to the Finance Committee for all their help.

First – a look at our current state of affairs:

#### 1. Advisory Budget & Current Spend



- a. Here is a summary of our 2014 Budget vs. Actuals – Year to Date. The full budget & expense detail for the 2014 budget is attached as Addendum A.

	2014 BUDGET	2014 ACTUAL	2014 VARIANCE
INCOME	\$25,622.00	\$25,573.08	(\$48.92)
EXPENSE	\$24,868.27	\$4,845.59	\$20,022.68
NET INCOME	\$753.73	\$20,727.49	\$19,973.76

## 2. Advisory Accounts & Assets

- a. Here is a summary of our current assets. With all the previous allocations of surplus funds already completed, we currently have \$13,566.71 remaining.

TOTAL CURRENT ASSETS: \$138,515.71

Host Checking #2 (...6760) - TX Host \$ \$16,204.96

Merchant Account (...2137) - Texas Host \$: \$8,721.36

Advisory Savings (...6051) \$55,000.00

Advisory Operating (...4338) \$35,648.33

Host Checking #1 (...1080) - AZ Surplus \$22,941.06

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ADVISORY FUNDS: \$58,589.39

Outstanding spend/checks

NONE

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AVAILABLE ADVISORY FUNDS: \$58,589.39

Estimated Operating Expenses for 2014: \$24,868.27

2014 Actuals to Date (\$4,845.59)

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REMAINING PROJECTED SPEND 2014: \$20,022.68

DISBURSEMENT BALANCE \$38,566.71

Allocations - Approved at 2/16/14 Meeting

YPAA Hospitality Suite - 2015 Convention (\$10,000.00)

AA Grapevine Project - 56th ICYPAA (\$5,000.00)

YPAA Video Project - 56th ICYPAA (\$5,000.00)

Donation to GSO (\$5,000.00)



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REMAINING SURPLUS BALANCE                      \$13,566.71

And now let's look at the main accomplishments from the past year:

## 1. Transition and Other Tasks

- a. After last year's conference we accomplished a lot of housekeeping items, including getting new signers added to the existing bank accounts, finalizing Council reimbursements, closing out AZ financials, opening a second host committee checking account, getting seed money to Texas, filing our 2012 taxes, putting together a fixed asset list, filing a "periodic report" with the Colorado Secretary of State to maintain our non-profit status, reviewing the Texas host budget, analyzing "market size" definitions in order to provide more information for registration estimates, submitting credit information to the Texas hotel, procuring general liability insurance for the conference, soliciting ideas from Council regarding the use of surplus funds, and a few other minor items.

## 2. Budgeting Procedure

- a. During the February Quarterly Call, the Advisory Council approved a new budgeting procedure. The operating budget cycle now runs on a calendar year – from January 1 through December 31. The operating budget for the following calendar year will be drafted by the Advisory Treasurer and approved by the Operating Committee prior to the current year's conference, and submitted to Council for review and approval at the conference. The Host Committee has three months post-conference to finalize their financials, which include the following year's Advisory operating budget. The Advisory operating funds needed for the following calendar year will be deposited and available by the fourth quarter of the current calendar year.

## 3. Quickbooks & Financial Records

- a. When I took over as Treasurer I realized that the state of our financial records was not ideal. The QuickBooks program that was being used was old and the information was out of date. The Finance Committee and I therefore proposed that we start using an online version of QuickBooks. I have been working with a local AA member/ QuickBooks Pro-Advisor in my area to establish an updated chart-of-accounts and to load our historical data since the beginning of 2013. Most of the data has been entered. I just need to meet one more time with the ProAdvisor to clean up a few more things. This will be completed in September and I will then provide the 2013 data to our accountant to file our taxes.
- b. The Finance Committee also developed a Host Budget template will be loaded in to QB so next year's host treasurer can use our system to track conference expenses, resulting in seamless and comprehensive financial record keeping for both Advisory and Host.



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International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

## **Co-Chair, Lauren W.**

Acted as a support in various capacities including chair support, operating committee witchcraft, bid development committee, ICYPAA U, and bid committee webinars.

## **Secretary, Daniel S.**

The Secretary's main responsibilities are to field emails that come in to [advisory@icypaa.org](mailto:advisory@icypaa.org) throughout the year and to take minutes at Council's quarterly business meetings. In addition, the secretary participates in and takes minutes on the Operating Committee's monthly conference calls.

I underestimated the amount of time and organization required to handle the seemingly simple tasks. Contrary to my intension, I tended to respond to emails in waves as opposed to when they hit the inbox. Requests for help or for information about ICYPAA are always given 1<sup>st</sup> priority.

An example of the type of requests that come in to us from this year was from a young person in a remote area of the Pacific Northwest. He had been to the few meetings but was having difficulty with the age gap issue. We were able to point him to the ICYPAA Audio library so he could hear stories from drunks his own age and set him up with an online meeting that a few YP attended.

Compiling and formatting the reports for the quarterly minutes can be a bit of an organizational nightmare. Just when you think you have everything good to go, a revised report makes it's way into your inbox...and then another. Did someone slip and use a last name, or accidentally include a sensitive account number? Do I need to listen to the 3-hour recording of the meeting to try and catch something I may have missed? And just when everything's ready to go for the last meeting, the next one is right around the corner.

## **Archivist, Kirk W.**

I received the balance of the archive material from Tommy B on 7/23/14. I went through the materials and packed up the items to bring to San Antonio. As this is my first year, I confirmed my basic plan of to bring with Laura S.



# ICYPAA

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Shipping the materials is organized to arrive by August, 20<sup>th</sup>. I inquired on shipping the materials with UPS, Shyp and USPS. USPS is by far the cheapest with round trip shipping being estimated at \$650.

I have set a couple personal goals for my term as archivist:

- To have the ICYPAA archives viewed by as many people as possible
- Elevate the archives presentation at the annual conference
- Elevate the method of material storage and shipping

Current Projects for the following year:

- Scan and/or photograph all archival materials so they be used for research, distribution and use on the website timeline. This also allows an person to keep their materials and for us to have more com
- Maintain the physical archives in a safe and organized manner
- Identify and seek out missing materials to add to the collection
- Connect with the GSO Archivist

Projects & Ideas under consideration:

- Consider forming an Archives Committee
- Consider an archival slideshow on a large TV in the archives room
- Consider taking a picture from the mic/stage of the ballroom (a la world conference stadium picture)
- Consider displaying archives at World in Atlanta?
- Consider organizing a system where a bid committee could borrow a small selection ("archives kit?") of materials to display at an event?

I believe the allotted \$1500 annual budget will be plenty to cover the committee costs for the following year.

Purchase under consideration:

- Shipping cases for storing and shipping the containers
- Replace and/or add a couple more large presentation folders to hold and display materials
- Tablet computer to run a slideshow on the large rented TV
- Consider purchasing shipping cases

I remain always humbly available for ideas, brainstorming and suggestions.

**55th ICYPAA Chair, Lindsay S.**

Total registrations: 4,268 (budgeted for 2,300)



# ICYPAA

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- Roughly 2,300 attendees were from Arizona
- Roughly 1,500 pre-registrations and scholarships, 2,768 at the door

Final room pick-up: 1,647

Total facilities costs for the host year: \$51,957.99 (includes event space rentals, insurance, meeting space rentals, parking etc)

AV contract: \$24,999.70

We did have an unfortunate incident of theft during the conference and some AV equipment was stolen from TSP. One item was stolen from the backstage area of FLW and based on the recap from Lynn, the only way someone could have gotten in at that time was through back of the house or the loading area. We had another item removed from the Gold Room. We cut a check for roughly \$2000 to replace the missing equipment as the Biltmore denied our insurance claim.

The members of the 55th unanimously agreed to have their contact info shared with the members of the 56th host committee. They all enthusiastically agreed to answer emails and phone calls from the current host committee and to share their experience with being on an ICYPAA host committee.

TSP brought a number of extra items such as speakers, lights, cables, etc., and did not charge us for those items. They really did an exceptional job for us during the conference.

During the conference we sold out of lanyards 3 different times, sold out of all merchandise before the main meeting on Saturday and we filled both the Frank Lloyd Wright and McCarthur ballrooms during the Saturday night meeting. Even after incurring additional expenses for the overflow room (had to be set up very late in the game) as well as the stolen AV items, the 55<sup>th</sup> was a financial successful conference.

Total profit: \$28,618

The host committee elected to distribute 20% of the overage (as outlined in the Host Committee Responsibilities) as follows:

Salt River Intergroup: 20%  
East Valley Intergroup: 20%  
Agua Fria Intergroup: 20%  
District: 10%  
Area: 10%





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Other items of note:

- Strong local outreach efforts as well as exceptional events led to a huge local turnout which, in turn, led to the 55<sup>th</sup> nearly doubling our projected registrations.
- The Thursday and Friday main speakers and a couple of panels were not recorded due to human error. We have apologized to the ICYPAA nation for this.
- A speaker fell onto the dance floor during the DJ's main set on Saturday night (in FLW). Miraculously, no one was hurt. We were not charged for the ensuing damage.
- The Biltmore staff and in particular Jane K. expressed their gratitude as to how the ICYPAA crowd handled themselves during the conference. We are welcome back any time.

### **Hotel Committee Chair, Kevin N.**

The ICYPAA Advisory Council Hotel Committee is currently comprised of five (5) Advisory Council members. After the 56<sup>th</sup> ICYPAA, Matt R. and Daniel S. will be rotating off the hotel committee and Lindsay S. will join. We have met numerous times via conference call during the year, as well as in person for the site visits in August 2013.

During the final site selection process, the 56<sup>th</sup> ICYPAA was represented on the Hotel Committee by Joel S. and Geoff J. In our initial talks, we reduced the number of potential host cities to Austin, Houston and San Antonio, then reviewed the specs of the adequately sized properties in those cities. For site visits in August Daniel S. led us in inspecting 6 facilities (2 in Houston, 1 in San Antonio, and 3 in Austin). There was a lot of driving long distances over a short period of time. Ultimately, there were two facilities (one in Houston and one in San Antonio) that met our space needs and were willing to work with us on contract terms. The final decision came down to the facility that was best suited to host an ICYPAA in layout and attendee experience, and that met our desired contract terms (the Grand Hyatt San Antonio).

In the Early Summer we focused on the audio-visual needs of the 56<sup>th</sup> ICYPAA. During this phase, the Host Committee was represented on the Hotel Committee by the Chair, Hotels Chair, AV Chair, Program Chair and Entertainment Chair. Daniel S. again, led the Hotel Committee masterfully through this endeavor. There were nearly 20 hours of Hotel Committee conference calls during this process. Three (6) proposals were received and considered. After thorough discussion and consideration we voted (with substantial unanimity) to award Miller Pro Audio with the AV contract for the 56<sup>th</sup> ICYPAA.

During the course of the year the ICYPAA Advisory Council Hotel Committee responds to countless emails from bidders looking for feedback on their hotel and AV progress, we've put





# ICYPAA

International Conference of Young People in Alcoholics Anonymous  
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together and presented hotel and audio-visual information for two ICYPAA University sessions, and handled some minor issues with the current hotel concerning the room block. This coming year, we are looking to further AV and Hotel contract education with bid committees through Bid Development this year, and plan to continue work on establishing corporate level relationships with major chain hotels.

If you have any questions, feel free to contact us at [hotels@icypaa.org](mailto:hotels@icypaa.org).

### **Bid Development Committee Chair, Lauren A-V.**

The Bid Development Committee had an amazing year! The following is a summary of our committee's actions since the 55th ICYPAA:

#### 1. ICYPAA University Sessions

- a. We conducted seven ICYPAA University sessions between November 2013 and June 2014, covering all the bid requirement topics, as well as a couple new topics, including:
  - i. Introduction to the icypaa.org website
  - ii. Introduction to ICYPAA's Facts, Aims & Purposes
  - iii. Starting a Bid Committee: bank accounts, bylaws, etc.
  - iv. How to outreach your bid, considerations for state-wide committees
  - v. Concept IX: Good service leadership
  - vi. Bummer! You weren't awarded the Conference – how do you stay fired up for next year?
  - vii. Best practices for Outreach & Events
- b. We also facilitated four individual webinars and hosted a Bid Committee Summit in July 2014.
- c. Approximately 300 people attended ICYPAA University this year, including Council members, bidders, and a guests!

#### 2. Feedback Survey

- a. We also put together an anonymous survey to assess the continued usefulness and effectiveness of ICYPAA University, and to ask bidders if/how we could be helpful in other ways.
- b. We received fifteen responses to the survey. Thirteen respondents provided overwhelmingly positive feedback, one respondent had an average review for ICY U, and one respondent thinks ICY U is "lame sauce." The respondents also provided several suggestions for other ways to engage with bidders.

#### 3. Next Year

- a. The Bid Development Committee also brainstormed lots of ideas of how to continue to engage, assist and encourage bid committees next year, recognizing that it's important



# ICYPAA

International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

for the Council to branch out beyond ICYPAA University as its primary bid development tool.

- b. We have a list of great ideas to pass on to the next Bid Development Committee Chair and we can't wait to continue working with the bid committees.

Check out past ICYPAA University presentations on the ICYPAA website, stay tuned for announcements about the 2014-2015 Syllabus, and feel to contact us any time at [biddev@icypaa.org](mailto:biddev@icypaa.org).

### **General Service Committee Chair, Mike P.**

The ICYPAA Advisory Council General Service Committee consists of Mike P., Melissa M., Paul W., David N., David W. and Laura S. from Advisory Council with the participation of Bill S., Matt K. and Cole D. from the 56<sup>th</sup> ICYPAA Host Committee. The committee met approximately fourteen times via GoToMeeting.

Since the 55<sup>th</sup> ICYPAA:

- The General Service Committee met on a monthly basis.
- We drafted thank you letters to GSO and the Grapevine for their participation in the 55<sup>th</sup> ICYPAA in Phoenix, AZ.
- We coordinated efforts to look for help with the Crowd Sourced Animation Project. This included creating a flyer, asking for the creation of a webpage at icypaa.org and posting information on FaceBook. We also wrote a blog article encouraging people to go to the project website.
- When the Grapevine Audio project was looking for some previous recordings, we helped to get them turned into the AA Grapevine.
- We followed up on the Young People video project started by GSO.
- We had a teleconference with staff members of the General Service Office and discussed the Young People liaisons that they are currently utilizing in Europe and Great Britain.
- We gave feedback to the Host committee concerning Service topics in the program.
- We contacted GSO staff concerning the 2015 International convention in Atlanta and received confirmation from the conference coordinator that ICYPAA will have a hospitality suite!
- We held sharing sessions on use of the \$5000 allocated by Advisory Council for the Grapevine at ICYPAA and \$5000 allocated by Advisory Council for the Young Peoples video project at ICYPAA.
- At meetings with the Grapevine staff via teleconference we discussed the 70<sup>th</sup> anniversary celebration at the 56<sup>th</sup> ICYPAA and the need for future recordings for the Grapevine audio project.



# ICYPAA

International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

- We reviewed the bid committees' drafts of requirements 3 & 12 and additional bid suggestion #1.
- During the Information Gathering and Reporting Phase, we performed an evaluation of the bid packages for requirements 3 & 12.
- We prepared a presentation to give a better idea about the \$5000 allocated towards the Young People video project to the next host committee.

Thank you for the opportunity to serve!

### **Finance Committee Chair, Ian S.**

The Finance Subcommittee consists of myself, Jamie P., the Advisory Council Treasurer, Lauren A.V., Talbot G., Matthew D. and Laura S., the Advisory Council Chair.

The committee produced one (1) significant document: the "Host Committee Budget Template." This document is intended to be a resource for the incoming and all future hosts, for the Advisory Council Treasurer, and the Finance Subcommittee. It will be loaded by the Advisory Council Treasurer as a Quick Books "chart of accounts", and also furnished to the Web Committee to be placed on the icypaa.org website, in the RBD, following the 57th ICYPAA, for download/use by Bid Committees. It is meant to be updated and improved as needed.

In addition, over the year, the Finance Subcommittee also took the following actions:

1. We continued to monitor ICYPAA's financial condition;
2. Performed a fixed asset search;
3. Got Quick Books online up and running;
4. Started reviewing charges to the ICYPAA merchant account, toward making recommendation as to same;
5. Reviewed ICYPAA's various bank account types, and passed along recommendations to the Advisory Council as to same;
6. Discussed and made recommendations as to how to use surplus ICYPAA money, and invited other Subcommittee Chairs to do so as well;
7. Discussed ways that ICYPAA might build its business credit to help ensure that it is granted credit with host hotels; and,
8. Discussed ICYPAA's prudent reserve, and its proper use.

The Finance Subcommittee also fielded questions and requests for feedback related to Bid Requirements 5, 8, and 11 from bid committees, and completed the IGR process.

Thanks for letting me be of service. If you have any questions you can contact me at [ian@icypaa.org](mailto:ian@icypaa.org).



# ICYPAA

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## Web Committee Chair, Matt R.

Summary of actions this year:

### Go to Meeting/Go to Webinar

- Purchased a separate Go to Meeting account for the host and Go to Webinar account for Advisory at a discounted non-profit rate

### Website Updates/Improvements

- Compiled a list of updates to our registration system based on feedback from the Phoenix and St. Louis host committees
- Considered suggestions related to making website more mobile friendly
- An RFP was sent to the web design company
- Motion was passed at 2014 annual business meeting to allot \$10k towards website improvements

### 5th Dimension YP Group (Online Meeting)

- The web committee was asked to support the formation of a new online young peoples meeting; meeting is up and running and self supporting; we decided to refer any future isolated YP requests to this meeting

### Misc Website Updates

- Made numerous updates through out the year for various advisory subcommittees, posting revised documents, ICYPAA U materials, schedule updates, ICYPAA Poll, Blog, etc.

### Host Committee Webinars

- Hosted 1 Constant Contact webinar and 3 Registration system webinars for the host committee

### Twitter

- Motion was passed at 2014 Annual Advisory Business meeting to commence use of Twitter by ICYPAA as a tool for communication, using a protected account and protected tweets only

### Webmaster

- Retained Daniel as the ICYPAA webmaster

### Bid Committee FB Group

- Set up secret FB group for bid committees

### Facebook Group Posting Guidelines

- Created guidelines for the ICYPAA FB group -- accepted by council via motion

### Public Information Pioneering

- Motion was passed at 2014 annual advisory business meeting to move forward with an online search public information campaign targeting people who are searching for help with a drinking problem



# ICYPAA

International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

## **Ad-Hoc General Misconduct Committee Chair, Lauren W.**

Motions approved at last year's conference were implemented including:

- Adoption of "Non-Discrimination and Anti-Harassment Policies"
- Dissemination of new document via the website, registration confirmation email, and email blast
- Added language to registration flyer about childcare at the conference
- Added information about childcare to FAQ section of website

Edits were made based on feedback from ICYPAA nation including:

- Clarified who to contact to discuss incidences or complaints
- Clarified contacting the police first and foremost in the event of a crime
- Added response to the complainant to the procedure for investigating and following through on a reported incident

Committee plans to recommend disbanding at next quarterly call

## **Ad-Hoc Structure Committee Chair, Darren F.**

Purpose:

The Ad Hoc Structure Committee was created to consider the evolving subcommittee structure of the ICYPAA Advisory Council, evaluating its sustainability and effectiveness, to make recommendations for its improvement and to report its findings to the ICYPAA Advisory Council.

Membership:

The Ad Hoc Structure Committee consists of Darren F. (chair), Daniel S., Lauren A.-V. and Lindsay S. with the participation of Laura S.

Frequency

The Ad Hoc Structure Committee met 11 times since the 55th ICYPAA in Phoenix, AZ, on the last Monday of each month.

Report:

The Ad Hoc Structure Committee worked on five items of business in the last year:

1. Review and Update the ICYPAA Bidding Requirements
2. Draft Subcommittee Bylaws
3. Revise and Update the IGR Evaluation Template
4. Discuss Subcommittee Communication Policies
5. Review bylaws regarding sobriety requirements for potential advisory council members.



# ICYPAA

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## Results

The committee's work resulted in three motions to the Advisory Council, sharing sessions at each of the quarterly conference calls, fascinating discussions of AA principle, and a new IGR evaluation form.

Please see the committee's full report in the minutes for more information.

Thank you for the opportunity to serve.

### **Ad-Hoc International Convention Program Committee Chair, Kevin N.**

The Ad-Hoc 2015 International Convention Program Committee is currently comprised of six (6) Advisory Council members. The purpose of this committee to determine a program of events for the space allotted ICYPAA by the 2015 International Convention of Alcoholics Anonymous in Atlanta, GA.

Thus far, the committee has not met as we are waiting to be assigned space from the Host Committee. The General Service Committee has been in regular contact with GSO regarding our role with the convention. We will begin to meet regularly through conference calls after the 56<sup>th</sup> ICYPAA.



# ICYPAA

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## QUESTIONS AND ANSWERS

**Do we know which hotel the YPAA Hospitality Suite will be located for the 2015 International Convention of A.A.?**

*Not yet, however registration opens on September 3, 2014.*

**Why have the conferences for both 2013 and 2014 been scheduled during the hottest month of they year? I have little desire to go to Phoenix in July or San Antonio in August. The time and cost commitment of attending an ICYPAA is considerable. If I'm going to invest this much in a conference I would like at least a chance for decent weather. The intent of my question is specifically to make sure ICYPAA is not stepping over Alcoholics to pick up dimes.**

*There are many factors that go into the site selection process. It begins when selecting a host committee and after that point we are sometimes limited when it comes to potential dates. ICYPAA has happened as early as March and as late as September. Sometimes weather is a small factor, but it's not the most important one. It's good to have on our minds when making a decision. We do make an effort to find the most affordable options for our attendees.*

**Is there a plan to reinstitute bid committee votes in the site selection process?**

*Not at this time. Council members are the only ones who vote because they are ultimately responsible for the well being of the conference. ICYPAA University, Individual Bid Committee webinars, and the Bidder Meet-and-Greet were all intended to improve relations and be an adequate replacement.*

**What plan is there for sending ICYPAA to another country? Would you consider creating an international subcommittee with members from all over the world? What are your thoughts on that? How does ICYPAA help develop international YPAAs? We're running into snags in my local area. Do you have tips for us?**

*We are constantly asked, "When will we put the "I" in ICYPAA?" The answer to that question is that we go wherever we have bids from. Bids from anywhere in the world will be considered. Any members of AA can form a bid committee. This is how we start.*

*We're not a body that regulates or approves the development of YPAA committees around the world, however, we have discussed how we can facilitate a sharing of experience. We are considering hosting webinars where people from all over the world can come and have a sharing session. We are also brainstorming having an International YPAA summit at the International Convention in 2015.*





# ICYPAA

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*Despite the snags in your local area, if there is a group of that is looking to form a YPAA committee, we suggest that you proceed. Whatever needs you have, please ask.*

**Our bid committee is hosting a regional conference in 2015, so we are bringing a token bid instead of a full bid to ICYPAA this year. Would this "year off" be considered a "demerit" toward our bid? Bid longevity seems to be a priority for the Advisory Council. Would a token bid after a full bid be considered consecutive bids or do we lose our longevity?**

*We don't give demerits. The decision to award ICYPAA to a committee is based on a number of different variables. Each Council member has different priorities, which can change from year to year. Knowing the thought process behind the decision to skip a year would be important to us. If your committee is focusing on a regional conference, do your best to stay in touch so that we can nurture any ICYPAA-related energy that is there.*

**Is there an expectation bids should have as to when feedback should be received? If bids submit feedback, how long before they can expect a response?**

*If emails come to [advisory@icypaa.org](mailto:advisory@icypaa.org) it's the Secretary's responsibility to respond within 5 days. If emails go to one of our sub-committees it's the same 5-day deadline, but the chair of that committee is responsible for compiling feedback and responding. As the Secretary I haven't lived up to that this year. We're striving for improvement.*

**Will the new template for host committee budgeting be available for bid committees to use?**

*Yes. The goal is to have everybody use this template (bid committees & host committees). There is room for flexibility and it will be available to all the bidders.*

**Tell me about your ideal bid package**

*Each Council member has different priorities that may change from year to year. The most important thing for me is the work in their local Area (promoting unity, getting involved in service, integrating into the service structure.) I also look for elements that make selecting a bid safe for ICYPAA, Inc., (solid hotel contracts, realistic AV quotes, etc.)*

**Would it be possible to get the new requirements out sooner than 30 days? Also, can we get an ICYPAA U covering the new requirements?**

*Yes, we will post the new Bid Requirements as soon as possible. We also plan to have an ICYPAA U webinar to go over the new requirements.*



# ICYPAA

International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

**Does Council understand the principle behind AA Concept I and look toward the A.A. Conscience?**

*Very thought provoking. Our understanding is clearly imperfect. Our execution probably includes lots of error. We're making no concerted effort to ignore any conscience of AA, bidders, attendees, etc. We do not ignore anything that comes into our awareness. Our understanding and application could certainly be improved.*

**Could you elaborate on the forecast for Bid Development and what boundaries you might create for us to explore for submitting bid books in a creative way?**

*Great question. We're hoping for a lot of fresh ideas. We hope to generally improve through lots of collaboration between Council and Bid Committee members. Anyone interested in bidding should reach out to us at [biddev@icypaa.org](mailto:biddev@icypaa.org). We welcome any questions and I think we do a pretty good job of getting back to you in a timely manner. Shoot us an email.*

**\$22,000 – why so much for Council expenses?**

*To be honest I think that number is too high. We didn't have a good budgeting process before. Now it's been revised and in the future we will be implementing a more accurate budget forecast. I think it's going to be coming down. By next year we should be able to show you a more accurate number.*

**Where are you with full transparency to us (business meeting minutes)?**

*All of the minutes from the ICYPAA Advisory Council are posted on the [icypaa.org](http://icypaa.org) website as well as budgets, Treasurer's reports, tax returns, etc. There are a lot of really helpful, informative documents available for people to check out.*

**There's a lot of contrary feedback that comes in to the bidders. We struggle to decide on which council member to listen to. What are you doing to try and solve this problem.**

*I hear that frustration and it makes me want to cry. One idea is for Council to try to form a conscience instead of sharing all of the feedback individually. We'll work on being more consistent.*

**I'm concerned about communication with ICYPAA and the dissemination of information via email, the website and Facebook. Is it good practice to include a "contact us" link on the website if it is not used by Host or Council?**



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*I believe you're referring to the Host Committee web site. The Host web site is completely separate from icypaa.org. The Host "contact us" link could very well be broken. Any information that comes into [advisory@icypaa.org](mailto:advisory@icypaa.org) certainly gets responded to. I don't think we get too many inquiries through Facebook. It's typically forms submissions through the [icypaa.org](http://icypaa.org) website.*

### **Would advisory consider posting the winning city's IGR report?**

*We decided that it was up to the awarded committee to share that with whomever they chose. We felt it would be best to leave that up to the individual committees.*

**Thank you, ICYPAA, for paving the way for all subsequent YPAA conventions. They've been inspired by ICYPAA and brought it home to their local area. If it's possible would you consider scheduling next year's ICYPAA to be held within 2 weeks of the International Convention of AA in 2015? It would be an incredible opportunity to encourage international attendees from all over the world who might otherwise have to choose between the two conventions.**

*Yes, we can consider this. However, we are sometimes limited by the dates that are presented to us in the bid packages. It may be difficult to change them but we could always ask.*

### **How do I break up with my sponsor?**

*I don't like to think of it as "fired" or "breaking up." I move on. I think of it as outgrowing a relationship. Think about it. Pray about it. Communicate to make sure it's the right decision.*

### **Given the lack of specificity in the new bid requirements, will you evaluate them differently since they are more vague?**

*We've taken out all the specificity of the requirements. What it's doing is allowing bidders more creativity. We're not entirely sure how it will affect IGR. We hope it opens the process up to creativity, invention and expression.*

### **Has there been any discussion about allowing everyone to have a vote for the winning city bid? Do we AA's not have a right of participation?**

*No, there has not been a discussion. It's an interesting question. One of the great challenges of the Concepts is their application – the principles apply, but how do they get expressed? We don't have a General Service structure in ICYPAA nor should we have one. To increase your own voice, participate in a bid.*



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**Numbers are growing. Hotel contracts are big. Has awarding a bid two years out ever been considered?**

*The Advisory Council has not officially considered this yet, although we may need to if we continue to see our numbers grow. I personally have had some informal conversations about this topic. As a bidder, I tried to secure hotel contracts two years out to ensure a more consistent deal from year to year.*

**Is there a bilingual or foreign language chair position?**

*The Advisory Council does not have this position, however, Host Committees generally include this position on their roster of elected members.*

**I have a concern with inter-YPAA cooperation - EACYPAA, WACYPAA, etc. There's no good place for international communication. It seems that GSO looks to ICYPAA as YPAA representatives. Is there any kind of thought or process about creating some sort of larger communication structure?**

*Good question. That's a conversation I've had informally, but to my knowledge the ICYPAA Advisory Council has never discussed it in any sort of formal capacity. When we're planning for Atlanta 2015 perhaps this conversation is something that we'll be able to get on the agenda for any YPAAs present to discuss.*

**How long has ICYPAA had meetings in other languages available?**

*The very first ICYPAA had meetings in other languages (Niagara Falls, NY – 1958.)*

**Different Areas have different relationships with YPAAs. There was discussion about establishing guidelines for dealing with YPAAs on a local level. Do you have any special insight on that?**

*I'm not aware of any ongoing conversation among Advisory Council members on the topic. I do think that this is something that can be looked into though.*

**Does Council acknowledge AA Concepts like Right of Appeal in thought and in Action.**

*Yes.*

**Would Advisory consider electing a liaison whose purpose is helping YPAA in foreign countries (someone to go to, to ask questions and share experience)?**

*We are in the process of considering all of these things.*



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## **What are the shortest and longest amounts of time a committee has bid before getting awarded the opportunity to host ICYPAA?**

*To our knowledge, the shortest time bidding was two years and the longest time bidding was ten years.*

## **Only 8 cities bidding this year - any idea why this may be?**

*The Bid Development Committee discussed this on our first call this year. A number of committees either decided to focus locally or were awarded a local/regional convention this year. We identified a number of reasons why there are fewer bid committees this year, however the Bid Development Committee did not believe those reasons centered around the bid process being too overwhelming. It's always been complicated – now you can just see how complex it is because we're providing all the information.*

## **What did Matt want to say?**

*I'm concerned about fewer bids. I think we should look at whether it's too hard. We should look at the number of regional conferences. We don't have a 1<sup>st</sup> year bid this year. What are we doing to encourage bids?*

## **How do you assess the momentum in a bidding city?**

*There are so many aspects that go into our individual decisions. For some people momentum will be important and for others it won't. Momentum is evident through numbers, bid book improvement and polish, and the level of support you're getting in your Area.*