



International Conference of Young People in Alcoholics Anonymous  
P. O. BOX 22987, DENVER, CO 80222  
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## ICYPAA Forum Report

Friday, August 31, 2018, 2:00-4:00 p.m.

60<sup>th</sup> ICYPAA – Baltimore, MD

### Opening - 2:00pm

- Serenity Prayer
- Opening Remarks (Advisory Council Chair)
- Advisory Council Introductions – Jared, Joel, Jamie, Chris, James, Phillip, David, Tamara, Rachel, Spencer, Shannon, Mary Kate, Talbot, Trey, Mo, Lindsay

### Reports

- **Chair (Lindsay) 5 minutes:**

Position	Advisory Council Chair
Meeting Date	Forum Report: 08/31/18

Committee Chair	n/a
Committee Members	n/a

### Report

#### Committee/Position Responsibilities:

- Plan, announce the agenda for, and chair all Council and Operating Committee meetings.
- Maintain a working relationship between Host Committees and the Council to ensure that the best interests of ICYPAA are being served.
- Be a signatory on all facility contracts and bank accounts including Host Committee accounts.
- Work jointly with the Treasurer to maintain a working list of all financial obligations, and ensure that all are being met.
- Keep the Operating Committee informed on all ICYPAA matters of importance.
- Be responsible to support all members in the completion of their duties.
- Act as liaison between ICYPAA and the General Service Office and ensure that the General Service Office has a current list of Council members including addresses.

#### Report:

Summary of actions since the 59<sup>th</sup> ICYPAA in Chicago:

- Host Committee



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- Made myself available to answer any questions/concerns that came up throughout the year
- Facilitated Host Committee Elections, attended site visits, advised regarding Host Committee Guidelines, budget, outreach strategy, graphics, website, program, service activities, pre-conference event, merchandise sales, and committee unity
- Bid Committees
  - Made myself available to answer any questions/concerns that came up throughout the year
- Advisory Council
  - Appointed Committee chairs and members
  - Scheduled Quarterly Business Meetings
  - Sent thank you letters to GS guests from 59th ICYPAA
  - Met with the Operating Committee monthly
  - Sat in on subcommittee meetings and did my best to keep up to date with the activities of those I couldn't make
  - Worked with the Operating Committee to review a claim under our NDAH policy, developed proposed responses, participated in investigations, and attempted to communicate with complainants and complainees.
  - Served as one of the Admins for the ICYPAA Facebook Group, reviewed posts and removed posts
  - Organized this year's Past & Present Advisory Council Breakfast for the 60- ICYPAA in Maryland
  - Met with the Advisory Council quarterly: twelve motions were passed at these meetings:
    - Increased FB admins from 3 to 5 (11.19.17)
    - Selected a new ICYPAA logo (11.19.17)
    - Surplus funds allocation for website improvements (11.19.17)
    - Approved operating budget (11.19.17)
    - Amended the Merits and Liabilities procedure (2.11.18)
    - Updated Host Committee Responsibilities document (2.11.18)
    - Updated the Advisory Council Communication Guidelines document (2.11.18)
    - Resolved an NDAH complaint (5.13.18)
    - Updated the scope and purpose of the ICYPAA Facebook group (5.13.18)
    - Allocated surplus funds for additional website/ tech improvements (5.13.18)
    - Allocated funds for the Grapevine project undertaken by Host Committee (5.13.18)
    - Allocated funds for the Video Project executed by the Host Committee (5.13.18)

Summary of actions since the May Quarterly Meeting:

- Host Committee
  - Communicated with Host Chair regularly about final details leading up to Conference



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- Pre-Conference Event announced
- Video project undertaken and completed
- Merchandise ordered and pre-sales were made available online
- GSO representatives confirmed
- Program finalized, approved and printed
- As of 08/21/18:
  - Registrations: 1513
  - Eutaw Street pre-con tickets sold:
  - Scholarships: \$1,703.55
  - Hilton Pickup: 1,935
- Advisory Council
  - Sent important reminders, timelines, number of printed bid books, and other information to Bid Committees
  - Attended and gave introductory welcome for ISMYPAA
  - Sat in on subcommittee meetings and did my best to keep up to date with the activities of those I couldn't make
  - Attended all but one subcommittee's IGR call
  - Remained available to assist subcommittee chairs and AC members throughout the year

Thanks for letting me serve  
In Love & Service,

Lindsay S.  
ICYPAA Advisory Council Chair  
advisory-chair@icypaa.org

- **Treasurer (James) 5 minutes:**

Hello ICYPAA Nation:

It's been an honor to serve you as the ICYPAA Advisory Treasurer since the 59<sup>th</sup> ICYPAA in Chicago. Overall it has been a successful financial year for us and ICYPAA's financial health remains sound.

### **1. Advisory Budget and Spend for 2017:**

For the Council Year 2017 we had the following budget to spend:

2017 Advisory Operating Budget: \$24,781

2017 Advisory Council Operating Spend: \$19,781



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For Council Year 2018 we have the following budget to spend so far:

2018 Advisory Council Operating Budget: \$19,087.00

2018 Advisory Council Current Spend: \$2,925.12

## 2. Surplus Funds Balance and Allocations

Below is a summary of open allocations for Advisory Council Surplus Funds. Surplus Funds are added whenever the conference nets greater than its cost after host committee distributions, whenever the Advisory Council spends below budget, and if adjustments are made to the prudent reserve. Last year, \$5,865.16 was added from the Chicago ICYPAA. In 2018 we undertook a review of our prudent reserve and determined we had about \$13,000 more in our prudent reserve than was necessary and this money was added to unallocated funds. Also, \$5,032 was added based on the AC being under budget in 2017. This year money was spent from Surplus Funds for Web Site improvements and for attorney review of our NDHA policies. We currently have \$3,815.53 in unallocated surplus funds.

Website Improvements	Technology Committee	\$812.50
Attorney Fees	Operating Committee	\$2,413.00
Video Project	General Service Committee	\$5,000.00
Grapevine Project	General Service Committee	\$5,000.00
Website Improvements	Technology Committee	\$10,000.00

## 3. Cash on Hand as of 8/20

Chase: \$86,972.62

Bank of America: \$7,945.65

Total: \$94,918.32

## 4. Miscellaneous

59. ICYPAA: Chicago had a great ICYPAA and ended up returning \$5865.16 to Surplus Funds after making a distribution of 20% of their net income

**BANKING:** For another year we were in a city without a Chase account and so this year we opened an account with Bank of America to cover host expenses in Baltimore. Based on the coverage of Chase and the need to be flexible, we will most likely continue to maintain one account with Bank of America



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**MERCHANT ACCOUNT:** Our merchant account continues unchanged and our rates continue to be competitive when compared to other providers in the marketplace.

**BUDGET:** WE continued to transition budgeting to the Finance Committee and this year the Finance Committee took 100% ownership of the budget

**HOST:** This year I helped review the Host budget, stayed in contact with the Host treasurer and purchased GL insurance for the conference.

**PRUDENT RESERVE:** I worked with the Finance Committee to analyze our prudent reserve based on our bylaws and determined that we were holding about \$13,000 too much in our prudent reserves after our minimum balances in our accounts ere considered. This amount was added to unallocated surplus funds.

**INSURANCE:** I reviewed Council's Insurance Policies and procured an insurance policy in line with our needs

**MISCELLANEOUS ACTIVITIES:** I filed our "periodic report" with the Colorado Secretary of State to maintain our non-profit status

Yours in love and service,

James H.

- **Co-Chair (Phillip) 2 minutes:**

<b>Position</b>	<b>Co-Chair – Phillip C.</b>
<b>Meeting Date</b>	<b>8/31/2018</b>

<b>Committee Chair</b>	<b>n/a</b>
<b>Committee Members</b>	<b>n/a</b>

<b>Report</b>
<b>Committee/Position Responsibilities:</b> <ol style="list-style-type: none"><li>1. <b>In the absence of the Chairperson, shall accept the full duties of the Chairperson.</b></li><li>2. <b>Keep completely informed on all ICYPAA matters.</b></li></ol>



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**3. Be one of three signatures on all Council bank accounts.**

**Report:**

1. Attended all Operating Committee Meetings
  - Drafted various motions originating from the Operating Committee
2. Have stayed current on Bid Committee and Host Committees via meeting minutes
3. Have been available to assist our Chair Lindsay as needed with input on various topics
4. Assisted Host Committee with various items as needed
5. Chaired the Technology Subcommittee
6. Served on the Hotels and A/V Committee

• **Secretary (Trey) 2 minutes:**

Secretary's Responsibilities (short version):

- Create and maintain council documents including but not limited to minutes, reports, recordings, IGR, and correspondence in an appropriate file sharing environment
- Maintain the e-mail address for all correspondence
- Be responsible for the revision and printing of all Council documents and literature

Report:

1. Created, updated, archived and posted all minutes, documents and forms related to the 59th ICYPAA in Chicago, Illinois
2. Compiled the 2017 ICYPAA Forum Annual Report and sent the report out via our email distribution list
3. Created, archived and posted monthly minutes of the operating committee meetings
4. Communicated with our attorney regarding GDPR, the new European Union regulations around online data gathering and our own data collection procedures when registering with ICYPAA
5. Communicated with our attorney about the trademark infringement potential on YouTube and other online platforms



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6. Participated in the NDAH investigations process
7. Communicated with the attorney regarding the NDAH investigations process
8. Communicated with the attorney regarding possible update of language used in the NDAH policy
9. Served as an ICYPAA Facebook Admin approving or deleting posts according to our Facebook group policies which evolved throughout the year.
10. Drafted various Discussion Points and Motions on behalf of the Operating Committee for Quarterly and Annual Business meetings
11. Prepared documents for the 2018 Annual Meeting of the ICYPAA Advisory Council
12. Responded as needed to advisory@icypaa.org emails

Prepared by:  
Trey V.,  
Secretary, ICYPAA Advisory Council  
advisory-secretary@icypaa.org

- **Archivist (David) 2 minutes:**

August 21, 2018  
Atlanta, GA

Your ICYPAA Archives are scheduled to be displayed during the conference weekend in the Tubman Room (LL).

The collection exhibit from Chicago is safe and sound in my home in Atlanta. The remaining archives repository remains safe and sound in San Francisco under the care of Kirk Wilder. We have established a transition plan and by the end to the 60<sup>th</sup> ICYPAA, it is expected that I will retain possession of the entire archives collection.

Since being elected archivist, I have made contact with:

- Kirk W., (recent ICYPAA archivist),
- Tom H., (past ICYPAA council chair and archivist),
- Michelle M., archivist for GSO of Alcoholics Anonymous in New York).

Consolation with these individuals has gifted me with their experience, strength, and hope. As well as help develop some goals and ideas for the archives.

One goal that has materialized from these discussions is the need for written policies and documentation. I believe that no matter what goal direction is set for the archives, it must be true to the mission, vision, and traditions of ICYPAA and Alcoholics Anonymous. Michelle M., GSO Archivist has graciously provided me with the written policies and documentation that is used as part of GSO. I have taken these documents and edited to support the nomenclature of ICYPAA. It is the intent to have these documents presented to council for review and approval.



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The documents are:

- ICYPAA Achieves Collection Policy
- ICYPAA Achieves Deaccession Policy
- ICYPAA Deed of Gift Form
- ICYPAA Deaccession Form

Additionally, to ensure the safe transport and storage of the archival materials, I purchased plastic storage bins. These bins are specifically designed not only for storage but also shipping. This should promote a cost savings so as to not having to re-box materials to ship or transport to each year's conference.

The request is for reimbursement for these bins at the total cost of \$621.00.

I have not received any new archival materials beyond current items from the 60<sup>th</sup> ICYPAA in Baltimore, MD. The ICYPAA Archives are always taking donations from members with items and documentation from past conferences. We welcome pictures of items if the current owner isn't ready to part with their beloved item. I would be more than happy to support anyone in your area who might have archive materials from conferences they attended or questions on how to donate them.

Yours in Service

David N

- **59th ICYPAA Chair (Mary Kate) 2 minutes:**

#### **59. ICYPAA Post Conference Report**

The 59<sup>th</sup> ICYPAA was held August 17th-20th, 2017 at the Hilton Chicago.

#### **Registration**

Original attendance projections were at 3,600, increased to 3,700 as we got closer to the start date; final registration count was 3,788. Roughly 60% (2,300) of registrations were pre-registrations, with 40% on-site.

ICYPAA Registrations:	3,788 Registered	2,777 Picked Up	\$111,157.6
Scholarship Fund:			\$3,252.5
<b>Total:</b>			<b>\$114,683.1</b>

#### **Facilities**

Our working relationship with the Hilton was relatively smooth and efficient upon replacement of our original CRM early in the year. We were contacted by our CRM after the conference to let us know our AV company had damaged





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an elevator, and they would be contacting them regarding the costs for repair. No other major issues or incidents relating to the facility.

### **Room nights booked: 2,078**

We filled 87% of our total 2,401 room block. Guest room minimum in the contract was 55% (1,321 nights).

### **Program**

The committee opted to carry the previous year's bid theme, "Limitless Expansion" through to our host year due to its significance to the host committee.

A strong emphasis was put on upholding both the Advisory Council and host committee's commitment to inclusion and diversity during our selection of main speakers and panelists. We set out to have programming with balanced offerings of each of our three legacies, and to provide speakers with substantive sobriety and experiences for each of the topics. We hosted a number of great panels and workshops where lots of experience, strength, and hope were shared and one workshop with which we ran into some issues that served as a learning experience we can pass on to future host committees.

### **Outreach**

We followed past outreaching leads and tailored our social media presence around our #limitless theme. We had success using our bidding stickers for outreach and opted to do a business card sized sticker, in hopes of combining the best of both worlds (i.e., something substantial to hand to people, that they could also stick on their belongings/repurpose in creative ways). This option was also more feasible financially for us, with 10,000 stickers totaling out at \$425.

### **Merchandise**

The committee opted to follow in the 58th's merch footsteps via our online pre-sale merch store. We setup our merch store through ICYPAA.org's back end, which did end up creating a few hiccups throughout the process. Online pre-sales were successful for outreach/exposure purposes.

Total Income:	\$25,676.0
Total Expenses:	\$21,205.93
<b>Total Net Profit:</b>	<b>\$4,470.07</b>

### **A/V**

The 59. ICYPAA used Miller Pro A/V for the audio/visual setup along with labor costs through Hilton's in-house company, PSAV. Due to a last-minute bill for \$50+k in labor, we did a bit of reconfiguring to avoid that hit. We ran speaker/voice-only audio through the in-house systems (which were available to us free of charge), wherever it was available, and we outsourced dance/DJ/entertainment sound to two local AV guys (one of whom was our Hotel Chair). This setup worked for us, as it didn't trigger all the additional stagehand labor, but it did end up limiting what Miller could assist with.

Miller A/V:	\$29,164.0
PSAV:	\$25,551.03
Additional:	\$2,569.88



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**Total: \$57,284.91**

### Finance Report

Total Revenues: \$137,130.2  
Total Expenses: \$129,798.75  
**Net Profit: \$7,331.45**

20% of Profit for Contributions \$ 1,466.29

Chicago Area Service Office (CASO) 70% \$ 1,026.4

GSO 30% \$ 439.89

### Miscellaneous

**Facebook Secret Site Main Meeting Stream** - Streamed all main meetings into the ICYPAA Secret Facebook page via the feed from our A/V vendor running through a 3<sup>rd</sup> party streaming box provided by Phillip C.

**Grapevine "Service is the Secret" Video** - The 59<sup>th</sup> used the \$5,000 budget offered by the Advisory Council to commission a super cool video highlighting some of Chicago's service heavy hitters, who also got sober young. It was shown before the Saturday night meeting.

- **Hotel/AV Subcommittee Chair (James) 2 minutes:**

Greetings!

It has been a pleasure to serve the ICYPAA Community as the Hotel/AV Chair for the past year. The Hotel/AV Committee is made up of James H., *Chair*, Joel S., Shannon C., Phillip C., and Mary Kate R.

This year the Finance Committee continued to execute its' duties as spelled out in ICYPAA's by-laws to select a site for the 60<sup>th</sup> ICYPAA, provide general oversight into the relationship with the selected facility, select an A/V vendor for the 60<sup>th</sup> ICYPAA, provide general guidance around Bid Requirements 11 and 12, and conduct IGR for Bid Requirements 11 and 12.

Some highlights of our year include:

Conducting site selection for the 60<sup>th</sup> ICYPAA, visiting and negotiating with 3 properties in Maryland

Selecting the Hilton Baltimore as the site for the 60<sup>th</sup> ICYPAA

Ensuring a smooth transition of facility relationship to host – relationship has been great all year



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Conducting an RFP process for A/V vendors, reviewing proposals from 3 qualified bidders  
Selecting PSAV as the A/V Provider for the 60. ICYPAA  
Making frequent and regular contact with bid facilities chairs  
Completed Early Bid Review for Boston, MINTYPAA, Twin Cities and Nor Cal  
Completed IGR for Bid Requirements 11 and 12 for 9 Bid Committees

We are all extremely grateful for the opportunity to be of service in this way.

In love and service,

James, Joel, Shannon, Phillip, Mary Kate

- **Bid Development Subcommittee Chair (Jamie) 2 minutes:**

Bid Development Forum Report for 2017-2018 Bid Year

The following are members of the Bid Development Committee: Rachel R, Mo B, Chris B, Jared M, and Jamie P.

Since our last quarterly meeting, Bid Development has held one subcommittee meeting, and has serviced eight, one on one webinars with Bid Committees. The following list of bids held a one on one with Bid Development, and will be formally bidding:

DCYPAA  
Boston  
NorCal  
Michigan  
Louisiana  
Florida  
Hawaii  
Twin Cities  
OCYPAA

\*\*In regards to the Pennsylvania Bid, it is important to note that they have stepped down from placing a formal bid, but will be participating as a token bid.

Every formal bid held a one on one this year, and there was a high participation. They all took place on Sunday's with seven of the one on one's landing back to back for seven Sundays in a row. With that said, our committee found it unnecessary to hold our regular subcommittee meetings in June and July. In replacement of our August subcommittee meeting, we held our IGR meeting where we consolidated feedback for Bid Requirements 5 and 9. Our committee was very thorough and productive during this process, and I am grateful to have been in service with such a trusted group.



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In addition, our committee has been in consistent connection with bidders answering emails, Facebook posts, etc.

Thank you for an incredible year, Council. I will miss serving with you.

- **General Service Subcommittee Chair (Trey) 2 minutes:**

<b>Committee</b>	General Service Subcommittee
<b>Meeting Date</b>	August 30, 2018

<b>Committee Chair</b>	Trey V.
<b>Committee Members</b>	Elissa W., Shannon C., Tamara S., Veronica O., plus Lindsay S., ex officio, and Ben B., Kelsey B. and Katie E. from the 60- Host Committee

<b>Report</b>
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**Committee Responsibilities:**

the ICYPAA Advisory Council General Service Subcommittee shall be:

1. Communicate with GSO on issues related to young people (including ICYPAA's participation in the A.A. International Convention).
2. Collaborate with AAWS and The Grapevine to increase the awareness and involvement by attendees of ICYPAA in General Service.
3. IGR for Bid Requirements 3 (engagement in AA's Three Legacies), 4 (Host Committee Responsibilities), and 6 (activity schedule).

**Report:**

Since the last Advisory Council Meeting at the 59- ICYPAA, the General Service Subcommittee met ten (10) times, and took the following actions:

1. Twelve Concepts Education /Service Manual Study Group/ Service Project
  - We discussed re-starting the Twelve Concepts education / Service Manual study group; we concluded, based on attendance/participation, that the study group didn't seem to fit into the workload allowing most of council to participate. We considered a variety of ideas for changes going forward, including doing a one-time workshop directed to a possibly broader audience instead. A few members said they would be interested in attending such a workshop. We chose instead to have a focus service month in March of 2018 where we encouraged all members of council to take on an additional service position in local area and the General Service Subcommittee took on a service position of selecting speakers for the 5- Dimension Online AA group in the month of June.



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Members of the Advisory Council and invited members from the Hard of Hearing community were invited to share their Experience, Strength and Hope in a twice weekly meeting lead.

1. GV/La Viña Opt-In Campaign

- This campaign started before the 58<sup>th</sup> ICYPAA and during the 59<sup>th</sup> Host Year. At the start of this conference year we received word from GV/La Viña that they received some measurable interest that they would be interested in continuing it, in some form or fashion, if Council and the Host Committee were interested. We brought it to the new Host Committee through their Service Subcommittee and encouraged to continue the campaign. During the year, they included opt-in language at the bottom of their email blasts, along with a link to download the GV app.

1. Grapevine Project at the 60<sup>th</sup>

- Throughout the year we worked with the Host Committee to develop Grapevine Project at the 60<sup>th</sup> ICYPAA. They decided to use an allocation of \$5,000.00 of surplus funds to create grapevine objectives and prizes as a part of their “Scavenger Hunt” held during the program of the 60<sup>th</sup> ICYPAA and give away “free” (paid by ICYPAA) GV and LaViña subscriptions with remaining funds to local institutions in Maryland, which should include up to 150 1-year GV app subscriptions and 100 La Viña print subscriptions. In addition, they worked to set up a GV panel and workshop at the 60<sup>th</sup> ICYPAA.

1. Service Program at the 60<sup>th</sup>

- Throughout the year we worked with the Host Committee to develop the Service Program at the 60<sup>th</sup> ICYPAA. We reviewed and commented upon the proposed service program, and subsequent updates and changes made. We monitored their progress obtaining participation AAWS/GV staff, and selecting and scheduling GSO speakers. We gave feedback on the workshops and presentations planned.

1. Host Committee Video Project

- The Host Committee asked the subcommittee for approval to move forward with production of a professional video to be shown at the 60<sup>th</sup> ICYPAA, as well as submitted for inclusion in the Young People's Video Project, about Young People and AA service. They had a producer and budget prepared. The project was green-lighted by the Advisory Council at our conference call in August. Since then, the Host Committee was given its requested allocation, and the subcommittee kept track of the production, which concluded successfully.

1. Host Committee Service Project

- We worked with the 60<sup>th</sup> ICYPAA host Committee on a group service project to be completed by Host Committee during Host year. Ideas from the Host Service Subcommittee ranged from letters to inmates, taking meetings into prisons, and a podcast series. Host ultimately decided on a one-time service panel podcast recorded in advance of the 60<sup>th</sup> ICYPAA and available to public. We worked closely with them during the planning and production of the one-time podcast.

1. Future Added Responsibilities of General Service Subcommittee and IPCC



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- We considered the workload and flow of the committee on an annual Host year basis. Concluding that much of the work of subcommittee does not begin until several rounds of Host elections have taken place and the Host Service work has begun, we evaluated inefficiencies and capacity for more work possible by the subcommittee. Believing that the workload and flow for the Ad-Hoc IPCC committee we have sought and received support from all of council to include the responsibilities of the IPCC under the General Service Subcommittee going forward.

1. Early Bid Review Feedback
  - We completed early bid review of submitted items from the DCYPAA, Boston and Nor Cal Bid Committees and returned feedback to those groups.
1. IGR
  - We held one IGR-related conference call on 8/16/18 to review bid packages submitted by bid committees for the 61- ICYPAA.

Any questions and comments are welcomed. Thank you.

Respectfully Submitted,  
 Trey V., Chair, General Service Subcommittee

• **Finance Subcommittee Chair (Spencer) 2 minutes:**

<b>Committee/Position</b>	<b>Finance</b>
<b>Meeting Date</b>	<b>Annual Meeting</b>

<b>Committee Chair</b>	<b>Spencer W.</b>
<b>Committee Members</b>	<b>Mary Kate R., James H., Chris B., Talbot G. &amp; Lindsay S. (ex-officio)</b>

Report
<p><b><u>Committee Responsibilities:</u></b></p> <ul style="list-style-type: none"> <li>• Provide oversight and guidance to the Treasurer in managing all ICYPAA Advisory Council financial accounts.</li> <li>• Prepare the yearly ICYPAA Advisory Council</li> <li>• Maintain the overall financial health of ICYPAA</li> </ul> <p><b><u>Report:</u></b></p> <p>The Finance Committee made huge strides in a few areas and while we fulfilled our responsibilities to ICYPAA, our primary focus this year was on the financial health of ICYPAA. Specifically, in auditing our current finances and addressing the proceed split with the host committee. I want to thank everyone</p>



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on the committee for their continued work throughout the year, and here is a ledger of all activity for our committee:

- Prepared and presented a budget of operating expenses to Advisory Council for approval through the process brought forth from the previous Finance Committee
- Audited the Council Prudent Reserve, advised the Treasurer to move all excess funds into unallocated funds, and informed Council of this financial change
- Monitored all activity with unallocated funds
- Reviewed and presented a motion for the annual meeting that addresses the split of proceeds from the ICYPAA conference between Host Committee and Advisory Council
- Provided guidance to the Treasurer
- Completed Early Bid Review for the NorCal Bid, Boston Bid, and Michigan Bid
- Completed IGR for requirements 2, 7, and 10 for nine bid committees
- Maintained the financial health of ICYPAA through working to manage accounts and financial transactions and operating within the principles of the traditions and concepts of AA

It has been a pleasure serving ICYPAA in this capacity.

In Love & Service,

Spencer, James, Mary Kate, Chris and Talbot

• **Tech Subcommittee Chair (Phillip) 2 minutes:**

<b>Committee</b>	<b>Technology</b>
<b>Meeting Date</b>	<b>8/31/2018</b>

<b>Committee Chair</b>	<b>Phillip C.</b>
<b>Committee Members</b>	<b>Campbell, Trey, Spencer, Mo, Rachel, Lindsay (ex-officio)</b>

**Report**

**Committee/Position Responsibilities:**

1. **Update and maintain the ICYPAA website and email addresses**
2. **Respond to any web related inquiries**
3. **Communicate with host regarding web needs**
4. **Process returns/refunds**



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**Report:**

1. Committee has met monthly over the course of the year.
2. Created and updated email accounts and distribution lists for Advisory Council and Host Committee members.
3. Edited and uploaded all audio recordings from the 59- ICYPAA.
4. Committee re-engaged the same App development team used last year to produce the ICYPAA App for the 60- ICYPAA.
5. Committee underwent RFP Process for new Website and Point Of Sale (POS) integration
  - a. Coordinated with numerous vendors to solicit proposals
  - b. Received 4 proposals ranging from \$10k-\$30k
  - c. Group conscience was to remain with current provider due to price and familiarity with our current, custom system.
  - d. Total budget for complete website front-end and back-end overhaul is \$16,000, paid in increments according to milestone completion.
  - e. New site will be rolled out after 60- ICYPAA
  - f. In the meantime, a Development version of site can be found at: <http://emarketed.us/icypaa/>
6. Committee determined that by historical trends and standards for ICYPAA, we may be due for a refresh of our logo.
  - a. Committee submitted invitations to artistic individuals from the past 5 years of Host Committees, including Graphics and Merchandise chairs, to design a new ICYPAA logo.
  - b. The committee also solicited logos from an outside vendor to ensure we had adequate choices.
  - c. Finally, the committee whittled down the 25 submitted logos to 4 new logos and our existing logo to choose from.
  - d. Full Advisory Council voted to select our new logo
7. Conducted monthly discussions at length regarding the ICYPAA Facebook Group and feedback received at the forum. Actions taken over the course of the year include:
  - a. Increased number of FB admins from 3 people to 5 people
  - b. Changed ICYPAA Facebook group to a Bulletin Board-style format to include only the following:
    - i.YPAA Outreach
    - i.Host Committee Announcements
    - i.Requests for 12- Step Help and Meeting Recommendations
    - i.Conference Transportation & Accommodation Coordination
    - i.General Service Announcements
    - i.AA Anniversary Celebrations
8. Created a private YouTube page from which to embed anonymized video content created by Host Committees to [icypaa.org](http://icypaa.org).





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9. In response to an email regarding videos posted by individuals on YouTube using ICYPAA in the description or title, the committee discussed at length the various actions we could take:
- a. Committee sought legal counsel to inquire as to enforcement of trademark rights.
  - b. Committee reached out to the PI desk as GSO to inquire as to how they handle videos posted to YouTube that use the AA or International Convention name.
  - c. Plenty of discussion ensued about using legal instruments to enforce spiritual principles.
10. Committee discussed our use of Video streaming during the conference and how we felt about it in relation to our Traditions.
- a. We also spoke to individuals outside of our committee about their view on our streaming process, including Clay I., the outgoing Chair of the PI Committee of the General Service Board and Josh E., an appointed committee member to the PI Committee on the General Service Board and non-trustee director of the Grapevine.
  - b. We were informed that not only were a large swath of board members in favor of our streaming at the conference, we are being held out as an example of technological advances in AA among Trustees and various Delegates at the General Service Conference.

Respectfully Submitted - Phillip C

• **Ad Hoc Int'l Participation and Communication Subcommittee Chair (Joel) 2 minutes:**

<b>Committee/Position</b>	<b>IPCC Subcommittee</b>
<b>Meeting Date</b>	<b>Annual Business Meeting – 8/30/18</b>

<b>Committee Chair</b>	Joel S.
<b>Committee Members</b>	Tamara S., Kendall S., Jamie P., Lindsay S. (ex officio)

<b>Report</b>
<p><b>Committee/Position Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Examine the international service responsibilities and authorities held by ICYPAA</li> <li>• To explore ways to improve communication with international YPAA organizations.</li> <li>• Plan and execute annual ISMYPAA call</li> <li>• Manage Fuze account for use by ypaac committees</li> </ul> <p><b>Report:</b></p> <ul style="list-style-type: none"> <li>• Since our last annual business meeting, IPCC has conducted 10 monthly subcommittee meetings as well as facilitating 10 pre-planning meetings for ISMYPAA.</li> </ul>



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- Participated in the planning and execution of the 4- annual International Service Meeting of Young People in Alcoholics Anonymous. ISMYPAA was comprised of more than 50 participants from more than 25 YPAA communities across the globe.
- Tested out and migrated our offered online meeting platform from Fuze to Zoom. Currently we're providing an online meeting opportunity for multiple YPAA and general service entities.

### Questions and Answers

- Alternating Questions
  - Timed questions from the floor (2 minutes)
    - i.Q: Attendee – Could you please elaborate on the YouTube Situation?
      1. A: AC Member – YouTube portion of Report (not reached in Report Delivery)
    - ii.Q: Attendee: I have been bidding for a period. Have you ever considered posting IGR reports with the awarded bid?
      1. A: AC Member – We have not but that is an interesting idea! Being asked here in the forum we will certainly discuss this year. Thank you!
    - iii. Q: Attendee – Could you discuss the Video Project and Grapevine Project?
      1. A: AC Member– Every year for 3 years for Video project and 5 years for Grapevine, the Advisory Council has approved an allocation for willing Host committees to provide a professionally shot video in accordance with the 12<sup>th</sup> step showing Experience, Strength and Hope in a digital fashion for Video Project and \$5000 to help support growth of grapevine subscriptions. The 58<sup>th</sup> and 59<sup>th</sup> Video Projects are available on our website and the 60<sup>th</sup> project will be available shortly. The grapevine project this year is through giving subscriptions



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away as part of the scavenger hunt and remaining allocation will provide subscriptions to local institutions.

- iv. Q: Attendee: What is the Advisory Council doing to foster international bids?
  - 1. AC Member – The Ad hoc committee for IPCC is facilitating ISMYPAA. Good news is that the message is spread all over the world and supports the growth of international committees.
  
- v. Q: Attendee – Last year there was controversy and has left a bad taste in many individual’s mouth. Anything done to repair relationships?
  - 1. A: AC Member – The Advisory Council holds a standard of openness and transparency. We are committed to create strong communication lines with our Host committees. Not sure if there is much else we can do beyond that.
  
- vi. Q: Attendee - When was the last time we did an inventory and is there currently any plans to conduct an inventory this year?
  - 1. A: AC Member – Last year the council conducted an inventory and I believe the minutes are available. I would be happy to follow up and provide those once I find. Currently no plans but could decide to conduct an inventory this year.
  
- vii. C: Attendee – Thank you to Advisory Council for the courage to change the guidelines for the Facebook Group.
  
- viii. Q: Attendee – Any discussion of adding a Facebook business page that people could find us?
  - 1. A: AC Member – We have had hands full in appropriate administration in page. The question will become a discussion point with next year’s committee.
  
- ix. Q: Attendee – Heard ICYPAA U was terminated? If true – why?
  - 1. A: AC Member – ICYPAA U didn’t go away but evolved into ICYCONNECT to update the topics and share experience in a different way that engaged bidders more to each other and us.
  
- x. Q: Attendee – Hotels – Has anyone developed from Advisory to build relationships on a national level with larger chains?



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1. A: AC Member – We have not proactively acted on a national level. We have notice that at least one chain has shared information between different locations.

xi. Q: Attendee – I think ISMYPAA is amazing. There was a city that we wanted to bid. Do you think there is something that we can do more than a once a year call to help an international bid happen?

1. A: AC Member – We have not thought about having more ISMYPAA's. The intent is that it would operate separate of the Advisory Council and Advisory Council become attendees. There is a lot of participation, but no current bidders have developed.

- Questions from email/internet

i.None

- Ask-It-Basket Questions

i.Q: Ask It Basket – Does the Archivist have a budget to properly preserve items such as T-shirts, Banners, etc? There seems to be a lot of damage to the items currently on display.

1. A: AC Member – Yes. The Archives has a budget with discretion to use as sees fit.

ii. Q: Ask it Basket– Why does the ICYPAA site seem like it hasn't been updated since the age of dial-up? Do you Currently have any plans for an update to improve user experience?

1. A: AC Member – the new site will be launched and available shortly following this conference!

iii. Q: Ask it Basket – When we going international?

1. A: AC Member – when a committee successfully submits a bid book meeting all requirements that warrants a viable award

iv. Q: Ask it Basket – Are there plans to digitalize and catalogue the archives?

1. A: AC Member – there have been discussions but currently no formal motion. With the election of new Archivist, there have been discussions to formalize with procedures and discussions.



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If time runs out, anyone remaining at the floor mic is encouraged to write down his/her question and put it in the Ask-It-Basket so it can be answered in the Final Report.

The Final Forum Report will include all individual reports as well as all questions & answers from the Forum. It will be posted on the ICYPAA web site and emailed out to the MailChimp list within 30 days of the conference.

**Closing – 3:04pm**

- Serenity Prayer