

WACYPAA Advisory Council Minutes 8/20/05 Vancouver, BC

Opened at 10:23am with the Serenity Prayer

Introductions

Present: Kelley, Tami, Jason, Rosie, Louise, Sarah, Jimmy, Kim, Moshe, Lauren

Minutes: read them to yourself. Tami motions to accept minutes. Jimmy 2nd. PASSED

Reports

Kelley (chair): I'm really glad we all made it up here. It's awesome you all showed up. There are a lot of new people. We have a lot of open positions. We are here to help the host committees and the bid committees. We should try to share our experience. We try to use Bylaws, Robert's Rules of Order and Service Structure. I went down in to New Mexico in March. They're fired up. They are having a few typical problems. I'm still trying to build relationships with Utah and Colorado. If you have any bid committee connections pass them on to Kim or me. We'll try to keep them updated. We need to keep up the ad hoc committees. Hawaii...Oahu is bidding for ICYPAA. Hopefully they'll bring something.

Danny (co-chair): Not present

Kim (secretary): Staying in contact with a girl from Alaska. She is excited about WAC

Tami (treasurer): (written report at the end of minutes) I don't have contact info for NM. I left a message for a girl in Utah. Trying to stay in contact. Colorado is all fired up. There is a lot of new blood. Trying to build unity in the state. Kim motioned to accept treasurer's report. Jimmi 2nd. PASSED

Tami motions to have lunch paid for. Jimmi 2nd. PASSED

Hispanic Liaison: Open

Louise (Hispanic Liaison): Nothing going on.

Mailing chair: (written report sent by email)

Mailing Chair Report:

First Mailing for WAC 9 has been sent.

All information was sent in Spanish and English, except for the WAC9 Registration Flyer. This has not been completed but it is being taken care of by Kelley. The cover letter includes the website to visit for regulations on traveling through Canada with a DUI record. I have sent a photocopy of the information with Jason Wark if anyone is interested. I have been in contact with Morgan about getting the most up to

date info on travel regs and making it available to everyone. So far it is not a link on the WAC 9 website. I do not have the current Delegates list and therefore, they were not included in the mailing (I have spoken with Kelley about this).

I will put together all of the material for the Mailing Chair and as soon as I have an address for them I will mail it.

One email has been sent to everyone on the YPAA list, giving the info about WAC 9. Unless I hear otherwise, all of the YPAA contact stuff will be sent to the new Mailing Chair as well.

That's about it for now.

Thinking about you all and hoping you're having a great time up there.

See you at New Year's.
happy to serve,
Grace D.

Moshe (website chair): The website is pretty screwed up. The Mexico info was still up so there is a link from wacypaa.org to wacypaa9.org. Northern Cal (EBYPAA) is bidding for sure. I suggested at their meeting that maybe they could co-bid with a more rural committee. Idaho was bidding but they might not be now. One girl moved away. Seattle is bidding.

Daniela (archivist): Not present (written report sent by email)
Mid Year Report
Archives

As most of you know, our Archives were lost two years ago. Therefore the focus for the archives has been to replace and collect any wacypaa history that we can. At the last conference, I was given a box of wac merchandise, and a box of past bid's. I am going to e-mail Howard the pictures of the merchandise in the next week. Now I have about 40 Bid books. They need to be scanned and returned to Mike. Kelly also informed me that the other box of bid books that Dennis sent to her. I have been scanning my bid books at my work. However I can only do one here and there. Is there anyone else that would be able to scan the bid books that Kelly has and then send the hard copies back to mike and e-mail the scans to Howard. From what I understand, the purpose of all of this is so we can great and archive section on the website. In the next few months I will speak with the current committee to see if we can set up an archive table. (with my mug and the packet grace gave me!). Actually what I have know besides the items I will be returning to Mike, will be copies of bid books, a good amount of material from San Diego WAC and Montana WAC. So any committee member especially WAC 8, please send or e-mail me anything from your conference that we can use. event flyers, minutes, agendas, merchandise, and main speaker tapes. I think that one thing that has been thrown around

is the idea of getting a tape from the main speakers at the past wacs and putting them on the website. Im not sure if that is a violation of the traditions but just a thought.

Mailing Address

3305 McGraw St.
San Diego CA 92117

Rosie: No report

Howard: not present, Mexico is planning on coming

Lauren: I don't have any information. I talked to people in Flagstaff. I'm pretty close to Utah. I need information for Utah.

Jimmi: No report

Emily: Not present, no report

Sarah: I talked to people in Oregon and Washington. Maybe Eugene.

Jason: I'm going to ICYPAA. A lot of people from MT are coming to WAC

Open territories: Utah, Indian Reservations, Oregon, Wyoming, Washington Nevada

Bid city reports: Utah, Seattle, New Mexico

Old Business

Incorporation and Non Profit status: (Kelley and ad hoc): from last meeting, "create an ad hoc committee to structure and make on what we want to do with non-profit status and what kind of incorporation we would like to be." We need to incorporate. We have \$500 to incorporate. Jimmi motions to take the money and incorporate as a for-profit corporation and revisit as an ad hoc committee. Tami 2nd. PASSED

Conference Inventory (Tami, ad hoc): tabled from conference. Last year we asked questions at Q&A...did anyone hear feedback on that? Shannon had suggested a comment card be made available for the conference attendees. Does someone want to do that and present it to us all before the conference this year? Lauren volunteers to work on that. Sarah motions to make a comment card and discuss by email. Tami 2nd. PASSED

Changing of Bid requirement 5 (Moshe): this got revised and voted on at the last meeting, but lost afterwards. The new wording supported more involvement in General Service. The wording was something like this: "Please demonstrate how your bid committee has been involved with General Service. (Some have chosen to get a letter of support, or to show how their group was active in area or district service)."

Motion from Tami to accept the change in bid requirement 5 as written. Weezie seconded. Passes unanimously.

Delegates position and responsibilities at conference (Danny): from last meeting, "co-chair will consider options for restructure of delegate roles." Nothing has happened. Tami motions to table. Sarah 2nd. PASSED

For host committee, what the AC does and does not do (Kelley) suggested to have a simple written document stating what we do and don't do for the host committee and for the conference. Weezie motions to develop and make available to the host committee a list of things that AC does and does not do. Development will happen over email as a group. Tami 2nd. PASSED unanimously

Ways to build bid committees (Kelley): One of our main jobs is to build and develop bid committees. Discussion of how to keep bid committees who already bid and did not get the bid. Talk to areas who haven't bid. We want to send the conference to all the places that bid. It's our responsibility to make bid committees.

Website chair responsibilities and role (Moshe): We need an expert to run the website. Not Moshe, who is technically challenged. The website is too complicated for a "non-techie" to maintain. Informally moved to talk more in new business.

New Business

Discussion on the ability of an alternate to step in for a missing council member (Kelley or whoever brought this up at last meeting). What would have to change in our structure and bylaws to make this happen smoothly? Should alternates be part of the council list?: Moshe admits to having personal issues, including being obsessed with WACYPA. Talked about having a packet ready for alternates rotating in with all the pertinent information so that they are well informed before the business meeting. Lauren motions to put alternates on council list if they desire. Tami 2nd. Motion retracted. Jimmi motions to have secretary have business documents from AC available with all pertinent information so alternates are well informed before the business meeting, to be added to job description in bylaw 4.7. Lauren 2nd. Vote on whether to change bylaw at this meeting. 8 for, 1 oppose. Minority opinion: this is not an emergency. Revote: 9 opposed. Will be moved to old business at next meeting

Process for website updates (Moshe, Howard): we should have a structure in place for updating the website and the documents. What do we want to do? Create an ad hoc committee to come to December with an idea. We could use yahoogroups email and have the host committee post a few things on their site for AC. Moshe wants the website available to host committee, get rid of last names on sites, keep archived info from old website, easily updated by anyone, documents easily uploadable, ac contact info, host committee info, translation into Spanish and ability to be read by Spanish browser, registration flyer.

Elections:

Native liaison: Weezie wins

Mailing chair: Rosie wins

Hispanic liaison: Sarah wins

Insurance bids (Tami, Kelley): We should look around for new insurance every year or so to make sure we have a good deal. Treasurer should continue to check insurance rates.

Utilize past advisory council (Kelley): Just a thought but it seems like a lot of history and experiences is lost as people rotate and are gone from the group. Some areas continue to utilize past delegates...do we have any ideas on setting this up? Is someone willing to start by creating an ongoing contact list of past ac members before we lose track of too many of them? We should try to find past ac members and ask them if they are available to current or future ac members. Moshe will spearhead this.

Conference report (Kelley): It would help bid committees (and future host committees) greatly if we had a standard conference report for host committees to fill out and submit after their conference has ended. Often this information gets lost (our past few conferences have not saved such data, or it hasn't made it to our website). This report would include hotel information and attendee numbers, etc, as well as any problems and solutions they encountered. Attached to the report could be the favorable letter from hotels that host committees often get. Tami and Rosie will work together to create that.

"Meeting makers make it" (Kim): discussion on the importance of making our bi-annual meetings. Moshe motions for chair of ac set midyear meeting dates within 45 days of conference and negotiate with hotel to acquire a boardroom for midyear meeting as well as discounted or free hotel rooms for ac. Jimmi 2nd. PASSED unanimously

Information packets for new ac members: Suggestion to have a packet with important documents to be given to incoming ac members

We will meet on Thursday of the conference so we can attend the conference.

Territories:

Howard-Mexico

Kim-Wyoming, Alaska, Montana

Louise-Arizona, Native Nations

Moshe-Washington, N. Cali

Daniela-S. Cali

Danny-Colorado

Rosie-New Mexico, Alberta

Kelley-Hawaii

Tami-Colorado, New Mexico

Sarah-Mexico, Oregon

Jason-Idaho, Wyoming, Montana

Lauren-Utah, Nevada
Jimmi-Alaska, Yukon, Colorado
Emily-British Columbia

Closed at 3:55pm

WACYPAA Treasurer Report

8/20/05

In this packet you will find several different reports. The reports are as follows:

Bank Statement
Budget vs Actual 2004
2005 Proposed Budget
Past Conference Income/Expense

As of August 15, 2005 our balance in our checking account was \$12,218.43. Please remember that our prudent reserve is \$5,000.00. Our estimated "Core expenses*" are \$3055.00 and our estimated total expenses are \$5,635.00.

In love and service,
Tami Reynolds
Wacypaa Advisory Council Treasurer

Bank Statement

Beginni
ng
Balance
as of
12/1/04

\$11,861.19

Deposits

Date	Description	Amount
12/31/2004	Interest paid	\$2.41
1/31/2005	Interest paid	\$3.40
2/28/2005	Mexico Donation	\$3,065.00
2/28/2005	Interest paid	\$3.52
3/22/2005	Outreach & Mailing overage returned	\$254.35
3/31/2005	Interest paid	\$6.17
4/29/2005	Interest paid	\$5.97
5/31/2005	Interest paid	\$6.16
6/30/2005	Interest paid	\$5.77
7/29/2005	Interest paid	\$5.78

Total**\$15,219.72****Withdrawals**

Date	Description	Amount
12/1/2004	Travel-Danny	\$200.00
12/1/2004	Mailing	\$160.00
12/1/2004	Travel-Rosie	\$200.00
12/20/2004	Travel-Grace	\$100.00
12/31/2004	Excessive W/D fee	\$14.00
1/3/2005	Travel-Rhonda	\$200.00
1/10/2005	Copies-Kelley	\$57.47
2/2/2005	Website-Dennis	\$74.97
3/8/2005	Seed Vancouver	\$1,000.00
6/14/2005	Hospitality Suite International	\$750.00
6/27/2005	Mailing	\$200.00
7/18/2005	Website-Dennis	\$44.85

Total**\$3,001.29**

**Ending
Balance
as of
8/15/05**

\$12,218.43

	Actual	Budget	(Under)/Over
Income			
Host Committee donations	\$3,065.00	\$3,600.00	(\$535.00)
Interest paid on bank account	\$30.73	\$25.00	\$5.73
Other donations			
Pre-conference events			
Miscellaneous			
Total Income	\$3,095.73	\$3,625.00	(\$529.27)
Expenses			
Seed money*	\$1,000.00	\$1,000.00	\$0.00
P.O. Box*		\$55.00	(\$55.00)
Website*	\$74.97	\$200.00	(\$125.03)
Insurance premium*	\$1,581.40	\$1,600.00	(\$18.60)
Postage and Copies	\$99.41	\$100.00	(\$0.59)
Mailings	\$245.65	\$280.00	(\$34.35)
Outreach		\$800.00	(\$800.00)
Delegate		\$200.00	(\$200.00)
Bank account service charges		\$35.00	(\$35.00)
Rent*		\$200.00	(\$200.00)
Archives		\$200.00	(\$200.00)
Travel Expenses	\$1,200.54	\$1,200.00	\$0.54
Conference calls			\$0.00
Miscellaneous			
Pre-conference events			

Incorporation /501©3 fees			
Hospitality suite			
Total Expenses	\$4,201.97	\$5,870.00	(\$1,668.03)
*Core Expenses	\$2,656.37	\$3,055.00	(\$398.63)

Income

Host Committee donations	\$3,000.00
Interest paid on bank account	\$20.00
Other donations	
Pre-conference events	
Miscellaneous	

Total Income \$3,020.00

Expenses

Seed money*	\$1,000.00
P.O. Box*	\$55.00
Website*	\$200.00
Insurance premium*	\$1,600.00
Postage and Copies	\$100.00
Mailings	\$280.00
Outreach	\$800.00
Delegate	\$200.00
Bank account service charges	
Rent*	
Archives	
Travel Expenses	\$1,200.00
Miscellaneous	
Pre-conference events	
Incorporation /501©3 fees	
Hospitality suite	
Literature	
Banner	

Total Expenses \$5,435.00
"Core" Expenses* \$2,855.00

	1998	1999	2000	2001
Income				
Host Committee donations	\$3,547.77	\$5,420.00	\$2,097.20	\$8,261.59
Interest paid on bank account				\$35.36
Other donations	\$39.00	\$3.98		
Pre-conference events	\$197.30			
Merchandise sales	\$43.96	\$90.00		
Service fees reimbursed				\$15.00
Insurance premium return			\$88.35	
Hospitality Suite			\$567.00	
Miscellaneous			\$243.00	
Total Income	\$3,828.03	\$5,513.98	\$2,995.55	\$8,311.95

Expenses				
Seed money*	\$500.00	\$500.00	\$1,000.00	\$1,000.00
P.O. Box*	\$58.00	\$64.00	\$64.00	\$55.00
Website*	\$100.00	\$100.00	\$100.00	\$100.00
Insurance premium*		\$500.00	\$2,819.64	\$3,161.48
Postage and Copies	\$132.11	\$93.27	\$142.63	\$100.00
Mailings	\$125.00			\$205.00
Outreach				\$600.00
Bank account service charges	\$14.94			\$31.71
Rent*	\$20.00			
Archives				\$12.17
Delegate expenses				
Travel Expenses				
Miscellaneous	\$199.00		\$148.92	
Pre-conference events	\$197.30			
Incorporation /501©3 fees	\$175.00			\$225.00
Hospitality suite			\$576.00	
Literature	\$60.00	\$20.00		
Banner			\$1,143.00	\$243.00
Total Expenses	\$1,581.35	\$1,277.27	\$5,994.19	\$5,733.36
Income / Expenses	\$2,246.68	\$4,236.71	(\$2,998.64)	\$2,578.59

2002	2003	2004
\$4,556.42	\$6,744.00	\$3,065.00
\$30.07	\$24.18	\$30.73
\$835.90		
\$5,422.39	\$6,768.18	\$3,095.73
\$1,000.00	\$1,000.00	\$1,000.00
\$55.00	???	
\$65.70	\$32.85	74.97
\$1,452.76	\$1,582.79	\$1,581.40
\$119.50	\$20.77	99.41
\$100.00	\$242.00	245.65
\$80.00		
\$3.50	\$42.00	
		1200.54
	\$509.07	

\$2,876.46	\$3,429.48	\$4,201.97
\$2,545.93	\$3,338.70	(\$1,106.24)