

ISCYPAA Advisory Meeting Minutes
Monday June 6, 2022
7:15 pm

Attendance: Steph R., Kelly B., Tamara S., Meg B., Tim H., Ryan M., Michelle D., Megan G., Tara G., Jeanette R., Rian B., Daniel R.

Meeting opens with Serenity Prayer & Introductions

Approval of Meeting Minutes – Motion made by Tamara. Meg Seconded. Motion approved, none opposed.

Chair Reports

- Chair-Steph R.
 - Submitted Report: Taxes for 2020 and 2021 were completed along with the request for waiver for any late penalty for 2020 due to “covid having a devastating impact on our organization and rotating volunteers”. I will let the group know when we hear back from the IRS regarding any late fees
CPA discovered that ISCYPAA was never registered as a Charitable Organization with the Attorney General, which is required for sales tax exemption. The AG’s office requires an annual report of where our money goes every year. The registration paperwork along with the 2021 annual report was filed. There may be possible late fees of \$100 per year since we became a 501c3 in 2017 for every year we didn’t file (\$400), but we are not sure those will be implemented.
Our state tax exempt status expires February 2023, CPA stated he could help us with renewing that towards the end of the year.
Due to the additional work CPA did regarding the taxes and the AG registration and annual report his fee came to \$370
Registration for AG’s office was \$215 and annual filing fee was \$15
Thank you so much for everyone that was able to attend various Host and Bid events this past month! I appreciate everyone making this service commitment a priority and I know the committees have noticed our presence and involvement.
Our July meeting to only be a vote/discussion on the hotel or any other time sensitive matters. We have an in-person meeting in the works for August 13 at the Illinois State Conference, there will be a zoom option for those that are unable to drive in and we can plan on that meeting being longer.
 - Discussion:
Michelle – the CPA’s fee was \$375 what did we originally plan? Less than that or more?
Steph – original fee was lower.
- Co-Chair- James P
 - Report Given: Not present
- Secretary – Kelly B.
 - Report Given: Springfield secretary emailed me the contact information for the newly formed bid. I will update the contact information sheet in the next week with the information sent. One chair from a bid committee asked for contact information for all other committees and I sent just the chair of each committee rather than full contact sheet with full names, phone numbers and emails of all people as we did not make any kind of disclaimer that the sheet would be used that way. Any feedback on that is appreciated.

- Discussion:
Tamara – remind them that all information is on facebook page so they can contact people on committees through that
- Treasurer - Daniel R.
 - Submitted Report: Bank account 32,459.07, Paypal account 679.28, total: 33,741.35 - Chair report states expenses
Host has not reached out again about the seed money since asking for the NFP paperwork to set up their bank account 2-3 weeks ago. [Not going to chase them and is their responsibility.]
- Hotel – Ryan M.
 - Report Given: Brian sent contract for Fairmont, have not had chance to go through all details yet. Will be going through it more carefully this week. Anyone else want to look let me know and will send those suggestions to Brian at the same time. Springfield formed and are interested in seed money.
 - Discussion:
Tamara – Steph or I will get in touch with chair of Springfield
- Archives – Meg B.
 - Report Given: Going to reschedule archives subco, could not make original date due to being called into work.
- Webmaster – Jeanette R./Tim H.
 - Submitted Report: Updated page by adding Rian.
- Outreach – Tamara
 - Submitted Report: ISCY info is on June 26 from 12-130, everyone is invited and would be great for you to attend. Brian M, James P, Ryan M are all presenting. It would be great for everyone to be there to be available to meet everyone [future presentations will be on budgeting and also by-laws]
Area 21 June 5 [Made announcement for us]
Area 20 June 11 [Area chair wants us to participate, has been trying to get Illinois State conference multiple times to get in touch with us]
ISC still waiting
National Corrections conference [going to be in September, chair reached out if young people's committee could get involved]
Panel for soberfest
Springfield formed (need to reach out)
Went to a few events and were very well attended, Naperville and Rockford [were about 100 people in Rockford]
 - Discussion:
Jeanette: what kind of volunteers corrections conference looking for
Tamara: not sure yet and have not committed. Just said they want young people's involved. Will keep up to date
Michelle: I am corrections alt for district so want to be involved
- Trusted Servants
 - Isidro B. – no report, not present
 - Michelle D. – no report
 - James R. – no report, not present
 - Rian B. – no report
 - Megan G. – no report
 - Tara G. – no report

Bid requirement Subco

- Submitted Report (Steph): Motion that was finalized in subco: Motion to modify bid requirement 6 to “Bidders must agree to turn over their profits (minus carry over a max of up to \$150 for the following bid year) to the Advisory Council within 30 days of the close of the conference at which they are bidding.”
 - Discussion points: things in AA happen slowly, we have made several other changes to bid requirements recently
 - This would be an incremental change plus one we could implement this year and can change again in a few year if needed

Motion will be presented at August meeting, would like to meet again to discuss what changes would need to be made in the Bid Packet.

Old Business

- Disbursement/monies discussion.
Motion to raise the prudent reserve to \$32,000 to be broken down as follows:
\$2,000 Host seed money
\$3,000 Advisory operating expenses
\$12,000 Emergency fund
\$15,000 Chicago conference emergency fund

The prudent reserve shall be re-evaluated following ISCYPAA 40 to determine the financial health of the conference and should there be excess funds over the prudent reserve, they shall be distributed along with proceeds from ISCYPAA 40 to the three areas and GSO as outlined in the Advisory Council Packet.

Tamara seconds motion.

Discussion:

Michelle: with past advisory mistakes with accounts [taxes and non-profit] do we expect operating expenses would exceed \$3000 due to deep dive and correcting mistakes?

Steph: If there is a late fee from IRS would put us at \$2800

Vote: 10 for, none opposed. Motion passed unanimously

Raising prudent reserve will leave \$2,041.35 for disbursement. That is 112.79 less than what was originally calculated for ISCY 39's donations; however, point was brought up last meeting that there is a place SWSY had designated that is a separate 501c3 which goes against our bylaws. Discuss disbursements in treasury subco?

Discussion:

Tim: Regarding the disbursements to Dr. Bob's House, I've reached out to a few people who volunteer at Dr. Bob's House to try and get more information and I'm awaiting responses. As such, I'd request that we hold off making the host committee's disbursement so that way we can have a fully informed group conscience. If the council agrees with that, we could 1) hold off all disbursements or 2) hold off on just the portion designated to go to Dr. Bob's. I'd suggest holding off on all disbursements so if the Council decided to not disburse to Dr. Bob's, the disbursement totals could be refigured. (i.e. spreading that \$200-300 throughout the rest of the disbursements).

Steph: what we could do would be buy books to then donate, like we do with treatment centers

Tim: Motion to delay making any disbursements until the treasurer has prepared them for presenting. Ryan seconded motion.

Michelle: would prefer the motion explain why we are delaying. Friendly amendment: as we gather more information about specific disbursements
Tim accepted amendment.

Motion to delay making any disbursements as we gather more information about specific disbursements until the treasurer has prepared them for presenting.

Vote: 9 for, 1 abstention. Motion passed.

New Business

None

Announcements:

Tamara on Thursday celebrated 12 years. Cheering and congratulatory statements ensued. It was confirmed that this includes leap years and when out of the country.

Meeting ended 8:00 pm

Next meeting Monday July 12th at 7:15pm