

ISCYPAA ADVISORY EMERGENCY MEETING
REGARDING CORONAVIRUS

NEXT STEPS 2.0

Saturday, March 14, 2020

9:00 a.m.

Location: Zoom Meeting

The Conference has been postponed from March 13-15

1. Call to order & prayer

2. Introductions

- a. Attendance: Steph, Meg, Laken, Steven, Sid, Kelly, Annie, Meridith, James, Josh, Nicki,

3. New Date:

- a. June 26-28
- b. Nicki will add to the email to the hotel about a written clause if the pandemic is still happening, that we can postpone again.

4. Update on public and bids:

- a. The message to the public has been posted and circulated.
- b. The email has been sent to the bid chairs regarding the new date and update.
 - i. I received a text from Brian (Chicago) that if the committee has any questions, is it ok for them to send that to us.
 - 1. I said ABSOLUTELY.

5. Laundry List:

- a. Financial repercussions
 - i. We do not need to pay any cancellation fees to the hotel (in writing)
 - ii. Host has not had to pay any cancellation fees at this time
- b. Feedback for refunds and anything else being tossed to Host - We will allow host to make the refund decisions
 - i. The Host committee is aware of this matter and will be discussing it at their next business meeting.
 - ii. I did inform them that if they want us to deal with it (if they're overwhelmed) then they'll let us know.
- c. Asking the hotel to keep the room block open through the beginning of the conference - we sold them out. :)
 - i. Nicki will ask Hotel (2 weeks and not 4 weeks)
- d. Bid Procedures
 - i. **IN PLACE**
 - 1. Bid books and hotel contracts are being kept the same
 - 2. 10pm deadline on June 26 for ONE EXACT COPY of the electronic versions submitted on March 6.
 - 3. All finances that the bids have will continue until June.
 - 4. Suggested to take a 30-day break as of now
 - ii. **OUTSTANDING**
 - 1. Future events
- e. Facebook Admin Approval
 - i. James is against it. We need to give a reason as to why we are doing it.
 - ii. Steph, James, Steven are Advisory Admins

- iii. The pending approval post on FB to be removed.
 - 1. Nicki has been added as an alt admin.