

TXSCYPAA Host Committee Responsibilities

Your Committee has been selected to act on behalf of the Texas State Conference of Young People in AA and of TXSCYPAA. With this relationship come certain specific responsibilities, which are listed below:

1. To host the Conference. Where scheduling is concerned, please consider dates which are in the least possible conflict with other activities in your area, and wherever possible, activities in your surrounding region (other state Conference, etc.)
2. To establish a registration flyer detailing the dates, location, directions, contact phone numbers (Committee and facility), as well as any other important information a person would need to attend the Conference..
3. To establish the various Sub-Committees as you see fit for the performance of specific aspects needed for the planning of the Conference (program production, event scheduling, outreach, etc.)
4. To select three of the Host Committee members to serve on the TXSCYPAA Advisory Council. The selection meeting is to be held the evening prior to the opening of the Conference to ensure the presence of current Advisory Council members.
5. In keeping with the 7th Tradition of AA, all Conference Host Committees ought to be fully self-supporting. The current host committee will relinquish 80% of all proceeds, above and beyond all financial and contractual obligations, to the Advisory Council Treasurer. The host committee may then make contributions of the remaining 20% to the local service structure (i.e. Intergroups, Districts, or Area Assemblies), as the current host committee deems fitting. The Advisory Council Treasurer will make available \$1000 to be deposited into the new Host Committee's checking account once it has been established. The Advisory Council will make contributions to GSO World Services, out of it's own monies above and beyond it's prudent reserve and operating expenses, to ensure the contributions from the current host committee are given back to the district's and area assemblies supporting it.
6. The Host Committee treasurer is responsible to provide the Advisory Council Treasurer with monthly financial transactions reports and balance sheets. The Host Committee will have 45 days from the conclusion of its Conference to forward a financial statement, all bank statements and check registers to the TXSCYPAA Advisory Council Treasurer. It is the responsibility of the newly selected Advisory Council members to ensure that these tasks are completed within a 45-day period.
7. Each Conference must be designated by whichever number it actually represents in TXSCYPAA numerical history (i.e., TXSCYPAA 1, or 1st TXSCYPAA). This is to preserve the autonomy and character as well as TXSCYPAA's continuity.
8. The TXSCYPAA Host Committee will establish a bank account including the TXSCYPAA Advisory Council Chairperson as one of its designated signatures.
9. Schedule the following meeting on your program: "Bid Session for the next TXSCYPAA" on Saturday morning.
10. A room must be made available for use by the Advisory Council for its meetings throughout the weekend.
11. Save time for announcements by the Advisory Council at the end of the Saturday night meeting.
12. The Host Committee Registration Chair is responsible for entering their conference registrations in a digital format to help ensure the best possible opportunity for future conferences to do outreach via email and traditional mailings

CONFERENCE RECOMMENDATIONS & SUGGESTIONS

1. Return to your city and hold an election meeting with the young people in your area to select your principle officers and Sub-Committee Chairs. Experience has shown that outreaching this election will go a long way toward building a large, unified Committee.
2. Good liaison with local Intergroups and Area Committees may be best assured if both provide a non-voting representative to give guidance when requested by the Host Committee.
3. At the Conference, wherever the main Conference registration is located, or the main focal point, we urge that nothing but AA Conference Approved literature be sold. Experience has shown that a "flea market" can develop, and those who are unfamiliar with our traditions can be misled, especially the press, radio, and films. Please keep AA's 12 Traditions in mind at all times.
4. Many alcoholics travel great distances to hear and meet with other young alcoholics, and to learn how the young alcoholic achieves sobriety. With this in mind, the Host Committee should endeavor to obtain speakers representative of young people.
5. Please publicize the Conference and any "early bird" events as soon as possible.
6. The Host Committee should be directly involved in any activity from which funds are generated.