

# ADVISORY COUNCIL

## Purpose

In 1992, at the Macon Conference, a permanent committee was established for the preservation of the experience and material of the Conference. The Advisory Council is the custodian of the Conference Experience.

The Advisory Council may be thought of as serving as the “sponsor” of the Host Committee and Bid Committees. The Advisory Committee aims to share experience, strength and hope with these Committees so that they may effectively carry the message to those in need.

## Composition

The Advisory Council is made up of AA members who have had the experience of hosting GCYPAA. The previous four host cities should be represented by 3 members each. During the year, the Advisory Council should have 12 members; there should be 15 members at the Conference weekend where 3 members will “roll off” the Advisory Council.



The Advisory Council has the following officer positions: Chairperson, Co-Chairperson, Treasurer, Secretary, Archivist, Webmaster, Outreach.

The responsibilities of these Advisory Council officer positions are outlined in detail in the Advisory Council By-Laws. Of course, the responsibilities of Advisory Council members may change over time as particular Conference needs arise and are identified.

There are also non-officer Advisory Council Members that are needed to carry out the traditional activities of the Advisory Council.

If an Advisory Council member is unable to serve his or her complete term, there are procedures outlined in the Advisory Council By-Laws for the substitute service of an alternate or other AA member.

## When It Meets

The Advisory Council has four regular business meetings a year. Three times a year, the Advisory Council meets in Macon at the hotel where the Georgia State Service

The Georgia State Service Assembly is held: third weekend in January, third weekend in May, and the third weekend in September

The Advisory Council’s GSSA meetings have been held in individual hotel rooms and, in recent years, in a downstairs meeting room at the hotel. We have tried to set a meeting time that avoids conflict with the GSSA program. Recently, we have been meeting at 4:30 pm on the Saturday of GSSA, and meeting with the Host Committee at 6 pm.

The Advisory Council business meetings at GSSA have been open to individual AA members interested in GCYPAA. The Advisory Council also meets during the Conference weekend.

## Standard Agenda

The Advisory Council meetings at GSSA following a fairly standard agenda:

- Call to order
- 3rd Step Payer
- Read 12 Traditions
- Welcome – Introductions
- Review past minutes
- Treasurer’s Report
- Outreach Chairperson’s Report
- Archivist’s Report
- Webmaster’s Report
- Old Business
- New Business

At GSSA, the Advisory Council also has the opportunity to have a business meeting with the current Host Committee. These meetings typically last about an hour.

The Advisory Council has particular responsibilities during the Conference weekend that do not follow the standard agenda.

The Advisory Council is not exempt from internal conflict. A number of suggestions for running effective business meetings and dealing with internal conflict are contained in the Host Committee Section of this Guidebook.

## **Conference Weekend Activities**

The weekend of GCYPAA is an exciting and busy time for the Advisory Council. Conference weekend activities include:

- The How to Bid Session on Friday night
- Elections meeting Saturday morning
- Bid Session on Saturday morning
- A business meeting on Saturday morning following the Bid Session for Site Selection
- Announce Winning Bid on Saturday night
- Join Host in passing banner on Sunday morning
- Give seed money (\$500) to new Host Committee on Sunday morning

The Advisory Council should also communicate informally with all bids following the announcement of site selection. This is an opportunity to convey thanks, communicate some core values of the Conference and exchange contact information. Planning for the next Conference should not diminish the Conference Experience. There is plenty of time to plan and organize the next Conference after fully enjoying the current celebration.

## **Site Selection**

At GCYPAA, the Advisory Council decides who will host the next Conference. This is a closed meeting in order to allow a frank and candid discussion without lobbying by outside observers. The Advisory Council’s site selection typically is preceded by prayer and some silent reflection by the Advisory Council

members. Then, Advisory Council typically share their thoughts on where the Conference should go next. The Council may take an early vote to get an idea of where the group is leaning. Third legacy voting procedure is followed. The Council's decision is not revealed until the Saturday night of the Conference when a formal announcement is made to Conference attendees.

A range of factors go into deciding where the Conference should go. One factor is considering how a Bid Committee meets the Bid Requirements. Another factor is an evaluation of how a Bid Committee will carry the message to those in need. The process is a mix of objective and subjective considerations. The Advisory Council does believe that the Conference should represent diverse areas and experiences. The Council also believes that effectively carrying the message is not simply a matter of throwing a great hotel party over a summer weekend, but rather should be an ongoing effort rooted in groups of alcoholics working together to carry the message to those in need in order to stay sober.

### **Work Between Conferences**

Because there are only four regularly scheduled Advisory Council business meetings per year, the Advisory Council does much of its work in support of the Conference informally and between business meetings. Each city represented on the Advisory Council should organize one event per year to help outreach and raise funds for the Conference.

The Advisory Council rents two hotels rooms at each GSSA; one for Advisory Council members and the other for the Host Committee.

GCYPAA traditionally hosts an AA meeting on Saturday night at 11 pm at GSSA. This meeting has taken place at the GSSA hotel and also at local 12 Step Clubs. The meeting is alternately chaired by a member of Advisory Council and the current Host Committee. The basket contributions from this meeting are alternately received by the Advisory Council and the Host Committee.

Recently, the Advisory Council has hosted free dances at a 12 Step Club nearby the GSSA hotel to help outreach GCYPAA and provide the Host Committee an opportunity to raise funds. The Advisory Council should maintain a prudent reserve equal to the amount needed to host the Conference in the event that the Advisory Council must undertake Conference planning to preserve the Conference.

Individual members of the Advisory Council have particular responsibilities that support the Conference. For example, the Advisory Council's Outreach Chairperson is supposed to maintain a mailing list of past Conference attendees that can be used for mailing Conference information. The Webmaster of the Advisory Council is supposed to make Conference information accessible through the Conference web site, [www.gcypaa.org](http://www.gcypaa.org). More information on individual Advisory Council officer responsibilities is contained in the GCYPAA Advisory Council By-Laws.

The Advisory Council should donate a percentage of Conference proceeds to the AA Service Structure each year.

### **Help Statewide Outreach**

Advisory Council members should help spread the word about each upcoming Conference in their areas – at the meetings he or she attends and to the member's own personal recovery community. Advisory Council members should attend events in support of the Conference if possible.

Each Conference city represented on the Advisory Council should host at least one event per year to benefit GCYPAA. These events should be planned primarily by Advisory Council members with the active participation of the Host Committee. It is suggested that the proceeds of such events be split between the Host Committee for the upcoming Conference and the Advisory Committee as an ongoing concern.

### **Communication With Host Committee**

The Advisory Council should meet with the Host Committee in person at least four times a year – three times and GSSA and at the Conference after the next Conference site is selected. The agenda of each of these meetings should be planned to emphasize the aspects of Conference hosting that are most relevant at the time of the meeting. For example, general organizational principles should be discussed early in the year; specific issues related to the Conference program should be discussed closer in time to the Conference weekend.

Advisory Council members need to be mindful to employ tact and care in their communications with the Host Committee. The purpose of the Advisory Council is not to interrogate the Host Committee in order to condemn perceived mistakes.

Advisory Council members should also be careful not to confuse their personal, subjective suggestions with actual Conference experience. This is particularly important in making suggestions to the Host Committee in planned meetings. For example, Advisory Council members should be wary of recommending an unproven, experimental outreach method or event idea.

In addition to planned meetings, Advisory Council members should make themselves available to answer questions from the Host Committee between planned meetings. Because Host Committee members may lack the experience and perspective needed to know how their Committee can do a better job carrying the message, Advisory Council members are encouraged to take the initiative to discuss the Conference with Host Committee members – particularly where the Advisory Council member can impart special experience on the Host Committee member.

It is good to keep in mind that AA service is voluntary and done without pay or public recognition. The Advisory Council should play the role of “elder” statesmen – offering friendly advice and suggestions to help the Host Committee carry the message effectively. The Advisory Council may, at times, need to provide stern, disciplined instructions and at other times pitch in directly alongside the Host Committee, but should always try to play a supportive role.

Advisory Council members are encouraged to attend Host Committee business meetings but should play the role of “elder” statesmen only and should not attempt to run the Host Committee’s business meeting.

### **Communication With Bid Committees**

Advisory Council members should share their Conference experience with those who are or may be interested in bidding to host GCYPAA in their area. As with the Host Committee, it is important that Advisory Council members play the role of elder statesmen – offering positive guidance. The process of bidding for and hosting the Conference may seem overwhelming to those just beginning their GCYPAA service so it is important to keep in mind that at its core GCYPAA is about alcoholics working together to carry the message to those in need in order to stay sober.

## **Co-signing Hotel Contract**

A main purpose of the Advisory Council is to assure the continuity of GCYPAA. To this end, it is imperative that GCYPAA remain financial solvent. Because a Bid or Host Committee may not enjoy the long term perspective of Advisory Council, making a Bid or Host Committee solely responsible for signing a final site agreement is imprudent.

A site agreement should cover a number of terms and provide for a range of contingencies, particularly concerning Conference attendance and overnight room rental. The Advisory Council may wish to refer to the relevant portions of the Bid Committee and Host Committee Section of this Guidebook for more discussion of facility arrangements.

## **Archives Display**

The Advisory Council archivist should display GCYPAA Archives during the Conference weekend. This provides a good opportunity for Conference attendees to appreciate of the legacy of GCYPAA.

## **The Conference Banner**

In the past, the Host Committee passed the Conference Banner to the next Host Committee at the close of its Conference. The Banner became the new Host Committee's responsibility and they were encouraged to display this banner at events, especially when it had the opportunity to set up a table at an event like GSSA.

Recently, the Advisory Council has invested in a very large Conference Banner for display at the Conference weekend. At present, the Advisory Council plans on maintaining this banner during the year. The older, smaller banner will be maintained by the Host Committee for display during the year.

## **Website**

The Conference web site is [www.gcypaa.org](http://www.gcypaa.org). Maintenance of the web site has traditionally been the responsibility of the Advisory Council webmaster.

The Host Committee is encouraging to provide the webmaster information about its Conference, including graphics, flyers, event details so that the webmaster may incorporate such material into the site.

In recent years, the Advisory Council has attempted to diversify the Conference web presence and enable the Host Committee to more effectively represent itself on the internet.

## **Post Office Box**

If you would like to contact Advisory Council, you can always send them a letter at the post office box which is checked regularly by the Secretary:

GCYPAA Advisory Council  
P.O. Box 1971  
Decatur, GA 30030



The most current address of Advisory Council will be located on the website, [www.gcypaa.org](http://www.gcypaa.org)