



Advisory Council
PO Box 18787
Atlanta Ga. 31126

Conference Guidelines

The following are suggestions by the Advisory Council to be considered by the new Planning Committee. They are based on previous Conference experience.

1. Return to your city and disband as a Bidding Committee. Hold a meeting of all those involved and interested in your successful bid, and as a whole elect your principal officers (Chairperson, Treasurer, Secretary, Banquet, Coffee, Entertainment, Hospitality, Hotel, Novelties, Program, Public Information, Registration, Outreach, Fund-raiser, Literature & Display, Intergroup liaison, and General Service Assembly liaison with a corresponding Co-Chairperson for each division) and establish your various committees. All sub-committees including outreach and fund-raisers fall under the umbrella of the Host Committee. Sub-committees are but a branch arm of the Host Committee, and therefore have no autonomy. All money and materials are turned over to the Host Committee upon their completion.
2. This Conference does a greater job of carrying the message to the Young Alcoholic when the Conference Planning Committee is comprised of members who are alcoholics, forty (40) years of age and under, with a minimum of one (1) year sobriety, and when the committee is comprised of fifteen (15) to thirty (30) members.
3. Good liaison with City Intergroup or State Committee may be best assured if both provide a non-voting Advisory Committee of two (2) or three (3) members to give guidance when requested by the Planning Committee.
4. Many of us travel great distances to hear and meet with other young alcoholics to learn how to achieve sobriety. With this in mind, the Committee must endeavor to obtain speakers in the age group of forty (40) years and under.
5. Knowing that there are many excellent young alcoholics who make good speakers for the Conferences, and who are willing to attend, it is our suggestion that all speakers on the program be reimbursed for their expenses. Experience has shown that the Planning Committee can refer to their pre-registration or mailing list for Chair-people and other participants excluding Speakers.
6. At the Conference, wherever the Main Conference Registration is located, or wherever the central focal point is, we urge that nothing but A.A material be sold. Experience has shown that a "flea Market" can develop and, those unaware of our endeavor can be misled, especially by the press, radio and TV. Keep the Twelve Traditions in mind at all times.
7. We ask that the Advisory Council be put on the program for a Friday night workshop. This is our way of answering any questions which may arise or to help those who wish to have information for future bids. The Council will also address the purpose and financial statement of the S.E.R.C.Y.P.A.A.'s Council at the Saturday night banquet. Meeting space should be made available for the Advisory Council if possible. We also ask that the Advisory Council be put on the program for a Saturday morning bid session allowing bidding cities to present their bid for the following year's conference.
8. If there is an "early bird" meeting held at the Conference, please publicize this as soon as possible.
9. Do not close the Conference until Sunday morning and invite the people there to next year's Conference.

10. The host city agrees to provide the Advisory Council's Secretary with copies of the minutes of their meetings within a reasonable time after the meetings.
11. The Advisory Council is at your disposal; please feel free to call on us at any time.
12. Pass on all experiences of the Conference to the Advisory Council to keep for the next Conference.
13. All major documents such as hotel agreements must be presented before the Host Committee and require two signatures.
14. The Host Committee should keep Al-anon and AA registration money separate for the distribution by the Advisory Council.
15. The Advisory Council requests space to display Archives from previous Conferences.