

MSCYPAA BY-LAWS

ARTICLE I PURPOSE OF MSCYPAA

The Mississippi Conference of Young People in Alcoholics Anonymous (MSCYPAA) is a group of young sober people that put on a conference for all AA's in the spring of every year. Our mission statement is much like the singleness of purpose: that through service to our conference, we can stay sober and help spread the message to other alcoholics

ARTICLE II STRUCTURE

Section 1 MSCYPAA shall be structured into two entities – the Advisory Council and the Conference Committee

Section 2 The conference committee shall be made up of all those who wish to participate in MSCYPAA. Each attendee shall have one vote. Absentee voting is not allowed.

Section 3 The advisory council shall be made up of eight members and four alternates. Each member shall have one vote. Alternates do not have a vote unless substituting for a member. Absentee voting is not allowed.

Subsection a Each operating committee shall elect two (2) people to serve on the Advisory Council and one (1) Alternate six weeks prior to the conference.

Subsection b Each Advisory Council candidate must have served on the operating committee for at least six (6) months prior to the election and be sober at least one (1) year. They must be under the age of forty (40).

Subsection c Each advisory council member shall serve for a period of four conferences.

Subsection d Braking sobriety or failure to attend two consecutive conferences will be considered a voluntary resignation.

Subsection e Council seats vacated due to resignation shall be filled by previously designated alternates and approved by the Council.

ARTICLE III ADVISORY COUNCIL

The purpose of the Advisory council is to advise the current conference committee and share experience on how successful conferences have been put on in the past. The council shall make itself available to the conference committee to answer questions and assist in hotel accommodations, outreach, and speakers. Additionally the Advisory Council will serve as the guardian of these by-laws.

Section 1 No officer or any other member of the MSCYPAA advisory council shall receive compensation for services rendered, but may be reimbursed for any out of pocket expenditures properly made.

Section 2 Advisory Council meetings shall be limited to current members only and will occur the Saturday morning of the conference.

Section 3 The first thirty minutes of said meeting will be open to the general conference membership for the purpose of stating concerns, making suggestions, or presenting comments related to the Conference and/or Advisory Council. Such concerns and suggestions will be discussed later by the Advisory Council.

Section 4 The Council, at its meetings, shall have the sole authority in choosing the Conference sites. In the event that no city presents a bid, the advisory council shall find a suitable site for the Conference or determine if the Conference should be suspended.

Section 5 At this meeting, the council shall approve distributions of funds while maintaining a proper prudent reserve. The conference committee for the next year's conference shall receive \$500 above the prudent reserve and the rest of the funds shall be distributed at the discretion of the Advisory Council.

Section 6 The council shall be foremost aware of the welfare of AA as a whole. The Twelve Traditions of Alcoholics Anonymous shall be followed strictly. The council act as a single body, with no single member making decisions for the whole.

Section 7 No member of the Advisory council shall serve as a officer in the conference committee.

Section 8 The officers of the advisory council shall consist of a Chairman, a treasurer, and a secretary whose duties are as follows

Subsection a The CHAIRMAN shall arrange and announce the agenda for all council meetings, shall state and put forth all motions properly made and seconded and shall announce the results of all votes, and shall be the general representative for the council and all of its decisions.

Subsection b The TREASURER shall keep accurate financial records of all Council transactions, shall file financial reports and council meetings and submit a financial statement a, and shall be responsible for all bank statements, deposit slips, and checkbooks related to council business.

Subsection c The SECRETARY shall act as a custodian for all council materials, shall keep minutes of council meetings, and shall respond promptly to any requests regarding council business.

Section 9 A quorum of six (6) members shall be present to bring any vote to the floor and all voting shall be done on issues passed by a majority of those present.

Section 10 The advisory council shall act as a liaison between all other YPAA conferences and shall assist other YPAAs in common issues of outreach and sobriety.

ARTICE IV CONFERENCE COMMITTEE

The conference committee is responsible for putting on all fundraisers and the Spring Conference every year.

Section 1 A new conference committee shall be formed within 6 weeks after the closing of the previous conference.

Section 2 The conference committee shall involve as many groups in the area and shall be open to all those who wish to participate.

Section 3 All voting shall be done on issues passed by a majority of those present.

Section 4 Election of officers shall follow 3rd Legacy procedure as outlined in the General Service Manual of Alcoholics Anonymous.

Section 5 The conference committee shall be solely responsible for putting on all fund raisers and will be ultimately responsible for putting on the conference on Memorial Day weekend in May.

Section 6 Regular meetings of Conference shall be held on the first Sunday of each month, at such place as from time to time designated.

Section 7 Special meetings may called with a majority of members present and with appropriate notice to those members not present.

Section 8 Conference Committee officers shall be as follows:

Subsection a Each officer shall have at least one (1) year of sobriety and be under the age of forty (40).

Subsection b The conference committee shall have the right to replace any officer if said officer is not present at three consecutive meetings without cause or if said officer breaks sobriety.

Subsection c The CHAIRPERSON shall open all committee meetings, maintain order, recognize persons entitled to the floor, state and put to vote all motions properly made and seconded, and announce the results of all votes. The chairperson will be the public representative of the conference and shall strictly adhere to the Twelve Traditions. The chairperson shall additionally coordinate the work of all subcommittees and keep informed on the progress of all arrangements.

Subsection d The SECRETARY shall establish and maintain a post office box, maintain a current membership list, record and date minutes of each meeting and distribute said minutes.

- Subsection e The TREASURER shall keep an up to date treasurer's report, shall maintain all financial information including bank statements, checks and deposit slips and make said information available to the committee. The treasurer shall additionally advise the chairperson and the council on all financial matters, shall be responsible for recruiting volunteers to collect money at all fundraising events, and shall sign hotel contract. The treasurer shall have an additional sobriety requirement of four (4) years.
- Subsection f The HOTEL LIASON shall ensure that a financially feasible hotel is contracted, shall act as liaison between conference committee and hotel, and shall coordinate audio/visual equipment and taping for the conference.
- Subsection g The PROGRAM chair shall work closely with all officers to develop a format for entire program of the conference, shall find chairpersons for all meetings/panels at the conference, and shall develop a registration packet.
- Subsection h The SPEAKER chair shall find speakers and the voice (announcer) for the conference, shall be responsible for arranging speaker travel and travel reimbursements, shall be responsible for setting up hosts for the speakers, and shall be responsible for thank you notes and gifts to all speakers.
- Subsection i The PUBLIC RELATIONS chair shall coordinate all displays and posters at all fundraisers and events, shall make flyers for all events, shall create the logo for the conference, shall be responsible for all novelty items and t-shirts for the conference, and shall create and maintain a website for the conference. The Public Relations chair shall additionally serve as the media contact for the conference and shall strictly adhere to the Twelve Traditions in all media contact.
- Subsection j The OUTREACH chair shall distribute all flyers to clubhouses, groups, treatment centers, and other AA functions, shall attend or appoint someone to attend all

local intergroup meetings, and shall distribute information for the conference to AA publications such as the Grapevine.

Subsection k The ENTERTAINMENT chair shall develop ideas for fundraisers and monitor and advise all fundraiser committee, shall develop and implement all activities at the conference, shall organize and implement plans for the Saturday Banquet, and shall recruit volunteers to help with setting up, selling refreshments, and cleaning up afterward.

Subsection l The HOSPITALITY chair shall determine menu items for each meal (except the banquet) and shall recruit volunteers to work in the hospitality room.

Subsection m ALL OFFICERS are responsibly for creating and submitting a budget of estimated expenses, shall cooperate with all other officers and with the committee as a whole, and shall not receive compensation for services rendered, but may be reimbursed for any out of pocket expenditures properly made.

Section 9 The Conference Committee Chair, with the approval of the committee, shall from time to time establish such other committees (Ad-Hoc) as deemed necessary for fundraisers or for any other purpose. The chairs of these committees shall be elected by a simple majority of those present.

ARTICLE V GENERAL PROVISIONS

Section 1 These By-Laws are enacted to provide a basic structure for the operation of MSCYPAA and it is not intended that they constitute permanent inflexible rules. Tradition Two should be our ultimate guide in all matters.

Section 2 All MSCYPAA actions shall be the ultimate expression of the group's conscience.

ARTILCE VI

These By-Laws may be amended from time to time upon six months notice given to the Advisory Council and Conference Committee before any regular or special meeting, and such amendments shall be made by a majority of both the Advisory Council and the Conference Committee.