

Golden Spread Emmaus Board of Directors
Agenda
December 10, 2015
Potter County Sheriff's Office

Call Meeting to Order	Brian
Opening Prayer	Brian
Introduction of New Board Members	Brian
Treasurer Report	David
Minutes Approval	Carolyn
Walk #248 – Richard Smith LD	Mike
Walk #249 - Kina Wilson LD	Deborah
Chrysalis Update	Jaci
Technology Updates	Carolyn
Policy and Procedure Review	Carolyn
Other Discussion	
Closing Prayer	Ken

**Golden Spread Emmaus Board of Directors
December 10, 2015
Potter County Sheriff's Office**

Present: Brian Thomas, Carol Roller, Carolyn Hurt, David Dzik, Deborah Erwin, Eddie Hill, Jaci Chadick, Janet Bilyeu, Ken Haney, Lisa Crossman, Mark Wood, Mike Richardson, Mitch Woodard, Pam Stork, Tom Parr

Absent: Scott Sims, Kurt Oheim, Michael Brunson, Brenda Wilhite

Guest: Roger Radney – Men's Registrar

Meeting called to order by Brian Thomas

Opening Prayer given by Brian Thomas

Introduction of New Board Members

Brian announced the new board members: Melba Boydston, Carolyn Hurt, Gayla Rigdon, Roger Radney and Jim Wilhite. Of the new board members, only Roger and Carolyn were present at the meeting tonight. He thanked our outgoing members for their dedication and service to the board: Jaci Chadick, Brenda Wilhite, Kurt Oheim, Pam Stork, Ken Haney and Mitch Woodard.

Treasurer's Report

David Dzik presented Treasurer's Report as of November 30, 2015. Total Liabilities & Equity is \$22,308.48. David indicated all bills have been paid but the offering for November Candlelight and Community have not been added in yet. He also indicated he has not received the statement yet for the book table at the November walk. Supply costs of \$1,694.11 are for 2016 supplies.

David also presented the Treasurer's Report as of November 30, 2015 for Chrysalis. No other activity to report since last meeting. Total Liabilities & Equity for Chrysalis is \$7,292.94.

David reported that both Emmaus and Chrysalis ended the year in the black.

Motion to accept the Treasurer's Report was made by Pam Stork, seconded by Lisa Crossman.

Minutes Approval

Minutes from the November 5, 2015 board meeting were previously distributed on email. Motion to accept the November minutes was made by Deborah Erwin, seconded by Mike Richardson.

Walk #248

Lay Director – Richard Smith – IBR Mike Richardson

Mike reported an incredible walk! He indicated that Richard was very methodical in his discussion to the team of every step of the walk. There was only one issue with a pilgrim's meal - who did not eat

beef. Ceta Canyon chef was reminded 3 times of the no beef issue and his meal was delayed each time. Brian will discuss this with Jan at Ceta Canyon.

Walk #249

Lay Director - Kina Wilson - IBR Deborah Erwin

Deborah reported the first team meeting is Saturday, December 12.

Chrysalis Update

Jaci reported that they continue having difficulty in recruiting a new Chrysalis Board. At the meeting earlier this week, of the 13 people on the board, only four came to the meeting.

Jaci indicated the confirmed list of LD/SD for flights in 2016:

Boy's flight:

Russell Radney - Lay Director

Ken Haney- Spiritual Director

Girls's flight

Lay Director pending (Possible candidates: Carol Roller, Debbie Morrison, Brenda Wilhite, Laura O'heim, Tammy Laughlin)

Eloise Bell -Spiritual Director

She presented the list of potential candidates for the board:

Youth:

Jake Hall, Jewel Roberts, Katherine Morrison

Adult:

Paul Johnson, Mandy Williams, Hannah Parras, Audrey Jones

Clergy:

Natalie Lowe, Jackie James, Justin Roberts, Lance Robbins

There was an extensive discussion about the future of Chrysalis due to the difficulty in finding board members and difficulty in filling the flights with both team members and youth. It was suggested to consider outgoing Emmaus Board members. Jaci will take this information back to the Chrysalis board. The Chrysalis board will continue to seek board members. David Dzik will be the Chrysalis liaison in 2016 and will report back to our board in January on the results of the search for new board members. A decision will be made at the next Emmaus Board meeting on the future of Chrysalis in our community as this issue has been discussed many times this year.

Technology Update

Carolyn presented statistics on our web site.

4,329 Unique Visitors for January 2015

4,652 Unique Visitors for February 2015

5,137 Unique Visitors for March 2015

4,350 Unique Visitors for April 2015

3,334 Unique Visitors for May 2015
3,248 Unique Visitors for June 2015
3,827 Unique Visitors for July 2015
4,240 Unique Visitors for August 2015
5,102 Unique Visitors for September 2015
4,731 Unique Visitors for October 2015
4,655 Unique Visitors for November 2015

Carolyn reported that Lee Carter, is in the final stages of setting up the Pay Pal account on the web site. We will be able to pay with Pay Pal or a credit card. The system will also be able to take payments for team members.

Policy and Procedure Review

Emmaus policies and procedures were previous emailed out to all board members. Brian also presented copies of the current policies at the meetings. Suggestions were made on several policies. Carolyn will update the policies with comments in red and email back out for everyone's review. We will finalize the policies at the January meeting. Lisa also questioned the need for a policy and procedure for the Training Committee as we currently do not have one. She will develop a draft and bring to the January meeting.

Other Discussion

Brian reported the bed bug issue at Ceta Canyon seems to be resolved with the new heat system.

Brian shared the 2016 Covenant with the board members. It has gone from a three page Covenant to a 15 page covenant. He also announced that the Upper Room is now required that they be named as an additional insured. David will talk to our insurance carrier about adding the Upper Room to our policy. Carolyn will update the 2016 Covenant with all new board members and bring to the January meeting for signatures.

Brian also indicated that he has signed the Walk contracts for Ceta Canyon for the February, March and April 2016 walks.

Closing Prayer was given by Ken Haney.

Golden Spread Emmaus
Balance Sheet
As of November 30, 2015

	<u>Nov 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	22,109.61
Total Checking/Savings	<u>22,109.61</u>
Other Current Assets	
1400 · Prepaid Insurance	198.87
Total Other Current Assets	<u>198.87</u>
Total Current Assets	<u>22,308.48</u>
TOTAL ASSETS	<u>22,308.48</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 · Prepaid - Men	2,149.00
2100 · Prepaid - Women	3,030.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	416.17
2400 · Reserved - Missions	1,027.27
2500 · Reserved - Scholarships	4,122.01
2650 · Reserved - Book Table	174.00
Total Other Current Liabilities	<u>11,353.60</u>
Total Current Liabilities	<u>11,353.60</u>
Total Liabilities	11,353.60
Equity	
3900 · Retained Earnings	2,269.44
Net Income	8,685.44
Total Equity	<u>10,954.88</u>
TOTAL LIABILITIES & EQUITY	<u>22,308.48</u>

**Golden Spread Emmaus
Profit & Loss**

January through November 2015

	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	TOTAL
Ordinary Income/Expense												
Income												
4000 · Team Fees	0.00	6,355.50	6,723.00	6,616.00	0.00	0.00	0.00	6,829.00	0.00	6,530.00	6,579.50	39,633.00
4100 · Pilgrim Fees	0.00	7,205.50	6,075.00	6,525.00	0.00	0.00	0.00	6,525.00	0.00	8,155.00	7,433.00	41,918.50
4200 · Book Table (Net of Expen...	0.00	177.00	17.01	456.12	-490.13	0.00	0.00	0.00	0.00	604.00	-391.78	372.22
Total Income	0.00	13,738.00	12,815.01	13,597.12	-490.13	0.00	0.00	13,354.00	0.00	15,289.00	13,620.72	81,923.72
Expense												
6000 · Room & Board	0.00	10,770.00	8,927.00	8,787.00	0.00	1,288.00	0.00	9,096.00	0.00	10,484.00	10,047.00	59,399.00
6200 · Copies	0.00	47.10	48.70	141.01	0.00	0.00	0.00	48.70	0.00	141.01	48.70	475.22
6300 · Supplies	730.85	1,034.05	903.28	389.67	292.07	0.00	2,407.12	215.59	1,044.44	1,348.42	1,694.11	10,059.60
6500 · Upper Room Fees	0.00	0.00	767.00	0.00	377.00	0.00	0.00	377.00	0.00	468.00	442.00	2,431.00
6600 · Other Costs	0.00	0.00	0.00	0.00	0.00	0.00	391.68	0.00	0.00	179.10	0.00	570.78
6800 · Insurance	198.83	198.83	198.83	198.83	198.83	198.83	198.83	198.83	198.83	198.83	198.83	2,187.13
Total Expense	929.68	12,049.98	10,844.81	9,516.51	867.90	1,486.83	2,997.63	9,936.12	1,243.27	12,819.36	12,430.64	75,122.73
Net Ordinary Income	-929.68	1,688.02	1,970.20	4,080.61	-1,358.03	-1,486.83	-2,997.63	3,417.88	-1,243.27	2,469.64	1,190.08	6,800.99
Other Income/Expense												
Other Income												
8000 · Interest Income	0.48	0.33	0.46	0.56	0.71	0.75	0.64	0.55	0.70	0.70	0.81	6.69
8100 · Candlelight Offering	0.00	441.60	380.80	335.20	0.00	0.00	0.00	284.80	0.00	406.85	0.00	1,849.25
8200 · Community Offering	0.00	110.40	139.20	0.00	0.00	0.00	0.00	0.00	138.40	248.80	0.00	636.80
8300 · Mission Donations	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,100.00
8500 · Nametags (Net of Expense)	0.00	12.25	0.00	1.00	40.50	0.00	7.00	0.00	12.25	0.00	0.00	73.00
Total Other Income	100.48	664.58	620.46	436.76	141.21	100.75	107.64	385.35	251.35	756.35	100.31	3,665.74
Other Expense												
9000 · Miscellaneous Supplies	30.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.34
9100 · License & Fees	0.00	0.00	149.85	0.00	0.00	149.85	0.00	0.00	149.85	0.00	149.85	599.40
9300 · Postage	0.00	0.00	0.00	0.00	16.00	-2.45	0.00	0.00	66.00	49.00	0.00	128.55
9800 · Returned Checks	0.00	0.00	400.00	400.00	0.00	0.00	0.00	0.00	223.00	0.00	0.00	1,023.00
Total Other Expense	30.34	0.00	549.85	400.00	16.00	147.40	0.00	0.00	438.85	49.00	149.85	1,781.29
Net Other Income	70.14	664.58	70.61	36.76	125.21	-46.65	107.64	385.35	-187.50	707.35	-49.04	1,884.45
Net Income	-859.54	2,352.60	2,040.81	4,117.37	-1,232.82	-1,533.48	-2,889.99	3,803.23	-1,430.77	3,176.99	1,141.04	8,685.44

Golden Spread Chrysalis

Balance Sheet

As of November 30, 2015

	<u>Nov 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	<u>6,876.77</u>
Total Checking/Savings	<u>6,876.77</u>
Other Current Assets	
1350 · Due From Golden Spread Emmaus	<u>416.17</u>
Total Other Current Assets	<u>416.17</u>
Total Current Assets	<u>7,292.94</u>
TOTAL ASSETS	<u><u>7,292.94</u></u>
LIABILITIES & EQUITY	
Equity	
3900 · Retained Earnings	6,801.92
Net Income	<u>491.02</u>
Total Equity	<u>7,292.94</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,292.94</u></u>

**Golden Spread Chrysalis
Profit & Loss**

January through November 2015

	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	TOTAL
Ordinary Income/Expense												
Income												
4000 · Team Fees	0.00	0.00	0.00	0.00	0.00	4,066.00	3,850.00	0.00	0.00	0.00	0.00	7,916.00
4100 · Caterpillar Fees	0.00	0.00	0.00	0.00	0.00	3,325.00	2,962.50	0.00	0.00	0.00	0.00	6,287.50
4200 · Book Table (Net of Expe...	0.00	0.00	0.00	0.00	0.00	224.99	-218.83	-34.71	0.00	0.00	0.00	-28.55
Total Income	0.00	0.00	0.00	0.00	0.00	7,615.99	6,593.67	-34.71	0.00	0.00	0.00	14174.95
Expense												
6000 · Room & Board	0.00	0.00	0.00	0.00	0.00	6,915.00	6,815.00	0.00	0.00	0.00	0.00	13730.00
6300 · Supplies	123.17	0.00	0.00	0.00	0.00	258.08	741.97	127.60	0.00	0.00	0.00	1,250.82
6500 · Upper Room Fees	0.00	0.00	0.00	0.00	0.00	0.00	380.00	0.00	0.00	0.00	0.00	380.00
6600 · Other Costs	0.00	0.00	0.00	0.00	0.00	0.00	43.52	0.00	0.00	19.90	0.00	63.42
Total Expense	123.17	0.00	0.00	0.00	0.00	7,173.08	7,980.49	127.60	0.00	19.90	0.00	15424.24
Net Ordinary Income	-123.17	0.00	0.00	0.00	0.00	442.91	-1,386.82	-162.31	0.00	-19.90	0.00	-1,249.29
Other Income/Expense												
Other Income												
8100 · Candlelight Offering	0.00	55.20	47.60	41.90	0.00	152.00	82.00	35.60	0.00	50.86	0.00	465.16
8200 · Community Offering	0.00	13.80	17.40	0.00	0.00	0.00	0.00	0.00	17.30	31.10	0.00	79.60
8600 · Miscellaneous Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,430.00	0.00	1,430.00
Total Other Income	0.00	69.00	65.00	41.90	0.00	152.00	82.00	35.60	17.30	1,511.96	0.00	1,974.76
Other Expense												
9100 · License & Fees	0.00	0.00	0.00	0.00	57.00	0.00	0.00	0.00	0.00	0.00	0.00	57.00
9300 · Postage	0.00	0.00	0.00	0.00	0.00	2.45	0.00	0.00	0.00	0.00	0.00	2.45
9800 · Returned Checks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00	0.00	0.00	0.00	175.00
Total Other Expense	0.00	0.00	0.00	0.00	57.00	2.45	0.00	175.00	0.00	0.00	0.00	234.45
Net Other Income	0.00	69.00	65.00	41.90	-57.00	149.55	82.00	-139.40	17.30	1,511.96	0.00	1,740.31
Net Income	-123.17	69.00	65.00	41.90	-57.00	592.46	-1,304.82	-301.71	17.30	1,492.06	0.00	491.02