

**Golden Spread Emmaus Board of Directors**  
**Agenda**  
**March 8, 2012**  
**Potter County Sheriff's Office Conference Room**

Members Present: David Hudson, Jeff Beasley, Marvin Mode, Kim Barlow, Brian Thomas, Ken Cole, Kenna Borum, Denise Farris, Theo McGee, Carolyn Hurt, Sandy Rayburn, Mitch Woodard, Paula O'Neal, David Dzik

Absent: Jim Crossman, Jim Laughlin, Sharon Alexander, Garre LaGrone

Guest: Roger Radney – Men's Registrar



BOD Agenda  
3-8-2012.pdf

**Call Meeting to Order:** David Hudson

**Opening Prayer:** Kim Barlow

**Treasurer Report:** David Dzik presented the Treasurer's report for December and February. He reviewed the Balance Sheet as of December 31, 2011, Profit and Loss Statement for 2011, Balance Sheet as of February 29, 2012 and Profit and Loss Statement for January-February 2012. David indicated that the Emmaus T-shirts have not been profitable as a fund raiser so far. He also included in the Treasurer's Report the Balance Sheet and Profit and Loss Statement as of December 31, 2011 for Chrysalis. He also provided a Balance Sheet as of February 29, 2012 showing a balance of \$5,122.55. He has set up the Chrysalis books on Quick Books.

Sandy Rayburn presented a Financial Statement Review of financial statements, bank reconciliations and general ledger activity for Golden Spread Emmaus Community for the year ending December 31, 2011 and commented that all activity has been reported appropriately.

**Insurance Policy Update (2012)**

David reported a 6% increase in the Directors/Officers Liability Insurance from last year. Cost went from \$896.00 in 2011 to \$952.00 in 2012. The events insurance – which includes Community Gatherings and Walks. saw a significant increase. In 2011 the cost was \$402.00 and in 2012 the cost is now \$919.00. A motion was made by Kim Barlow to accept the Treasurer's Report and Insurance Policy Update, second by Jeff Beasley.



Treasurer Report  
3-8-2012.pdf



Financial Statement  
Review 3-6-2012.pdf

**Minutes Approval** Minutes from January 24<sup>th</sup> were previously distributed by email with no suggested changes. Carolyn thanked Theo for taking minutes in January while she was in Portland. Motion to accept by Kim Barlow, second by Marvin Mode.



BOD 1-24-2012.pdf

**Walk # 226:** Roger Radney reported 30 pilgrims have been confirmed for Walk # 226. There are 35 prayer slots left. The last team meeting will be Saturday, March 10<sup>th</sup>. Ken Cole will come to the last team meeting to pray for the team.

Carolyn Hurt presented a draft of a Conference Room Application. This was a suggestion made during the Leadership Training several weeks ago. The current pilgrim applications have contact and emergency information on our pilgrims but we currently do not have a document with emergency information on our team members. It was suggested that the IBR provide this application to each team member during the first team meeting and be responsible for maintaining these during the Walk for emergencies. A suggestion was made to add a statement if any of the contact information is new information and to add the BST to the role category at the bottom of the form. Following the walk, these applications can be given to either of the registrars to update the personal information in the data base. Motion made to accept new Conference Room Application with proposed changes by Theo McGee, second by Mitch Woodard. We will start using these Conference Room Applications for Walk #226.



GSEMMAUS - TEAM  
APPLICATION.pdf

Roger presented a draft of a BST Checklist and Covenant for each BST to sign. A suggestion was made to remove statement for \$8.00 for each meal. This could be confusing to the people who are staying the entire weekend. David will forward this electronically to all board members to review for further comments. It will then be finalized to start using on Walk #226. It will be the responsibility of the BST Weekend Coordinator to get all BST volunteers to sign.



BST Checklist and  
Covenant.pdf

**Walk # 227:** Sandy Rayburn reported they will be having their last team meeting on Saturday, April 14<sup>th</sup>. One clergy had to drop off, but a replacement has already been made. Talks are going very well.

**Walk # 228:** David Hudson reported that David Wagner is struggling with the call list. He made some suggestions to help David Wagner become more dedicated to spending time on the call list and setting deadlines for team members to commit.

David Hudson also reported that Tom Stribling who was selected as Spiritual Director for Walk #229 in October had a conflict on Friday during the walk. Ken Cole spoke with Jeff Messer about assuming the role as Spiritual Director for Walk #229 and he agreed. Jeff currently serves as clergy at Bivins Rehab.

**Current Board Members Update:** David Hudson announced a sad departure from our Board of Directors and Golden Spread Emmaus Community. Sandy Rayburn announced that she will be relocating her family to Tyler, Texas within the next 3-4 months. David led the discussion on a replacement for Sandy's role on the Board. There were two ladies from the recent board of directors election that voiced a willingness to the Nominating Committee that they would be happy to serve if needed. These ladies are Lynn Radney and Pamela Sirmon. From the nomination results, Lynn Radney actually had more community votes than Pamela Sirmon, but it was a close race. A motion was made by Kim Barlow to replace Sandy's position on the board with Lynn Radney with a second by Ken Cole. Paula O'Neal, as a representative of the Nominating Committee will make the call to Lynn to invite her to serve on the Board of Directors and also to attend the April Board meeting.

David also announced that Garre LaGrone has requested to resign from the Board of Directors. His schedule is extremely busy and he is not certain he can commit to the time involvement with the Board. David indicated that he did not accept Garre's resignation at this time and asked that he think about it and pray about it. We value Garre's role on the Board and would like to see him continue to be a part of the Board.

**Chrysalis Update:** David announced that Cynthia Walker has accepted the position of Lay Director for Chrysalis. Jeff Beasley has talked to her several times and she is having difficulty getting youth (high school and college age) on the Board of Directors. She has called Rene at WT twice to see if the message could go out to college students, but has not heard back from Rene. David announced that he has spoken with Cynthia on numerous occasions and she is frightened and a little overwhelmed with all she has to do. She has a heart and passion for Chrysalis. The Emmaus Board all agreed to support Cynthia and Chrysalis in any manner. Carolyn will email Cynthia our Policies and Procedures and Bylaws to use as a template for developing the same documents for Chrysalis.

**LDT Update:** David Hudson reported good participation by the community and our Board of Directors at the recent Leadership Development Training held on February 24-25, 2012. The Walk to Emmaus 2012 Covenant was signed by all board members for both Golden Spread Emmaus and Golden Spread Chrysalis. This has been forwarded to the Upper Room for their signatures. Once signed, it will be returned to us and be a permanent document in our Emmaus files. David reported that the Leadership Development Training was blessed by several Reunion Groups with food. Fourteen clergy were trained during the Clergy Development Training on Friday evening. One of the recommendations by the trainers was to add an additional three clergy members to the Board of Directors. This will be implemented for the 2013 Board of Directors.

**Finalize Committee Assignments 2012/2013** David Hudson presented a proposal for the Secretary's position on the Board of Directors to be established as a standing position – much like that of the Treasurer position currently held by David Dzik. The continuity of this position would enhance the stability of the Board of Directors as transitions are made year to year. Carolyn Hurt has held this position for three years and is interested in continuing in this role. A motion was made by Kim Barlow to establish the secretary position as a standing board position, seconded by Brian Thomas.

**Technology Committee:** This is a newly formed committee this year. Carolyn Hurt is the current Chairperson, Co-Chair Theo McGee. Committee members consist of Lindy Hooper, Van McNeece, Jeff Roller, Roger Radney and Jeff Beasley. During the Leadership Training, Carolyn met with Carleen Alderman regarding the Emmaus data base that the Upper Room utilizes. Carolyn contacted Larry Deel who is an Extranet Applications Consultant with Internet Membership Systems (IMS). Larry indicated that 102 Emmaus communities currently use this data system. Carolyn participated in a WebEx training with

Larry to review the system, ease of navigation, costs, functionality, and security. The attached document outlines all the specifics that were covered during the overview/training. Larry indicated that the majority of the communities who use this data base designate their Registrar's as Administrators for the system as they are the ones who access the data base the most. The most positive aspect of this system is the concept of an internet system that is used on a national basis, not something that is home grown with controls of one person. This has historically been a determining factor with other Emmaus communities in moving to the IMS System. Costs include a one-time conversion fee of \$400.00. This includes all data conversion, WebEx training for IT Committee and/or Board of Directors, or any one we designate to have access to the system. Ongoing training as needed at no additional charge for designated administrators. A monthly fee of \$19.95 for up to 1, 000 members and \$5.00 for each additional 1,000 members. The data base that we are currently using shows 5,309 members but we have no way of knowing how many of these are active members. Once the data has been cleaned up and we have an accurate account of current members, the monthly fee would be based on the current members which might average \$39.95/month. Larry also indicated we can do the same process for Chrysalis conversion but with only a \$200.00 conversion fee. Maintenance of \$19.95 monthly. This is a reduced fee since the Chrysalis data base is very minimal and we would basically be rebuilding that from scratch. The conversion generally takes a few months. If we chose to do this, the next 3-5 months would be ideal starting after the April Women's Walk since we won't have another walk until August. The board recommended the IT Committee meet to discuss this concept and a possible WebEx training with recommendations due back to the board next meeting.



IMS System.pdf

### **LD/SD 2013**

David Hudson discussed the eligible candidates to serve as Community Lay Director for 2013 from the active board members. A suggestion was made that any nomination for Community Lay Director should have served as a Walk Lay Director in the past. Jim Crossman was presented as a strong candidate for this role. A motion was made by Jeff Beasley to accept the recommendation of Jim Crossman serving as Community Lay Director for 2013. Motion seconded by Theo McGee. David Hudson will call and discuss with Jim Crossman.

Jim Watkins from Wildorado was presented as a strong candidate for Community Spiritual Director for 2013. Jim had been approached previously to serve as Community Spiritual Director but had indicated that he could not commit at the time but would be interested in 2013. A motion was made by Kim Barlow to accept the recommendation of Jim Watkins serving as Community Spiritual Director for 2013 and seconded by Theo McGee. Ken Cole will call and discuss with Jim Watkins.

The attached list was reviewed for 2013 Weekend Lay Directors. David reported that this list was developed for eligibility from Walk 199 to present and those who are active in the community. The board discussed each candidate and ranked in the following order:

Women's Weekend Lay Director Candidates for 2013

1. Jimi Hudson
2. Ronay Bryan-Bach
3. Cathie Coleman
4. Pamela Sirmon

5. Tammy Laughlin
6. Laura Reyher

#### Men's Weekend Lay Director Candidates for 2013

1. Mitch Woodard
2. Brian Thomas
3. Scott Brittain
4. Robby Kirkland
5. Rex Coleman
6. Melvin Jobe

David will call Ceta Canyon and get a list of dates for Walks in 2013. It was recommended that we eliminate the walks in January due to the holidays. Motion made by Kim Barlow to accept the candidates above for the Weekend Lay Director Candidates for 2013. Motion seconded by Theo McGee. Once David obtains the dates for walks in 2013, he will contact the candidates above to determine their interest in serving as Weekend Lay Directors for 2013.



2013 Lay Director  
Candidates.pdf

The attached clergy list was reviewed for 2013 Weekend Spiritual Directors. David reviewed the qualifications from the Director's Manual on page 23. The board discussed each candidate and ranked in the order below:

#### Women's Weekend Spiritual Director Candidates for 2013

1. Nancy Wilcox
2. Anita Hinton
3. Becky Davis

#### Men's Weekend Spiritual Director Candidates for 2013

1. Tom Stribling
2. Danny Trussell
3. Bill Hodges
4. Steve Adams
5. Ted Taylor

Motion made by Kim Barlow to accept the candidates above for the Weekend Spiritual Director Candidates for 2013. Motion seconded by Brian Thomas. David Hudson will share the list of walk dates for 2013 then Ken will contact the clergy above to determine their interest in serving as Weekend Spiritual Directors for 2013.



Clergy list.pdf

**Book Table Sponsors for Upcoming Walks:** David reported that Earl Burkholder has established a Book Table Ministry and has started this with \$200.00. He has another \$100.00 from an anonymous donor. He would like this to be available to any pilgrim who cannot afford items from the book table during a walk. This fund will be made available to the IBR who can discretely utilize this at each walk.

Motion made by Kim Barlow to accept the establishment of the Book Table Ministry, seconded by Theo McGee.

**Alvarado Road Show Summer Concert:** Two dates have been proposed for the summer concert – May 19<sup>th</sup> or July 21<sup>st</sup>. The board recommended that we host this on July 21<sup>st</sup>. Palo Duro Canyon or a Vega ranch were recommended as possible sites. Jeff Beasley will contact the coordinator to advise of our preferred date. Once we have confirmation of acceptance, the planning can start.

**Future Board meeting dates:**

April 19<sup>th</sup> 6:30pm Location to be determined

May 17<sup>th</sup> 6:30pm Location to be determined

**Discussions**

Kenna presented a list of future Community Gatherings and dates

March 23, 2012	God of Wonders	Kairos Outside Meal Fundraiser
May 3, 2012	God of Wonders	Chrysalis Meal Fundraiser
August 16, 2012	Christ Community Church-Vega	Kairos Outside Meal Fundraiser
October 18, 2012	St. Stephens Methodist Church	
November 15, 2012	TBD	

Kyle Sharp with Palo Duro Cowboy Church Reunion Group has expressed interest in providing the meal for a future Community Gathering. Kenna will work with Kyle on available dates.

**Board of Directors Roster**

David distributed a copy of the updated roster for contact information for the Board of Directors.



BOD Roster.pdf

**Closing Prayer:** Ken Cole