

Golden Spread Emmaus Board of Directors
Agenda
January 9, 2014
Potter County Sherriff's Office

Call Meeting to order	Mitch
Opening Prayer	Mitch
Emmaus Covenant	Mitch
Minutes Approval	Carolyn
Walk # 237	Brenda
Walk #238	Mitch
Walk # 238	Pam
Chrysalis Update	Brian/Jim L.
Walk fees	Mitch
Bylaw Revision – Team Selection	Carolyn
Leadership Development Training	Mitch
Web Site update	Carolyn
Candlelight Timeline	Kurt/Sharon
Treasurer Report	David
Other Discussion	All
Closing Prayer	Brian

**Golden Spread Emmaus Board of Directors
January 9, 2014
Potter County Sheriff's Office**

Present: Mitch Woodard, Brian Thomas, Jim Crossman, Carolyn Hurt, David Dzik, Pam Stork, Martha Duke, Brenda Wilhite, Sharon Alexander, Lisa Crossman, Jim Laughlin, Mike Richardson, Carol Roller, Mark Wood

Absent: Walt Marlett, Jaci Chadick, Kurt Oheim, Donnie Allred, Eddie Hill

Guest: Roger Radney – Men's Registrar

Meeting called to order by Mitch Woodard

Opening Prayer given by Mitch Woodard

Emmaus Covenant

Mitch distributed a copy of the 2014 Walk to Emmaus Covenant Letter for all board members to sign. The deadline for submitting this to the Upper Room is March 31, 2014. Those board members not present tonight will have the opportunity to sign at another board meeting.

Minutes Approval

Minutes from the December 7, 2013 board meeting were previously distributed on email. No corrections were voiced via email. Motion to accept the minutes was made by Brian Thomas and seconded by Pam Stork.

Walk #237

Brenda reported everything has gone well with the team meetings and the last team meeting will be January 25th. Carolyn reported that we currently have 30 pilgrim applications.

Walk #238

Mitch indicated the team has bonded well through the first team meeting.

Walk #239

Pam is IBR for 239 and reported they have a core team meeting this Saturday with Lynn and ALD's and the first full team meeting is in one week.

Chrysalis Update

Brian reported Chrysalis is having their board meeting tonight. Board members are being elected tonight.

Walk Fees

At the December board meeting, we discussed Ceta Canyon's decision to increase their fees for 2014 by 2%. David Dzik prepared an analysis that he sent out to the board via email on December 11.

The breakdown includes:

Estimated Annual Costs

Copies \$500

Text Blast \$995

Insurance \$2,150

Internet Hosting \$540

Supplies \$7,500

Miscellaneous Round Up \$315

Total: \$12,000 divided by 6 walks= \$2,000 divided by 60 walk attendees= \$33.33 – Use \$33

Ceta Canyon Fee per attendee - \$161 estimate for 2014 (was \$155 in 2012 and \$158 in 2013)

Fee to Upper Room - \$13

Costs from above \$33

Total Cost per attendee= \$207

Estimated Annual Income:

Community/Candlelight/Donations/Interest= \$6,000 divided by 6 walks = \$1,000 divided by 60 attendees = \$16.67 – Use \$15

Current fee \$175

Total \$190

Estimated Shortfall \$17 per attendee

Option 1: Raise the fee \$25 to \$200. That would leave a little room for future cost increases. \$215 total instead of \$190 would cover the \$207 cost.

Option 2: Raise the fee \$20 to \$195. That would stay under the magical \$200 figure and not seem as costly. However it would not leave much room for future cost increases. \$210 total instead of \$190.

The board discussed the impact this would have on our walk fees. The board had a lively discussion on proposed fees for the next several years and recommends we raise the fees from \$175.00 to \$225.00. If we use the \$225 fees, it would eliminate raising costs this year and again next year. The new fee of \$225 would go into effect on the August 2014 walk. Any pilgrim who has already paid their fee but not attended a walk would be grandfathered in for the new fees. A suggestion was made for David Dzik to prepare a statement that we could announce at the next Community Gathering as well as on our website. A motion was made to increase the costs from \$175 to \$225 for Emmaus Walk fees by Brenda Wilhite, second by Sharon Alexander.

Bylaw Revision

At the December board meeting, members discussed revising the Bylaws and removing the position of Team Selection Chairperson. Upon reviewing the Bylaws, Article VIII, Section E states: "The board shall establish a Team Selection Committee. The Team Selection Committee shall consist of a board member who serves as chair, the Community Spiritual Director, Registrars and at least three (3) or four (4) members of the Emmaus Community who have a broad awareness of the community

membership and a solid understanding of team needs. Community members are appointed by the Team Selection board chair.” The board recommended eliminating the Team Selection Chairperson as the two registrars now are capable of pulling together the team selection lists for the committee to review and have functioned in this role for the past 10 months. Members commented this has functioned very well. Motion was made to eliminate Article VIII, Section E from the Bylaws and have the two registrars function as organizers of the Team Selection Committee by Brian Thomas and seconded by Lisa Crossman. The committee consists of the following members: Roger Radney – Men’s Registrar, Carolyn Hurt – Women’s Registrar, Donnie Allred- Community Spiritual Director, and community members consisting of Louise Hudson, Denise Wilson, John Alexander, Jim Wilhite, David Hudson, Marvin Mode and Jeff Beasley. This will be presented to the community at the next Community Gathering.

Leadership Development Training

The Upper Room Leadership Development Training will be held on Saturday, February 1, 2014 from 9am-3:30 pm Hillside Christian Church – South Campus. All board members who have not had the training are strongly encouraged to attend.

Web Site Update

Carolyn updated everyone that Marty Cannon is making good progress on the new web site. Target for presentation to the board is scheduled for the next board meeting on February 20th.

Candlelight Times

As discussed at the December board meeting, Kurt and Sharon were to meet to discuss the timeframe and come up with a proposal to the board. Kurt was not present at meeting tonight. Will have discussion about this at the February board meeting.

Community Gathering Schedule was discussed and the following schedule has been tentatively set
February 13 – St. Stephen East
March 27 – First Christian Church – Pampa
May 1 – St. Stephen East
August 28 – TBD
October 16 – Hillside Christian Church – West
November 13 – Christ Community Fellowship Church – Vega

Treasurer Report

David Dzik distributed copies of the Balance Sheet and Profit and Loss Statement from December 31, 2013. David indicated there was not much activity in December. He indicated we received a donation from Jim and Sandy Rayburn of \$1500. He also indicated the two returned checks from last month are still pending. Carolyn indicated she had communicated with Peggy and Peggy assured her that the pilgrims would make the checks good. David will redeposit them again. Motion made by Brian Thomas and seconded by Brenda Wilhite to accept the Treasurer’s Report for December 2013.

Other Discussion

Board Meeting schedule was discussed and meetings will be held as follows with meetings starting at 7pm at the Potter County Sheriff's office. Carolyn will send out a calendar invite for all meetings to everyone's email.

February 20

March 6

April 3

May 8

June 5

July – No board meeting

August 7

September 4

October 2

November 20

December 11

Safety at Ceta Canyon

There was discussion about the safety concerns at Ceta Canyon with the accidents that have happened on the last several walks. Mike Richardson volunteered to work on a schedule for medical needs with several fireman/EMT friends he knows. Mitch will contact Mike Wench at Ceta to discuss emergency needs and AED's and trauma kits.

Closing Prayer was given by Brian Thomas.

Golden Spread Emmaus

Balance Sheet

As of December 31, 2013

	<u>Dec 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	10,384.89
Total Checking/Savings	<u>10,384.89</u>
Total Current Assets	<u>10,384.89</u>
TOTAL ASSETS	<u>10,384.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 · Prepaid - Men	1,594.50
2100 · Prepaid - Women	3,185.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	288.78
2400 · Reserved - Missions	369.17
2450 · Reserved - Faith City Miss...	1,050.00
2500 · Reserved - Scholarships	1,047.58
2550 · Reserved - Clark Scholars...	1,774.00
2650 · Reserved - Book Table	299.00
Total Other Current Liabilities	<u>10,043.18</u>
Total Current Liabilities	<u>10,043.18</u>
Total Liabilities	10,043.18
Equity	
3900 · Retained Earnings	2,855.99
Net Income	<u>-2,514.28</u>
Total Equity	<u>341.71</u>
TOTAL LIABILITIES & EQUITY	<u>10,384.89</u>

**Golden Spread Emmaus
Profit & Loss**
January through December 2013

	Jan 13	Feb 13	Mar 13	Apr 13	May 13	Jun 13	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Dec 13	TOTAL
Ordinary Income/Expense													
Income													
4000 · Team Fees	0.00	5,661.00	4,960.00	0.00	4,588.00	0.00	0.00	5,424.00	0.00	4,481.00	5,299.00	0.00	30,413.00
4100 · Pilgrim Fees	0.00	6,300.00	6,125.00	0.00	5,950.00	0.00	0.00	3,505.00	0.00	7,126.00	6,650.00	0.00	35,656.00
4200 · Book Table (Net of Expen...	0.00	786.51	-583.98	-188.19	485.68	-611.48	0.00	390.00	-439.06	218.26	-88.26	0.00	-30.52
Total Income	0.00	12,747.51	10,501.02	-188.19	11,023.68	-611.48	0.00	9,319.00	-439.06	11,825.26	11,860.74	0.00	66,038.48
Expense													
6000 · Room & Board	0.00	10,690.00	10,060.00	0.00	9,982.00	0.00	0.00	7,147.00	0.00	10,148.00	9,990.00	0.00	58,017.00
6200 · Copies	0.00	102.39	92.19	55.79	0.00	0.00	0.00	0.00	154.10	0.00	0.00	49.39	453.86
6300 · Supplies	575.97	61.00	1,288.73	291.10	1,390.74	0.00	0.00	311.91	2,663.59	134.90	0.00	736.31	7,454.25
6500 · Upper Room Fees	0.00	468.00	455.00	0.00	442.00	0.00	0.00	260.00	0.00	0.00	962.00	0.00	2,587.00
6600 · Other Costs	995.00	0.00	0.00	0.00	1,275.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,270.00
6800 · Insurance	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.13	2,150.00
Total Expense	1,750.14	11,500.56	12,075.09	526.06	13,268.91	179.17	179.17	7,898.08	2,996.86	10,462.07	11,131.17	964.83	72,932.11
Net Ordinary Income	-1,750.14	1,246.95	-1,574.07	-714.25	-2,245.23	-790.65	-179.17	1,420.92	-3,435.92	1,363.19	729.57	-964.83	-6,893.63
Other Income/Expense													
Other Income													
8000 · Interest Income	1.51	1.22	1.23	1.33	1.15	0.52	0.58	0.46	0.87	0.44	0.49	0.92	10.72
8100 · Candlelight Offering	0.00	280.00	329.60	0.00	304.00	0.00	0.00	0.00	185.60	397.60	342.25	0.00	1,839.05
8200 · Community Offering	0.00	260.25	348.80	0.00	160.80	0.00	0.00	0.00	213.60	130.40	265.20	0.00	1,379.05
8300 · Mission Donations	0.00	100.00	200.00	100.00	0.00	100.00	100.00	200.00	100.00	100.00	100.00	1,600.00	2,700.00
8500 · Nametags (Net of Expense)	0.00	0.00	16.50	0.00	23.25	0.00	0.00	7.00	3.50	0.00	3.50	8.25	62.00
8600 · Miscellaneous Donations	0.00	0.00	0.00	0.00	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00
Total Other Income	1.51	641.47	896.13	101.33	489.20	115.52	100.58	207.46	503.57	628.44	711.44	1,609.17	6,005.82
Other Expense													
9000 · Miscellaneous Supplies	0.00	0.00	20.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.07
9100 · License & Fees	0.00	0.00	534.85	0.00	134.85	0.00	0.00	134.85	0.00	0.00	0.00	134.85	939.40
9300 · Postage	0.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	60.00	0.00	0.00	16.00	84.00
9800 · Returned Checks	0.00	0.00	0.00	183.00	0.00	0.00	0.00	0.00	0.00	175.00	175.00	0.00	533.00
9900 · Miscellaneous Donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	50.00
Total Other Expense	0.00	0.00	554.92	183.00	142.85	0.00	0.00	184.85	60.00	175.00	175.00	150.85	1,626.47
Net Other Income	1.51	641.47	341.21	-81.67	346.35	115.52	100.58	22.61	443.57	453.44	536.44	1,458.32	4,379.35
Net Income	-1,748.63	1,888.42	-1,232.86	-795.92	-1,898.88	-675.13	-78.59	1,443.53	-2,992.35	1,816.63	1,266.01	493.49	-2,514.28

Golden Spread Chrysalis

Balance Sheet

As of December 31, 2013

	<u>Dec 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	4,847.70
Total Checking/Savings	<u>4,847.70</u>
Total Current Assets	<u>4,847.70</u>
TOTAL ASSETS	<u><u>4,847.70</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2500 · Reserved - Scholarsh...	700.00
Total Other Current Liabilities	<u>700.00</u>
Total Current Liabilities	<u>700.00</u>
Total Liabilities	700.00
Equity	
3900 · Retained Earnings	4,556.46
Net Income	<u>-408.76</u>
Total Equity	<u>4,147.70</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,847.70</u></u>

**Golden Spread Chrysalis
Profit & Loss**

January through December 2013

	Jan 13	Feb 13	Mar 13	Apr 13	May 13	Jun 13	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Dec 13	TOTAL
Ordinary Income/Expense													
Income													
4000 · Team Fees	0.00	0.00	0.00	0.00	0.00	4,205.00	4,065.00	0.00	0.00	0.00	0.00	0.00	8,270.00
4100 · Caterpillar Fees	0.00	0.00	0.00	0.00	0.00	4,025.00	2,800.00	0.00	0.00	0.00	0.00	0.00	6,825.00
4200 · Book Table (Net of Expen...	0.00	0.00	0.00	0.00	0.00	315.59	-287.21	-28.99	0.00	0.00	0.00	0.00	-0.61
Total Income	0.00	0.00	0.00	0.00	0.00	8,545.59	6,577.79	-28.99	0.00	0.00	0.00	0.00	15,094.39
Expense													
6000 · Room & Board	0.00	0.00	0.00	0.00	0.00	8,325.00	7,130.00	0.00	-330.00	0.00	0.00	0.00	15,125.00
6300 · Supplies	0.00	0.00	0.00	0.00	30.27	967.63	113.62	0.00	0.00	0.00	163.78	550.30	1,825.60
6450 · Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	89.30	0.00	0.00	0.00	0.00	0.00	89.30
6500 · Upper Room Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	390.00	0.00	0.00	0.00	0.00	390.00
6800 · RUSH	0.00	0.00	0.00	0.00	210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.00
Total Expense	0.00	0.00	0.00	0.00	240.27	9,292.63	7,332.92	390.00	-330.00	0.00	163.78	550.30	17,639.90
Net Ordinary Income	0.00	0.00	0.00	0.00	-240.27	-747.04	-755.13	-418.99	330.00	0.00	-163.78	-550.30	-2,545.51
Other Income/Expense													
Other Income													
8100 · Candlelight Offering	0.00	0.00	0.00	0.00	0.00	348.00	199.71	0.00	0.00	0.00	0.00	0.00	547.71
8300 · Mission Donations	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
8600 · Miscellaneous Donations	0.00	0.00	0.00	233.00	3,000.00	0.00	0.00	-873.00	0.00	199.00	0.00	0.00	2,559.00
Total Other Income	0.00	0.00	0.00	233.00	3,000.00	598.00	199.71	-873.00	0.00	199.00	0.00	0.00	3,356.71
Other Expense													
9000 · Miscellaneous Supplies	0.00	0.00	0.00	0.00	255.97	0.00	0.00	878.49	0.00	85.50	0.00	0.00	1,219.96
Total Other Expense	0.00	0.00	0.00	0.00	255.97	0.00	0.00	878.49	0.00	85.50	0.00	0.00	1,219.96
Net Other Income	0.00	0.00	0.00	233.00	2,744.03	598.00	199.71	-1,751.49	0.00	113.50	0.00	0.00	2,136.75
Net Income	0.00	0.00	0.00	233.00	2,503.76	-149.04	-555.42	-2,170.48	330.00	113.50	-163.78	-550.30	-408.76



UPPER ROOM LEADERSHIP DEVELOPMENT EVENT

**EQUIP
EMPOWER
EDUCATE**

**A PROGRAM DESIGNED FOR STRENGTHENING
WALK TO EMMAUS/CHRYSALIS BOARDS AND COMMUNITIES**

FEBRUARY 1, 2014

**LOCATION: HILLSIDE CHRISTIAN CHURCH – SOUTH CAMPUS
6901 SOUTH BELL STREET
AMARILLO TX 79109**

**OPEN TO ALL EMMAUS/CHRYSALIS BOARD OF DIRECTORS
AND INTERESTED COMMUNITY MEMBERS**

TIME: 9AM – 3:30PM

**LUNCH PROVIDED BY KIAROS OUTSIDE
(Please bring “GREEN AGAPE” to help support this ministry)**

**TRAINING PROVIDED BY UPPER ROOM EMMAUS/CHRYSALIS
Rev. Carl Westbrook (carlew777@yahoo.com)
Pat Miller/Chrysalis (emiller@yahoo.com)
Carleen Alderman/Walk to Emmaus (see below)**

Questions: carleena@tmumc.org and/or cookie@hpcserv.com

**Rev. Carl Westbrook is available for clergy training on February 1st
(email Carl for more details at carlew777@yahoo.com)**