

Golden Spread Emmaus Board of Directors
Agenda
March 6, 2014
Potter County Sheriff's Office

Call Meeting to Order	Mitch
Opening Prayer	Mark
Treasurer Report	David
Emmaus Covenant	Mitch
Minutes Approval	Carolyn
Walk # 238	Mitch
Walk #239	Pam
Walk # 240	Brian
Chrysalis Update	Brian/Jim L.
Web Site Update	Carolyn
Data Base Update	Carolyn
Safety Issues at Ceta Canyon	Mike
Other Discussion	All
Closing Prayer	Donnie

Golden Spread Emmaus Board of Directors
March 6, 2014
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Present: Mitch Woodard, Brian Thomas, Jim Crossman, Carolyn Hurt, Pam Stork, Martha Duke, Brenda Wilhite, Sharon Alexander, Lisa Crossman, Mark Wood, Jaci Chadick, Kurt Oheim, Eddie Hill David Dzik, Mike Richardson, Carol Roller, Donnie Allred

Absent: Jim Laughlin, Walt Marlett

Guest: Roger Radney – Men's Registrar

Meeting called to order by Mitch Woodard

Opening Prayer given by Mark Wood

Treasurer's Report

David shared copies of the February Balance Sheet. He indicated no petty cash was used from the last women's walk so he will simply use this for the March men's walk. Prepaid Insurance of \$1,937.50 was \$195.00 more this year than last year in the Director and Officer's portion of the policy and he will charge this out monthly throughout the year. He will charge this extra amount to Chrysalis to cover their portion of the insurance since we did not have them on the policy the previous year. He also presented the Profit and Loss Sheet through the end of February. David indicated we have not received the bill yet for the book table from the last women's walk. Supplies for February included \$361.00 for 100 crosses and \$763.00 for walk supplies. Other Cost category of \$995.00 is for the TapTap texting program. Carolyn indicated that after last month's community announcement about TapTap that 35 additional people have joined. David also indicated we had one check returned insufficient funds from a team member from the last women's walk. He will contact the team member to find out how they want to handle the check. There were two insufficient funds from a husband/wife from walks last fall that have finally been paid. David indicated that under Other Income/Expenses the February amounts for Candlelight and Community offerings is always split with 10% going to Chrysalis and 10% going to Missions and the remainder 80% going in Other Income/Expense

David also shared copies of the Balance Sheet for Chrysalis. There has been on activity or income to report. He will charge Chrysalis for 30 crosses which were included on our order.

Emmaus Covenant

The Emmaus Covenant was passed around for additional signatures and is due to Upper Room by March 31, 2014. Only 3 signatures remain.

Minutes Approval

Minutes from the February 20, 2014 board meeting were previously distributed on email. No corrections were voiced via email. Motion to accept the minutes was made by Kurt Oheim and seconded by Sharon Alexander.

Walk #238

Mitch indicated the team is set and ready to go for Scott's walk later this month. All money has been collected from the team along with good financial support for the clergy.

Walk #239

Pam indicated the last team meeting is scheduled for March 15th. Karen Jones was the Music Director and had to drop off. She has been replaced by Lauri Schmitt.

Walk #240

Sharon reported on the status for John's Walk. She indicated John has made the first round of phone calls for the team and has confirmed 6 team members.

Chrysalis Update

Jaci indicated nothing new to report.

Web Site Update

Carolyn indicated she has been in contact with Marty Cannon several times about the web site. The initial meeting to discuss the redesign of the web site was last September. The due date has been extended several times due to Marty's schedule. His computer business has gotten busier and they have moved their offices and he has just not had time to work on our redesign. He originally agreed to host our web site with a nominal monthly support fee and volunteered his time and expertise to redesign the site. Marty wasn't sure when he would have dedicated volunteer time to do the redesign, but indicated he could work it into his business time with a cost of \$1,000- 1,200.00. Lisa and Jim Crossman offered the name of someone in their church who is active in Emmaus that might be interested in doing this and provided the contact information for Carolyn to call. David Dzik also indicated he knows someone who might be interested in helping. We have been promising our community an updated and revised web site for close to a year and we are losing credibility when we don't deliver what has been promised. Carolyn will contact the other interested people and advise the board of opportunities and costs.

Data Base Update

When we originally signed the contract with IMS for the new data base, we were quoted a charge of managing and hosting the data base for \$44.95 month due to the number of members that we converted to the old data base. The current data base has 5835 members. The last email blast that was sent out 3 weeks ago went to 2305 members with active email addresses. That means we are being charged for maintenance of 3530 members that are not active. It was suggested that we announce at Community Gatherings, Candlelights, Newsletter and Web site the importance of everyone completing a new Yes sheet each year with current contact information. Yes sheets are not only a way to indicate interest in working a walk but to also indicate that community members want to stay active in Emmaus.

Carolyn discussed the issue of utilizing our IMS data base for Chrysalis. She has been in contact with Larry Deal who is the designer of the data base. If we combined the data bases, we would need to go into our naming structure and rename all our talks, position titles, and separate the community members. Larry indicated he would set up a separate data base for Chrysalis with a \$100 conversion

fee and the charge for maintaining it would be \$19.95/month for a data base under \$1,000 members. Emmaus Board members were in support of a separate data base rather than combining it with ours. This information will be shared with the Chrysalis board to determine if they are interested in a data base. Both Carolyn and Roger are very familiar with this data base and could easily train Chrysalis Registrar on utilizing the system.

Safety Issues at Ceta Canyon

Mike Richardson reported he has spoken with the Chaplain at the Amarillo Fire Department about needing EMT/Firemen volunteers to help with emergency medical issues at Ceta. He indicated there is interest but has received no commitments yet. Also discussed was the issue of covering the fee for a medical person to stay the weekend if we get these volunteers from outside the Emmaus Community. David indicated we can pay their weekend fee from the Dave Clark Scholarship Fund or Faith City Fund. David will look at the contract and see exactly what Ceta covers in case of an emergency. Donnie Allred also discussed the possibility of getting a contract with Life Star. As County Judge, he indicated they have a contract with Life Star for \$40.00 per year for emergency transport within their county. He will check into this for Emmaus and report back at the next meeting. It was also suggested that we add a medical person sign up category on the Yes Sheet. Carolyn will update the Yes Sheet to include this.

Other Discussion

Mitch stressed the issue again about pranks on team members. He indicated this will be discussed at Lay Director training and at the next community Gathering.

Closing Prayer was given by Donnie Allred.

Golden Spread Emmaus
Balance Sheet
 As of February 28, 2014

	<u>Feb 28, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	8,290.93
Total Checking/Savings	8,290.93
Other Current Assets	
1300 · Petty Cash	200.00
1400 · Prepaid Insurance	1,937.50
Total Other Current Assets	2,137.50
Total Current Assets	10,428.43
TOTAL ASSETS	<u>10,428.43</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 · Prepaid - Men	1,594.50
2100 · Prepaid - Women	3,505.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	260.33
2400 · Reserved - Missions	433.57
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	10,399.13
Total Current Liabilities	10,399.13
Total Liabilities	10,399.13
Equity	
3900 · Retained Earnings	341.71
Net Income	-312.41
Total Equity	29.30
TOTAL LIABILITIES & EQUITY	<u>10,428.43</u>

Golden Spread Emmaus
Profit & Loss
January through February 2014

	<u>Jan 14</u>	<u>Feb 14</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
4000 · Team Fees	0.00	5,332.99	5,332.99
4100 · Pilgrim Fees	0.00	6,300.00	6,300.00
4200 · Book Table (Net of Expen...	-94.13	266.98	172.85
Total Income	-94.13	11,899.97	11,805.84
Expense			
6000 · Room & Board	0.00	9,880.00	9,880.00
6200 · Copies	0.00	141.34	141.34
6300 · Supplies	0.00	1,129.46	1,129.46
6500 · Upper Room Fees	0.00	468.00	468.00
6600 · Other Costs	0.00	995.00	995.00
6800 · Insurance	193.75	193.75	387.50
Total Expense	193.75	12,807.55	13,001.30
Net Ordinary Income	-287.88	-907.58	-1,195.46
Other Income/Expense			
Other Income			
8000 · Interest Income	0.47	0.38	0.85
8100 · Candlelight Offering	0.00	261.60	261.60
8200 · Community Offering	0.00	253.60	253.60
8300 · Mission Donations	100.00	100.00	200.00
Total Other Income	100.47	615.58	716.05
Other Expense			
9800 · Returned Checks	0.00	-167.00	-167.00
Total Other Expense	0.00	-167.00	-167.00
Net Other Income	100.47	782.58	883.05
Net Income	<u>-187.41</u>	<u>-125.00</u>	<u>-312.41</u>

Golden Spread Chrysalis
Balance Sheet
As of February 28, 2014

	<u>Feb 28, 14</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	4,147.70
Total Equity	<u>4,147.70</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,847.70</u></u>