

**Golden Spread Emmaus Board of Directors
Agenda
January 8, 2015
Potter County Sheriff's Office**

Call Meeting to Order	Brian
Opening Prayer	Pam
Treasurer Report	David
Minutes Approval	Carolyn
Nominations for Assistant Community Lay Director	Brian
Walk #243 – Tammy Laughlin LD	Lisa
Walk #244 – Tom Parr LD	Mitch
Walk #245 – Janet Bilyeu LD	Pam
Chrysalis Update	Jaci
Inside Board Rep Training	Roger
Technology Updates	Carolyn
Committee Assignments	Brian
Other Discussion	All
Closing Prayer	Ken

Golden Spread Emmaus Board of Directors
January 8, 2015
Potter County Sheriff's Office

Present: Brenda Wilhite, Brian Thomas, Carol Roller, Carolyn Hurt, David Dzik, Deborah Erwin, Eddie Hill, Jaci Chadick, Janet Bilyeu, Ken Haney, Kurt Oheim, Lisa Crossman, Mark Wood, Michael Brunson, Pam Stork, Scott Sims, Tom Parr

Absent: Mike Richardson, Mitch Woodard

Guest: Roger Radney – Men's Registrar

Meeting called to order by Brian Thomas

Opening Prayer given by Pam Stork

Treasurer's Report

David distributed copies of the Balance Sheet and P&L Statement ending on December 31, 2014. He indicated there was not much activity in December. Bottom line was that we have a net income for the end of the year of \$2,269.44. David indicated that the insurance costs for the events policy will stay the same for 2015. He hasn't received the statement yet for the Directors' insurance policy and is uncertain if that will remain stable or increase. He also distributed copies of the Chrysalis Balance Sheet and P&L Statement ending on December 31, 2014. Chrysalis had \$2,654.22 net income for year end. Motion to accept the Treasurer's Report was made by Lisa Crossman, seconded by Pam Stork.

Minutes Approval

Minutes from the December 11, 2014 board meeting were previously distributed on email. No changes were voiced on the minutes. Motion to accept the December minutes was made by Deborah Erwin and seconded by Jaci Chadick.

Nominations for Assistant Community Lay Director

Brian nominated Lisa Crossman as the Assistant Community Lay Director for 2015. He asked for any other nominations from the board. Everyone agreed on Lisa being a wonderful candidate. Motion was made by Brian Thomas, seconded by Brenda Wilhite for Lisa Crossman to be the Assistant Community Lay Director for 2015 – which will then make her the Community Lay Director for 2016.

Walk #243

Lay Director – Tammy Laughlin – IBR – Lisa Crossman

Lisa announced that the team meeting was cancelled this past Saturday due to the snowy weather. They will make up this team meeting in two weeks. Lisa also announced that an Assistant Team Leader resigned and they will need to replace her.

Walk #244

Lay Director – Tom Parr – IBR Mitch Woodard

Tom indicated that they had one table leader drop off – Jeff Smith, and Mike Brunson has agreed to fill the vacant slot. The second team meeting went very well. They had seven team members missing from the first meeting.

Walk #245

Lay Director – Janet Bilyeu – IBR Pam Stork

Pam indicated the team is full and they are having their first team meeting this Saturday at First Christian Church in Pampa. Ken Haney is the Spiritual Director for the walk and he indicated he had excellent response from the clergy candidates and the slots were filled very quickly.

Chrysalis Update

Jaci announced they had a team meeting last Tuesday night and are planning a meeting next Monday night to do team selection for June. Eloise Bell has resigned as Spiritual Director for the girl's flight so they will need to replace her. Jaci asked if anyone knew who the organizer of the Facebook page is for Chrysalis so updates can be made. No one on the Emmaus board knew so she will continue to try and find out who the organizer is. She also indicated the current data base for Chrysalis is a spread sheet and the Chrysalis board will split the spread sheet up so numerous people can call past pilgrims to encourage them to participate on the board.

Inside Board Rep Training

The Policy and Procedure for the Inside Board Representative was distributed and Roger Radney went through the policy, page by page so everyone would have the same understanding on how an IBR functions on a walk, what their duties are, and what authority they have.

Technology Updates

Carolyn presented the statistics on our web site for the past six months. She attributed the rise in hits in November to be from the board of directors voting. The web site hits have increased significantly since we started with the new web site last June. She praised the support of Lee Carter again for his contribution and availability to work on our website.

2,483 Unique Visitors for June 2014
3,033 Unique Visitors for July 2014
3,958 Unique Visitors for August 2014
4,123 Unique Visitors for September 2014
4,351 Unique Visitors for October 2014
5,268 Unique Visitors for November 2014
4,231 Unique Visitors for December, 2014

Committee Assignments

Copies of the Committee Assignment spread sheet was distributed for co-chairpersons to be assigned. The following is an update of all committee assignments for 2015.

Committee	2015 Chairperson	2015 Co-Chairperson
Community Lay Director	Brian Thomas	NA
Assistant Community Lay Director	Lisa Crossman	NA
Past Lay Director	Mitch Woodard	NA
Spiritual Director	Ken Haney	Debra Erwin
Chrysalis Liaison	Jaci Chadick	David Dzik
BST	Pam Stork	Janet Bilyeu
Community Gatherings	Mike Richardson	NA
Sponsors Hour	Jaci Chadick	Mike Brunson
Candlelight	Kurt Oheim	Eddy Hill
4th Day Follow Up/Reunion Groups	Brenda Wilhite	Carol Roller
Sponsors Training	Jaci Chadick	Mike Brunson
Team Selection	Roger Radney	Carolyn Hurt
Training Committee	Lisa Crossman	Eddy Hill
Nominating Committee	Pam Stork	Debra Erwin
Secretary	Carolyn Hurt	NA
Treasurer	David Dzik	NA
Womens Registrar	Carolyn Hurt	NA
Mens Registrar	Roger Radney	NA
Newsletter	Natalie Lowe	NA

Other Discussion

Carolyn reminded everyone of the password to the Board of Directors page on our website which is: Lanyard. All the Board minutes, board of directors meeting schedule, Bylaws, Covenants, all our policies and procedures and Upper Room documents are stored on this page.

Brian also announced special services on Sunday, January 11 at 8:25, 9:45 and 11:00 at St. Stephen's Church – West Campus, for support of local police officers. There has been a lot of negative publicity in the recent past and this will be to honor and support our police departments.

Closing Prayer was given by Ken Haney.

Golden Spread Emmaus
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	13,615.56
Total Checking/Savings	<u>13,615.56</u>
Total Current Assets	<u>13,615.56</u>
TOTAL ASSETS	<u>13,615.56</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 · Prepaid - Men	2,224.00
2100 · Prepaid - Women	3,030.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	294.45
2400 · Reserved - Missions	716.51
2500 · Reserved - Scholarsh...	4,472.01
2650 · Reserved - Book Table	174.00
Total Other Current Liabilities	<u>11,346.12</u>
Total Current Liabilities	<u>11,346.12</u>
Total Liabilities	11,346.12
Equity	
3900 · Retained Earnings	341.71
Net Income	1,927.73
Total Equity	<u>2,269.44</u>
TOTAL LIABILITIES & EQUITY	<u>13,615.56</u>

**Golden Spread Emmaus
Profit & Loss**

January through December 2014

	Jan 14	Feb 14	Mar 14	Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	TOTAL
Ordinary Income/Expense													
Income													
4000 · Team Fees	0.00	5,332.99	4,968.00	5,137.00	0.00	0.00	0.00	6,900.00	0.00	6,325.00	6,172.00	0.00	34,834.99
4100 · Pilgrim Fees	0.00	6,300.00	6,300.00	5,950.00	0.00	0.00	0.00	6,750.00	0.00	6,925.00	7,325.00	0.00	39,550.00
4200 · Book Table (Net of Exp...	-94.13	266.98	-93.75	-55.59	0.00	0.00	0.00	166.00	-177.77	338.00	236.46	-320.56	265.64
Total Income	-94.13	11,899.97	11,174.25	11,031.41	0.00	0.00	0.00	13,816.00	-177.77	13,588.00	13,733.46	-320.56	74,650.63
Expense													
6000 · Room & Board	0.00	9,880.00	10,101.00	10,093.00	0.00	0.00	0.00	9,572.00	0.00	10,088.00	9,586.00	0.00	59,320.00
6200 · Copies	0.00	141.34	0.00	74.30	0.00	0.00	0.00	0.00	159.80	50.00	0.00	0.00	425.44
6300 · Supplies	0.00	1,129.46	1,988.93	507.13	31.99	1,154.42	0.00	514.57	1,845.46	850.37	574.98	145.06	8,742.37
6500 · Upper Room Fees	0.00	468.00	468.00	442.00	0.00	0.00	0.00	390.00	0.00	0.00	897.00	0.00	2,665.00
6600 · Other Costs	0.00	995.00	0.00	0.00	0.00	0.00	780.00	0.00	0.00	0.00	0.00	539.00	2,314.00
6800 · Insurance	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.17	179.15	179.15	2,150.00
Total Expense	179.17	12,792.97	12,737.10	11,295.60	211.16	1,333.59	959.17	10,655.74	2,184.43	11,167.54	11,237.13	863.21	75,616.81
Net Ordinary Income	-273.30	-893.00	-1,562.85	-264.19	-211.16	-1,333.59	-959.17	3,160.26	-2,362.20	2,420.46	2,496.33	-1,183.77	-966.18
Other Income/Expense													
Other Income													
8000 · Interest Income	0.47	0.38	0.35	0.35	0.69	0.50	0.30	0.26	0.69	0.41	0.49	0.71	5.60
8100 · Candlelight Offering	0.00	261.60	416.00	306.38	0.00	0.00	0.00	318.76	0.00	214.40	346.40	0.00	1,863.54
8200 · Community Offering	0.00	253.60	0.00	129.60	160.00	0.00	0.00	147.11	0.00	96.80	0.00	128.00	915.11
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	100.00	1,200.00
8500 · Nametags (Net of Expe...	0.00	0.00	5.50	1.75	42.75	0.00	0.00	-59.00	0.00	3.50	14.00	0.00	8.50
8600 · Miscellaneous Donations	0.00	0.00	293.51	0.00	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	353.51
Total Other Income	100.47	615.58	815.36	538.08	303.44	100.50	100.30	507.13	100.69	475.11	460.89	228.71	4,346.26
Other Expense													
9000 · Miscellaneous Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.04	267.40	360.44
9100 · License & Fees	0.00	0.00	134.85	0.00	0.00	134.85	0.00	0.00	134.85	0.00	0.00	134.85	539.40
9300 · Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.00	0.00	49.00	0.00	111.00
9800 · Returned Checks	0.00	-167.00	525.00	0.00	0.00	0.00	0.00	-150.00	0.00	0.00	0.00	0.00	208.00
9900 · Miscellaneous Donation	0.00	0.00	293.51	0.00	0.00	0.00	0.00	-60.00	0.00	0.00	0.00	0.00	233.51
Total Other Expense	0.00	-167.00	953.36	0.00	0.00	134.85	0.00	-210.00	196.85	0.00	142.04	402.25	1,452.35
Net Other Income	100.47	782.58	-138.00	538.08	303.44	-34.35	100.30	717.13	-96.16	475.11	318.85	-173.54	2,893.91
Net Income	-172.83	-110.42	-1,700.85	273.89	92.28	-1,367.94	-858.87	3,877.39	-2,458.36	2,895.57	2,815.18	-1,357.31	1,927.73

Golden Spread Chrysalis
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	6,844.97
Total Checking/Savings	6,844.97
Other Current Assets	
1350 · Due From Golden Spread Emm...	294.45
Total Other Current Assets	294.45
Total Current Assets	7,139.42
TOTAL ASSETS	<u><u>7,139.42</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2500 · Reserved - Scholarships	337.50
Total Other Current Liabilities	337.50
Total Current Liabilities	337.50
Total Liabilities	337.50
Equity	
3900 · Retained Earnings	4,147.70
Net Income	2,654.22
Total Equity	6,801.92
TOTAL LIABILITIES & EQUITY	<u><u>7,139.42</u></u>

**Golden Spread Chrysalis
Profit & Loss**

January through December 2014

	Jan 14	Feb 14	Mar 14	Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	TOTAL
Ordinary Income/Expense													
Income													
4000 · Team Fees	0.00	0.00	0.00	0.00	0.00	0.00	4,060.00	4,060.00	0.00	0.00	0.00	0.00	8,120.00
4100 · Caterpillar Fees	0.00	0.00	0.00	0.00	0.00	0.00	1,925.00	2,275.00	0.00	0.00	0.00	0.00	4,200.00
4200 · Book Table (Net of Expen...	0.00	0.00	0.00	0.00	0.00	0.00	-29.93	154.00	-154.10	0.00	0.00	0.00	-30.03
Total Income	0.00	0.00	0.00	0.00	0.00	0.00	5,955.07	6,489.00	-154.10	0.00	0.00	0.00	12,289.97
Expense													
6000 · Room & Board	0.00	0.00	0.00	0.00	0.00	0.00	5,669.00	6,300.60	0.00	0.00	0.00	0.00	11,969.60
6300 · Supplies	0.00	92.85	335.62	0.00	0.00	0.00	124.59	435.41	0.00	0.00	0.00	0.00	988.47
6330 · Insurance Expense	0.00	175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00
6500 · Upper Room Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Total Expense	0.00	267.85	335.62	0.00	0.00	0.00	5,793.59	6,976.01	0.00	0.00	0.00	0.00	13,373.07
Net Ordinary Income	0.00	-267.85	-335.62	0.00	0.00	0.00	161.48	-487.01	-154.10	0.00	0.00	0.00	-1,083.10
Other Income/Expense													
Other Income													
8100 · Candlelight Offering	144.39	32.70	52.00	38.30	0.00	0.00	152.00	322.85	0.00	26.80	43.30	0.00	812.34
8200 · Community Offering	144.39	31.70	0.00	16.20	20.00	0.00	0.00	18.39	0.00	12.10	0.00	16.00	258.78
8600 · Miscellaneous Donations	0.00	0.00	0.00	0.00	2,905.00	0.00	0.00	1,227.03	0.00	0.00	0.00	0.00	4,132.03
Total Other Income	288.78	64.40	52.00	54.50	2,925.00	0.00	152.00	1,568.27	0.00	38.90	43.30	16.00	5,203.15
Other Expense													
9000 · Miscellaneous Supplies	0.00	0.00	0.00	0.00	430.60	0.00	418.84	559.39	0.00	0.00	0.00	0.00	1,408.83
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	0.00	57.00
Total Other Expense	0.00	0.00	0.00	0.00	487.60	0.00	418.84	559.39	0.00	0.00	0.00	0.00	1,465.83
Net Other Income	288.78	64.40	52.00	54.50	2,437.40	0.00	-266.84	1,008.88	0.00	38.90	43.30	16.00	3,737.32
Net Income	<u>288.78</u>	<u>-203.45</u>	<u>-283.62</u>	<u>54.50</u>	<u>2,437.40</u>	<u>0.00</u>	<u>-105.36</u>	<u>521.87</u>	<u>-154.10</u>	<u>38.90</u>	<u>43.30</u>	<u>16.00</u>	<u>2,654.22</u>