

Golden Spread Emmaus Board of Directors
Agenda
May 7, 2015
Potter County Sheriff's Office

Call Meeting to Order	Brian
Opening Prayer	Brenda
Treasurer Report	David
Minutes Approval	Carolyn
Walk #245 – Janet Bilyeu LD	Pam
Walk #246 – Scott Brittain LD	Eddie
Chrysalis Update	Jaci
Nominating Committee	Pam
Walk Fees	Carolyn
Community Gathering Locations	Mike
August 27	
October 22	
December 3	
Technology Updates	Carolyn
Fourth Day/Sponsor Training Update	Jaci/Brenda
Ceta Canyon Issues	Brian
Other Discussion	All
Closing Prayer	Ken

Golden Spread Emmaus Board of Directors
May 7, 2015
Potter County Sheriff's Office

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

Absent: Janet Bilyeu, Pam Stork, Mitch Woodard

Guest: Roger Radney – Men's Registrar, Jeff Beasley, Linda Astuto – Executive Director, Defalco Retreat Center

Meeting called to order by Brian Thomas

Opening Prayer given by Brenda Wilhite

Everyone expressed their sympathy for Janet Bilyeu's father who recently died and also for improved health for Pam Stork's father who has been ill.

Special Presentation for Defalco Retreat Center

Linda Astuto, Executive Director for Defalco Retreat Center presented a proposal for Emmaus to consider moving the walks back to Defalco. Linda has been the Executive Director for one year and indicated they have made great strides on hospitality and improved customer service. Their goal is to provide a refuge and meaningful experience to anyone who utilizes their facilities. She indicated the Diocese has approved a \$15 million dollar capital campaign and \$1 million of that will go specifically for the Defalco Retreat Center. Bedrooms and bathrooms will be renovated over the next 5 years, and they have just completed repainting of the facility. She indicated it will be a major update over the next 2 years. It will be more like a hotel setting than a dormitory. Linda indicated they have also purchased new audio visual equipment. She shared that a new Pastoral Center has been proposed in the capital campaign. The proposal outlines our needs and Defalco's opportunities to support those needs. Her proposal outlined the costs for double occupancy (\$220.00 per person) and single occupancy (\$310.00 per person). There is also a facility fee of \$10 per day per person. She indicated they would need to acquire an additional storage shed to store all our supplies and that would be an additional cost. Linda also offered to host one of our board meetings so we could all come to the facility and see first-hand everything that has been updated. The board thanked Linda for her proposal and she left the meeting. The board discussed the significant cost increase that this would be to our community. We are currently paying Ceta Canyon \$161 per person. With the additional fees to the Upper Room, this increase of \$69, would be cost prohibitive to move to Defalco. A letter was also sent to Chrysalis regarding the increase in the fees for their flights. Chrysalis is currently paying \$215 for a single room and \$185 for a double room. Defalco's rates will go up for Chrysalis to \$280 per single room and \$210 per double room. Jaci volunteered to contact Megan Deckard with Chrysalis and find out if the new rates would impact both girls and boy's flights this summer.

Presentation by Jeff Beasley

Jeff was present at our meeting tonight to announce that he had been approached by Pat Miller – the Lay Director for the South Central Region of Emmaus and asked him to prayerfully consider being a member of the International Advisory Council for Emmaus. Jeff indicated that the Upper Room is conducting a 10 year review plan and restructuring some of the walks – adding a walk for people 60 years and older, restructuring the traditional Emmaus Walk for adults 36-59, adding a young adult Journey walk ages 19-24. He indicated the Upper Room proposed that this is a mechanism to successfully grow Emmaus over the next 10 years. There are still a lot of questions in the restructuring that need to be answered. This would be a 3 year commitment from Jeff and he would be required to attend the annual meeting in Nashville. He requested that the Emmaus Board support the funding for these annual meetings. The board agreed to support Jeff in this new role and discussed announcing this in the newsletter and perhaps asking for a love offering to fund the annual meeting trips. A motion was made by Kurt Oheim and seconded by Brenda Wilhite to support Jeff in this new venture and to fund the required annual meeting.

Treasurer's Report

David Dzik distributed copies of the Balance Sheet and P&L Statement as of April 30, 2015. David reviewed the Balance Sheet and indicated he has not paid the book table fees from the April walk. He also indicated that there was no community offering provided from the gathering in Pampa. Lisa indicated they forgot to take an offering. David indicated there are currently 4 returned checks. One is from a closed account and 3 are from sponsors. He has sent letters to the sponsors but has not had a response yet. He also reviewed the P&L Statement. David indicated we have purchased supplies for the remainder of the year. Ending balance for April 30, 2015 was \$22,320.43. He also reviewed the Balance Sheet and P&L Statement for Chrysalis as of April 30, 2015 also. Not a lot of activity has been posted. Ending balance for April 30, 2015 for Chrysalis is \$7,192.15. Motion to accept the Treasurer's Report was made by Lisa Crossman and seconded by Deborah Erwin.

Minutes Approval

Minutes from the March 30, 2015 board meeting were previously distributed on email. (No board meeting in April. The March 30th meeting served as the April meeting.) Motion to accept the March minutes was made by Brenda Wilhite and seconded by Jaci Chadick.

Walk #245

Lay Director – Janet Bilyeu – IBR Pam Stork

Ken Haney reported on Walk #245 since Janet and Pam were not at the meeting tonight. He indicated it was a great walk and a stellar clergy team. He indicated the clergy team all had true servant's hearts. Joe James was the only clergy that had not been an Assistant Spiritual Director in the past.

Walk #246

Lay Director – Scott Brittain – IBR Eddie Hill

Eddie reported that the first team meeting went well. They are still in need of an Assistant Music Director. The second team meeting is this Saturday.

Chrysalis Update

Jaci indicated the Chrysalis board met on Monday night. They still do not have a full board. They are also still in need of one more clergy position on the board. She indicated the girl's flight has a full team. The boys still need 2 clergy positions. June 13th and July 11th will be the next team meeting for the boy's flight. Jaci will send Carolyn an announcement about the needs for the flights so it can be sent out as an eblast to the community.

Nominating Committee

Deborah indicated the following have accepted to be on the nominating committee;

Randy O'Neal

Roger Radney

Natalie Lowe

Pam previously sent an email to the board indicating that they still needed two more women to be on the nominating committee. The Nominating Committee recommended Martha Duke and Janet Bilyeu. Roger also provided a list to the Nominating Committee of the Lay Directors for the past 3 years and will also send a clergy list to the committee for more names to consider.

Walk Fees

Carolyn and Roger discussed the difficulty in collecting walk fees prior to the walks. Carolyn had a sponsor during the last women's walk that threatened to take his pilgrim to another Emmaus community if we expected the fee to be paid before the walk. This has become an increasing headache as there are still pilgrims and sponsors who show up at the walk without payments. When the walk invitation letters go out, it is stressed in the letters that the walk fees must be paid prior to the pilgrims going to Ceta Canyon, yet there are still sponsors who refuse to pay the fees up front and insist on paying at sendoff. As registrars, Carolyn and Roger do not know if those payments are made at sendoff to include on their walk deposit sheets. In order to have a complete paid walk, a recommendation was made to update the Emmaus applications to indicate that the fees are due at the time the application is submitted. Checks will not be cashed until the pilgrim actually completes the walk. A motion was made by Ken Haney to implement this new policy immediately and seconded by Jaci Chadick. Carolyn will update the applications on the web site and this will be included in the next Newsletter. It was also noted that the IBR is responsible for having all team fees paid by the last team meeting, again stressing that the checks are not cashed until after the walks.

Community Gathering Locations

Mike Richardson indicated that he is still working on trying to set up locations for the community gatherings for August, October and December. He has contacted Pam Sirmon about the October walk. Kyle Sharp has offered to provide the meal for the August community gathering. He was provided Louise Hudson and Natalie Lowe's phone numbers to contact regarding hosting.

Technology Update

Carolyn presented statistics on our web site. She indicated Lee Carter continues to be a valuable support of 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
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

Fourth Day/ Sponsor Training Update

Brenda indicated the combined Fourth Day/Sponsor training went well in Pampa last month for the first time. They had great attendance even in the severe weather. Jaci indicated the 30 minute time slot for sponsor's training went well. Brenda indicated that they unfortunately did not have a lot of time for sharing in the Fourth Day meeting. Everyone did agree that this was the best way to get the new pilgrims involved in sponsoring other pilgrims. Suggestions were made for changing the day of the week for community, availability of local churches to hold the Fourth Day meeting, etc. Everyone agreed to leave the new schedule in place for the August walk and community to see how it goes with being held locally. Another suggestion was to have a survey on the web site to see how the entire community feels about the new schedule or suggestions to change it.

Other Discussion – Ceta Canyon issues

Brian discussed the issue again that we have had in for the past 1½- 2 years with bed bugs at Ceta Canyon. During the women's walk last month, bed bugs were again discovered. Brian spoke with Mike Wentz as soon as it was discovered to be an issue again. Mike indicated they had only sprayed the rooms that were previously affected – rooms 7 & 8. During this walk, bed bugs were discovered in rooms 19 and 20 also. The staff at Ceta gathered up all the linens from the effected rooms along with the pilgrim and team members personal belongings and laundered everything. Brian indicated he has done a lot of research on bed bugs and has even spoken to a local exterminator – Ace Pest Control - that he has personally used in the past. Through Brian's discussion with Mike, they decided to change the exterminator that Ceta had been previously using as they didn't seem to address the issue with the intensity that needs to happen. Brian indicated Ace Pest Control has sprayed the entire facility – not just the affected rooms and utilized a new product that is good for one year. Brian indicated that it cost \$7,000 to spray Garrison and Ceta Lodge. Brian also announced that Mike Wentz has gone above and beyond to address the issue this time. Brian will stay in contact with Ceta Canyon and Mike Wentz during the summer to ensure this issue is solved. Brian will be at several camps this summer with kids and will also have others there that will be on the alert for any bed bugs and report back to him. Brian indicated one team member from Walk #45 was bitten by a bed bug and went to her physician a week after the walk. She insisted that an exterminator come to her house to spray for bed bugs and wanted Emmaus to pay for this. The exterminator from Ace Pest Control went to her house to see if he found any bed bugs and he did not, so no spraying was done. She will be turning her medical claims into Ceta Canyon for reimbursement. A recommendation was made by Brian to refund 8 walk fees to pilgrims/sponsors who were affected by the insects. Motion to issue the refunds was made by Kurt

Oheim and seconded by Eddie Hill. Brian also indicated one team member slept in their car during the walk. David Dzik will also check with our insurance carrier about a rider policy for issues such as this.

Closing Prayer was given by Ken Haney.

Golden Spread Emmaus

Balance Sheet

As of April 30, 2015

	<u>Apr 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	17,326.87
Total Checking/Savings	<u>17,326.87</u>
Other Current Assets	
1200 · Deposits	3,402.88
1400 · Prepaid Insurance	1,590.68
Total Other Current Assets	<u>4,993.56</u>
Total Current Assets	<u>22,320.43</u>
TOTAL ASSETS	<u><u>22,320.43</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 · Prepaid - Men	3,049.00
2100 · Prepaid - Women	3,030.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	347.18
2400 · Reserved - Missions	892.41
2500 · Reserved - Scholarships	4,472.01
2650 · Reserved - Book Table	174.00
Total Other Current Liabilities	<u>12,399.75</u>
Total Current Liabilities	<u>12,399.75</u>
Total Liabilities	12,399.75
Equity	
3900 · Retained Earnings	2,269.44
Net Income	7,651.24
Total Equity	<u>9,920.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>22,320.43</u></u>

Golden Spread Emmaus

Profit & Loss

January through April 2015

	Jan 15	Feb 15	Mar 15	Apr 15	TOTAL
Ordinary Income/Expense					
Income					
4000 · Team Fees	0.00	6,355.50	6,723.00	6,616.00	19,694.50
4100 · Pilgrim Fees	0.00	7,205.50	6,075.00	6,525.00	19,805.50
4200 · Book Table (Net of Expen...	0.00	177.00	17.01	456.12	650.13
Total Income	0.00	13,738.00	12,815.01	13,597.12	40,150.13
Expense					
6000 · Room & Board	0.00	10,770.00	8,927.00	8,787.00	28,484.00
6200 · Copies	0.00	47.10	48.70	141.01	236.81
6300 · Supplies	730.85	1,034.05	903.28	389.67	3,057.85
6500 · Upper Room Fees	0.00	0.00	767.00	0.00	767.00
6800 · Insurance	198.83	198.83	198.83	198.83	795.32
Total Expense	929.68	12,049.98	10,844.81	9,516.51	33,340.98
Net Ordinary Income	-929.68	1,688.02	1,970.20	4,080.61	6,809.15
Other Income/Expense					
Other Income					
8000 · Interest Income	0.48	0.33	0.46	0.56	1.83
8100 · Candlelight Offering	0.00	441.60	380.80	335.20	1,157.60
8200 · Community Offering	0.00	110.40	139.20	0.00	249.60
8300 · Mission Donations	100.00	100.00	100.00	100.00	400.00
8500 · Nametags (Net of Expense)	0.00	12.25	0.00	1.00	13.25
Total Other Income	100.48	664.58	620.46	436.76	1,822.28
Other Expense					
9000 · Miscellaneous Supplies	30.34	0.00	0.00	0.00	30.34
9100 · License & Fees	0.00	0.00	149.85	0.00	149.85
9800 · Returned Checks	0.00	0.00	400.00	400.00	800.00
Total Other Expense	30.34	0.00	549.85	400.00	980.19
Net Other Income	70.14	664.58	70.61	36.76	842.09
Net Income	-859.54	2,352.60	2,040.81	4,117.37	7,651.24

Golden Spread Chrysalis

Balance Sheet

As of April 30, 2015

	<u>Apr 30, 15</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 Emmaus	347.18
Total Other Current Assets	347.18
Total Current Assets	7,192.15
TOTAL ASSETS	<u><u>7,192.15</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	6,801.92
Net Income	52.73
Total Equity	6,854.65
TOTAL LIABILITIES & EQUITY	<u><u>7,192.15</u></u>

Golden Spread Chrysalis
Profit & Loss
 January through April 2015

	<u>Jan 15</u>	<u>Feb 15</u>	<u>Mar 15</u>	<u>Apr 15</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Expense					
6300 · Supplies	123.17	0.00	0.00	0.00	123.17
Total Expense	123.17	0.00	0.00	0.00	123.17
Net Ordinary Income	-123.17	0.00	0.00	0.00	-123.17
Other Income/Expense					
Other Income					
8100 · Candlelight Offer...	0.00	55.20	47.60	41.90	144.70
8200 · Community Offer...	0.00	13.80	17.40	0.00	31.20
Total Other Income	0.00	69.00	65.00	41.90	175.90
Net Other Income	0.00	69.00	65.00	41.90	175.90
Net Income	<u>-123.17</u>	<u>69.00</u>	<u>65.00</u>	<u>41.90</u>	<u>52.73</u>



Proposal for Ministry Partnership

Bishop Defalco Retreat Center
And
Golden Spread Emmaus

Thursday, May 7, 2015

Executive Summary

The Bishop Defalco Retreat Center (BDRC) is pleased to present the Golden Spread Emmaus with this proposal for Ministry Partnership. We understand the need for the Emmaus community to be provided with an optimal environment for ministry, where they can focus on the pilgrims and the work of the retreat while trusting that the details of the facility are being taken care of by the host retreat house. We understand that changing facilities would not be an easy decision, but we recognize the unique opportunity that the BDRC has to demonstrate our eagerness to serve the Emmaus community and meet the needs they have to provide a peaceful atmosphere where the Spirit of God can move. We believe that the BDRC is in a growing phase and that we are uniquely positioned to successfully meet the needs of the Golden Spread Emmaus community.

Having been on a "Walk" myself, along with working several Walks, Kairos retreats and Kairos Outside weekends, I feel uniquely qualified to work with the Golden Spread Emmaus board to initiate a mutually beneficial partnership where ministry can be done in an atmosphere that provides a refuge for those seeking spiritual renewal. By availing itself to our services, the Golden Spread Emmaus community will:

- Be able to provide your retreat experience in a place that is centrally located in the Panhandle.
- Have their retreats in a place that is committed to providing a refuge for those seeking spiritual and personal development (our mission).
- Work with a retreat center staff that is dedicated to serving others through hospitality and quality customer service.
- Be free to focus on the work of ministering to pilgrims.
- Be able to trust that the facility will be well maintained.
- Enjoy quality food from an experienced chef.
- Benefit from reasonable and competitive pricing.

Our unique ability to provide a quality retreat experience in the Amarillo area and our dedication to providing our clients with the best customer service in the best possible environment make us an enviable partner for ministry. We look forward to forming a mutually rewarding relationship with the Golden Spread Emmaus community.

Background of the Bishop Defalco Retreat Center

The Bishop Defalco Retreat and Conference Center began as a dream of the late Lawrence M. DeFalco, who was installed as the Bishop of Amarillo in June of 1963. Sadly he never realized his dream of a Retreat Center due to his untimely death in September 1979. As his successor, Bishop Leroy Matthiesen, along with a team of two Redemptorist priests, took on the responsibility of seeing DeFalco's "dream come true."

Discussions of the plans for the Retreat Center began in October of 1980. Ground was broken in September of 1981 and operation began in November of 1982 while still under construction. A formal dedication and open house took place on December 12, 1982, bringing the Bishop Defalco Retreat Center to life.

The succeeding Bishops of the Amarillo Diocese, Bishop John W. Yanta (1997-2008) and Bishop Patrick J. Zurek (2008 – present) have always been very supportive of Bishop Lawrence DeFalco's dream of a Retreat Center, and its mission ... providing a refuge for those seeking spiritual and personal development.

At the time there was a question, "Can a retreat be made without going to the country?" This question has been positively answered after almost 35 years in operation and thousands of retreats successfully completed.

While owned by the Catholic Diocese of Amarillo, the Bishop Defalco Retreat Center is a Catholic Retreat Center with an ecumenical heart. We honor all denominations of the Christian tradition.

The purpose of the retreat center is to allow people to take time for what is truly valuable, to go to a beautiful space, filled with the art and heart of the church, and one that clearly says this is a move from the secular to the sacred, so that they can personally deepen their relationship with God, the Source and Goal of their lives.

Identification of Needs and Opportunities

Having experienced the Walk to Emmaus as both a Pilgrim and a Team Member, I have surmised the needs of the Golden Spread Emmaus community to include (not exclusively):

General Needs	BDRC Opportunities to Serve
Sleeping quarters with bathrooms	We have 48 guestrooms that are double occupancy with private bathrooms. In the next 4-5 years each guestroom will be completely renovated with new flooring, mattresses and completely remodeled bathrooms.
Meeting Space	<p>Meeting Room 2 is perfect for round tables and talks with discussion groups/table families. It is equipped with the latest technological advances, including brand new AV equipment.</p> <p>Meeting Room 4 would be an option for team meetings after the Pilgrims have gone to bed if Meeting Room 2 was not desired.</p>
Agape Room	Meeting Room 3 is the perfect size to house all of your agape team and needs. It is across from Meeting Room 2 and near the residence hallways.
Dining Facility	Our dining room comfortably seats 96. We have a full service kitchen with a chef with over 20 years experience in the food industry. His food is delicious and his portions are generous.
Chapel	Our circular, adobe chapel sets itself apart from the rest of the facility. It is a sacred space where the acoustics are phenomenal and lighting can change its ambiance.
Dependable Facility	Though our facility is aging, we have a competent and dedicated maintenance staff that stays on top of keeping us in tip-top shape. Our diocese just completed a Capital Campaign and our Retreat Center will be receiving 1 million dollars for renovations, remodeling and improvements.
Staff who are easy to work with and dedicated to customer service	When it comes to customer service, this is where the BDRC shines. We are dedicated to making each client have a "10" experience each and every time they walk through the door. We are dedicated not only to providing a service with excellent customer service, but serving the needs of the human person with love and compassion.
AV Technology	Our meeting spaces have recently been updated with the latest in technological advancement in AV equipment and technology needs.
Sound System	We have a sound system in our chapel that Emmaus is welcome to use for their chapel services. This includes speakers, music stands, microphones and amps.

Additional Requirements

Emmaus may require onsite storage. Acts and Kairos Outside rent shed space on the back lot of the Retreat Center. If Emmaus would require extra storage of their supplies the BDRC is willing to investigate the purchase of a new storage building that the Emmaus Community could rent.

Requests

The following are requests of the Bishop Defalco Retreat Center:

- Please allow us to give you a formal tour and host one of your next board meetings.
- If terms were agreed upon, the Golden Spread Emmaus community would agree to stay at the Bishop Defalco Retreat Center for a period of 5 years to enable us to learn how to serve you more fully.
- We would hope that you might also consider using our facility to host your board meetings and your team meetings during the week. We could provide meal service with your meetings and it also allows the team to feel at home in our facility before the weekend of the actual retreat.
- We would welcome "Community" to meet at the retreat center each month (or however often you meet) and use our dining facility for your pot-luck meal, our meeting space for your board meeting and sponsor training, and our chapel for worship. If we arranged this as a regular event, we might even negotiate charging a minimal fee but have an offering taken up for the retreat center instead of charging our normal fee. Having Community at the Retreat Center might afford Emmaus continuity and people could enjoy coming back to the place they had their retreat. This might in turn keep people involved long after their "Walk."

Why Choose the Bishop Defalco Retreat Center?

When composing our capabilities and proposed solution to that of competitors, the benefits of choosing the BDRC are:

- The Bishop Defalco Retreat Center is centrally located in the Texas Panhandle is a convenient location for those in the Amarillo area who are sponsoring a pilgrim, especially considering the need to travel to the retreat site on Thursday, Saturday and Sunday.
- The guestrooms are double occupancy and more like a hotel room than a dorm room. The beds are fully made and do not require the retreatant to do any work to make up their bedroom. Each bedroom and bathroom will be completely remodeled within 5 years. In the meantime, all rooms have recently been painted and outfitted with new bedding.
- Our prices are reasonable and competitive.
- Our meeting rooms have brand new state of the art AV equipment
- Our facility has been completely repainted in the last 6 months and we will be undergoing a million dollar renovation in the next few years.
- We have a staff that is dedicated to serving the needs of our clients and treating each person with hospitality and respect.
- Our chef and kitchen staff provides delicious meals and quality service.
- Our grounds provide a get-away that is easy and convenient to get to.
- Our chapel is conducive to powerful ministry and contact with the Sacred.
- Our sole mission is to provide a refuge for those seeking spiritual and personal development.

Pricing and Budgeting

The Bishop Defalco Retreat Center prides itself on providing a sacred retreat atmosphere at an affordable price. Our prices are straight forward:

Double Occupancy:

- 3 nights (\$30 x 3 = \$90)
- Facility Fee (\$40)
- Breakfast (\$8 x 3 = \$24)
- Lunch (\$12 x 3 = \$36)
- Dinner (\$10 x 3 = \$30)

Price Per Person \$220.00

Single Occupancy:

- 3 nights (\$60 x 3 = \$180)
- Facility Fee (\$40)
- Breakfast (\$8 x 3 = \$24)
- Lunch (\$12 x 3 = \$36)
- Dinner (\$10 x 3 = \$30)

Price Per Person \$310.00

We will offer two singles rooms for the Lay Director and Spiritual Director at the Double Occupancy price. All other single rooms will be the additional \$90.00.

The facility fee is \$10.00 per day per person, Thursday – Sunday. This covers the cost of unlimited coffee, tea, ice and filtered drinking water, and using the entire facility exclusively for the Walk to Emmaus.

Shed storage would be an additional fee.

If you choose to use the Bishop Defalco Retreat Center for your monthly board meetings, we would charge \$75.00 per meeting. If you chose to have Community at the Retreat Center, we would charge \$200.00 (this would include your board meeting, sponsor training, dining facility and chapel) but would *suggest you take an offering and let the community cover the cost. We would be willing to take whatever offering was given, knowing that at times it would be less than the normal fee and other times it would be more.* Therefore, there essentially would be no actual charge for our space, and we would rely on the generosity of the Emmaus Community to pay for the space. We could try this, and if after one year the offering did not cover the cost, we would have to reevaluate.

Conclusion

The Bishop Defalco Retreat Center is confident that we can meet the needs, both present and future, of the Golden Spread Emmaus Community. We sincerely hope that you will consider us as a long-term partner and allow us to enter into a mutually beneficial relationship. We are available to answer any questions you may have and look forward to discussing this opportunity further.

Please allow us to host a future board meeting where we can serve you dinner and give you a formal tour. Please contact me to schedule.

Sincerely,

Linda Astuto
Executive Director
Bishop Defalco Retreat Center
[Lastuto@dioama.org](mailto>Lastuto@dioama.org)
806-383-1811



April 20, 2015

Golden Spread Chrysalis
PO Box 50683
Amarillo, TX 79159

Dear Golden Spread Chrysalis,

I am so happy to have the you at the Bishop Defalco Retreat Center. I pray we have provided an environment where your ministry can flourish. It is our mission to provide a refuge for those seeking personal and spiritual development. We have worked hard this past year to make improvements to our facility and train our staff to be experts in hospitality. If we can do anything to improve, please let us know.

Because of the high cost of maintaining the retreat center, the BDRC board and I have determined that we must increase our fees. No one hates this more than I do. We have *far exceeded* our subsidy from the diocese and can no longer give such steep discounts. That being said, I think you will agree that our prices remain more than fair and much less than the option of local hotels, with the added benefits of great food service and the atmosphere that is conducive to worship.

As of July 1, 2015 we will have to charge the your program the same fee that is charged the Cursillo retreat, ACTS retreat and other similar retreats:

Cost per single room:	\$280.00 per weekend retreat	215.00	20.23 ^{9/10}
Cost per double room:	\$210.00 per weekend retreat	165.00	27.27 ^{9/10}
No Shows	\$210.00		

This fee includes 3 nights stay, 9 meals and a facility fee for reserving the entire facility. As a reminder, we have repainted the entire facility, each room has new bedding, and we have updated all of our meeting rooms with the latest technology and AV systems. Over the next few years we will be undergoing a 1 million dollar renovation. As always, we will remain committed to providing the best possible service to you and your community.

Thank you for choosing the Bishop Defalco Retreat Center and please let me know if you have any questions. I am here to serve you.

Sincerely,

Linda Astuto
Executive Director