Golden Spread Emmaus Board of Directors
Agenda
August 3, 2015
DeFalco Retreat Center

Call Meeting to Order	Brian
Opening Prayer	Mike R
Board of Directors Covenant Letter	Brian
Treasurer Report	David
Minutes Approval	Carolyn
Walk #246 – Scott Brittain LD	Eddie
Walk #247 – Pamela Sirmon LD	Carol
Walk #248 – Richard Smith LD	Mike
Chrysalis Update	Jaci
Nominating Committee	Pam
Lay Directors/Spiritual Directors for 2016	Brian/Ken
Technology Updates	Carolyn
Prayer Requests on the Website and Eblast	Carolyn
Mardell's for books for walks	Brian
DeFalco concerns	Brian
Picture and video concerns posted on Facebook	Brian
Other Discussion	All
Closing Prayer	Ken

Golden Spread Emmaus Board of Directors
August 3, 2015
DeFalco Retreat Center

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

Absent: Jaci Chadick

Guest: Roger Radney – Men's Registrar

Meeting called to order by Brian Thomas

Opening Prayer given by Mike Richardson.

Board of Director's Covenant
Brian distributed a copy of the 2015 Walk to Emmaus Covenant Letter that all board members need to sign. This will be completed and emailed back to The Upper Room.

Treasurer's Report
David Dzik presented Treasurer's Report as of July 31, 2015. He indicated there was not much activity last month. On the Balance sheet David pointed out an expense in July for $1,288.00. This was the refund due to the bed bugs at Ceta of $161.00 to eight sponsors. Another charge in July for $2,407.12 was for supplies. David indicated this was for supplies for the last three walks and The Upper Room was delayed in billing us. Another charge under Other Costs of $391.68 was for 90% of the air fare to Nashville for Jeff Beasley for the annual Emmaus meeting. David indicated Chrysalis paid the other 10% of the air fare.

David also shared the Treasurer's Report as of July 31, 2015 for Chrysalis. He indicated there was one caterpillar's cost from the last flight that was to be paid for by his church, but the payment hasn't been made yet. David also indicated the net income was down for the year for Chrysalis but also pointed out that they have not had their fund raiser yet. Chrysalis will be deciding on the fund raiser for one of the remaining community gatherings. That should bring the net income up for the year.

Motion to accept the Treasurer's Report was made by Pam Stork and seconded by Brenda Wilhite.

Minutes Approval
Minutes from the June 4, 2015 board meeting were previously distributed on email. Motion to accept the June minutes was made by Deborah Erwin and seconded by Kurt Oheim.

Walk #246
Lay Director – Scott Brittain – IBR Eddie Hill
Eddie reported they have had their last team meeting and final ALD meeting. They have a full team as of the last meeting. They have had difficulty filling the Assistant Music Director. Kelly Gazzaway

recently joined the team to fill the Assistant Music Director slot. Eddie also reported that Kelly paid his own walk fee and the fee for another team member who was unable to pay their fee. A motion was made by Ken Haney and seconded by Lisa Crossman to refund Kelly's walk fee to him and utilize a scholarship to pay his fee since he joined the team at the last minute. Eddie also announced that the Prayer Vigil and Agape Sign Up are both full for the walk.

Walk # 247

Lay Director - Pamela Sirmon – IBR Carol Roller

Carol reported that they have had one team meeting. The second team meeting is this coming Saturday. She also reported on an update on Eloise Bell, who is serving as clergy for this walk. Eloise was recently bitten by a rattlesnake and hospitalized. She indicated Eloise received 31 units of anti-venom and has been discharged home.

Walk #248

Lay Director – Richard Smith – IBR Mike Richardson

Mike reported that their first team meeting is August 29th. Roger reported they will do LD/ALD training this coming Saturday.

Chrysalis Update

Deborah Erwin reported that the Chrysalis Board meeting for tonight was cancelled due to lack of quorum. She indicated they are in need of board members. Carolyn reported that she emailed Megan Wingate and Christy Bigler the updated Yes Sheet spread sheet of community members who are interested in helping with Chrysalis. Deborah also reported they are considering moving from DeFalco for the 2017 flights. Following both flights this summer, she reported poor food quality, poor atmosphere, unclean bathrooms, temperature in dining room extremely hot, dissatisfaction from both team members and caterpillars at both flights. She asked the board for suggestions on places they can utilize for future flights.

Nominating Committee

Pam indicated the following men have agreed to be on the nomination ballot:
Earl Burkholder, Jim Wilhite, Roger Radney and David Owen. They are in need of four more candidates for the men's board position. Suggested names were: Bob Schroeder, Danny Richburg, Van McNeese and Tim Spiva.

She also reported the following women have agreed to be on the nomination ballot:
Denise Wilson, Gayla Rigdon, Melba Boydstun, and Lila Vars. They are in need of six more candidates for the women's board position. Suggested names were: Carolyn Hurt, Natalie Lowe, Eloise Bell, Joan Sittel and Anita Hinton.

Pam will contact the new recommendations to see if they are interested in serving on the board.

Brian also announced that we will be losing Mike Brunson in May of 2016. His wife Susan has accepted a job in Florida and they will be moving. The board discussed replacement of Mike and the timing of his replacement. Since Mike is Co-Chair to Jaci Chadick for Sponsor's Hour and Jaci is rotating off the board at the end of 2015, it was recommended that Mike stay on the board until May of

2016 and train another board member who will serve as Co-Chair for Sponsor's Hour. Motion was made by Lisa Crossman to keep Mike on the board until May 2016 and seconded by Brenda Wilhite.

The list of BST Coordinators for 2016 was also distributed
February 18-22 - Women's Walk #249 - David and Daryl Owen
March 17-20 - Men's Walk # 250 - Roger Radney
April 17-17 - Women's Walk # 251 - Lynn Radney
August 18-21 - Men's Walk # 252 - Martha Duke
October 20-23 - Women's Walk # 253 - Eddie Hill & Jim Crossman
November 17-20 - Men's Walk # 254 Roger Radney agreed to be BST for this walk also in case they cannot find someone else to fill this slot.

Motion to accept list of 2016 BST Coordinators was again made by Lisa Crossman and seconded by Brenda Wilhite.

Lay Directors/Spiritual Directors for 2016

Brian shared the list of acceptances for 2016

#249 February 18-21, 2016
Lay Director: Kina Wilson
Spiritual Director: Jeff Knighton
IBR: Deborah Erwin

#250 March 17-20, 2016
Lay Director: Trevor Babbit
Spiritual Director:
IBR: Brian Thomas

#251 April 14-17, 2016
Lay Director: Denise Wilson
Spiritual Director: Joe James
IBR: Janet Bilyeu

#252 August 18-21,2016
Lay Director: Kim Barlow
Spiritual Director:
IBR: Mark Wood

#253 October 20-23, 2016
Lay Director: Kim Hill
Spiritual Director: Anita Hinton
IBR: Lisa Crossman

#254 November 17-20, 2016
Lay Director: Michael Bigler
IBR: Tom Parr

Ken Haney indicated he has spoken to several other pastors and they are praying about working the walks. He will let us know when he hears back from the clergy. Brian discussed the fact that Kina Wilson is working as an ALD on the October 2015 women's walk and Jeff Knighton is working as Spiritual Director for the November 2015 men's walk. Due to the lack of candidates for both lay director and spiritual directors, the Board agreed to waive the one year time frame between walks for both Kina and Jeff.

Inside Board Reps were also assigned for 2016 as noted above.

Technology Update
Carolyn presented statistics on our web site.
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
3,334 Unique Visitors for May 2015
3,248 Unique Visitors for June 2015
3,827 Unique Visitors for July 2015

Prayer Requests on Website and Eblasts
Carolyn reported that she has received several prayer requests to send out to the community. We have a strong praying community, but we must be mindful of people's privacy. Some of these prayer requests come to us without the consent of the person affected. The board discussed this at length and recommends the following be put in the Newsletter:

Over the past several months we have received several prayer requests to send out to the Emmaus community via email and Facebook. We are firm believers in the power of prayer, but must be mindful of people's privacy. Some of these prayer requests come to us without the consent of the person affected. Our Emmaus Board of Directors has agreed to be the praying body for these requests in the future. If you have a prayer request, please submit it to the Emmaus secretary Carolyn Hurt at cshurt@gmail.com. She will forward the requests to the Emmaus board who will pray earnestly for each request we receive. We appreciate all the concerns and requests for our Emmaus community and appreciate your willingness to share our prayer concerns in a more confidential manner.

Mardell's for books for walks
Brian reported that the assistant manager from Mardell's (Carol Duncan) contacted him regarding the process of purchasing books from them for the Emmaus walks. In the past, Mardell's has insisted that only one person be listed as the contact person for each walk and the books be distributed to that person. Ms. Duncan advised Brian that she is willing to be the contact person for the paperwork that needs to be completed for their corporate office. The board agreed on this as an additional source for books for the walk. Brian will complete the application for this.

DeFalco Concerns
Linda Astuto, Executive Director for DeFalco Retreat Center hosted our dinner tonight and took the board on a brief tour of a newly renovated bathroom and parlor. She presented an updated proposal for our board to consider moving our Emmaus walks back to DeFalco.

Brian suggested that each board member review the proposal and we will discuss it at the next board meeting.

Picture and video concerns posted on Facebook
Brian presented concerns again about pictures and articles appearing on Facebook about recent flights/walks. He will write another article for the newsletter to stress to everyone that details and pictures from flights/walks are not to be published on Facebook.

Other Discussion
Roger and Carolyn both discussed the need for more pilgrim applications. They both have approximately 10 applications each for the upcoming walks. This is the lowest number of applications we have ever had. We also had difficulty in getting commitments from Lay Directors and Spiritual Directors for 2016. The board was encouraged to think about how to get more pilgrims and more commitments from Emmaus leaders. One possibility was to reduce the number of walks per year from six to four.

Credit Cards for Emmaus walk fees
Roger and Carolyn also discussed the continued requests from the community to be able to pay for the walks with credit cards. Carolyn will discuss this with Lee Carter, our web designer, to see how we can accomplish this.

Closing Prayer was given by Kurt Oheim.

Golden Spread Emmaus
Balance Sheet
As of July 31, 2015

	Jul 31, 15
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	12,321.10
Total Checking/Savings	12,321.10
Other Current Assets	
1200 · Deposits	3,402.88
1400 · Prepaid Insurance	994.19
Total Other Current Assets	4,397.07
Total Current Assets	16,718.17
TOTAL ASSETS	**16,718.17**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 · Prepaid - Men	2,824.00
2100 · Prepaid - Women	3,030.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	301.21
2400 · Reserved - Missions	892.41
2500 · Reserved - Scholarships	4,797.01
2650 · Reserved - Book Table	174.00
Total Other Current Liabilities	12,453.78
Total Current Liabilities	12,453.78
Total Liabilities	12,453.78
Equity	
3900 · Retained Earnings	2,269.44
Net Income	1,994.95
Total Equity	4,264.39
TOTAL LIABILITIES & EQUITY	**16,718.17**

Golden Spread Emmaus

Profit & Loss

January through July 2015

	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	TOTAL
Ordinary Income/Expense								
Income								
4000 · Team Fees	0.00	6,355.50	6,723.00	6,616.00	0.00	0.00	0.00	19,694.50
4100 · Pilgrim Fees	0.00	7,205.50	6,075.00	6,525.00	0.00	0.00	0.00	19,805.50
4200 · Book Table (Net of Expense)	0.00	177.00	17.01	456.12	-490.13	0.00	0.00	160.00
Total Income	0.00	13,738.00	12,815.01	13,597.12	-490.13	0.00	0.00	39,660.00
Expense								
6000 · Room & Board	0.00	10,770.00	8,927.00	8,787.00	0.00	1,288.00	0.00	29,772.00
6200 · Copies	0.00	47.10	48.70	141.01	0.00	0.00	0.00	236.81
6300 · Supplies	730.85	1,034.05	903.28	389.67	292.07	0.00	2,407.12	5,757.04
6500 · Upper Room Fees	0.00	0.00	767.00	0.00	377.00	0.00	0.00	1,144.00
6600 · Other Costs	0.00	0.00	0.00	0.00	0.00	0.00	391.68	391.68
6800 · Insurance	198.83	198.83	198.83	198.83	198.83	198.83	198.83	1,391.81
Total Expense	929.68	12,049.98	10,844.81	9,516.51	867.90	1,486.83	2,997.63	38,693.34
Net Ordinary Income	-929.68	1,688.02	1,970.20	4,080.61	-1,358.03	-1,486.83	-2,997.63	966.66
Other Income/Expense								
Other Income								
8000 · Interest Income	0.48	0.33	0.46	0.56	0.71	0.75	0.64	3.93
8100 · Candlelight Offering	0.00	441.60	380.80	335.20	0.00	0.00	0.00	1,157.60
8200 · Community Offering	0.00	110.40	139.20	0.00	0.00	0.00	0.00	249.60
8300 · Mission Donations	100.00	100.00	100.00	100.00	100.00	100.00	100.00	700.00
8500 · Nametags (Net of Expense)	0.00	12.25	0.00	1.00	40.50	0.00	7.00	60.75
Total Other Income	100.48	664.58	620.46	436.76	141.21	100.75	107.64	2,171.88
Other Expense								
9000 · Miscellaneous Supplies	30.34	0.00	0.00	0.00	0.00	0.00	0.00	30.34
9100 · License & Fees	0.00	0.00	149.85	0.00	0.00	149.85	0.00	299.70
9300 · Postage	0.00	0.00	0.00	0.00	16.00	-2.45	0.00	13.55
9800 · Returned Checks	0.00	0.00	400.00	400.00	0.00	0.00	0.00	800.00
Total Other Expense	30.34	0.00	549.85	400.00	16.00	147.40	0.00	1,143.59
Net Other Income	70.14	664.58	70.61	36.76	125.21	-46.65	107.64	1,028.29
Net Income	**-859.54**	**2,352.60**	**2,040.81**	**4,117.37**	**-1,232.82**	**-1,533.48**	**-2,889.99**	**1,994.95**

Golden Spread Chrysalis
Balance Sheet
As of July 31, 2015

	Jul 31, 15
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash - ANB	5,784.08
Total Checking/Savings	5,784.08
Other Current Assets	
1350 · Due From Golden Spread Emmaus	301.21
Total Other Current Assets	301.21
Total Current Assets	6,085.29
TOTAL ASSETS	**6,085.29**
LIABILITIES & EQUITY	
Equity	
3900 · Retained Earnings	6,801.92
Net Income	-716.63
Total Equity	6,085.29
TOTAL LIABILITIES & EQUITY	**6,085.29**

Golden Spread Chrysalis
Profit & Loss
January through July 2015

	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	TOTAL
Ordinary Income/Expense								
Income								
4000 · Team Fees	0.00	0.00	0.00	0.00	0.00	4,066.00	3,850.00	7,916.00
4100 · Caterpillar Fees	0.00	0.00	0.00	0.00	0.00	3,325.00	2,962.50	6,287.50
4200 · Book Table (Net of Expe...	0.00	0.00	0.00	0.00	0.00	224.99	-218.83	6.16
Total Income	0.00	0.00	0.00	0.00	0.00	7,615.99	6,593.67	14209.66
Expense								
6000 · Room & Board	0.00	0.00	0.00	0.00	0.00	6,915.00	6,815.00	13730.00
6300 · Supplies	123.17	0.00	0.00	0.00	0.00	258.08	741.97	1,123.22
6500 · Upper Room Fees	0.00	0.00	0.00	0.00	0.00	0.00	380.00	380.00
6600 · Other Costs	0.00	0.00	0.00	0.00	0.00	0.00	43.52	43.52
Total Expense	123.17	0.00	0.00	0.00	0.00	7,173.08	7,980.49	15276.74
Net Ordinary Income	-123.17	0.00	0.00	0.00	0.00	442.91	-1,386.82	-1,067.08
Other Income/Expense								
Other Income								
8100 · Candlelight Offering	0.00	55.20	47.60	41.90	0.00	152.00	82.00	378.70
8200 · Community Offering	0.00	13.80	17.40	0.00	0.00	0.00	0.00	31.20
Total Other Income	0.00	69.00	65.00	41.90	0.00	152.00	82.00	409.90
Other Expense								
9100 · License & Fees	0.00	0.00	0.00	0.00	57.00	0.00	0.00	57.00
9300 · Postage	0.00	0.00	0.00	0.00	0.00	2.45	0.00	2.45
Total Other Expense	0.00	0.00	0.00	0.00	57.00	2.45	0.00	59.45
Net Other Income	0.00	69.00	65.00	41.90	-57.00	149.55	82.00	350.45
Net Income	**-123.17**	**69.00**	**65.00**	**41.90**	**-57.00**	**592.46**	**-1,304.82**	**-716.63**

2015 WALK TO EMMAUS COVENANT LETTER

Between

The Upper Room International Walk to Emmaus/Chrysalis Office

And

Name of Community Golden Spread
STATE/COUNTRY Texas/USA

This agreement is hereby entered into this 5TH day of February, 2015

Hereinafter, "The Upper Room International Emmaus/Chrysalis Office" will be "the Emmaus/Chrysalis Office" and the other party, "the Local Community".

By signing this covenant,

The Local Community agrees:

1- to become an Upper Room "Walk to Emmaus Community" in accordance with the program's mission and vision.

2- to annually review and renew its Covenant with the Emmaus/Chrysalis Office.

3- to conduct the Emmaus program in accordance with the current copyrighted Upper Room Emmaus materials.

4- to foster in Emmaus activities the openness to diversity and the theological balance that is reflective of Upper Room Ministries which invites interdenominational, interracial and international participation, and fosters a spirit of Christian acceptance and unity.

5- to have an elected local governing body that will conduct its business in accordance with the Emmaus/Chrysalis Office guidelines and, in a manner that honors Christ and His church.

6- that all current Community Board of Directors members and all Weekend Conference Room members are active participants in a Group Reunion or accountability group.

7- to be in communication with the Emmaus/Chrysalis Office regarding scheduled Emmaus weekends, election of new officers and other developments affecting the quality of the Emmaus ministry.

8- to update and maintain their community's information on the Emmaus Boardroom website.

9- to refer to the Emmaus/Chrysalis Office for the interpretation of the Emmaus materials.

10- to seek prior written approval from the Emmaus/Chrysalis Office for translation of and/or printing of any and all Emmaus documents in any language.

11- to function entirely as a servant of the Church.

12- to cooperate with and keep denominational leaders, other church officials, and the Emmaus/Chrysalis Office informed about the activities and fruit of the local and international Emmaus Movement.

13- to have its books and records inspected annually by someone other than the treasurer. The ensuing written report will be entered into the minutes of the local governing body and made available to any interested party.

14- to support the work of the Emmaus/Chrysalis Office with a payment of US $13.00 per pilgrim on an Emmaus weekend.

15- to actively support international communities through financial contributions to "THE GIFT" program.

16- to send all Board members, who have not previously attended one, to a Leadership Development Event.

17- to work through the Emmaus Regional Leaders to gain understanding of the movement for continual improvement.

18- to have an ongoing working relationship of involvement with their Chrysalis community if one is active within their area.

19- to consult with the Emmaus/Chrysalis Office to re-start after 3 years of dormancy.

The Emmaus/Chrysalis Office agrees:

1- to recognize the Local Community as a Walk to Emmaus Community in accordance with the program's Mission and Vision.

2- to develop, strengthen, and empower the partnership to fulfill our common vision and mission with the Local Community.

3- to commit to the upholding of each community, this covenant, and these global movements in prayer.

4- To grant permission to the Local Community to use the current copyrighted Walk to Emmaus name, program, and materials.

5- to make available to the Local Community training, guidance, and consultation; interpretative materials on Emmaus; direction and leadership for starting new Emmaus communities (or re-starting dormant ones); printed materials for leading all aspects of Emmaus; resource persons for leadership training; and coordination and networking of the expanding Emmaus movement throughout the world.

6- to support community members in their Fourth Day by making available, upon request, information about other Upper Room print, video and experiential resources for strengthening the spiritual life.

7- to grant to the Local Community a 25% discount on Upper Room books purchased for book tables at Emmaus events.

8- to maintain regular communication with the leadership of Local Communities.

9- to continually seek to improve the Emmaus program through a variety of means including an International Advisory Committee made up Emmaus and Chrysalis leaders from across the movement.

2015 Emmaus Covenant

Name of the Community Golden Spread Emmaus

Community's Address 403 Kelly

City Amarillo **State Texas** **Zip 79108** **Country USA**

Email Address blthomas24@gmail.com **Website www.gsemmaus.com**

Lay Director (please print clearly)Brian Thomas
Address 403 Kelly
City Amarillo State Texas Zip 79108 Country USA
Phone: Home _____Work_____ Fax_____ Other (806) 679-4671
Email: blthomas24@gmail.com

Spiritual Director (please print clearly) Ken Haney
Denomination Baptist Date of Ordination March 1996
Address 5207 S. Austin
City Amarillo State Texas Zip 79110 Country USA
Phone: Home_____ Work_____ Fax_____Other (806) 236-1832
Email: _____

Agape Chairperson (please print clearly)Kathy Marlett
Address 3001 E. Loop 335 South
City Amarillo State Texas Zip 79118 Country USA
Phone: Home(806) 622-0924 Work_____ Fax_____ Other_____
Email: kwfunnyfarm@gmail.com

Emmaus Community's Treasurer (please print clearly) David Dzik
Address 7132 Adirondack
City Amarillo State Texas Zip 79106 Country USA
Phone: Home _____ Work _____ Fax _____ Other (806) 267-7186
Email: dzik@suddenlink.net

Emmaus Community's Email contact person (please print) Carolyn Hurt
Address 6503 Cheshire
City Amarillo State Texas Zip 79109 Country USA
Phone: Home _____ Work _____ Fax _____ Other (806) 679-5141
Email: cshurt@gmail.com

Date New Officers assume office: 1-1-2015

(SEE OPPOSITE SIDE FOR SIGNATURES FOR BOARD MEMBERS)

Community Board Member Signatures

Position on the Board/Name Printed	Signature	Date
Lay Director **Brian Thomas**		8-3-15
Spiritual Director **Ken Haney**		8/3
Agape Chair **Kathy Marlett**	Kathy Marlett	8-3-2015
Treasurer **David Dzik**		8/3/15
Secretary **Carolyn Hurt**	Carolyn Hurt	8-3-2015
Brenda Wilhite	Brenda Wilhite	8-3-15
Carol Roller	Carol Roller	8/3/15
Deborah Erwin	Deborah Erwin	8/3/15
Eddie Hill		8-3/15
Jaci Chadick	Jaci Chadick	8-3-2015
Janet Bilyeu	Janet Bilyeu	8/3/15
Kurt Oheim		8/3/15
Lisa Crossman	Lisa Crossman	8-3-15
Mark Wood	Mark Wood	8-3-15
Michael Brunson		8/3/15
Mike Richardson		8/3/15
Mitch Woodard		8-3-15
Pam Stork	Pam Stork	8-3-15
Scott Sims		8/3/15
Tom Parr		8/3/15

(For Emmaus and Chrysalis Office Use Only)
THE UPPER ROOM EMMAUS AND CHRYSALIS INTERNATIONAL OFFICE
P. O. Box 340004, Nashville, TN 37203-0004
Toll free 877-899-2780 x 7113 or 1-615-340-7113 or FAX: 615-340-7257
Web: http://emmaus.upperroom.org/ Email: emmaus@upperroom.org

_____ **DATE:** _____
International Director of Emmaus and Chrysalis

Account Number: _____

Boardroom Website: http://emmaus.upperroom.org/leaders

Customer Care Service: 1-800-972-0433 (need acct # when calling*)

Proposal for Ministry Partnership

Bishop Defalco Retreat Center
And
Golden Spread Emmaus

Thursday, May 7, 2015
Updated August 3, 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	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. Meeting Room 4 would be an option for team meetings after the Pilgrims have gone to bed if Meeting Room 2 was not desired.
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 reserve the right to increase the fee after 2 years, not to exceed 5% per increase.
- 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 ***Discounted rate: $170.00***

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 ***Discounted rate: $190.00***

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 ***$20.00***.

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). If your board met before community we would discount the rate for **$250 for the entire facility**.

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
806-383-1811