



TWE Board of Directors Meeting Minutes

Meeting of January 21, 2016

Location: St. John's UMC

Attendance

| Member | Name | Present | Member | Name | Present |
|--|-------------------|---------|--|---------------------------|---------|
| I Am | | Yes | Community Spiritual Director | Dr. Sandi Benton Plasters | |
| Assistant Community Spiritual Director | Mike Plasters | | Assistant Community Spiritual Director | VACANT | |
| Community Lay Director | Tommy Moore | Yes | Director of Team Selection and Training/ Assistant CLD | Debbie Forehand | Yes |
| Director of Finance/ Treasurer | Charlotte Carroll | | Director of Weekends | David Hammond | Yes |
| Director of Continuity Assistant Treasurer | Marybeth Grambo | Yes | Director of Sponsorship /Registration | Andy Barron | Yes |
| Director of Community Outreach | Cheryl Best | Yes | Director of Music | Steve Maxey | Yes |
| Director of Communications | Bonnie Dailey | Yes | Director of Gatherings/ Asst. Music Director | Greg Reinhart | Yes |
| Director of Records | Preston Best | Yes | Director of Agape | Penny Best | Yes |
| Chrysalis Director | Dianne Moore | | | | |

1. Meeting was called to order at 6:21 pm.
 - a. Tommy gave the opening prayer.
2. Reports:
 - a. **Finance** provided the end of 2015 financial report and updated the board on January finance items, including an anonymous \$5000 gift via Just Give.
 - b. **Outreach** discussed opportunities strengthen our community. Asking sponsors to contact the pilgrims they have sponsored, to touch base and keep them involved in the Emmaus movement (Personal Contact). Exploring ways to have the community come together (i.e. mission projects). Cheryl also brought up the use of a texting system (similar to the one used by schools, to get information out to the community. It was also discussed that a service, such as Constant Contact, might help us better understand how the community communicates.
 - c. **Continuity**. It was agreed that sympathy cards to members of the community is a good ministry. Although Continuity will begin the ministry it could be a ministry that a member (or members) of the community take on. The training responsibilities were defined that Continuity will be in charge of DoDU and team Selection will be in charge of team training. There was also discussion of re-invigorating the reunion groups and keeping past WLDs involved in the community.
 - d. **Communications** has corrected/added to the directory, which now stands at 2300 people. There are about 1600 emails that work properly. The February newsletter inputs are due. Communications would like to begin to incorporate Chrysalis contact information into the Emmaus database.



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- e. **Gatherings** confirmed that February gathering will be at Foundry UMC and will be a Chrysalis led event. The Gathering for March has not been determined, but Ivy Memorial is likely able to host. There was a good discussion on putting a spark back into gatherings. Ideas such as Friday night events, themes, adjusting the format and coordinating with the Peninsula Rainbow community were discussed. We discussed the Potluck and were reminded about the purpose of the pot luck meal was. Greg will be getting information from the community via the newsletter.
 - f. **Sponsorship/Registration** provided status on the Spring Walks and on the By-Law changes, which will be voted on by the community in February. There was discussion on deadline requirements for teaming and sponsorship. It was agreed that tying deadlines to gatherings would help people to remember the deadlines.
 - g. **Weekends** discussed the Hope Haven status. Tommy is to secure a date for the next meeting at Hope Haven. Weekends has been in contact with Wakefield concerning preliminary numbers for the spring walks. Concern was raised to ensure the cost associated with Hope Haven include operating cost not well covered currently.
 - h. **Team Selection** updated the board on team selections for the spring. Board reps for each walk were selected (Steve Maxey, Bonnie Dailey).
 - i. **Agape** turnover is taking place. The community is encouraged to create agape for future walks.
 - j. **Records**. Manuals for spring teams are being prepared. Anyone needing printed material (handbooks...) should contact Preston, and he will order what is needed. A Dropbox account should be set up under the webmaster's email address for sharing data for the board. Sent webmaster is not rotated as the board members the share permissions can be controlled via a central administrator.
 - k. **Music** equipment, not in use, was discussed for appropriate disposal. If the need arises for materials, could excess, never-used equipment be sold to support required upgrades. Can Chrysalis provide some support of musical refurbishment?
 - l. The Bill Baker Fund was discussed. More research is being done on the best method to administer the fund.
 - m. Only final copies of items to be posted on the web site should be sent to the webmaster email. All other board related emails should not include the webmaster address to avoid confusion on what are official final documents or information.
3. Items Voted on:
- a. To use a portion of a gift to TWE to help sponsor pilgrims for the upcoming spring walks. An Early Rooster Registration discount of \$50 will be given to sponsors who register pilgrims on or before February 12th. Sponsors who have already submitted applications would also receive this discount. Cheryl motioned, David seconded, Board voted unanimously in favor. An email and the newsletter will be used to get the word out.
 - b. \$2200 be used to reserve the weekends of October 6-9 and October 20-23 for Fall Weekend Walks at Hope Haven. Andy motioned, David seconded, Board voted unanimously.
4. The meeting provided an opportunity for board members to discuss ideas on many subjects. Several topics were tabled for further discussion and investigation.



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5. Action Items:

- a. Everyone get newsletter inputs in.
- b. Communications/Outreach investigate a texting system (similar to the one used by schools), to get information out to the community
- c. CLD confirm dates of next meeting with Hope Haven.
- d. Continuity to establish card ministry.
- e. Outreach will check into square for scanning credit cards on smart phones that could be used for collecting teaming And pilgrim fees.

6. Greg made a motion to adjourn, Steve seconded. Steve gave closing prayer, meeting adjourned at 9:18 pm.