



TWE Board of Directors Meeting Minutes

Meeting of March 17, 2016

Location: St. John's UMC

Attendance

Member	Name	Present	Member	Name	Present
I Am		Yes	Community Spiritual Director	Dr. Sandi Benton Plasters	No
Assistant Community Spiritual Director	Mike Plasters	Yes	Assistant Community Spiritual Director	VACANT	N/A
Community Lay Director	Tommy Moore	Yes	Director of Team Selection and Training/ Assistant CLD	Debbie Forehand	Yes
Director of Finance/ Treasurer	Charlotte Carroll	Yes	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	No
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	No			

1. Meeting was called to order at 6:10 pm.
 - a. Mike Plasters gave the opening prayer.
2. Reports:
 - a. **Finance** provided the February financial report and updated the board on March finance items. The February report was accepted unanimously by the board.
 - i. We have money on hand to cover the spring walks (which means we pretty much have all fees collected).
 - ii. There was discussion on the amount given to CST for weekend support. Charlotte will investigate.
 - iii. There was discussion on the use of PayPal replacing (or supplementing) Just Give. Charlotte has concern that we lose more money to admin fees with Just Give than we would with PayPal. She will investigate and report back.
 - iv. There was one returned check this month. Sponsorship and Finance will work out a plan to address for future occurrences.
 - v. Would like to look at charging \$20-\$25 for returned checks vs the current \$12.
 - b. **Team Selection** provided the selection process for the next Weekend Lay Director. The board made their selection.
 - i. The upcoming Weekend Lay Directors will be announced at the respective Men's/Women's walk closings.

Devotional and Communion was given by Mike Plasters.



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- c. **Weekends** is coordinating with the ALD-L and Board reps of the spring teams to finish up issues for the walks. The ladies' team is preparing their Thursday dinner and Saturday lunch. The board will support financially in an amount comparable to what is spent for the Subway Saturday lunch (about \$300).
 - i. The planning for moving "stuff" to Hope haven for the Fall walks was discussed. The Community team will be involved in making that happen.
 - ii. Fees for the weekend were discussed. The board members will review the numbers presented and make a decision at the next meeting.
 - iii. Wakefield desires some insurance verification for the walks. David and Debbie are working to answer their questions. We should verify this issue with Hope haven as well.
- d. **Sponsorship/Registration** provided status on the Spring Walks. The Women's walk is full and the men are near capacity (35/36).
 - i. The board discussed the upcoming DoDU and celebration of the new pilgrims. It was decided that the celebration will take place in conjunction with the May Gathering, and the DoDU will be scheduled a short time later. The board is looking for a place to hold DoDU.
 - ii. The dates for deadline for minimum pilgrim applications and end of Early Rooster discounts will be February 15 for spring walks and July 15 for fall walks.
- e. **Agape** is on schedule for the spring walks.
 - i. Rooster pins are in, Bibles are on order and Crosses are being made.
 - ii. Team/Pilgrim nameplates are handled by the ALD-L.
 - iii. The prayer vigil is on-line and sheets will be passed around at gathering.
- f. **Gatherings** The April gathering will be in coordination with the Men's Walk in Wakefield. The community will also support the ladies Candlelight.
 - i. The Board discussed having the May Gathering at Hope Haven. Logistics still need to be figured out. There will be a celebration of new pilgrims prior to the Potluck dinner (4-ish). This will provide an opportunity to have the Community get to know the surroundings.
 - ii. Team Dedication for the Spring walks will be held March gathering at Ivy Memorial.
 - iii. Facebook event for Gatherings will be created by the Communications Director.
 - iv. Nimmo UMC is willing to host the July gathering, Deep Creek August. The Board has not approved any of these. As part of Community Outreach, we discussed in previous meetings that we would make an effort to include new churches in the Gatherings.
 - v. Pastor Frank Holley at Oak Grove wanted us to call him to set up a month for having a gathering at his church
 - vi. Chrysalis requested having September gathering vs July.
- g. **Music** No report
- h. **Records** discussed the handing down of director's manuals and keeping them updated. There is no set procedure in place.
 - i. Need to make a record of what documents need to be included in each of the manuals: each Board of Directors, Weekend Lay Director, ALD's, Spiritual Directors, etc.



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- i. **Outreach** reminded the board about the texting system called “Remind” is being used as a way for the community to get information. The free receive-only system requires individuals to sign up to participate. Only 20 have signed up to date.
 - i. More t-shirts have been ordered.
 - j. **Continuity**. Marybeth had no Sympathy and Thinking of You card requests this past month. She also had no prayer requests.
 - i. Continuity and Sponsorship are working on the training for DoDU.
 - k. **Communications**
 - i. Newsletter deadline is the 25th of each month. Each board member is to email regrets, if not submitting an article.
 - ii. The Communications Director will create Facebook events (i.e. for Gatherings, Celebrations...) instead of just posting to Facebook.
 - l. **Chrysalis** No report
 - m. **CLD**
 - i. We are in contact with the regional Upper Room about an ongoing issue.
 - ii. Created a spread sheet with weekend costs at Hope Haven vs Team/CST/Pilgrim fees. The file will be emailed to the members to allow each member to experiment with different fees to come up with and optimal amount to obtain break-even.
3. Items Voted on:
- a. The next Weekend Lay Directors.
4. Action Items:
- a. Everyone get newsletter inputs in by March 25th.
 - b. Finance Director will put the quarterly Finance statement in the newsletter.
5. Mike Plasters gave closing prayer, meeting adjourned at 8:50 pm.