



**Title: Oceanside Emmaus Board Meeting**  
**Date: Tuesday, 3/14/2017**  
**Time: 6:30pm**  
**Place: Christ Church Pompano - Sykes Hall**  
**Dial in #: 530-881-1212, participant code: 571 540 682#**

**Distribution and Attendee List: (Y = in attendance, E = Excused absence)**

	Name	Role		Name	Role
Y	Phil Connell	Community Lay Leader			Fund Raising
E	Steve Wilkinson	Past Community Lay Leader	Y	Janet Brockway	Music
Y	Corkie Woerner	Secretary	Y	Mike Schooley	Agape
Y	Louise Bodozian	Treasurer	E	Chuck Emerton	Facilities/Logistics
Y	MaryLou Gillis	Registrar		Samuel Battle	Supplies
	Michael Bialor	Communications	Y	Jill Dallett	Kitchen Coordinator
		Gatherings	E	Bob Oldfield	Chrysalis
E	Ray Alfonso	Reunion Groups	Y	Dr. Rev. Larry Hinkle	Spiritual Director
		Evangelism	E	Dr. Rev. Simon Osunlana	Asst. Spiritual Director
E	Tony Ash	Church Reps	E	Rev. Larry Bergstrom	Asst. Spiritual Director
Y	Linda Jarrett	Community Training			
Y	Kevin Dallett	Men's weekend - LD	E	Aimee Wooton	Women's weekend - LD
E	Tony Ash	Men's weekend - BR		Nanci Branson	Women's weekend - BR
		Men's weekend - LD rep			Women's weekend - LD rep

#	Title	Time	Facilitator
1.	Opening Prayer	5 min	Phil
2.	Review/approval of last month's minutes	5 min	Phil
3.	Board Covenant agreement	5 min	Phil
4.	Men's weekend #85 - April 20-23, 2017	10 min	Kevin (or delegate)
5.	Women's weekend #86 - April 27-30, 2017	10 min	Aimee (or delegate)
6.	Reports (5 minutes each)	1 hour	All
7.	Nigeria update	5 min	Phil
8.	Goals for 2017	5 min	Phil
9.	Emmaus Regional Leadership Development training	5 min	Phil
10.	Communion	5 min	Spiritual Directors

# Meeting Minutes

<b>Topic 1:</b>	<b>Opening Prayer</b> <i>Phil</i>
<b>Topic 2:</b>	<b>Review/approval of last month's minutes</b> <i>Motion by, second by Louise, approved</i>
<b>Topic 3:</b>	<b>Board covenant agreement</b> <i>NA</i>
<b>Topic 4:</b>	<b>Men's Weekend #85</b> - <i>Kevin</i>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• <i>It has been "challenging"; 3 inside team members are needed and 3 outside angels with a possibility of 3 from Marathon; currently 1 paid Pilgrim with a possibility of 10 more; Board members will push community for additional Pilgrims; Jill reminded everyone we need a firm commitment 2 weeks out from Walk</i></li> </ul>
<b>Topic 5:</b>	<b>Women's Weekend #86</b> – <i>Aimee ABSENT</i>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• <i>Phil read Aimee's email; currently 22 Pilgrims and short 2 inside team members; final full team meeting will be April 8 at Trinity UMC Lighthouse Point; clarification is needed on availability of Forum and firm team to possibly expand number of Pilgrims</i></li> </ul>
<b>Topic 6:</b>	<b>Reports</b>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Finance/Fund Raising – <i>Louise the accounts have not been switched yet; Working closely with Mark Spicker to familiarize herself with finances; currently \$17,560 in account; Steve received a \$5,000 donation for the Nigeria Walks; Louise only has the flashdrive for Quickbooks and needs to get with our/an IT guy</i> <ul style="list-style-type: none"> <li>○ <i>Insurance renewal is available for Phil's signature; Kevin moved and Janet seconded a motion to renew our DNO and Liability insurance at a cost of \$1188 per year with a "terrorism" rider, after discussion the motion passed</i></li> <li>○ <i>Paypal/GoFundMe were discussed for further inquiry</i></li> <li>○ <i>Phil wants to make our finances more transparent to the Community and will get with Michael Bailor about putting it on the website</i></li> </ul> </li> <li>• Registrar – <i>Mary Lou;</i> <ul style="list-style-type: none"> <li>○ <i>Men's pilgrim count - 1</i></li> <li>○ <i>Women's pilgrim count – 22 firm</i></li> <li>○ <i>A woman, Beatrice from St. Malachi, wants to participate on the Walk but has no sponsor – how to handle and whose job is it? – after discussion it was noted St. Malachi has Community members so they should handle it</i></li> </ul> </li> <li>• Community Training – <i>Linda a 4<sup>th</sup> Day slide show and discussion of sponsorship is planned for follow-up; the training manuals are updated; Do we have an Historian? – not as far as anyone knows</i></li> <li>• Communications – <i>Michael B ABSENT</i></li> <li>• Gatherings – <i>VACANT (Kathy P.) Kathy will continue working on it and there are no changes at this time</i> <ul style="list-style-type: none"> <li>○ <i>March or April gathering (pre-weekend)</i></li> <li>○ <i>May 6th - Walk 85/86 Follow Up With Community is not confirmed but will check with Christ UMC Pompano</i></li> <li>○ <i>July 15th - Marathon UMC - Weekend is not confirmed</i></li> <li>○ <i>September 9th - Harris Chapel is not confirmed</i></li> <li>○ <i>October 14th - Walk 87/88 Follow Up With Community is not confirmed</i></li> </ul> </li> <li>• Reunion Groups – <i>Ray ABSENT but discussion revealed Ray never received any contact info, Janet said she has outdated lists from Steve; it was determined the Communications and Reunion people need to work together to update info</i></li> <li>• Evangelism – <i>VACANT</i></li> <li>• Church Reps – <i>Tony an email was sent with a follow-up from Phil to all church reps regarding promoting Emmaus; Corkie did not receive either – Phil will contact Tony</i></li> </ul>

<b>Topic 6:</b>	<b>Reports (continued)</b>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Agape – Mike S wants to contact the Community for Agape; will meet with Sam regarding Prayer Boards; Linda shared lanyards she has available but after discussion it was decided to take no action due to the difference in color;</li> <li>• Music – Janet <ul style="list-style-type: none"> <li>○ Confirm responsibilities</li> <li>○ Music teams need to be more consistent from Walk to Walk</li> <li>○ CCLI licensing we pay \$208 per year for license of up to 100, #1408519</li> <li>○ Music options need to be part of the database</li> </ul> </li> <li>• Logistics – Chuck ABSENT but Phil read his report; we currently pay \$3800/year total for the two 10x10 units; Mark recommends month by month if we are still looking at options after the renewal on May 1; discussion ensued regarding storing at Christ UMC Pompano and possibility of alternate site for items we won't be using unless or until we change sites; Janet moved and Kevin seconded a motion to offer Christ UMC Pompano \$1000/year up to \$1500/year to use one of the rooms in the "Green House" to store materials with the understanding we would provide insurance and we would have a lock and key – the motion passes with no dissenting votes. <ul style="list-style-type: none"> <li>○ Phil received quote on additional contents insurance. Estimated annual premium quote of approximately \$750 for \$20,000 of coverage. Anything over \$1,000 needs to be itemized. Submitted via email to board to vote on proceeding. Board members who approved proceeding were: Corkie, Tony, Jill, Mike Schooley, Mike Bailor, Pastor Larry, MaryLou, Chuck, Sam, Bob, and Linda. There were no votes against. Phil requested formal quote on coverage.</li> </ul> </li> <li>• Supplies – Sam ABSENT but Board will check when we setup for Men's Walk</li> <li>• Kitchen – Jill has met with Fay Clarke, the cook for Women's Walk; asked that we do an email blast asking for bakers and dishwashers</li> <li>• Chrysalis – Bob ABSENT no report</li> </ul>
<b>Topic 7:</b>	<b>Nigeria update</b>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Dates are March 9-12 and March 16-19</li> <li>• The Men's Walk was "fantastic" and the Women's Walk is this weekend</li> </ul>
<b>Topic 8:</b>	<b>2017 goals (TENTATIVE) – Phil reviewed and reported status</b>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Re-engage churches – find out why some have cooled off</li> <li>• Financial transparency (fund-raising) – Tony suggested a letter to the Community as was done previously; Corkie suggested a "GoFundMe" account;</li> <li>• Reduce pilgrim team fees (???)</li> <li>• Re-focus on training of teams</li> <li>• Each board position develop at least 1 goal for their area</li> <li>• Each board position document their responsibilities</li> <li>• Each board position begin seeking their replacement</li> <li>• Document repository for board minutes and financial statements</li> </ul>
<b>Topic 9:</b>	<b>Next Meeting</b>
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Mike Sullivan, member of the International Emmaus Board, is coming for a presentation about building the Community</li> </ul>
<b>Topic 10:</b>	<b>Communion – Rev. Dr. Larry Hinkle</b>

## Open Action Items

Item #	Action Item Description	Owner	Due Date	Status	Updates / Comments
1	Get LDs for fall walks	Phil	4/1	Open	<i>Possibly Sam Battles for Fall</i>
2	Develop 2017 goals and plans to achieve them	All	5/1	<i>In progress</i>	
3	Develop church visit schedule	Tony	3/1	<i>In progress</i>	
6	<i>Books for the Walks</i>	Phil		<i>In progress</i>	<i>Lisa Barker will put in the template but we need someone to take to print</i>
7	<i>Room availability for Women #86</i>	Phil	3/14		<i>Have not heard back from Forum</i>
9	Reach out to community for prayer board and weekend food agape signups	Mike S. Mark	4/1	<i>In progress</i>	
10	Check computer and necessary software	Mike B. Steve	4/1	Open	
11	Contact St. Malachi regarding Pilgrim	Phil	4/1	Open	<i>Tony to follow-up</i>
12	Update Reunion info	Mike B. Ray	4/1	Open	
13	E-blast for Walks	Phil	4/8		
14	Fix bugs in database	Phil	4/8		
15	Equipment/materials insurance	Phil	4/8		

## Closed Action Items

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4	Get website pw and tutorial from Lisa Barker	Michael B.	3/1	<i>Done</i>	
5	Update Board of Directors info on website	Michael B.	3/1	<i>Done</i>	<i>Also updated on the Upper Room site</i>
8	Order new training materials for Linda	Phil	3/14	<i>Done</i>	