



Title: Oceanside Emmaus Board Meeting Minutes

Date: Tuesday, 4/11/2017

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, D = Dial-in)

	Name	Role		Name	Role
Y	Phil Connell	Community Lay Leader			Fund Raising
Y	Steve Wilkinson	Past Community Lay Leader	Y	Janet Brockway	Music
Y	Corkie Woerner	Secretary	D	Mike Schooley	Agape
Y	Louise Bodozian	Treasurer	Y	Chuck Emerton	Facilities/Logistics
Y	MaryLou Gillis	Registrar	D	Samuel Battle	Supplies
Y	Michael Bialor	Communications	Y	Jill Dallett	Kitchen Coordinator
		Gatherings	Y	Bob Oldfield	Chrysalis
		Reunion Groups		Dr. Rev. Larry Hinkle	Spiritual Director
		Evangelism		Dr. Rev. Simon Osunlana	Asst. Spiritual Director
Y	Tony Ash	Church Reps		Rev. Larry Bergstrom	Asst. Spiritual Director
Y	Linda Jarrett	Community Training			
Y	Kevin Dallett	Men's weekend - LD	Y	Aimee Wooton	Women's weekend - LD
	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.	Men's weekend #85 - April 20-23, 2017	10 min	Kevin (or delegate)
4.	Women's weekend #86 - April 27-30, 2017	10 min	Aimee (or delegate)
5.	Special Presentation	1 hour	Mike Sullivan
6.	Reports / Action Items	20 min	All
7.			
8.			
9.			
10.	Communion	5 min	Spiritual Directors

Meeting Minutes

Topic 1:	Opening Prayer <i>Phil</i>
Topic 2:	Review/approval of last month's minutes <i>Motion by Mary Lou, 2nd by Tony, approved</i>
Topic 3:	Men's Weekend #85 - Kevin
Discussion:	<ul style="list-style-type: none"> • <i>Weekend booklets - Phil can take the photos, Lisa Barker has agreed to format, Aimee has color printer to use</i> • <i>Sunday music leader needed – possibly Dan Dowling, Janet will check on others</i> • <i>This Saturday, 4/15, will be last full team meeting at Pompano; will move and set-up for Walk starting at 8:30 am and will be left set-up for Women's Walk with teardown scheduled for May 6</i>
Topic 4:	Women's Weekend #86 – Aimee
Discussion:	<ul style="list-style-type: none"> • <i>4 Additional rooms confirmed at Forum in another Pod with roll-a-ways available</i> • <i>Confirmed 6 tables of 5 Pilgrims so Mike B will check on bus (14 passengers and 1 driver or 14 total)</i> • <i>Mike Schooley will get out lists for food agape</i> • <i>Mary Lou reminded to find out how all lights in conference room work and make sure there is a light on the podium</i>
Topic 5:	Reports / Action Items
Discussion:	<ul style="list-style-type: none"> • <i>Treasurer / Financial - Louise</i> <ul style="list-style-type: none"> ○ <i>2016 taxes done and will be mailed 4/12</i> ○ <i>DNOO insurance that protects the Board is paid</i> ○ <i>Electronic versions of financial reports (for website) will be sent to Mike for posting to the website</i> • <i>New Board positions – Phil - vacancies include Evangelism, Reunion Groups, Gatherings</i> • <i>Church Visit schedule – Tony is personally reaching out to reps</i> • <i>Supplies – Sam – more crosses have been ordered, lanyards are ready, we have enough notebooks and other supplies but will double-check to make sure we have 20 black notebooks</i> • <i>Follow-up – Phil – May 6, 6-9 pm in Sykes Hall at Pompano, Linda will make a presentation time permitting</i> • <i>Gatherings – Phil – a discussion ensued regarding the need to have more Gatherings, possibilities include First Boca, Marathon, and others with at least one every other month, Board members will check availability and report back to Phil</i> • <i>Storage in Green house – Phil - updated</i> <ul style="list-style-type: none"> ○ <i>Content insurance floater</i> ○ <i>Christ Church approval - Trustees meet 4/13</i> ○ <i>Self Storage USA rates increased to \$162/mo. per unit effective 5/1. (\$3,888/yr)</i>

Topic 6:	Special Presentation – Mike Sullivan
Discussion:	<ul style="list-style-type: none">• <i>See handout</i>
Topic 10:	Communion – Rev. Dr. Larry Hinkle <i>no Communion due to lack of clergy present</i>

Open Action Items

Item #	Action Item Description	Owner	Due Date	Status	Updates / Comments
2	Develop 2017 goals and plans to achieve them	All	5/1	In progress	
3	Develop church visit schedule	Tony	3/1	In progress	
6	Weekend Books for the Walks	Steve and Linda		In progress	Phil will take photos, Lisa Barker will put in the template but we need someone to take to print. Steve is unavailable.
9	Reach out to community for prayer board and weekend food agape signups	Mike S.	4/1	In progress	
10	Check computer and necessary software	Mike B. Steve	4/1	Open	
11	Contact St. Malachi regarding Pilgrim	Phil / Tony	4/1	Open	<i>Tony to follow-up on contact</i>
12	Update Reunion info	Mike B. Ray	4/1	Open	
14	Fix bugs in database	Phil / Mary Lou	4/8		Need to sit with MaryLou and Larry Deel to document issues
15	Equipment/materials insurance	Phil	4/8	In progress	Quote requested, awaiting response from insurance
16	Relocate storage to Green House	Phil / Chuck	5/1	In progress	Christ Church trustees meeting on 4/13 to review Emmaus proposal

Closed Action Items

Item #	Action Item Description	Owner	Due Date	Status	Updates / Comments
1	Get LDs for fall walks	Phil	4/1	Closed	Men's #87 - Sam Battle Women's #88 - Carolyn Curry

4	Get website pw and tutorial from Lisa Barker	Michael B.	3/1	Closed	
5	Update Board of Directors info on website	Michael B.	3/1	Closed	Also updated on the Upper Room site
7	Room availability for Women #86	Phil	3/14	Closed	Confirmed we have 4 additional rooms in 4100 pod. There are also 5 roll-away beds that are first come first serve.
8	Order new training materials for Linda	Phil	3/14	Closed	
13	E-blast for Walks	Phil	4/8	Closed	