

Heartland Faithful Emmaus Community Board Meeting Minutes

March 4, 2011

Attending: Ron Blue, DR Correll, Jim Daugherty, Dan DeLuna, Lisa Freeburg, Doug Jones (presiding), Jacob Malousek, Jeanne Morrison, Tara Otis, Kathy Petersen, Diane Peterson, Linda Riley, Marte Smith, and Owen Wilcox.

Guests present were: Julie Baumert, Jason Buss, Karen Lakeman and Marshall Peterson.

Doug Jones called the meeting to order at 6:33 PM in room 227 at Faith-Westwood UMC. Doug Jones offered the opening prayer.

Secretary's Report: The February 4, 2011 minutes were approved with one correction.

Treasurer's Report:

Old Balance	\$10,339.06
Deposits	170.00
Withdrawals	0.00
New Balance	\$10,339.06

The report was approved.

Old Business:

1. Report from the Team Selection committee: Lisa Freeburg reported that the Holy Spirit was truly present and felt when this committee met. The committee was very conscious of selecting a diverse group of people for the teams. The Lay Directors came with open minds to what was presented and discussed. The task for the day was accomplished successfully.
2. CCLI approval: This discussion was tabled until the next meeting pending a clarification of recent payments and what is currently due.

New Business:

1. **Report from the past lay directors on the Walks at Camp Gene Eppley:** Please see page 3 of this document.
2. **Confirm dates for Walks #8 and #9 in 2012 with Camp Gene Eppley:** The dates for Walk #8 are Sept. 20-23, 2012 and the dates for Walk #9 are Sept. 27-30, 2012. The camp has been reserved for these dates.

3. Take photo of 2011 Board of Directors: A picture of the current board has been taken.

Committee Reports

- 1. Agape:** Linda has received the Wall Agape from Scott Herring. Agape letters are on the website and she will send letters to the communities requesting Agape.
- 2. Facilities:** Owen will send out notices requesting help with Pre-Walk clean up. The first cleaning day will be the Wednesday before the start of the Men's Walk.
- 3. Kitchen:** Jacob gave Tara the contact information for the cook at Gene Eppley camp. Tara will get in touch with her and discuss a plan.
- 4. Music / Entertainment:** Dan received some mail regarding the CCLI. A payment issue needs to be resolved and this will be discussed at the next Board Meeting. Dan asked for clarification in his responsibilities toward Team Musicians and Community musicians. The Manual and Handbook appear to be contradictory.
- 5. Prayer:** Marte is going to take some time to familiarize herself with online sign up for prayer vigils.
- 6. Sponsors' Hour / Candlelight:** No report.
- 7. Registrar:** DR is aware of two or three applications for pilgrims that Kristi may have in her possession. He will see what he can do about obtaining those applications.
- 8. Supply/Literature:** No report. Doug Jones reported that he has two totes of donated books and suggested that members of the Board all help in reviewing the books. Empty containers for a "book drop" will be available at each Gathering.
- 9. Group Reunions:** Jeanne reported that there were no changes in the numbers of Group Reunions since last month. Jeanne suggested that we all take the time to read about Group Reunions in the Coordinators Manual before the next meeting.
- 10. Gatherings:** Kathy reported that there were 67 people at the February Gathering. The next Gathering is March 18 at Living Faith UMC with Living Faith UMC serving as the host. We are averaging 65 people per Gathering. We need to take steps to increase attendance. Education moments will help people understand board members' responsibilities and highlight different areas of a Walk weekend.
- 11. Newsletter / Communications:** The HFWTE website is updated. Applications are online but the fees still need to be changed. Andy Baumert will handle the transfer of the information to our new provider, 1and1.com.

12. Team Selection: Report was given earlier in the meeting under Old Business. A few items that need to be addressed are record keeping and sign in sheets at the Walks. Records from the past need to be checked carefully and corrected. There needs to be a better process for the 4th Day community to sign in at Walks when they are there to volunteer. It would also be good to have an education moment at a Gathering explaining what this committee looks for when selecting team members.

Volunteer to Make Announcements at the March 18 Gathering: Ron Blue will make the Board announcements. Diane Peterson will give the Education Moment.

Closing Prayer: Jacob Malousek offered the Closing Prayer.

Next Meeting: Friday, April 1, 2011 at 6:30 PM at Faith-Westwood UMC.

Adjournment: Doug adjourned the meeting at 8:21 PM.

Lay Director reports:

Marshall's report from Walk #4 – Things that went well: Great facilities, volunteers did a wonderful job setting up for the weekend, Candlelight and Closing were smooth and great, team worked well together, servants were good and anonymous, weekend coordinator and ALD's worked great together, and the Saturday evening banquet entertainment was great!!

Things to improve upon: Would like to find a different location for a chapel, not great to share chapel with dining hall, registrar process could be improved, registrar and treasurer need to communicate, need to figure out a better way to have meals served at team meetings, and clergy that commit to a weekend really, really need to stay for the weekend.

Karen's report from Walk #4 – Things that went well: She could not have imagined what God had in store, 30 pilgrims (awesome), liked the new facilities, weekend coordinator and volunteers were great, beautiful weather, nice, flat layout of the camp, conference room set up was fabulous, met our needs, snack table location was great, food was great, prayer chapel was easily accessible and intimate, the chapel set up was fine, book table worked well, bathrooms were okay, dining room size and décor were great, sleeping rooms were adequate, parking was good and there was good preparation by the Board prior to the Walk.

Things to improve upon: Stick to the schedule and don't be early, go down both sides of the serving buffet in the dining room, need more complete information from the registrar, the ALD's need to be more familiar with equipment (laptops, projectors, overhead, etc.), there needs to be better and more timely communication from the registrar to the pilgrims and sponsors, observe the two week cutoff, the Board Rep needs to be able to stay the entire weekend, clergy need to stay for the entire weekend, need more volunteers to clean up on Sunday after Closing, and need to see more 4th Day at Gatherings.