

SONBEAM VdC SECRETARIAT

Meeting Minutes

December 2, 2017

Members Present: Jerry Brown, Michele Conlen, Jan Foster, Tom Henderson, Wendy Kinka, Chris Klafs, Bobbi Lind, Doreen Reardon, Jim Ryan, Rita Sewell, Pastor Mary Ashcraft, Pastor John Foster, Pastor Dick White

Members Excused: Lynn Conlen, Denise Bentley, David Lind, Ricky Neal

Guest: Jimmy Ashcraft, Maria Theresa, Jim McConnell, Jr., Chris Dick and guest

Meeting was called to order at 2:10 pm by Lay Director, Tom Henderson, followed by prayer given by Pastor Dick White.

- **SPIRITUAL DIRECTORS UPDATE: John Foster**
 - Two new pastors just attended the weekend – Jean Westermann and Chip Tolleson
 - Inquiry was made if Jan Foster would qualify to be Head Spiritual Director for a weekend. Request will be reviewed by Secretariat Spiritual Directors.

- **Secretariat Chairs: Tom Henderson**
 - Jerry Brown, Purchasing; Wendy Kinka, Prayer Line Coordinator; and Chris Klafs, Outreach agreed to continue serving in their positions through next business meeting.
 - **Secretariat approved the appointments of Jan Foster, Leaders and Rita Sewell, Member At Large, to Secretariat chairs for a 2-year term.**
 - Lay Director to contact Secretariat members who have missed several meetings this past year.

- **FINANCIAL UPDATE: Bobbi Lind**
 - Checkbook balance is \$908.31; returned funds from Purchasing \$2,331.67 for a total balance of \$3,239.98.
 - Trailer registration has been updated and is good through June, 2018. Tom to take decal to the trailer.
 - Address for physical address has been updated to St. Timothy's Church in Tarpon Springs.
 - All reports and documents are being transferred to Michele.
 - Secretariat accepted financial report as submitted.

- **CHAIR UPDATES:**
 - Communications -- open
 - Data Base – John Foster
 - Database has been updated from recent weekend information.
 - Leaders – Jan Foster
 - New format will include:
 - all gather in one area
 - panel discussion outlining procedure from beginning of Rector/a call to weekend
 - walk through weekend progression
 - present dynamics of the weekend to explain why we do what we do to help new members understand the weekends
 - Outline each position on a team
 - Seeking experienced volunteers to help make workshop informative.

- Local Palanca – absent
- Extended Palanca – open
 - Wendy offered to help since it relates to Prayer Line
- Outreach – Chris Klafs
 - Group from Ocala interested in attending May weekend.
 - Penny Wiggins offered to help Chris.
- Physical – absent
- Post VDC – open
 - Bobbi printed out form for individuals to note interest in joining a reunion group. Form to be distributed at Ultreya and Tom to have posted on VdC website.
- Pre VdC – Bobbi Lind for David
 - Possible 2-3 carry overs from last set of weekends.
 - 5 individuals have already expressed interest in attending May weekend.
- Prayer Coordinator – Wendy Kinka
 - Request was made and received to post Facebook information on Yahoo Group email.
- Purchasing – Jerry Brown
 - Submitted written report from weekends. Total spent: \$3,418.33.
 - 93 team and candidates attended the weekends.
- Members At Large – Doreen Reardon and Rita Sewell
 - Rita would like to see more activity in reunion groups.
 - Doreen noticed very little community help for the weekend. Bobbi suggested we could intentionally reach out a couple of weeks before the weekends for volunteers not serving on the team to serve in community.
 - Rita suggested alternate location for the chapel as it is so small.
- **OLD BUSINESS:**
 - NLS 2018 – West Palm Beach – July 27-29
 - Gathering is open to everyone – need to communicate to members.
 - Co-working with Jacksonville with hospitality and have volunteered to assist with worship. No one area has been assigned to Sonbeam VDC.
 - Suggestion was made to call a team to attend and to raise funds to help offset costs for non-secretariat volunteers. Volunteers could also be asked for a commitment to help Secretariat revitalize our organization.
 - Rector/Rectora Reports were given by Jimmy Ashcraft and Chris Klafs. It was suggested and agreed that any changes from Sonbeam VdC guidelines by the Rector or Rectora be brought before Secretariat for approval.
 - Coed Weekend #1 – May 3-6, 2018
 - Bobbi Lind **moved to appoint Tom Henderson as Rector for Coed Weekend #1**, Wendy Kinka seconded. Motion carried.
 - All will hear same rollos, tables will be separated by men and women.
 - Renewal:
 - * Suggestion was made to set a deadline for only candidates and if space is open, allow renewals – attending with spouse having first priority.
 - * At this time, decisions about renewal applications be made on a case by case basis.

- **NEW BUSINESS**

- 35th Anniversary – Jim McConnell
 - Celebrate at Post Ultreya after Coed Weekend.
 - Jim McConnell to check First Baptist on Gandy to see if they are able to host a large gathering on May 12th. 320 attended 20th Anniversary.
 - Send paper newsletter/post card (\$1,000 cost) to promote Coed Weekend and 35th Anniversary. There is a need for an ad hoc group to cover general communications.
 - It was suggested to send a letter to ask members for donations.
- Ultreya and Leaders Church Hosts – Rita, Wendy and Lynn searching for locations.
 - Discussion was held regarding combining Leaders Workshop and Ultreya dates.

There being no further business, meeting was adjourned at 3:50 pm and closed with prayer by Pastor John Foster.

Respectfully submitted,
Lynn Conlen Henderson, Secretary
(transcribed from tape recording)

Next regular meeting is scheduled for January 20, 2018 -- 2 pm at St. Timothy's Lutheran Church, Tarpon Springs.