

**SONBEAM VdC SECRETARIAT
ANNUAL MEETING -- September 15, 2018**

The Annual Meeting of Sonbeam Via de Cristo was called to order by Lay Director, Tom Henderson.

- Lay Director Report:
 - Secretariat changed the titles of Lay Director and Assistant Lay Director to Secretariat Director and Assistant Secretariat Director.
 - Sponsorship training will begin next year and be offered at 4:30 pm prior to each Ultreya.
 - During 2019, Secretariat will establish a written 5-year plan.

- Financial report: Current bank balance is \$2,478.19 with a \$2,000 outstanding loan.

- Weekend #69 Update: 9 women, 6 men. Rectora Patty Burrows and Men's Head Cha, David McConnell, gave a brief update of their upcoming weekends.

- Communications: Bobbi Lind outlined plans for 2019:
 - Update website.
 - Establish consistent branding – logo to be used in all Sonbeam communication - Facebook, website, newsletters, emails, etc.
 - MailChimp to replace the Yahoo groups. Those wishing to receive mail and/or phone communication will be noted and addressed as administrator is advised.
 - Explore the feasibility of providing van transportation to those unable to drive to an Ultreya.
 - Identify one person from each church to be a Church Ambassador – a contact person to help update member and church information, pass out flyers and newsletters, etc.
 - Encourage more personal communication. Attendees at the Ultreya were asked to send a hand-written 'I missed you' note to someone not present. Cards with logo were provided.

- Elections: Secretariat Director presented the Sonbeam Via de Cristo Board for 2018-2019:
 - Lay Director – Tom Henderson
 - Assistant Lay Director – Tammy Egan
 - Secretary – Lynn Conlen Henderson
 - Treasurer – Michele Conlen
 - Communications – David and Bobbi Lind
 - Extended Palanca – Jim and Lynn Ryan
 - Local Palanca – Dorene Reardon
 - Leaders – Jan Foster
 - Outreach – Jim McConnell, Jr.
 - Pre VDC – Jerry Brown, John Foster
 - Physical Arrangements – **Open**
 - Post VDC – Chris Klafs
 - Prayer Line Coordinator – Marilyn Moore
 - Purchasing Agent – Jerry Brown
 - Members-at-Large – **2 Open Positions**

Tammy Egan, Jim McConnell, Jr. and Marilyn Moore are new to the Board and serving their first year. Due to lack of individuals coming forth to serve, several positions are filled with individuals who have served past their term. Three positions remain open. It was moved to accept the Board as presented. Motion was seconded and unanimously carried.

Meeting was adjourned followed by a 4th day talk by Doug Fogh and worship service.

Respectfully Submitted,
Lynn Conlen Henderson, Secretary