

**SONBEAM VdC SECRETARIAT**  
**Meeting Minutes -- December 1, 2018**  
**First Baptist Church of St. Petersburg**

**Members Present:** Jerry Brown, Tammy Egan, Jan Foster, Tom Henderson, Chris Klafs, Bobbi Lind, Jim McConnell, Jim Ryan, Lynn Ryan, Dorene Reardon, Michele Spears, Christy Wilson, Pastor John Foster, Pastor Dick White

**Members Excused:** David Lind, Lynn Conlen-Henderson, Marilyn Moore, Pastor Mary Ashcraft

**Guests:** Bev Carden; Patty Burrows and Hal Feininger attended last 30 minutes of meeting

Meeting was called to order at 2:03 pm by Director, Tom Henderson, followed by prayer given by Pastor Tammy Egan.

At this time, Director Tom Henderson asked all non-Secretariat members to leave the room so that an executive closed meeting could be conducted. Secretariat exited the executive session portion of the meeting at 2:15 pm and took up agenda items, as follows:

- **SECRETARIAT APPOINTMENTS:**

- Bobbi Lind **moved to appoint Christy Wilson as Pre VdC and Dan Long as Spiritual Director on Secretariat**, Jim McConnell seconded. Motion carried.

- **FINANCIAL UPDATE: Michele Spears**

- Outstanding \$2,000 loan was paid.
- Checkbook balance for all funds – \$1,766.22
- Jerry is returning \$2062.78 from weekend purchasing bringing total to \$3,829.00
- Jim McConnell **moved to accept report as submitted**; Lynn Ryan seconded. Motion carried.
- Discussion was held regarding \$500 fund for each Rector and Rectora to cover printing, toner, child care, etc. In many cases money has been returned. It was agreed that the fund will continue to be offered to Rector/a when called and if they feel they don't need it at that time and decline it, they can request it at a later date.

- **SPIRITUAL DIRECTORS UPDATE:** No report

- **CHAIR UPDATES:**

- Communications/Data Base – Bobbi Lind
  - Website is fixed --changed hosting service to 'GoDaddy'.
    - 'Team' resource page to be added to include team application, schedule, team in a box, etc.
    - Request was made to put directions to church locations back on the site.
    - Link to National's site for Spiritual Director's Manual to be added.
  - 'Mail Chimp':
    - Will replace Yahoo groups – one place for communication. Individuals are not opting in. Will note on website and communicate by email how to opt in.
    - Pre VdC and Prayer Coordinator to learn how to use.
    - Only approved individuals will have access to send communication out – requests would be sent and approved similar to Facebook.

- Reminder of events will be sent out 1 month, 1 week and 1 day before by email and Facebook.
    - PayPal – Michele and Bobbi to research getting a fee reduction for Sonbeam donations and fees when using a ‘friends and family’ option.
  - Extended Palanca – Jim and Lynn Ryan
    - Prayer calendar for Coed Weekend #2 to be set up prior to the Ultreya being held before the weekend.
    - Suggestion was made to have a couple of tablets available at the Ultreya, so people can sign up right there.
  - Leaders – Jan Foster
    - Revamping Rector/Rectora boxes:
      - Box will contain binders for each rollo which will include rollo outline and the guidelines and material for the rollista.
      - Box will also include 2 flash drives and 2 CD’s containing one of everything (to be created by Jan Foster, Patty Burrows and Christine Cook), 3 crosses, 2 bells.
    - Looking at different format for Leaders Workshop that will be relevant.
  - Local Palanca – Dorene Reardon
    - Jan to train Dorene in the position.
    - Lynn Ryan advised that the prayer website can also be used for local palanca
  - Outreach – Jim McConnell
    - Received and in process of updating Sonbeam’s pastor’s list, removing those who have passed away, moved or no longer active.
    - To reconnect with remaining pastors on the list to get them more involved.
    - Will outreach to churches who don’t know about VdC.
    - Jan recommended Jim contact Pastor Esther Robinson at Pasadena Community, who just made a weekend.
  - Physical – open position
  - Post VdC – Christ Klafs
    - January – St. Timothy’s Lutheran, Tarpon Springs – January 19th
    - March – Joining Hands, New Port Richey – March 16<sup>th</sup>.
    - May – Post – May 18<sup>th</sup> – seeking church in St. Petersburg and will contact Pasadena Community.
    - July – considering an alternative type of Ultreya.
  - Pre VdC – Christy Wilson (newly appointed)
    - No report
  - Prayer Line – Marilyn Moore (absent)
    - No report
    - Bobbi and Lynn Ryan to educate her on the prayer website.
  - Purchasing – Jerry Brown
    - 114 team and community Weekends #69
    - Returned \$2062.78 of the \$5750.00 issued.
- **OLD BUSINESS**
  - Closing at Camp—Tom Henderson
    - Worked better than going to a church

- Women's weekend closing did not go smoothly.
    - Confusion about time
    - Recommended Rollo Room and Lakeside Chapel be torn down/rearranged during lunch so candidates can go to Lakeside Chapel for Rectora's rollo and closing right after break from lunch.
  - Cabins need to be cleared of all items no later than 3 pm.
- 5 Year Plan—Tom Henderson
  - Need feedback from Secretariat members on direction.
  - Monthly Giving – Jim Ryan
    - Outlined a program where the community would sign up to donate \$10 on a monthly basis.
    - Team and Candidate fees could then be reduced as the number of individuals signing up to donate increases.
    - Suggestion was made if candidate came back to the Ultreya a year later, the sponsor fee could be returned.
    - Donation would be tax deductible.
  - Chris Klafs expressed a need for more community to help in the kitchen, especially on Sunday for inventory and tear down.
- Sponsorship Training – Tom Henderson
  - Jan Foster to coordinate and oversee sponsorship training to be held between 4 and 5 pm prior to each Ultreya.
  - Lynn Ryan noted National has on-line resources.
  - Tammy Egan will get more information from Gold Coast movement.
- **NEW BUSINES:**
  - Fall Weekend(s) – Tom Henderson
    - Camp Fees have increased to \$30 per night and added a \$3 per person walk-on fee (community and serenade). \$600 sanitation fee and \$200 kitchen use per weekend continues.
    - Following discussion noting the pros and cons, Chris Klafs **moved to hold a Coed weekend in the fall**; Tammy Egan seconded. Motion carried.
  - Weekend #69 Rector and Rectora Reports:
    - Patty Burrows:
      - Getting team together was difficult. Database was not accurate and getting new people involved was not successful.
      - Team meetings not attended well – felt many missed before they had been on so many weekends they didn't need to attend.
      - Weekend was good, candidates in bed by 9:30 pm
      - Brought team applications to be available at Ultreya
    - Hal Feininger:
      - While only 5 candidates, many team members said it was the best weekend they served on.
      - Chapel Chas prayed Hal down in Rollo Room after his talk – was one of the highlights of the weekend and shows the candidates what we do.
  - Purchasing Process – Due to time constraints, Jan Foster **moved to table until next meeting**; Dorene Reardon seconded. Motion carried.

- Coed Weekend # 2 – Tom announced Bobbi Lind as Rectora.

There being no further business, meeting was adjourned at 4:00 pm and closed with prayer by Pastor Dan Long.

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

Next regular meeting is scheduled for January 19, 2019 at St. Timothy's Lutheran Church, Tarpon Springs.