

NORTH INDIANA EMMAUS COMMUNITY
BOARD OF DIRECTORS MEETING
Minutes

March 21, 2006, 7:00 p.m.

Good Shepherd Retreat Center, Huntington, Indiana

Board Members Present	Betsy Bilyew Ann Burdick Tricia Halferty	Leon Jones Sue Lavengood Fred Lincoln	Bob Schmalzried Connie Town
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Also Present	Bruce Burdick	Bret Lavengood	Randi Lincoln
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Board Members Absent	Dave Beamer Boyd Mozingo	Deb Osza Alice Riley	Rob Seewald Ruth Wall
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Devotions

Fred Lincoln led devotions followed by the Prayer to the Holy Spirit.

COMMITTEE REPORTS

Secretary's Report

Tricia Halferty had previously distributed the minutes from the February 21, 2006, Board meeting to Board members via e-mail. Additional copies were made available at the meeting. Connie Town brought to the Board's attention the reference in the minutes to the discussion about two signatures on Chrysalis checks and wanted to clarify whether the report was an accurate recount of what was discussed. A discussion ensued as to whether there are two signatures required on a check, or whether two people are required to be listed on the account and thereby authorized to sign checks (but only one signature required on a check). When none of the Board members present were able to accurately recall the discussion, Connie Town volunteered to listen to the tape of last month's meeting and try to clarify what was discussed and voted on. If the discussion needs to be revisited or if the minutes of last month's meeting need to be corrected, the topic will be addressed at next month's Board meeting.

There being no changes brought forth, the minutes were approved as submitted.

Treasurer's Report

Connie Town provided the profit and loss statement for February 22 through March 21, 2006, reflecting a net income of \$-1,448.48. Total income for the month was \$128.18, and expenses were \$1,576.66, resulting in the negative balance. Connie also presented the balance sheet as of March 21, 2006, showing total liabilities and equity of \$47,459.42, which reflects a net income thus far of \$617.52.

As approved at the last Board meeting, a printer and ink (total of \$487.81) was purchased for Polly Chesterman for the purposes of printing agape.

Leon Jones noted that the Board is responsible for the total liabilities and equity, and if audited, every Board member could be fined.

Leon inquired about lay directors' expenses. Connie explained that \$350 was for one lay director's miscellaneous expenses. Leon expressed concern that that allotment may be too high.

Randi Lincoln suggested that we take a look at the history of Walk expenses and determine if the respective allocations are appropriate. Connie will look through bills and give a historical picture at next month's meeting.

The Treasurer's report was accepted.

Registrar's Report

Cindy Ramseyer, NIEC Registrar, had submitted in writing the following registration report for upcoming Walks:

#189	19
#190	27
#191	0
#192	10
#192A	2
#193	0
#194	0
<u>TOTAL</u>	<u>58</u>

The Registrar's report was accepted.

Chrysalis Report

Fred Lincoln reported that at the last Chrysalis meeting, child protection guidelines were explained by Deb Midiff. The Chrysalis Board has met and passed a motion to adopt the document. The new guidelines stipulate that, before a team member is allowed to serve on a flight, a written form must be filled out, signed and turned in so that a background check can be completed and verified. A mass mailing will be required to send the necessary form and paperwork to each NIEC member to initiate the required background checks. A revised "Yes" form will be included. A PDF of the background check form will be available for download on the NIEC Web site. However, Community members will need to mail the completed and signed form in to the Board via snail mail because an original signature will be required on the form.

Fred reported that the October Flight has been cancelled. The Chrysalis Board decided that the previous back-to-back girls' flight dates were too close to each other. The next boys' flight will be in July. The boys' flight was postponed because of low registration numbers. The July flight (July 14-17) will be Boys' Flight #55, and the November flight (November 24-26) will be Girls' Flight #56. The lay director for Girls' Flight #56 in November will be Becky Kaehr.

The Chrysalis Board is facing an issue regarding the signing of their covenant with The Upper Room. The concern is with the process of how the Chair Person of the Chrysalis Board is placed in that position and whether the process as outlined in the Chrysalis handbook conflicts with The Upper Room. There is a new International Chrysalis Lay Director (Wayne Ingle) at The Upper Room. Shortly before this Board meeting, Fred had a phone conversation with Wayne in

which Wayne stated that he will gather more information and then get back to Fred. No timeline has been established for when he will be back in contact with Fred.

Fred also brought to the attention of the Board that there is some resistance by the Chrysalis Treasurer to use the same financial institution for Chrysalis funds as requested by the Emmaus Treasurer (Wells Fargo Bank). In lieu of a quorum being present to vote at this Board meeting, the Executive Committee will move forth with a decision and specific instructions to be provided to the Chrysalis Treasurer regarding how and where Chrysalis funds should be deposited.

The Chrysalis report was accepted.

Quarter Mistress Report

Betsy Bilyew provided the Quarter Mistress report. Betsy noted that they would like to increase the inventory of Walk and Flight supplies on hand at the Good Shepherd Retreat Center.

Ruth Wall has ordered the devotionals ("The Upper Room daily devotional" and "Devo'Zine[®]") from The Upper Room, as discussed at last month's Board meeting.

Arlene Randolph is beginning to increase the inventory of books and build a "library." She has stated that she would like this effort to be her agape to the Community.

The Quarter Mistress report was accepted.

Team Selection Report

Leon Jones reported that two teams (Walk #189/LD-Bruce Dragoo, and Walk #190/LD-Sharon Heaton) will be having team meetings on Saturday, March 25. Leon also reported that he is looking for community members to serve on the Team Selection Committee.

The Team Selection report was accepted.

Agape Report

Ann Burdick brought forth the Agape report as submitted by Polly Chesterman, External Agape Chairperson. NIEC has received 79 requests for agape from other communities, and has, in turn, received 571 pieces of agape from other communities for upcoming NIEC Walks.

Ann reported that the Agape Committee has been working on designs for name tags. She presented a mock-up (on a lanyard) of what name tags would look like. The mock-up has the Community name (NIEC), the Walk number/date, the Emmaus logo and the person's name on the front; on the back is the Community name (NIEC), Emmaus logo and person's name (no Walk number/date). The cost of name tags is \$0.22 each. The cost of the lanyards is \$.05 each.

Tricia Halferty reported that she is still reviewing camera options. Ann noted that as long as the purchase is made before the first Walk (#190, April 27-30), there is no problem.

The Agape report was accepted.

Kitchen Report

No report.

Facilities Report

Ann Burdick brought forth the following dates from the Facilities Committee as possibilities for 2007 Walk dates:

- January 25-28
- February 8-11
- February 22-25
- March 8-11
- April 26-29
- May 3-6
- July 26-29
- August 2-5
- October 18-21
- November 1-4

Ann has talked to Paula Blackstone of Good Shepherd Retreat Center. Most of the above dates are close to dates that the Community has had for Walks in past years, and Paula is holding the dates that correlate to those previous years. After discussion in order to narrow the list down to seven (as decided at last month's meeting), the following dates were decided:

- February 8-11 – Men's
- February 22-25 – Women's
- April 26-29 – Women's
- July 26-29 – Women's
- August 16-19 – Women's
- October 18-21 – Men's
- November 1-4 – Women's

Instead of four women's Walks and three men's Walks as previously decided, it was changed to five and two, respectively (and as indicated above). Ann will notify Paula Blackstone, Boyd Mozingo and Lou Chesterman to get dates finalized and reserved with Good Shepherd Retreat Center.

The Facilities report was accepted.

Communication Report

Tricia Halferty is still working to put together a Communication Committee and hopes to meet next week. She requested that Board members remember to notify her (as Webmaster) of any updates needed on the Web site.

The Communication report was accepted.

Prayer Vigils Report

Ann Burdick reported that all Lay Directors have their prayer vigil charts except for Jean Neumann.

The Prayer Vigils report was accepted.

Group Reunion/Gathering Report

Ann brought forth a written Group Reunion/Gathering report from Alice Riley. Bill Hormell, Kathy Kellams and Bonnie Barmes are helping Alice update the Gatherings information. Alice has requested that Peggy put an announcement in the April newsletter, soliciting updates from any new groups that are meeting and their schedules, as well as any groups that are no longer active.

The Group Reunion/Gathering report was accepted.

Supplies/Literature Report

See Quarter Mistress report above.

OLD BUSINESS

Rules of Operation, Bylaws of NIEC

Ann noted that, without a quorum present, no vote can be taken tonight on the Rules of Operation or the Bylaws. She pointed out that if the NIEC Bylaws don't cover a particular issue in question, the NIEC Board will need to set policies and procedures to address that issue.

Child Protection Guidelines

Ann reported that it is inevitable that NIEC will be required to adopt child protection guidelines, just as Chrysalis did. Therefore, in anticipation of this requirement, the guidelines were written to incorporate both entities (NIC and NIEC). The guidelines will officially become effective June 1, in order to accommodate the length of time it will take to have background checks completed and returned to the Community. Ann has already been working with John Whiteman to get the document distributed to Community-wide. A mass training will be required for NIC and NIEC boards. The training will be videotaped, including the question/answer session. The video will become a required part of team meeting and viewing will be mandatory to serve on a team.

NEW BUSINESS

Work on Good Shepherd Retreat Center

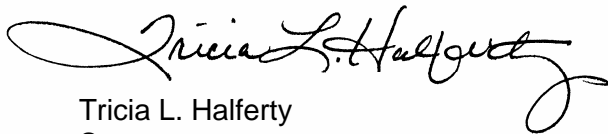
Bruce Burdick will be spearheading a work day at the church on April 21.

Lay Director Needs

Tricia Halferty reported that Sharon Heaton, upcoming Lay Director for Walk #190, has had to ask for most of the supplies she needs and often doesn't even know what to ask for. Randi Lincoln suggested that the Communication Committee or Team Selection Committee inquire with the most recent five lay directors and find out what they needed, so that that information could be incorporated into lay directors training that is held during the summer.

The meeting was adjourned at approximately 9:20 pm.

Respectfully submitted,



Tricia L. Halferty
Secretary
North Indiana Emmaus Community

The next meeting of the NIEC Board of Directors will be held Tuesday, April 18, 2006, at 7:00 p.m. at the Good Shepherd Retreat Center in Huntington.