

Heart of Florida Via de Cristo
Secretariat Minutes
August 21, 1999

Present: Linda Becker Bill & Suzanne Cattell Pam Hoepner
Jerry & Carlene Lemcke Pat Linden & Shirley Lokken Sandy Moore
Cherie Nocks

Excused: Jim & Diane DeMark Stan Leaf Bill Pohlad
Pastor David Ludwig Pastor Mike Stone Rick Hoepner
Jim Nocks

Absent: Jerry Johnson

Jerry Lemcke opened the meeting with prayer. In the absence of the Lay Director, Pat Linden presided.

Roll Call: It was noted Pastor David Ludwig, after much prayer, has accepted an interim pastor position in Nassau, Bahamas for six months. He will be greatly missed.

The minutes of June 20, 1999 were accepted as corrected. Outreach: Fred & Diane Moore should read "Fred and Susan More.

Pastors' Report: No Report

Lay Director's Report: No Report

Treasurer's Report: No Report. Pam Hoepner suggested there be a means of e mailing or otherwise providing a report for the secretariat when the treasurer was unable to attend.

Pat Linden shared some suggestions brought back from the NLS meeting reflecting what other secretariats are doing:

1. Some communities have their books audited annually.
2. For expenditures that are paid for by secretariat chairs; turn in bills along with checks for accurate cost controls.
3. Various other ideas were discussed. Pat will discuss them with Bill Pohlad and Jerry Johnson.

Chair Reports

Pre Via de Cristo. Sandy Moore shared a list of potential pilgrims for the fall weekends. Initial confirmation and sponsor letters have been mailed to persons not on the waiting list. Currently there are twenty-six women and ten men. Two of the four women from the Bahama's will be carried from the waiting list. It was the consensus of the secretariat to allow Pastor Rebecca Heber to attend if Pastor Bill Heber was unable to attend due to parish responsibilities.

Communications. Linda Becker requested updates to newsletter articles as she was preparing the newsletter as to have it in homes before the September Ultreya. The newsletter will list nominees for open positions on the secretariat.

Leaders. Shirley Lokken reported team training went well. The rectora has been calling weekly meetings “team training” instead of “team meetings.” The concept is well received. Team manuals have been updated to replace references to “candidates” to “pilgrims”. References have been added to updated pages to indicate revision dates. Clarifications and other suggested items have been added to manuals for cooks and chapel. The professor’s manuals now include preparations for closing ceremonies. The server’s manual now shows a focus on prayer. It also includes helps for the preparation of the outside community help with less emphasis on skits and other entertainment. During the newly developed training for the rector/a, the emphasis was on their roles during team meetings as: (1) community builders (2) prayer leaders and (3) team trainers. The rector/a portion of the team manuals remains to be updated and polished.

Extended Palanca: The Cattells have been busy sending letters to other communities.

Local Palanca: Carlene reported there will be sign-up sheets for baking available at this evenings Ultreya.

Post Via de Cristo: Cherie and Jim are working on next years schedule. They request a list of reunion groups to aid new pilgrims in finding a group. Procedures and the format for the September Ultreya was discussed. The Ultreya will begin with a potluck dinner at 6:00 p.m. followed by the business meeting and elections.

Physical Arrangements: Team training is progressing. They met with the cooks for the women’s weekend this week and will meet with outside servants next week. Arrangements are being made to meet with the men’s team.

Outreach: No report.

Unfinished Business

1. September 18th elections. There was a general discussion regarding the elections. Following is the slate todate:
 - a. Leaders: Shirley Lokken and Pat Linden
 - b. Outreach: open
 - c. Treasurer: Jerry Johnson
 - d. Pre Via de Cristo: Rae Harris
 - e. Communications: Linda Becker
 - f. Local Palanca: Carlene and Jerry Lemcke
 - g. Secretary: Sandy Moore

Dale Nelson and Dick Schneeburger were suggested for the Outreach chair. Pat will relay these names to Bill Pohlada to pursue. It is our hope the Jerry Johnson will choose to remain on the secretariat as Treasurer.

New Business

NLS Report: Pat Linden and Carlene and Jerry Lemcke attended the NLS meeting in July in Saginaw, Michigan. Following are some points they shared with the Secretariat at this meeting:

1. The next meeting will be July 26-30, 2000 in St. Peterburg, FL, hosted by the Seven Secretariats of Florida. It is hoped we will have good community participation.
 - a. \$300 of initial seed money will be sent to the NLS for this event. The other six communities will provide the same amount. The \$300 will be repaid if there is a surplus after other meeting expenses have been paid. Historically, there has been the necessary surplus.

- b. Jerry Lemcke (Fund Raising) is preparing a fund appeal letter. A general appeal for the communities. Each Secretariat is responsible for \$1000. The excess monies go to the NLS for Outreach. By next meeting we will be prepared to discuss what we would want to do to raise matching fund money to raise our \$1000.
 - c. Our committee involvement will be Physical Arrangements.
 - d. The theme of the NLS meeting for 2000 is "Go Light Your World".
2. The NLS has published new spiritual director manuals. Pat will share these with Pastor Mike with an emphasis on spiritual director training, critiques, and establishment of a head spiritual director on a weekend.

Discussed was the procedure for voting for two rectoras for the spring weekends. It was decided to place two votes for first choice, followed by one vote for 2, 3, & 4.

Pastor Ralph Lumen has agreed to be a spiritual director for the women's weekend. We look forward with joy to his serving another weekend.

Agape Tent. It is unclear who will coordinate the tents.

Suzanne Cattell closed the meeting in prayer.

Upcoming weekends:

#23 October 1999

Men: October 14-17

Women: October 21-24

#24 March 2000

Men: March 23-26

Women: A: March 30-April 2
B: April 6-9

Next Ultreya: September 18th, 6:00 pm, Prince of Peace
Secretariat meeting time TBA

Respectfully Submitted.

Sandy Moore, Acting Secretary