

Heart of Florida Via de Cristo
Secretariat Minutes
August 16, 2003

Present: Sheila Bender, Marty Collins, Jan Fry, Artie Grindle, Rae Harris, Pam Hoepner, Pat Linden, Sandy Moore, Jim and Cherie Nocks, Jane Pohlrad and Pastor Bob Bear

Excused: Pastor David Ludwig, Jerry Lemcke

Guest: Frank Hagy

The meeting was opened with prayer.

Minutes: The minutes of May 17, 2003 were approved as submitted. The notes from the June 21, 2003 were approved.

Spiritual Director: Bob Bear will touch base with Pastor Dave to clarify status of spiritual directors for the weekend.

Lay Director: Absent, no report.

Treasurer: Pam Hoepner reported a current balance of \$5,442.84. Of that amount, \$3608.59 are spendable monies. \$1500 has been sent to Thrivent for matching funds.

CHAIR REPORTS:

Leaders: Pat Linden reported that the second team training of rector and rectora has been completed and that team meetings are about to begin.

Pre-Via de Cristo: Rae Harris reported that there are currently 9 men and 7 women. Keep inviting your friends! Rae also asked who was responsible for communion set up at the church for send off. This falls under Off-Site Physical Arrangements. Rae was thanked for all her hard work.

Post-Via de Cristo: Jim Nocks suggested that if the virtual Ultreya was held in the future, an email reminder in July would be helpful. The September Ultreya will be hosted by Sandy and John Boccuzzo at Northland Annex. This is a potluck Ultreya beginning at 6:30 p.m. and is also the annual business meeting. Frank Hagy said that the topic for tonight's Ultreya was Study. Jim relayed that Linda and Ron Becker were beginning a Via de Cristo community in the Seattle, Washington area.

On-Site Physical Arrangements: Artie Grindle said he now has possession of the cabinet keys at the retreat center. Artie relayed that he is on the fall team. The secretariat will assess the need to cover his responsibilities at the next meeting. Pam Hoepner suggested that she, Rick Hoepner, Artie, and Rich Buhl could team train for this weekend. The secretariat agreed it was an

excellent suggestion. Artie will contact Mike's Print Shop to have additional copies made of the Pilgrims Guide.

The Agape Tent was discussed. Jane Pohlad moved and Artie Grindle seconded that **the Agape Tent coordination be placed under the Local Palanca chair**. The motion passed.

Off-Site Physical Arrangements: Vacant position.

Local Palanca. Sheila Bender stated that signup sheets for the prayer vigil, palanca and cooking day will be available at the Ultreya. Facilities have been reserved for cooking.

Extended Palanca: Jan Fry reported that palanca letters have been sent through the end of the year. She is exploring the means for international contacts. Tonight she will have handouts requesting letters for an upcoming Kairos weekend.

Music. Present. No report.

Communication: Jane Pohlad reported \$186.18 was spent to have the newsletter printed in time to have in the homes before this month's Ultreya. She has had a difficult time getting newsletter articles from Secretariat members. The deadline for the next newsletter is September 30.

Outreach: Vacant position.

UNFINISHED BUSINESS.

1. Shepherding pilgrims from other VdC's who move here. (May) The Secretariat agreed that this would be a focus area for the new Outreach chair. Grouping lists need to be updated continually at Ultreyas.
2. Advertising: Bulletin Board at St. John. (June) The Secretariat agreed that this should be shared by both Outreach and Communication chairs. A sub-committee under Outreach will be formed to investigate materials that would be acceptable at all churches. The standards developed would be approved by the secretariat.
3. Team Supplies. (June) Pat Linden moved and Rae Harris **seconded that folders and name tags be available for Rector/a at training meetings**. The motion passed.
4. Changing Serenade Time. (May) Sheila Bender requested that the Serenade time remain the same for the fall weekends. It was decided this would be an item for the January retreat. A committee was appointed to conduct a feasibility study to determine how the weekend logistics would be impacted by changing the serenade to Saturday evening. Pam Hoepner will chair the committee. Members from the Secretariat will be Jane Pohlad, Marty Collins and Rae Harris. Interested community members may also be asked to serve on the committee. They will report to the Secretariat before the January retreat to allow members time to consider their recommendations.
5. Old rollos archive. (May) Pat Linden moved and Jane Pohlad **seconded to destroy all old rollos after ten weekends and to give rollistas the option of not having their rollo shared for training purposes. These would be shredded after the weekend**. The motion passed. Instructions will be added to rollista notebooks and

- each rollista will be given an authorization sheet to fill out which would designate his/her desire for the rollo to be used for training purposes or not.
6. Bylaw revisions. Sandy will complete the bylaw revisions.

NEW BUSINESS

1. Voting for next rector/rectora. Jim Nocks moved and Bob Bear seconded that **voting for the next rector/a take place at the September Secretariat meeting**. The motion passed. Sandy will email the current eligibility list for prayer. The need to revisit the criteria for selection was brought up. This will be placed on the workshop agenda.
2. Date for Secretariat Workshop retreat. The possible dates of January 9-10 and January 30-31 were selected. Please reserve these dates on your calendar.
3. NLS Website. The Connexiones newsletter will no longer be mailed but posted on the NLS website. Members are encouraged to check out the new share site. Much valuable information is available. www.viadecristo.org/share

The meeting was closed with The Lord's Prayer.

Respectfully Submitted,
Sandy Moore, Secretary

Next Secretariat meeting: September 20th, 4:30 p.m.

Next Ultreya: September 20, 2003. 6:30 p.m. at Northland Annex. Potluck and business meeting.

Newsletter deadline: September 30

Upcoming Weekends: #28, Men's Oct 30-Nov 2. Women's Nov. 6-9

Workshop Retreat: Possible dates, Jan 9-20 or Jan 30-31.