

**Heart of Florida Via de Cristo
Secretariat Minutes
November 2, 2005**

Present: Bob Blasberg, Tammy Bryan, Diane DeMark, Jim DeMark, Jan Fry, Karen Hanson, Del Harriman, Martha Harriman, Tom McRee, Sandy Moore, Bill Pohlada, Ken Raue, and Joyce Whitehill.

Absent – Excused: Jackie Gorbitt, Tammy Ortiz, and Pastor David Ludwig.

Guest: Jane Pohlada reported that there are 70 reservations so far for the 20th Anniversary celebration. There is one request for Child Care.

The meeting was called to order by the Lay Director, Sandy Moore.

Members of the Secretariat joined together in *Come Holy Spirit*.

Minutes:

The minutes for September 8, 2005, September 17, 2005, and October 13, 2005 were approved as submitted.

Treasurer's Report:

Bill Pohlada passed around a copy of the Treasurer's Report. He stated that an Internal Audit is needed. Please let Bill know if you have the name of someone who could be contacted to do this.

Bill will be preparing an expenditure plan for 2006. Please forward to him your anticipated expenditures for 2006 before the January meeting. If you need assistance, he has some history which can be utilized.

There will be a change in the location of the storage unit for Via de Cristo items. Del Harriman and Ken Raue volunteered to help with the move. Tammy Bryan said she has a trailer and jeep that can be used for the move.

Lay Director:

To keep everyone informed, Sandy Moore asked the members of the Secretariat to communicate with one another and to please copy her when sending out communications to one another.

Sandy reminded all members of the Secretariat that it is their responsibility to submit a newspaper article for each of the newsletters. The deadline for the next article is Monday, November 14, 2005. Please copy Sandy as you submit your articles to Tammy.

Chair Reports:

Post Via de Cristo

Bob Blasberg reported that the Ultreya in October on Self Control at Prince of Peace was attended by about 40 people.

He passed out a proposed schedule for 2006. He was commended for the excellent job he is doing.

Pre Via de Cristo

Karen Hanson reported that she has 10 applications for Women's Weekend and 1 application for the Men's Weekend.

Spiritual Advisor

Tom McRee stated that he hopes that we have a good effort for the Spring Weekends. He will be working to obtain Spiritual Directors. Martha Harriman, Rectora for the Women's Weekend, stated that she has contacted Carolyn Rogers to be a Spiritual Director for the Women's Spring Weekend. Carolyn has said "yes" to Martha's request.

Leaders

Diane and Jim DeMark will conduct the second training session for Rector, Bob Blasberg, and Rectora, Martha Harriman and their Head Servants on Saturday, November 19, 2005 at 10:00 A.M. A Next Step Workshop will be presented at the 1st Team Meeting. The Men's Team and the Women's Team will meet together.

Diane said some of the Manuals need to be repaired. A work day may be needed. Some members of the Secretariat volunteered to help.

Outreach

Tammy Bryan is working on a pancake breakfast for Pastors at DeLeon Springs and a trip to see the manatees. Pastors who have attended or helped on a weekend will be invited. Members of the Secretariat were asked to submit names to Tammy. Sandy Moore said she would give Tammy a list of Pastors.

Communications

Prior to the meeting, Tammy Ortiz forwarded, to each member, a proposed newsletter schedule for 2006. This will be discussed at our next meeting.

Unfinished Business:

1. 20th Anniversary Celebration

Diane gave the Secretariat an update on the 20th Anniversary Celebration. She said she had gotten some advice from Bob Bear, who said “Keep It Simple”. She said the decorations were designed to make the room look like a Rollo room (bright and colorful). She passed out an outline of the evening activities. As she went over the outline, comments and suggestions were made by the members of the Secretariat. She asked members of the Secretariat to please bring Palanca at 5:30 on Saturday, November 12, 2005, to be placed on the tables. A booklet is being prepared. One booklet will be placed at each place setting. Applications and brochures will be placed on each table. Diane has ordered a flashlight as a favor for each person. The theme will be: Go Light Your World.

After dinner the program will move to the Sanctuary. Jerry Johnson and Marty Collins will lead the singing. Diane reviewed the planned program. It was suggested that Julia Ebert be recognized

There will be a charge of \$125 to use the Sanctuary.

Diane and all who have helped with the planning of the 20th Anniversary celebration were sincerely thanked for all of their efforts.

New Business:

1. The next Secretariat meeting will be held on Thursday, January 19, 2006, at 6:00 P.M. for dinner and 6:30 for the meeting at St. John Lutheran Church.
2. The Mission Statement will be sent by e-mail to Secretariat members for approval.

Comments:

Tom McRee said that our world and society are continually changing. With these changes, we need to change and adapt. He complimented the Secretariat for figuring out our mission and finding ways to adjust to the challenges of change.

The meeting was closed with a prayer led by Tom McRee.

Respectfully Submitted,
Joyce Whitehill, Secretary

Amendment to the Minutes: The Secretariat approved unanimously via e-mail the following Mission Statement:

Our mission is to develop and nurture Christian leaders to reach out with Christ’s love in faith and acceptance to those in our churches and communities.