

Heart of Florida Via de Cristo
Secretariat Minutes
February 16, 2006

Present: Bill Pohlad, Del Harriman, Karen Hanson, Bob Blasberg, Tammy Bryan, Sandy Moore, Diane DeMark, Jim DeMark and Jan Fry

Absent: Jackie Gorbutt, Martha Harriman, Tammy Ortiz, Ken Raue, Joyce Whitehill and Pastor David Ludwig

Guest: Pam Hoepner

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 January 19, 2006 were approved as submitted.

Chair Reports:

Treasurer's Report:

Bill Pohlad passed out copies of the Treasurers Report and explained the income and expenses contained therein.

Jerry Johnson did the audit of our 2005 fiscal year February 8th, 2006. Bill reports that everything looks great. Jerry will give us some prepare a formal report for our records soon.

A revised 2006 budget draft, which included some expenses not included in last month's, was passed out. Those who have not submitted projected expenses were reminded to do so.

It was suggested we look at purchasing a graphics CD for use by Communications instead of paying a yearly fee to download from a Graphics Website.

Also we discussed the possibility of raising the team and pilgrim fees as they have not changed in 20 years.

Diane DeMark moved to accept the Treasurer's report; it was seconded by Bob Blasberg and passed by the members.

Lay Director:

Sandy Moore shared an email from a member of our community and the response from herself and Pastor Tom McRee. This email has once again shown us the need for a formal Communications Policy.

An email was sent to NLS, by Sandy Moore, regarding input for our Communications Policy, no response yet. She is waiting for Nancy Blasberg (Prayer Chain) to be in town prior to contacting Bob Mansbach.

Outreach:

Tammy Bryan brought two baskets that were filled with "goodies" and a thank you card for the Pastors and staff at St. John and Prince of Peace as planned in our January meeting. Tammy delivered the St. John basket and Jan Fry will deliver the one for Prince of Peace.

Tammy suggested we write a note to Pastor Jeff Linman thanking him for his time and use of Spirit of Joy for the January Ultreya.

Tammy also reports she has a list of Pastors and has started making calls requesting possible pilgrims and any suggestions of things we could do for them.

Pre Via de Cristo:

Karen Hanson reports we have 3 confirmed women and 2 confirmed men for the upcoming weekends. There is a total of 8 applications for women and 4 for men currently.

Leaders:

Jim and Diane DeMark report that the Team Manuals will be refurbished by February 19th.

All the talks for the *Next Step Training* are ready. Diane is looking to modify some of the "Next Step" talks to shorten the presentation and to include those items that are generally covered in team training.

Bob Blasberg and Diane are still seeking a box of missing music books. It is thought they may be in the storage trailer.

Physical Arrangements:

Ken Raue was not able to attend but shared this report via email;

During a Spirit of Joy Men's Retreat at the Retreat Center I was able to take a quick look at the trailer. Both tires are flat and look weather worn and cracked. From the little bit of checking I have been able to do, the price of new tires can be between \$60 to \$80 each. Size is 8x14.5 in case anyone has access to sources to check. The windows were slightly open; I could not tell if they could be closed tight. There is a partial lock on the door (the key barrel and an one inch shaft) holds the latch shut but does not provide security. The security is

accomplished by the way stuff is stacked in front of the door. Without additional time and a ladder, I was not able to evaluate the upper part of the trailer, the roof or the interior.

I am looking at my schedule for the weekend of the 25th to get some time to revisit the trailer in association with a visit to my daughter in Lady Lake.

Extended Palanca: No report.

Local Palanca: (Not present)

A discussion was held as to whether or not to hold the Food Prep Day this year. Participation last year was less than optimal. It was decided that even though there was not much participation, the ability to use a commercial kitchen and cook several things at once was a help. Sandy will pursue the use of the kitchen at St. John. She will also have sign up sheets at the Ultreya/Altar Visit for cooking volunteers.

Unfinished Business:

1. Easter Breakfast - Pam Hoepner, Chairperson, reports that Diane DeMark will be the Decorations Chairperson, Bill Pohlad will coordinate ticket sales, Pam Hoepner will advertise in the Open Door and prepare a Power Point presentation at St. John.

Tammy Bryan and Bob Blasberg volunteered to be Head Cook and Chair Clean Up respectively. We are still in need of a Chairperson for the Dining Room. Pam is researching the cost of food so the ticket prices can be set, last year the tickets were \$5.00 for adults and \$3.00 for children presale with an additional .50 cents charged for tickets sold at the door.

2. Music Chair - Jan Fry reports that David Ludwig has declined the position of Music Chair. There was discussion of other possible candidates; the Secretariat members will continue to ask members of our community.

New Business:

1. Next Ultreya - will be a Grand Reunion Altar Visit at Zion Lutheran Church, Groveland, at 11:00 A.M.
2. Newsletter Articles are due February 27th.

2. Next Secretariat Meeting – Thursday, March 16th, 2006 at 6:00 P.M. for dinner and meeting at 6:30 P.M.

The meeting was closed with a prayer.

Respectfully Submitted,

Jan Fry (Substituting for Joyce Whitehill, Secretary)