

**Heart of Florida Via de Cristo
Secretariat Minutes
April 6, 2006**

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

Absent: Tammy Bryan, and Pastor David Ludwig.

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

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

Minutes:

The minutes for March 16, 2006 were approved as submitted.

Treasurer's Report:

Bill Pohlada passed out the Treasurer's Report. He reviewed some of the items in the report. The report was accepted as presented.

Lay Director:

1. Newsletter – Tammy Ortiz sent out a Revised Newsletter Schedule to everyone. Sandy received a complimentary communication from Bob & Karen Bear concerning the newsletter. Sandy mentioned that even with the proof-reading that was done on the last newsletter, the Spring Weekends' dates were only mentioned in the article from Del & Martha Harriman.
2. Mulch – Please come and help spread mulch on Saturday, April 8, 2006 at the Retreat Center. Sandy will provide drinks.
3. The Authentic Weekend – If you have not done so already, please read The Authentic Weekend.

Local Palanca:

1. Sandy Moore will send a letter to Jackie Gorbett as communication by phone and email has failed.
2. Carlene Lemcke will assist on a temporary basis with the Prayer Vigil and Food Palanca for the Weekends.

3. Food Preparation date is Saturday, April 22, 2006 at Prince of Peace from 9:00 A.M. until 2:00 P.M. Please come and help and encourage others to come.
4. Sandy will talk with Sheila for additional help.

Post Via de Cristo:

Bob Blasberg reported that the last Ultreya was a success. The next Ultreya will be the Team/ Pilgrim Reunion on May 20, 2006 at St. John Lutheran Church. There will be a Potluck dinner at 6 o'clock. The Ultreya will begin at 7:00 P.M. David Ludwig, Jr. will provide the music for the Ultreya.

So far there is no play scheduled in June at the theater. Diane and Jim DeMark issued an invitation to have a gathering at their house in June if there are no other plans.

Extended Palanca:

Jan Fry has been sending out letters to other communities in the United States and overseas. She said she is not getting as many letters as she would like.

Pre Via de Cristo:

Karen passed out an updated list of Pilgrims for the coming weekends. At this time there are 10 men (9 confirmed) and 7 women (all confirmed) on the lists.

A motion was made by Bill Pohlad and seconded by Diane DeMark to go forward with the weekends. The motion passed unanimously.

The Spiritual Directors for the Women's Weekend will be Pastor Carolyn Rogers and Pastor Bill Sistar.

Leaders:

Diane and Jim DeMark said the Next Step Workshop will be held on June 3, 2006.

The Sponsors' meeting will be held in the Chapel after each Send-Off for the Pilgrim's Sponsor or Sponsor's Spouse.

The Secretariat discussed the facility to be used for the Weekends' Send-Offs and Closings. The Secretariat is concerned about the cost of \$125 for the use of St. John Lutheran Church. Members of the Secretariat volunteered to check with other churches that might be available. Jan Fry will investigate Prince of Peace and Karen Hanson will check on Northland Annex. A decision on where to hold the Send-Offs and Closings will be made before the Fall Weekends.

Off-Site Physical Arrangements:

Martha and Del Harriman said they still need drivers for the Weekends. Several members of the Secretariat volunteered to drive and other names were suggested as possible drivers.

Communications:

Tammy Ortiz asked that members of the Secretariat submit articles for the newsletter that will encourage the new Pilgrims and members of the Community to get involved in the Via de Cristo Community and their Churches. She asked that we make the Pilgrims feel welcome. The deadline for newsletter articles is Monday, May 8, 2006. Please let Tammy know if you are on the women's team and need an extra day or do. Tammy is traveling the week of May 15, so she needs articles by the deadline, if possible.

On-Site Physical Arrangements:

Ken Raue will be making contact with Rick and Pam Hoepner. He will go through the manuals with them. Pam has fixed the manuals. Jim and Diane DeMark have pulled out the Easter decorations from the Storage Unit. Ken said the missing music books are not in the trailer at the Retreat Center. Ken has had no input on the tires on the trailer. Del volunteered to jack up the trailer and take off the tires. The tires will be brought back to Orlando so replacement tires can be purchased.

Ken Raue said he has a job prospect in Georgia and may be leaving town in June.

Unfinished Business:

Sandy Moore said a coordinator is needed for the Agape tent for the Women's Weekend.

New Business:

1. Mentors for the next Rector and Rectora – Bill Pohlada and Diane DeMark volunteered.
2. Send-off Logistics – Secretariat members went to Schaeffer Hall and mapped out the exit plan for the Send-Offs.
3. Rector and Rectora election was held in the Chapel.
4. The next Secretariat Meeting will be held on Thursday, May 18, 2006.

The meeting was closed with the Lord's Prayer.

Respectfully Submitted,
Joyce Whitehill, Secretary