

# Emmaus Board Meeting

Saturday 1/28/2023

**Present:** Vicki Prewitt, B.J. Ash, Chuck Ryall, Gary Lubinski, Jim Baker, Becky Wilder, Sara Wiedenhoefer, Jane Taylor, Mike Deatrck, Marlene Deatrck, Kip Dollar (Called in), Jeanette Buteyn (Guest)

**Absent:** Pete LeMoine, Mike Moore, Paula Ross

**Opening Prayer** - 3:05 pm by Vicki Prewitt

**Minutes:** from 10/15/2022 was approved via email.

## **Agenda** -

**Treasurer Report** – \$10,655.79 balance verified by Chuck Yeager, some invoices from last walk still outstanding. Motion by GL, 2- by SW to move savings into the total balance. Chuck Yeager would like someone else to take over the treasurer position (OPEN POSITION).

**Chairman's report** – working on 2023. Conference room teams not finalized yet. Goal of 1/31/23 of having talks assigned.

## **New Business:**

**Board Vacancies/Assignments** –

**Communication** – with community a concern.

**Database Administrator** corrections have been done by S. Machalk – He will be retiring soon.

Hosting service he uses will also be going away when he retires. Suggested using the Ministry Manager – Free service provided by the Upper Room. Training is available via Zoom if someone is interested. Discussion: Web hosting done free by BJ Ash.

Jane Taylor to tag BJ in email to Ministry Manager contact, Steven. BJ wants to talk to Scott Machalk about email accuracy. BJ wants to investigate and table this until we can have an email vote. If the database is compatible for immediate adoption, we will go in that direction.

**Camp Michigamme Update** (Vicki Prewitt) – Kelsi Coccia stepped down as director. Gordon Griggs has accepted the director position. The kitchen cook position is open; new hires will need to keep the kitchen up to standards. The camp board is looking into a facility maintenance manager for upkeep. For 2024, they are looking at how weeks are held at camp due to needing a minimum number of campers. We may be able to shift into August for the walk. Still not determined yet.

Marcia Waters has served her term(s). She does not desire to fulfill the registrar role.

Email notifications (that are dropped/spam/not read) – suggestion: Announcement letters sent to member churches or Emmaus liaison at each church. 4- days hosting a gathering – to let people know how vibrant the community is.

**3-year calendar** – To be posted via Google Docs/ Web Page or Ministry Manager

**4. day hosting** – needs to be updated on the Web page.

**New Board Member:** GL motions / BW 2- - Welcome: Jeanette to join board and serve as a treasurer. C. Yeager will assist in transition to new treasurer. Jeanette inquired as to how many signatories do we have on Superiorland Emmaus account as there should be two. She also would like to set a yearly budget.

Board Roles – Assignments: GL motion / 2- by JB to approve below list: all in favor/passed

<u>Job</u>	<u>Person</u>	<u>Description</u>
Spiritual Director	Vicki Prewitt	
Community Lay Director	Jane Taylor	Connection between board and community
Asst. Community Lay Director	Marlene Deatruck	
Agape Chair	Jim Baker	
Communication/Newsletter	Jim Baker	
Registrar	Sara Wiedenhoefer	
Treasurer	Jeanette Buteyn	
Group Reunion/4- Day Chair	Jane Taylor	
Team Selection	Sara Wiedenhoefer /Marlene Deatruck Mike Moore/Gary Lubinski	
Sponsor’s Hour	Paula Ross	
Prayer Vigil	Chuck Ryall	
Purchasing/Merchandising	Marlene Deatruck	
Secretary	Marlene Deatruck	
Candlelight	Becky Wilder / Pete LeMoine / Mike Deatruck	
Set Up/Tear Down	Mike Deatruck (Women) / Kip Dollar (Men)	
Database Administrator	B.J. Ash (Data Administrator for Upper Room Ministry Manager is currently Jane Taylor)	

**Next Board Meeting:** Friday, March 24 @ 6 pm      TBD Location

With Zoom

**Closing Prayer:** Jane Taylor