

Minutes of the Secretariat meeting held February 16, 2013
Good Shepherd Lutheran Church
Columbia, SC

In attendance: Gina Shuey, Don Lybrand, George Hanlon, Cheryl Paul, Anne Smyre, Pastor Jim Glander, Pastor Patti Sue Burton-Pye, Jim Ullery, Vic Milejczak, and Pam Creasy

The meeting was called to order 10:00 am.

In an effort to get to know one another, introductions were made by each member.

Prayer requests were submitted.

Devotions were offered by Cheryl Paul.

Order of Business-

Clarify terms of the new Secretariat members
Secretary/Treasurer's Report
Communications
Update on training
Discussion on Song Books
Pre-weekend
Weekend
Ultreya
Palanca
Discussion of future weekends

Terms of new members-

Don Lybrand – Communications – 3 years
Cheryl Paul – Ultreya – 3 years
Pam Creasy – Secretary – 3 years
George Hanlon – Palanca – will complete the 2-year term vacated by Bob Benjamin.

Pastor Jim Glander agreed to serve as Head Spiritual Director.

Secretary/Treasurer's report –

Nothing new to report for financials. Motion was made by Don Lybrand to accept the minutes of the January meeting as submitted. Seconded by George Hanlon. A copy of the minutes of each meeting will be kept in a book to be maintained by Secretariat. A copy of the January minutes will be submitted for posting on the website.

Communications -

Don requested all Secretariat members confirm the contact information he had listed and submit any corrections. Don will discuss re-designing the SCVDC website with Dale Knight and Jason Ullery. He will clarify the duties of the webmaster.

Training –

Jim and Weezy met with Tom Ramsey to begin training. Tom is on schedule. A list of all those asked to serve as heads will be presented at the next Secretariat meeting. Tom is still working on selecting his Head Spiritual Director. There will be an Ultreya at Messiah Lutheran Church in Mauldin on April 20th. Tom is looking for an Ultreya leader. Cheryl will coordinate with Tom, and send information to the Ultreya leader once one has been selected. The April Secretariat meeting will be held at Messiah Lutheran Church in Mauldin following the Ultreya. Jim reminded Tom that golf carts will be needed at Nazarene. Many of the pilgrims from the last co-ed weekend have volunteered to serve on the Co-ed #13 weekend. Weezy and Jim will create a training session for new team members. They will try to hold it at Nazarene Camp on a Saturday so those who have never served at Nazarene Camp before can become familiar with it. They will target a date sometime in June prior to July's first team meeting. Jim and Weezy are planning another training session with Tom.

Songbooks -

A motion was made by Cheryl Paul to purchase 25 more Psalm 33 for our use. The motion was seconded by Anne Smyre. Rather than purchasing additional copies for sale to the community, it was suggested that we publish how to contact Psalm 33 so any one in the community who would like to purchase their own copy can contact Psalm 33 directly.

Pre-weekend -

Anne Smyre will contact the sponsors of the pilgrims who were not able to attend the last weekend to verify that they intend to attend Co-ed #13 weekend. Anne will report on this at the next meeting. Ann will send out a letter to the community asking that they send in pilgrim applications, pray for pilgrims.

Pastor Ginger from Mt. Horeb Lutheran Church in Chapin contacted Gina asking for more information on Via de Cristo to present to her congregation. Vic knows Pastor Ginger and will take the lead to reach out to her to schedule a date when a group from Secretariat could come to a service and make a presentation. Jim and Don both offered to assist, and would be willing to go as well. We have a video we could show, and after the service host a question and answer session. Jim will keep us informed in case others are available to participate. Jim suggested we consider putting together a new brochure. Jim gave Don a copy of a proposed new brochure for review.

Weekend -

The trailer is at Camp Kinard. Vic went through it to determine items that may need to be ordered prior to the next weekend. We have commitment cards and green pilgrim's guides. He was not able to find any crosses or fourth day manuals. They may be in the chapel box. Vic mentioned that the round tables used in the Rollo Room are in bad repair. The ones we have are wooden, very old, and very heavy. He suggested we consider purchasing new round tables, ones that are lighter. They will need to be large enough to seat at least eight people. A motion was made to purchase six new tables. All agreed. Vic will check prices.

It was suggested that we use the May meeting to go through the trailer. Vic will contact Camp Kinard to see if there is a place to meet there on the third Saturday of May. The curtains are also frayed and need

to be mended. We will have an inventory, and fix and repair day. Get a list of what should be in each box and make sure the boxes are stocked.

Ultreyas -

An Ultreya will be held April 20th at Messiah Lutheran Church in Mauldin. The next one will be held in the fall following the Co-ed #13 weekend. Cheryl contacted Ron Redd about hosting an Ultreya in June. Ron felt like the summertime was not a good time for an Ultreya, but offered to host the one scheduled after the Co-ed #13 weekend. A training weekend was proposed for June and will be in lieu of an Ultreya.

Palanca -

George brought up the subject of palanca bags to be passed out on the weekend. Typically a reunion group will volunteer to make the bags. George asked how we get in touch with national to get palanca and send palanca. Our palanca letter needs to be updated and signed. The dates of our Co-ed #13 weekend need to be posted on the National website.

Spiritual -

Pastor Jim is trying to set a date to bring pastors together to talk about Via de Cristo. He would like to set two dates at two different locations in order to accommodate more pastors' schedules.

Wrap-up

An outline of the duties of each position on Secretariat is posted on the website. Gina asked that each of us review what is out on the website, particularly the duties pertinent to the position we each hold, and make suggestions for changes if needed. It was noted that there is no description for Music or Secretary. Drafts of those duties will be submitted by the appropriate people and submitted for review at the next meeting.

Discussion was held on the dates and locations of future weekends. Secretariat went into closed session for discernment on the next Rector(a).

Nazarene Camp is constructing a new dining hall. All the work is being done by volunteers. Jim would like to contact Nazarene Camp to get a list of weekend construction dates that we could post for the community to see, and ask for volunteers from the community to help with construction of the new dining hall.

Closing prayer was offered by Pastor Jim Glander.

Meeting adjourned at 2:00 p.m.

Next meeting will be held March 16th at Good Shepherd Lutheran Church.

Respectfully submitted,

Pam Creasy

Secretary