

**Minutes of the SWTX Emmaus General Board Meeting
October 24, 2009
Oxford United Methodist Church, San Antonio TX**

The following Executive Committee members were not in attendance:

Rev. Phil Steinbach	Rev. Barbara Dyke
Cheryl Brockman	Chrissie Smith

The following 4DG did not have a representative in attendance:

Greater Uvalde	Llano Uplift
SONshine	Springs of Life
Valley	Walkers Out West

Worship started at 8:45 and was led by Rev. Bill Duke. Following worship, the meeting was called to order at 9:25 by Bob Spickelmier.

Lay Director's Report (Bob Spickelmier)

- Key Emmaus and Chrysalis action dates were discussed, with a focus on the 12/11 deadline for 2011 Walk requests. It was noted that a special W/FLT will be held after the Board meeting on Jan 16 to allow Summer 2010 Flight leadership to receive the training they need. The training is open to any Walk or Flight leadership who wish to attend.
- In 2010/2011, W/FLT and Triennial Training will be conducted concurrently on the same date at the same site. This will be a trial period for the concurrent trainings.
- Bob has created an information document, based on the W/FLT material, that 4DG can use to reinforce some particular details with Walk/Flight leadership. There was some discussion about: special tee-shirts or other team "identifiers;" talk assignments; and how team selection is handled with multiple communities are working together to put on a Walk.
- Issues regarding site fees/payments/contracts were discussed. We have a binding contract with each Walk site that spells out what will be offered under the contract - i.e., meeting space, sleeping rooms, the number of meals, etc. The 4DG need to understand that there may be costs associated with deviations from the contract and those extra costs are the responsibility of the 4DG.
- The changes in the HLCCC contract were discussed and the 3 contract options were presented. Each 4DG that uses HLCCC must select which contract they want to use by Nov.1. If they don't announce their choice, they will be assigned Option 3 when they hold a Walk at HLCCC.
 - Option 1 includes use of the motel rooms for team and pilgrims. It has a 30-day cancel fee of \$4,000.
 - Option 2 includes dorms for team and motel for pilgrims. It's 30-day cancel fee is \$3000.
 - Option 3 includes dorms for both team and pilgrims, and it has a 30-day cancel fee of \$1000.

Several 4DG that use HLCCC are looking at other sites for future Walks.

Spiritual Director's Report (Rev. Bill Duke)

- Rev. Duke discussed SD and ASD applications and status. Applications are to be submitted/updated yearly so the database records are kept current. Also, ASD need to re-submit if they are to be moved from the ASD to the SD database. Clergy must have attended a Walk as a pilgrim in order to serve on a team. In addition, they must serve for a full weekend as an ASD and they must have given two different clergy talks in order to qualify to serve as a SD.

Secretary's Report (Kathy Shaw for Chrissie Smith)

-Minutes from the July 2009 Board meeting were approved with a correction moving Cheryl Worley from the Site Committee to the Walk Scheduling Committee.

Treasurer's Report (Russell Erlich)

- There was \$118 in offering. It was decided to donate it to ALS research.
- The income/financial report was reviewed.
- The updated break-even chart was discussed. Two rates were approved for HLCCC: \$195 if a 4DG uses contract Option 1 or 2 and \$175 if they use Option 3. These rates will be effective Jan.1, 2010.
- Bob Spickelmier presented a recommendation from the Executive Committee was presented recommending that the revised fee schedule be accepted and stating that 4DGs accept responsibility for paying for site cancellation fees. (4DG are not responsible for SWTX administration fees). There was discussion about whether the 4DG or SWTX should be responsible for the site cancellation fee. After discussion a vote was taken and the recommendation passed. There was one dissenting vote. The policy takes effect immediately.
- Bob presented a second recommendation from the Executive Committee regarding 4DG failure to pay the cancellation fee. "Failure of the 4DG to pay the site cancellation fee (or to make arrangements to pay) will result in serious consequences in scheduling future Walks." After a brief discussion the recommendation passed with a unanimous vote.

Chrysalis Report (Laura Rhodes for Cheryl Brockman)

- The next Chrysalis Board meeting will be January 9, 2009. There will be a special training for Walk and Flight Prayer Vigil Coordinators in the SWTX Conference office building after that meeting.
- Rev. George Bradley presented a special protocol report for infectious disease control during Walks and Flights, based on an H1N1 threat to a flight in 2009.

Registrar's Report (Adrian Gonzales)

- The close-out report was presented and some of the figures were discussed. Some of the issues that influenced some of the close-out numbers will be looked at again by Adrian and some of the Executive Committee.
- 2010 Walk Schedule was discussed and updated with leadership names and, in some cases, new 4DG names where several 4DG have gone together to hold a Walk. A motion was made and seconded to accept the report; motion passed. (Carol Sessom and Russell Erlich)
- Bob Spickelmier presented a chart showing which 4DG still need to present their local Board leadership and reminded them to get it in immediately (was due July 2009). He also reminded them that the LOA between the 4DG and SWTX must be in the SWTX office by December 11, 2009.

Assistant Lay Director's Report (Kathy Shaw)

- Kathy briefly mentioned the various committees currently called to service - nominations, Walk scheduling, and W/FLT. She stressed that 4DG Walk date/site requests must be turned in to the SWTX office no later than December 11. Walk dates/sites will be considered based on the order they are received in the conference office. The WFLT scheduling committee will meet December 12.

New Business (Bob Spickelmier)

- Bob presented a revised Walk Board Rep report form. The Executive Committee had reviewed the report and recommended it to the General Board. After a brief discussion, the new report form was voted on and passed.
- Bob presented information regarding the pewter lanyard crosses that have been used by Emmaus for years. After this year, the crosses will no longer be available, nor can Upper Room obtain the rights to the crosses. Currently there are enough of the pewter crosses in the SWTX office to last through 2009. Starting in 2010, we will use a new wooden cross offered by Upper Room and for the 2010

Walks, enough will be sent to each Walk LD for both the team and the pilgrims so that everyone on a particular Walk will have the same cross. Individuals already having pewter crosses may continue to wear them (outside of Walk team service) if they so choose.

-A special Prayer Vigil Coordinator's training will be offered after the Chrysalis Board meeting on January 9, 2010, 1:30p at the SWTX office, 16400 Huebner Rd. It was requested that January and February prayer vigils be posted quickly on the website so they could be printed off by the 4DG. Adrian said he would get that done before the end of this month.

The meeting was adjourned at 12:30.

Minutes submitted by
Kathy Shaw
SWTX Emmaus ALD
(for Chrissie Smtih)