

Kairos of Mississippi
State Chapter Committee Meeting
Meeting Minutes
October 19, 2014

Committee Member Attendees

Darryl McElrath	Von Brister	Sid Lane	Kevin Shaw
Sharon Scott	Barbara McDonald	Gary Shelley	Lynn Pudas
Gennia Varnado	Martin Butler	Gina Sawyer	

Advisory Council Chairs Present:

Anita Johnson
Earle Burkley
Anthony Snow

The meeting was called to order by Darryl McElrath and Barbara McDonald opened the meeting with praises followed by a prayer.

Martin Butler made a motion to approve the amended and corrected August 2, 2014 minutes, seconded by Von Brister, motion carried.

Chairperson's General Comments

- No donor report – Darryl commending all councils for their timely & correct reports.
- Headquarters encouraging council budgets to be completed monthly or at least bi-annually and if anyone needs a template call Martin Butler.
- Misuse of funds and related issues needs to be discussed within all of the councils and if anyone has any questions, call Martin or Darryl. All advances and purchases should be approved by the respective advisory councils as HQ is tracking all advances and purchases on a daily basis.
- A reminder of encouragement to the advisory councils when there is a change of positions within the council - to read the ACOP and prayerfully consider those leaders being considered for these positions to make sure they fit that position, including those that are presently in a leadership position within the council. Continue working together in communicating and sharing information which will in turn break down any barriers.
- Concerning the cross ceremony for volunteers – HQ says there is no policy and the councils can continue with the cross ceremony or not but if they do, the crosses must still be purchased through HQ.
- Annual Conference will be held in the Summer only. Additional information will be sent out following HQ's decision on the location.
- Christmas Packages – everyone up to date with how this should be handled financially through the councils, etc. It was reiterated that Kairos monies cannot be used for this.

- Check inventory for song books and contact Darryl if more are needed.
- Advisory Council training opportunities on hold awaiting HQ's direction. HQ has been discussing training personnel specifically for this endeavor and are looking at a possible date sometime in November to complete the paperwork before beginning this training. Discussion followed concerning training each council individually, not statewide unless mandated to do so. Von and Darryl would still like to unofficially train each council separately. If you have further questions, call Darryl.
- Large monetary gifts including trust funds, etc. need to be communicated to Darryl in order to get in touch with the donor & HQ to make sure that legalities are in place for the protection of the donor.
- All checking accounts are now combined into one bank – Regions Bank.
- Need all Advisory Council changes for 2015 ASAP

KPMI Representative – Von Brister, IC Representative

- New survey (following Kairos experience on inside weekend only) to be sent out to all Advisory Council chairs to be given out to the Kairos inside graduate residents only. They are to answer truthfully and should not sign their names on the surveys. They may need help filling them out but use discretion in assisting them. The surveys need to be completed by the 2nd Saturday in November if at all possible, placed in the pre-paid envelope and sent to Von Brister. These surveys are just to see where improvements may be needed. The one on one hosting will not change but these surveys may show us where we need to be doing better hosting these men & women.
- Summer Conference – working on a new guide to train non-fourth day people and a guide to train new team members.
- The Florida chapter continues to improve and is doing well.
- There is nothing new following the last conference call with the IC Representatives.
- Continued discussion concerning limited waivers of volunteers that are allowed to work an inside weekend and an outside Kairos ministry.

Vice-Chair's Report – Gary Shelley

- The Excellence Initiative is still not complete on the website. Still working on the Excellence Initiative for MS. Hope to be up to date soon.

Treasurer's Report – Darrell Whitford (Absent)

Financial Secretary's Report – Martin Butler

- Local information is the most current for use on the AC level. QuickBooks with SCC has a lag time due to waiting on bank statements for closing.
- Now that we are down to one checking account the delay in getting reports out to AC should be quicker. Monthly closings should now be more timely and reports will once again be sent out to the donor coordinators.
- Please send stamped copies of bank deposits. The donor coordinator in each council needs to go online and update as necessary. Please make sure the expense reports are

legible when scanned as there have been some not legible and if not, will send back for correction. Expense receipts should only be for items purchased for Kairos without any personal items on the same ticket for ease of reconciliation and faster reimbursement.

- The 1st and 2nd quarters are closed, now working on the 3rd quarter.
- The Prisoner to Prisoner booklets will remain the same in quantity for next year.

Kairos Website – Barbara McDonald

- No changes at this time.

Agape – Gennia Varnado

- Resigning as Agape Chair of State effective January 2015
- Will continue as Golf Tournament Chair, looking for a location, also donors for year-end tax deductions (2014).

Advisory Council Reports

MSP – Sid Lane

- Will be leaving MS for a new job in another state. Darryl thanked him for his faithful service in Kairos.
- Elections – have a strong core but need to increase recruiting
- Greg Snyder – new Treasurer
- Marshall County weekend #1 – Woody Welch leading
- Weekend #35 – Unit #29 - Greg Snyder – originally scheduled for October 2014 has been rescheduled for January 2015
- Weekend #13 – Unit #30 – Cliff Olson – originally scheduled for Winter 2014 has been rescheduled for May 2015.

CMCF Men – Earle Burkley reporting

- Weekend #30 went well with 36 participants, 4 rookies
- Weekend #31 – Mike Norcom – May 2015
- Working on nominations for AC replacements

CMCF Women – Anita Johnson reporting

- Weekend #34 went exceedingly well.
- Nominations – Advisory Council replacing 7 people
- Weekend #35 – Melinda Duffie – April 2015
- Working on recruiting for future weekends
- AKT – attended by Barbara McDonald, upcoming Leader - weekend #34
- Weekend #34 Leader's report – Barbara McDonald – 30 inside volunteers, 8 outside, 4 rookies and 3 African American women. Barbara shared what a blessed weekend it was including two emails she read, one from a relative of one of the participants and how the weekend experience changed her spiritually and from another who attended closing and witnessed the remarks from the participants, which impacted her spiritually.

SMCI – Anthony Snow Reporting

- Nominations – 4 being replaced on the Advisory Council
- Requesting Advisory Council training on January 10th if possible.
- Retreat held at the end of August (27-30) 2014 with 58 volunteers, 42 participants attending with a large group of African American men.
- Weekend #19 – Gary Sims – Spring 2015
- Weekend #20 – Kevin Shaw – Fall 2015
- Would like to start an Inside weekend June 3rd of 2015 in Area 1 (900 or so inmates with limited space) and have a state officer as Leader & Advising Leader (someone who has led before) and a new person as Observing Leader. Darryl McElrath and Von Brister to meet with the Advisory Council to discuss this.

Torch – Darryl McElrath Reporting

- Traveled to Walnut Grove & met with the new chaplain and deputy warden to discuss a youth program at CMCF if needed. Beginning an inside program at Walnut Grove.

Kairos Outside of Mississippi – Lynn Pudas

- Layne Herr led weekend #20 September 2014
- Darlene Strickland leading weekend #21 March 2015
- 11 nominations for the Advisory Council – was suggested to stagger some of these people for the future.

South Mississippi Kairos Outside – Gina Sawyer

- June Bourne leading weekend #8 Nov. 7-9, 2014
- Requesting help recruiting African American volunteers – Von Brister to help with this.
- Have started a newsletter – Barbara will place on the website.

New Business

- Discussion held concerning Kairos Outside applications and communication between the facilities and appropriate Kairos volunteers. SMCI noted their applications were being blocked from leaving the facility. Further discussion that if this is not working then would like to implement a new strategy – applications to be given to the chaplain and if they are not being sent out, to contact Darryl and he will contact Chaplain Wigglesworth (chaplain for the state) and see if he can correct the problem. All completed applications should be forwarded by mail to Sharon Scott, secretary, (421 Morgan Drive – Terry, MS 39170) or scanned and emailed to sscott@mississippi.edu. Once they are received, Sharon or Darryl will forward to the respective areas.
- Von Brister made a motion to accept Susan James to lead Weekend #11 and Paige Kennedy to lead Weekend #12 – SMKO, seconded by Kevin Shaw, motion passed.

Respectfully submitted,
Sharon Scott