

Kairos of Mississippi
State Chapter Committee Meeting
Meeting Minutes
February 21, 2015

Committee Member Attendees

Darryl McElrath	Von Brister	Paul Morris	Darrell Whitford
Sharon Scott	Barbara McDonald	Lynn Pudas	David Goff
Anita Johnson	Martin Butler	Judy Mayer	

Advisory Council Chairs Present:

Earle Burkley

Others Present:

James McPhail – MSP
John Coleman - MCCF
Mike Hensley – MCCF
Tim Tyson – MCCF

The meeting was called to order by Darryl McElrath who read a contemplative, encouraging message from Evelyn Lemly. Anita Johnson opened the meeting with prayer.

Darryl Whitford made motion to accept the October 19, 2014 minutes, seconded by Anita Johnson, motion carried.

Chairperson's General Comments

- 2014 Overview : 10 new state chairs, 25 #1 weekends, all areas showed growth with Torch showing the most growth, 1,000 more volunteers as a whole - praise from headquarters. Consolidated budgets for 2015.
- All ACOPS are up-to-date as of January 2015 and should be downloaded for your perusal at all times. Any changes are noted at the back of each manual. These noted changes should be download and incorporated into each manual as necessary.
- By the end of this month (February) all end of the year statements for the IRS should be completed in order to maintain 501C status – this MUST be done.
- Audit and affiliation fees will be greatly reduced - the financial balance sheets are now in order which reduced the audit costs compared to the original high cost of the audit.
- Gary Shelley (Excellence Initiative) believes he is current but needs to double check so any forms back through the Fall of 2014 should be sent to Gary ASAP.
- Weekend information – it is the responsibility of each advisory council to submit this information on the website for the state calendar www.mykairos.org.

- It is imperative that timely reporting (each month at the least) be done in order to avoid holding up the state & headquarters. Information from the financial donor MUST be reported MONTHLY.
- Each Tuesday at 1:00 p.m. EST Evelyn Lemly and all who work at headquarters will stop and pray for all weekends. All are invited to join in.
- Annual conference to be held in Fort Worth at the American Airlines Training and Conference Center July 28-August 1, 2015. It is mandatory for the state chair to attend the two day all day meetings, International Council chair (Von Brister). Anyone can go but if the state is going to help financially fund this person, it will have to benefit your council and/or state (information) and be able to bring this information to the councils or the state committee. Please look at the agenda and if you are interested please contact Darryl.
- Kevin Resnover, Youth Ministries Coordinator - Ezra training in progress for Torch.
- Ken Rocks, Men's Ministries Coordinator recommends resting every 3rd weekend, excluding doing another ministry in the time period. Also need to recruit more effectively.
- Branding reminder – logos, shirts, mugs, etc. – style guide is online for perusal
- The weekend supply order form has been update on the website.
- Kairos Core Documents include FPP, vision, mission, core values and statement of faith – these are the foundation pillars of Kairos which were adopted by the Board of Directors. Every volunteer should follow all of the above and everyone should review them, print them out and keep close at hand.

KPMI Representative – Von Brister, IC Representative

- Twenty (20) new IC Representatives
- Now chair of Volunteer & Recruitment – will be meetings at the annual conference for three days all day plus a workshop on the 4th day.
- Changes in recruiting to be confirmed by the IC Board – getting back to the basics of one on one conversation with individuals. This will be updated in the new ACOP Manual on the website.
- Ways recruitment has worked in South MS and NW Florida – taking 5-6 Kairos volunteers and attending prayer breakfasts, Sunday School classes, etc. One Kairos volunteers and a Kairos graduate that is out – each Kairos volunteer to sit with someone they do not know (not another Kairos volunteer). The lead Kairos volunteer will talk about 5 min. and others will stand up and give their testimony (2-3 min) on how the Kairos program has impacted their lives. The Kairos graduate will speak last and give his/her testimony.
- Evelyn Lemly attended a church in Tuscaloosa, Alabama where she gave a WOW factor talk. Evelyn is hopeful after talking with the chaplain over the Federal prisons that Kairos will once again be able to get back into the Federal prison facilities. Von also attended as the National ICD Representative.
- State institutions are eager to have the Kairos program in their institutions.

- The Florida institution that has been reorganized with Von's help is now doing well on their own.
- As a reminder to all – the IC Board and Board of Directors appoints all the directors and changes have to come before both Boards before they are approved

Vice-Chair's Report – Gary Shelley (absent)

- As reported by Darryl McElrath - Gary Shelley (Excellence Initiative) believes he is current but needs to double check so any forms back through the Fall of 2014 should be sent to Gary ASAP.

Treasurer's Report – Darrell Whitford

- We are now using one bank – Regions
- Concerning the Methodist Foundation account – a motion was made by Von Brister to take the current names off of the account and add Evelyn Lemly and Darrell Whitford on this account, Martin Butler seconded, motion carried.
- Eight councils in MS (88%) using the Donor Program – need to be 100%

Financial Secretary's Report – Martin Butler

- The 2015 budget has been sent to KPMI
- The Donor Utilization Chart is updated by Darrell Whitford. MSP should be online with donor but is not at the present time.
- There is NO information concerning MCCF (Marshall County)
- The Donor Report using Excel or PDF can be sent to the drop box. Anyone needing the access code for the drop box should contact Martin.
- Reminder to advisory councils: deposit slips need to be turned in in a timely manner with their councils name also on the slip in order to get the credit for any monies turned in.
- Need to close out January by February.
- New Expense Reimbursement Form (download from website) – need itemized receipt for bulk items for audit purposes. You may have to ask certain places to itemize on receipt i.e. pizza restaurants.
- Monies coming in – headquarters needs to know where it's coming from i.e. team member, individual, church, etc. – please check the correct box on the form.

Kairos Website – Barbara McDonald

- Reminder to update your weekend information and any changes to the advisory council
- Sample letters of recruiting, written up by Von Brister will be placed on the website

**Agape – Barbara McDonald reporting

- Need Agape chair (Gennia Varnado has resigned as Agape State Chair)
- The golf tournament chair, Gennia Varnado needs increased help from all in the state to continue this endeavor. The event has been scheduled for May 8th at the Whisper lake Country Club in Madison, MS. Need everyone to assist in selling, purchasing ads, to sponsor a hole, a team, etc. Also looking for food donations.

Advisory Council Reports

CMCF Men – Earle Burkley

- Issues concerning decreased resident participation for monthly reunions, prayer & share
- Will be having an extra retreat this month, February 28th to encourage increased resident participation. Hopefully Superintendent King will attend.
- There is a new Warden Kevin Jackson
- Will request once again to hold weekends Thursday through Sunday.
- Goals – prayers for the ministry to incorporate younger men and minorities.
- Next Wednesday a meeting is planned with various MS religious leaders focusing on prison reform, etc.

CMCF Women – Anita Johnson

- Met with the chaplain, Superintendent King and Wardens (2)
- April weekend #35 leader Melinda Duffie – meetings to begin this Saturday, February 28th
- No plans for an October weekend as there are no experienced volunteers to lead.
- Planning a retreat in July and October to groom volunteers for leadership
- Diana Boring to lead Weekend #36 in April, 2016

SMCI – David Goff

- Searching for two chaplains
- Expanding into Area 1 – Glenn Wood needs to attend AKT training in order to be ready to lead in this area.
- Gary Sims leading Weekend #19 this Spring 2015 and Kevin Shaw to lead Weekend #20 in the Fall of 2015.
- Anthony Snow will arrange a conference call between himself, Glenn Wood and Darryl to further discuss Area 1 startup.

MSP – Paul Morris

- The January weekend led by Greg Snyder went well.
- Earl Caston has been approved for leading the weekend in May and is attending AKT this weekend in preparation for leading Weekend #13 in place of Cliff Olson?
- Discussion concerning wardens wanting to use the Kairos weekend as a reward and superintendent Morris & Lee requesting Kairos one on one time with inmates –it was noted there are not enough volunteers to do this at this time.
- Delay in residents coming in for Prayer & Share in Unit #30 – Darryl to contact chaplain or the warden.
- Discussion concerning Delta college students coming into the facility – at present age 21 is the facility restriction.

MCCF (Marshall County) – John Coleman

- Held their 1st weekend in November, 2014 led by Woody Welch
- Need to get an advisory council in place and donor needs to be implemented as soon as possible, to read all the ACOPS manuals before moving forward with another weekend.
- Next scheduled weekend March 19-22, 2015 – John Coleman leading
- Discussed holding a reunion at the end of April, only four volunteers can come in on Monday nights for Prayer & Share time, working on a 2nd Saturday reunion, requesting eight (8) tables for the March weekend.
- Following much discussion concerning Kairos rules, etc. Darryl McElrath requests that Marshall County resolve to adhere to the obedience of the Kairos guidelines as outlined in the manual. John Coleman agreed to conduct all Kairos programs and activities within the KI Manual and ACOP Manual.
- Mike Hensley, John Coleman & Tim Tyson request a meeting with the IC Board – Von Brister will request a hearing.

Torch – Darryl Whitford reporting

- No plans for a Spring weekend due to the decline of volunteers
- Working on recruitment
- Goal –to increase volunteers closer to Walnut Grove – traveling to Forest & Lewisville speaking to groups about Kairos.
- Requesting data on past Kairos volunteers i.e. telephone numbers, etc. to ask them to reconsider returning to Kairos. Darryl McElrath will check on this.
- Mentoring going well
- Darryl & Danny Brunt Met with the chaplain this past Fall to discuss Torch inside at the Walnut Grove facility.

****All areas need to look at the stagnant list of volunteers – liaison of the advisory councils will need to ask facility for the last 2 years of data and go through and cull those volunteers who have moved, passed away, etc.**

Kairos Outside of Mississippi – Lynn Pudas

- Darlene Strickland leading weekend #21 March 2015
- New chair, Tayne Leonard asking questions concerning Excellence Initiative – should look this up and if you have any questions call Gary Shelley.
- Discussion concerning t-shirts i.e. selling or donations at closing – cannot be a part of closing and must be away from site (outside).

South Mississippi Kairos Outside – Judy Mayer

- Started small groups in Hattiesburg, Pascagoula and Gulf Port which helped secure increased guests.
- Weekend #9 is in formation

New Business

- Discussion held concerning Kairos Outside applications and communication between the facilities and appropriate Kairos volunteers. Von Brister made a motion to let the state produce the flyers to go inside the facility and then bring to the advisory council to process for Outside Program and the liaison to pick up and send to the PO Box and Sharon Scott, as secretary, will distribute accordingly, seconded by Judy Mayer, motion passed.
- Judy Mayer made a motion to approve Diana Boring as leader for the April, 2016 weekend, Von Brister seconded, motion passed.
- Von Brister nominated Gary Shelley (who has agreed to serve) as State Chair Volunteer & Recruitment, seconded by Anita Johnson, motion passed.
- Martin Butler made motion to adjourn, seconded by Anita Johnson, motion passed.

Respectfully submitted,
Sharon Scott