



# POINTS TO PONDER

## ADVISORY COUNCIL #2

by Steve Newton



### 1. Affiliation Agreements

- a. All members of the Advisory Councils are asked to re-sign a new Affiliation Agreement every year.
- b. As of a day ago, only 14 have submitted them to Joy Draper, KOT Secretary.
- c. You can guess the “Point to Ponder”.

### 2. Advisory Council Meeting Minutes (No. 1)

- a. Many Advisory Councils send copies of their meeting minutes to Ray Sims and me within about a week of the meeting. That’s great and thank you for timely information.
- b. However, other AC’s send their meeting minutes only after they have been officially approved at the AC’s next meeting. The problem with this approach is that when Ray Sims and I receive a copy, the information is often stale, especially if the AC meets bi-monthly or quarterly.
- c. Here’s the point to ponder - if your AC has this policy, please review it and see if they could be sent out more timely. Most of the corrections to the minutes are small, such as correcting the spelling of someone’s name.

### 3. Advisory Council Meeting Minutes (No. 2)

- a. Are the AC meeting minutes being sent to everyone in your Kairos community? Occasionally, the minutes contain information that isn’t suitable for public distribution.  
However, most of the time the minutes contains a wealth of information that should be shared.
- b. Here’s the point to ponder – Consider sending an edited version (confidentiality) to everyone. Almost all information discussed in an AC meeting is not confidential and should be passed to the entire unit community.

c. For example:

- i. Who are the AC officers?
- ii. Outreach/Recruiting plans
- iii. Fund Raising plans
- iv. Financial status of the AC
- v. Reports from AC State Reps
- vi. Status of next weekend's activities, including Support teams
- vii. Agape for other Kairos weekends
- viii. Etc.

#### 4. Local Advisory Council training

- a. Some Advisory Councils have a "best practice" process during their first or second meeting of the year.
- b. They ask each person on the Advisory Council to read out loud their own Job Description from the ACOP section – Advisory Council Positions, Duties and Responsibilities.
- c. Point to ponder – does it make sense for your AC to adopt a similar practice?  
Seems not only good for those new to the AC but a good reminder for those returning.

#### 5. Certification of Liability Insurance

- a. Occasionally, when a team request the use of a church or other facility for team meetings, the facility will require them to provide a Certificate of Liability Insurance.
- b. KPMI pays for that insurance and will provide a copy to your team leaders to give to the facility.
- c. The contact at KPMI is Jan Hunter at [jan@kpmi.org](mailto:jan@kpmi.org).
- d. Send her the name of the facility and meeting dates and she will return the completed certificate.

