

KAIROS of TEXAS

State Committee Meeting



1st Quarter, January 8, 2011
8:30 AM – 2:30 PM
Hill Country Bible Church,
Austin, Texas
WWW.KAIROSTEXAS.ORG
WWW.KAIROSPRISONMINISTRY.ORG

Chairperson: **Bill Salser**

Vice Chairperson: **Jim Irwin**

Secretary: **Tom Perdue**

AC's in attendance: Allred, Barlett, Beto, Briscoe, Boyd, Clemens, Clements, Coffield, Connally, Dalhart, Daniel, Darrington, Eastham, Estes, Ferguson, Hightower, Hughes, Huntsville, Hutchins, Jordan, KO Amarillo, KO Corpus Christi, KO Houston, KO Lubbock, KO Midland, KO North Texas, KO San Antonio, KO Wichita Falls, Lockhart, Lynaugh, McConnell, Michael, Montford, Mountain View, Murray, Neal, Polunsky, Roach, Robertson, Rudd, Segovia, Stevenson, Stiles, Torres, Vance, Wallace (Taken from Attendance sheets).

AC's not represented: Smith, Hobby.

Officers and Committee Chairs in attendance: Texas State Officers; Chair: **Bill Salser**, Past Chair: **Louis Esquivel**, Vice Chair: **Jim Irwin**, Secretary: **Tom Perdue**, Financial Secretary: **Bob Cole**, Treasurer: **Robert Robinson**, **Kairos International**; Board Reps: **John Kennell**, **Julie Cole**, **Ed Davis**, **David Ross**, Rep. at Large: **Buck Rogers**, KO Chair: **Julie Cole**, KO Chair Elect: **Linda Neeley**, KO Secretary: **Carole Venhaus**, KO Int'l Rep.: **Kim Roubison**, TDCJ Liaison: NOT PRESENT, **Committee Chairs**; Agape Chair: NOT PRESENT, Advisory Council Chair: **Jim Irwin**, Communication Chair: **Tom Perdue**, Data Chair: TBD, Newsletter Coord: **Bettye Keefer**, Registrar: **Julie Cole**, Records & Archives Coord: TBD, Website Coord: **Bettye Keefer**, Webservant: NOT PRESENT, Compliance/Program Training Chair: **John Estes**, Clergy: **Tom Damrow**, Excel Init. Chair: NOT PRESENT, Financial Chair: **Bob Cole**, Food Control Chair: **Glenda Robinson**, Fund Raising/Sponsorship Chair: **Reb Bacchus**, International; Rep: **Ed Davis**, Music Chair: **Dale Mayer**, New Starts Chair: **David Savage**, Outreach Chair: **Michael Hill**, AKT Coord: **Mike Stumbaugh**, Regional Coord. Chair: **Rex Mason**, Trailer Coord. Chair: **Bob Crane**.

MINUTES:

CALL TO ORDER: Gather for fellowship and refreshments 8:30 – 8:45 a.m./Praise and Worship 8:45 – 9:00 a.m.

Praise & Worship led by:

Dale Mayer

Opening Prayer by:

Tom Damrow

Tom reminds us of our responsibilities as a believer, as a Disciple of Christ. He reminds us of our responsibility as a steward for Christ that we are responsible for cultivating the harvest that God puts in our life. We each have specific gifts, but that all those gifts together as a body of Christ work in harmony to fulfill his purpose. He tells us as a State Rep or a State Officer we are responsible for the direction of Kairos of Texas. If we are not faithful to fulfill our task then we are failing Christ and the task that He has laid before us.

STATE CHAIRPERSON:

Bill Salser

Opening comments: **Bill** starts off the day by passing around our State Chapter Charter Affiliation Agreement for all the state officers and AC Reps to sign. He thanks all that have attended today and thinks that Kairos of Texas is off to a great start this year. Thanks to Audrey Rivera for a great selection for our new Hotel, and thanks the Keefer's, Ed and Bettye for acquiring Hill Country Bible Church as our new meeting site. He turns the microphone back over to Dale for some special music, the "Servant Song". Bill hopes that this will remind us that we may be the only Christian that some residents may ever meet and that we be "Christ Servants" to them, and to extend our servanthood to our AC's and here at state.. He spoke of the time when he first came to a Kairos of Texas meeting, and he was urged to join a committee as you new people here today will be urged to do. He went to the "New Starts" committee and at the time we were in about 32 units in Texas out of approximately 117 units. There was room for lots of new opportunities to open up weekends in more units and how vast the fields were and ready for the harvest, if we just had the workers. How God laid it on his heart to be involved and set some goals for a formal Kairos presence in every unit in Texas. Likewise when he first attended the state meetings there were about 100 to 150 confusing pages of rules and regulations that made organization and growth difficult at best. In 2009 while Ed Keefer was Chair, he and his committee developed the Accountability Standards. In 2010 Louis became very involved in the audit process with Bob Cole and committed to compliance to the Accountability Standards. Also he implemented the conference call with in the regions. We are still struggling with communication issues and are seeking new ideas to make changes that will enhance the ability of state to communicate with the regions and the regions to communicate better at the unit levels. We need to expand our vision and look for greater goals and greater opportunities across the state. In order for a unit to operating at a healthy growth cycle we really need to rotate off the teams at least every fourth weekend. Our teams need to be renewed and reinvigorated through fresh

growth and healthy recruiting practices. This is why the room is organized the way it is, with the units from the various regions sitting at the same table; This is the same thing we do on weekends when we establish a family and create a bonding among those family members, leading to their growth and accountability with each other. We will also be asking for standing committees to be formed with a member from each region table to join a committee. Our motto is "Listen, Listen, Love, Love" and we are going to commit to improve our communications at all levels. Our greatest challenge is to maximize our recruiting efforts. Once we stabilize our existing programs through increasing our volunteer base, we can start growing by opening new programs including programs in areas that will only be able to support Prayer and Share Grouping. The issues we face here in our own state are the same issues KPMI faces at the national levels. We are actually doing better than many other states. Our new Outreach Committee Chair, Michael Hill, will be developing and implementing many new and exciting procedures this year for recruiting. He will focus not only on good new volunteers but also improving our retention of those volunteers. We will be seeking and recruiting volunteers that are qualified to help keep this ministry running smoothly and effectively by finding those folks that will be willing to be a part of leadership at all levels of our ministry. We are going to adapt a program from KO. We are going to have "non negotiable" items where we will all have to comply 100 per cent. These are

- 1.) All the financial issues and schedules, we have got to be accountable this year and pass our audit.
- 2.) Proof of insurance for each trailer, that each unit has insurance in place at least thirty days before that unit can use a Kairos trailer.
- 3.) Absolute adherence and compliance to TDCJ Rules and Regulations, There is no compromise on this issue. If you don't comply with TDCJ regulations as individuals or as a community we won't recognize you as a "Kairos" volunteer or unit until you come into compliance.
- 4.) The new "Red" Manual is coming out this year and we will adhere completely to the "Core" aspects of that manual.

Finally I want to reestablish the roles of the "Standing Committees" and promote greater participation and action from those committees and from each individual AC. I want to generate a new perspective, I want us to embrace and participate in active change. Don't let the change come to you, become active. If you have any ideas bring them to us. With new and better ideas and procedures we can all live with and make this a better and stronger ministry,

This is your sounding board, this is "Your Kairos", I want people to be excited about coming to the state meeting, because you are looking forward to and want to be a part of the new ideas and changes that are coming this year,. With a common purpose we can see this ministry elevated to a whole new level. Make new friends while you are here, we are all here for a common goal to see this ministry succeed.

FINANCIAL SECRETARY:

Bob Cole

Bob distributed a report with Profit & Loss (P & L) and the Balance Sheet. We are looking at a comparison with the 3rd quarter of this year with the 3rd quarter of last year. We don't have information from three units since September of last year and most all of the other units have turned in the year end to me. If we don't get our financials in on a timely basis we **will** lose **our** votes at the next winter conference. Just an overall for the quarter, total receipts were up almost 6% to 7%, \$254,000 versus \$237,000. Expenses for the same period were almost \$128,000 versus \$113,000. So we showed a net income of about \$49,000. The balance sheet as of September 30, 2010, shows to be but totally about \$563,000 in all the 49 bank accounts we have in Texas, and that is up about 3.7%. BUDGET; We are still short about six units but overall we have a budget established for state operations, state operating expenses were almost \$61,000, we had about 87 weekends in 2010, and the State Affiliation Fee will come to about \$59,160, we received about \$10,000 from individuals and churches directly to KOT, so overall we came out about \$8,200 in the black for 2010. So the budget for 2011 shows that our biggest expense is for these quarterly state meetings plus travel to the meetings and our second biggest expense is sending our IC Reps to the winter conference and a summer conference. Our expenses this year should be about the same. Any questions: Is this posted to the website; No. Define other expenses; whatever the financial sec. put in for the individual unit expenses, that are not specifically categorized as expenses for the weekends are classified as other expenses.

Motion made to accept the State proposed budget, made, and seconded, motion was approved.

STATE TREASURER:

Robert Robinson

Robert reports that this weekend for this meeting all the hotel rooms that were reserved were used, we had no extra rooms to pay for that we did not use. If you want me to reply to your reservations reply send your request for a room directly to me. If you send me an email let me know what unit you are involved with and be specific about what the email is that you are sending to me. When Julie sends out a notice to reserve rooms we have about a two

week window to work with, sometimes things come up that causes us to change our plans, so please be flexible with us and we will try to accommodate all of your needs.

STATE CHAIRPERSON:

Bill Salser

Special Presentation: Bill calls up the outgoing Observer Chairperson, Steve Searcy and gives him and his committee a special recognition plaque for his and their service.

Bill continues after a allowing a short break, starts discussing the need to sign the State Chapter Operating Agreement with KPMI today and the State Affiliation Agreement that each AC Rep. needs to take back to their AC Chair to have all AC members sign and return by January 31, 2011. He then calls for each Committee chair to come up and give a brief description about what each committee's purpose and goal for 2011 is.

Fundraising/Sponsorship:

Reb Bacchus

Outreach:

Michael Hill

Compliance/Program Training:

John Estes

Excellence Initiative:

Walt Canady (not present) substituted by John Kennell and Bill Salser

Communications:

Tom Perdue

Agape:

Jaime Gonzales (not present) substituted by Louis Esquivel

Food Control:

Glenda Robinson

Finance:

Bob Cole substituted by David Ross

New Starts:

David Savage

Break for Committee meetings

Return from Committee meetings for reports from Committee's

CHAPLAINCY LIAISON REPORT:

Bill Pierce

Chaplain Pierce was **NOT** in attendance

REGIONAL TRAINER REPORT:

Mike Stumbaugh

Mike presents the **Texas 2011 AKT Schedule**

April 15 – 17, 2011

AMARILLO, TX

Kairos Inside

Location: Bishop DeFalco Retreat Center, 2100 North Spring, Amarillo, TX 79107, 806-383-1811. Arrive by 6:00 pm, starts 7:00 pm.

Cost: \$245.00 - single, (limited number of available) \$195 - double, (each) and \$165.00 - commuter. Fee includes two nights lodging (Friday and Saturday), all training materials and the following meals: Sandwiches Friday evening; Saturday breakfast, lunch and supper and Sunday breakfast.

June 24 – 26, 2011

HUNTSVILLE, TX

Joint Kairos Inside and Kairos Outside

Location: Criminal Justice Center of Sam Houston State University. Housing in Hotel operated by Sam Houston State University, Huntsville, TX. Arrive by 6:00 pm and start at 7:00 Pm.

Cost: \$255.00 for single (limited number available). \$225.00 for double (each). \$165.00 for commuters. Fee includes two nights lodging (Friday and Saturday), all training materials and the following meals: Sandwiches Friday evening, Saturday breakfast, lunch and supper and Sunday breakfast.

November 11 – 13, 2011

GRANBURY, TX

Kairos Inside

Location: Camp Crucis, 2875 Camp Crucis Ct., Granbury, TX 76048. Arrive by 6:00pm and start at 7:00 pm.

Cost: \$225.00 per person. Commuter: \$165.00. Fee includes two nights lodging (Friday and Saturday), all training materials and the following meals: Sandwiches Friday evening, Saturday breakfast, lunch and supper and Sunday breakfast.

FOR ALL AKT MEETINGS

Contact: **Mike Stumbaugh**, mstumbaugh@sbcglobal.net or **817-860-3500** (home) or **817-247-5403** (cell), 526 Westview Terrace, Arlington, TX 76013 for application and additional information. Checks should be made payable to **KPMI – Texas**.

Note: Attendees need to bring personal items only.

AKT ATTENDEES MUST COMPLETE THE ENTIRE COURSE TO BE CERTIFIED AS A WEEKEND LEADER

IC REP for FINANCE COMMITTEE

David Ross

David reports that as the substitute Chair for the Finance Committee had three members today. They agreed that as a committee they would be attempting to "run interference" for Bob Cole for any thing he may need assistance in. Committee contact information will be provided to Bob Cole for his use. He will be contacting committee members to define duties.

David Ross also noted that the Winter Conference is in February 2011 in Orlando Florida, and that Texas is well represented with 5 IC Reps. He also mentioned that Ed Davis had passed out some information on how to get to information to the website, there is a wealth of information on our State website and he urges everyone to speak to their communities about the site and learn to navigate around it and learn of the vast resources available there.

IC REP for EXCELLENCE INITIATIVE COMMITTEE

John Kennell

John reports that as the substitute Chair for the Excellence Initiative Committee had three member units today, Hutchins, Lockhart and Huntsville, he made note that several other regions failed to attend. This committee will be dealing with implementing and improving on the Excellence Initiative Program that will be starting this year. This committee is extremely important in order for the Excellence Initiative Program to succeed. This committee really needs a commitment from each region, KO and Torch for members in order to succeed. At the winter Conference there will be a motion to do away with the Observer Program and replace it with the Excellence Initiative Program as a mandatory requirement.

IC REP for MINISTRY COORDINATION COMMITTEE

Julie Cole

Julie reports on that as the Chair of the Ministry Coordination Committee, the committee's purpose is to take all of the common issues between Kairos Inside, Kairos Outside and Torch and find solutions to make the ministries work better together.

KAIROS OUTSIDE

Julie Cole

Julie reports on that as the Chair for Kairos Outside this year that Kairos Outside is a Self Committee of Kairos of Texas and the Committee meets the Friday evening before this meeting at 7:00pm and all of the Reps from each KO Region (there are eight regions) make up that committee. The big news for the year is that they are going to have the Number One in Lubbock in April of this year. The biggest need for KO to maintain is confidentiality for their attendees. KO Amarillo is hosting a AC Training in February. Last night we chose Standing Committee Members, so most committees will have a KO Representative on their committee.

IC REP for LONG RANGE PLANNING COMMITTEE

Larry Rodgers

Larry reports that this committee looks at where the Ministry is headed in the next five to ten years and takes appropriate action to ensure that the ministry stays headed in the proper direction and that the ministry stays focused on its mission statement.

IC REP for PERFORMANCE EVALUATION COMMITTEE

Ed Davis

Ed reports that they have been working on for the last year, and virtually every week is the **Excellence Initiative Program** which is to replace the **Observer Program** which will allow the "Observer" for a weekend to have a "checklist" that references the new manual for virtually every aspect of the weekend to be used as a ministry training and improvement tool. **Bill Salsar** added that the **Observer Program** will still be in effect until the **Excellence Initiative Program** is voted on at the Winter Conference. We will however implement use of the new Excellence Initiative Review form.

COMMUNICATIONS COMMITTEE

Tom Perdue

Tom reports that as the Chair for the Communications Committee had eight members present today and we had excellent input and questions from all who attended. We kicked around ideas about websites that may help us to have better communications both at State level and at Unit level, I presented three websites; www.needtomeet.com for setting up meetings, www.rondee.com for setting up conference calls, and www.groupme.com for being able to send a group text message to members cell phones for getting out information of a quickly changing situation rapidly, (like a unit being locked down for prayer and share) that these could be for possible use by the State committee and individual UAC's to use to increase communication with members. Tom turned over the floor to Committee Member **Johanna Pelham** for further explanation about the committee exploring new and different methods for communication. Johanna reports that the security of such sites should be explored more deeply to make sure all information is secure. The websites are all free for use. The Regional Conference Call Chair (**Rex Mason**) stated that he needed someone to take notes for the Regional Conference Calls and requested that he needs a backup to facilitate the calls in case he is not able to do that. Please be in prayer about your involvement in this program and give Rex an email at jrmason-dm@verizon.com if you feel so led. KPMI has a conference call number please Call Brenda at KPMI at Phone: (407) 629-4948 and ask her to schedule you a call. As with trying to implement any new program cost is always a factor to look at. My email address is Tom Perdue at tomdue@gmail.com.

FOOD CONTROL COMMITTEE

Glenda Robinson

Glenda reports that one of the major issues they will be addressing this year is to get all food handlers certified, that doesn't mean everyone on the outside team that would be excellent, but a few key people would be great.

We're recommending each AC have their food handling people do this. Its called www.360training.com there is a "Food Handler's Certification" exam for "all counties" and it cost \$10 takes about three hours. And if each individual would email me a copy of their certification my email is rrobinson3870@sbcglobal.net.

NEW STARTS COMMITTEE

David Savage

David reports that the Stevenson Unit will be restarting with team meetings in February and the weekend will be in May. We are looking forward to a startup for KO in Central Texas area, specifically the Waco area. There is a group working on Ad Hoc Committee and locations for weekends. We need to make sure that all Prayer and Share only programs are going by the Kairos rules, if someone is representing themselves as Kairos but are outside the guidelines for Kairos of Texas that sets the ministry up for liabilities caused by a program being run improperly and create a lot of problems down the road for Kairos of Texas, it could lead us to being kicked out all together, so if you know of a unit that is Prayer and Share only and is not doing the program correctly drop me an email and we will see what we can do to get them into compliance. My email is David Savage at dcsavage@swbell.net.

FUND RAISING COMMITTEE

Reb Bacchus

Reb reports that those units that are having difficulties at fund raising to contact me, my email address is rebbacchus@msn.com and we will brainstorm on ideas that will work not only for your unit but hopefully other units also. That we can come up with solid, proven and easy to execute programs that will make fundraising a way that not only works great for those units that raise lots of funds but also for those units that continually struggle to make ends meet.

REGIONAL CONCEPTS COMMITTEE

Rex Mason

Rex reports we need closer cooperation within the units within the regions within the state. With the way we are spread out in Texas it makes it difficult to really function as we should. For example most all of the units here have only one person representing them here. We have the ability to set up conference calls with three to four people from each unit in each region on the call, and with seven to nine units within each region, we can handle easily that many people on each call, we can get feedback from each other on what is happening within our regions, what is or isn't working, to assist each other with units that may be struggling. In the future we may be establishing a training program within each region; if the region needs help we will develop a way to help them with their needs from within their own region. If we can get comfortable with helping each other within our regions, to make that call to another unit if we are struggling and ask for help then that can only make us stronger and more cohesive as a ministry. The quarterly KOT state meetings do not allow more than one person per unit to participate – simply based on logistics and finances. KPMI and KOT issues are the basics of the meetings with insufficient time for "local issues". KOT has initiated a program to try for more participation and to address more local issues.

ADDITIONALLY: Kairos of Texas has set up six regions in Texas based on physical location and on where Units in the region might overlap in trailer use and team members supporting more than one unit. Each region is made up of seven-to-nine local Kairos and Kairos Outside Communities. KOT has set up regional conference calls on a quarterly basis to get verbal interaction between the units. However, logistics for setting up the calls and limits on the conference call system has limited the participation to approximately three persons per unit. These are normally the AC Chair, State Rep. and an upcoming leader or other AC member. The notification information comes from the KOT Master List (information furnished by the local AC to KOT and is often not up-to-date or is incorrect).

Experience has shown that many of the KOT team members, including the upcoming leaders, know little or nothing about Kairos outside their unit. Theoretically, each team member should read the Kairos Manual from cover-to-cover at least every three years and each member of the Unit AC should become familiar with the manual from cover to cover between the time they are elected and the time they actually begin to serve as an AC member. However, actual practice and theory seldom match.

Kairos Prison Ministry Int'l has challenged the whole ministry to double in size in ten years. We have many units in TX that do not have Kairos. If I understand the system correctly, TX Kairos and Kairos Outside could double with enough volunteers.

Traditional methods of expanding the Kairos Ministry in Texas are not working nearly as well as they theoretically should. Referencing John 21:6 – Jesus told some professional fisherman to try something different. Whenever they tried something new, even somewhat reluctantly, they caught more fish than they could handle. I am willing to cast my net on the other side of the boat to see what it catches. If the whole fleet tries that, God is going to fill someone's net whenever we do it right.

Additional training, sponsored at the region level, is one way to educate more volunteers about the total Kairos Ministry.

My basic idea of the Region concept is to initiate and work more together starting from the local level and branching upward instead of the more traditional method of starting at the top and handing down rules and guidelines. Kairos of Texas is the single largest Kairos entity in Kairos Prison Ministry Int'l. Sometimes it is very difficult to want to follow some of the top down flow and we want to buck and kick to get rid of it. The proper way to accomplish wanted / need change is to start at the local level and work upward in a Christ-like manner. The KOT Executive Council (elected through a state wide election) and KPMI Executive Council (each member elected at the state level) are volunteers just like all other Kairos volunteers and they face the same issues as the AC members at the local level. My email address is Rex Mason at jrmason-dm@verizon.com.

COMPLIANCE/PROGRAM TRAINING COMMITTEE

John Estes

John reports he was amazed at the enthusiasm in his committee over the need to discuss compliance and training issues. He is still in need of more participation from all the regions and is seeking more members. Three areas were discussed, Financials the need to get all units in compliance with the State guidelines, Training Issues; if you need training for the Advisory Council, then we need to establish guidelines and procedures so that all regions are trained the same, to maybe cover areas like job responsibilities, security issues, etc. The third area was an overall training program that would come out of the **Excellence Initiative Program** the compliance committee is here to help you fix those issues that you are struggling with. We are not to create a list of who is not doing the program right. My email address is John Estes at estes-john@sbcglobal.net.

ADVISORY COMMITTEE

Jim Irwin

Jim reports that the name was changed to the **Advisory Committee** to avoid confusion with **Advisory Councils** at the local level. The committee is made up of the five IC Reps., the KO International Rep., and me. Briefly our purpose is to review research all new business items from the executive committee agenda. We then review them and make recommendations to the State Chair and the Executive Committee for appropriate actions. This should make for a more time efficient procedure to take action on the agenda requiring State Committee votes. It will preclude the need for drawn out discussions on agenda items at the State Committee level by providing informed recommendations after proper research. We covered three items this morning in our first committee meeting. One was the definition of non-negotiable items; those would be financial compliance and all the items on the **Excellence Initiative Report Form**. There may be others as we start to brainstorm more. When a local AC is unable to comply with those items they can then request a variance and submit it in writing to the State Chair. By giving some background information on why the variance is needed, and their solution to solve the need for variance issue. The variance would be allowed for no more than one year and will be only for one specific purpose. Example would be a request by the chaplain to run the Prayer and Share program differently than the manual suggests. Those are the kind of items that may require a variance. The third item was for the dismissal of volunteers for various infractions that could bring a halt to the program at a unit or put that volunteer or other volunteers in danger.

MINUTE APPROVAL

Bill Salser

There were no corrections addressed for the October 2010 KOT minutes. Motion to approve was made by David Savage - Montford, and it was 2nd'd by Dean Cooke – Neal, Clements. All were in favor and none were opposed. The minutes from 4th Quarter KOT State Meeting, October '10; are so moved and approved.

ROLL CALL

Tom Perdue

Tom checked on what units did not sign in when they showed up, all units were present for today's meeting except Smith and Hobby.

FINAL COMMENTS

Bill Salser

Bill would like to encourage units with the opportunities to open up Prayer and Share only units, but we are also concerned with those approx. six units that are operating a Prayer and Share program but are not following KOT Guidelines. He would like to see some real action out of the committees this year, and also for the committees to develop a structure that if the leader is not here for the meeting that day then someone else on the committee can step up and handle the business at hand. We need to step up our recruiting this year and he challenges us this year for everyone to recruit one person.

This meeting was adjourned at 2:45 pm.

MEETING CLOSED WITH "SURELY THE PRESENCE"

NEXT MEETING: APRIL 9TH, 2011

(SAME LOCATION as today's meeting and same accommodations for the hotel)

HILL COUNTRY BIBLE CHURCH; 12124 RANCH ROAD 620 NORTH; AUSTIN, TX 78750