

Kairos of Texas

State Committee Meeting

July 13, 2013

9:00 AM – 3:00 PM

Hill Country Bible Church

Austin, Texas www.kairostatexas.org

Chairperson	Bill Salser	Secretary	Interim by committee
Attendees	Officers Present: Bill Salser, Jim Irwin, Bob Cole, Robert Robinson, Julie Cole, John Kennell Units not represented: Boyd, Roach, Rudd, Segovia and Smith		

Minutes

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

- CALL TO ORDER by Bill Salser – Today will be a very exciting and productive day. We have many special guests and a very tight schedule. In attendance are our KPMI Foundation Chairperson, Mike Springer, our KPMI past Chairperson, Ed Keefer and a very special guest our new KPMI Executive Director who will visit with us immediately after our guest Director of Chaplaincy, Chaplain Pierce.**
- Director of Chaplaincy – Chaplain Bill Pierce**

I have been associated with Kairos in the prison system for the last 11 years. Not once has Kairos failed to meet any request that has been asked of them. I'm coming today with a request from regional directors, wardens, and unit chaplains and that is for Kairos to go into some of the long term units – Estelle, Wynne, Ellis for example. My vision is that one day this room will not be large enough to hold all the unit representatives – we will have so many. At present Kairos is in 41 units out of 110 and I would challenge KOT to set a goal to have Kairos in at least 80 units in the TDCJ system. TDC is willing to do whatever it takes to make this happen and they will help with recruiting and identify churches that will support Kairos. Chaplain then mentioned pictures of offenders and asked that we begin using the Revised Institutional Memorandum of Understanding which includes one sentence on page 4 that gives the unit permission to take the group picture for each weekend. He will not have to sign each individual request for a group picture and will save a lot of time. The revised memorandum can be found on the KOT website, www.kairostatexas.org, click on Links & Downloads and scroll down to Weekend Downloads.

Stacie Woods, Director of Volunteer Services for TDC then spoke about the communication of Email Updates which are available by signing up on the TDCJ website, www.tdcj.state.tx.us. Click on 'Volunteer with TDCJ' under Quick Links and then complete the sign in which is located by the red envelope. If you want to know if you are on the approved list to enter a unit or the last time you received training, contact kay.hindmon@tdcj.state.tx.us.

Chaplain Vance Drum, the Regional Chaplain for Region One, expressed his interest in the immediate placement of Kairos teams in Estelle, Ellis and Wynn in his region at a pace of at least one unit per year. He notes that there is a Methodist church in the Woodlands with a real volunteer availability approaching 600 men.

- Bill Salser Introduces our very special guest Executive Director of KPMI - Evelyn Lemly**

Ms. Lemly graciously acknowledged the opportunities presented by both Chaplain Pierce to expand our ministry and by Ms. Wood to provide Outreach assistance to expand our volunteer bases in existing programs and to support new expansion. She went on to say that there are many states that would be very envious of KOT's relationship with our states Correctional system and the office of TDCJ Chaplaincy.

She went on to praise all our Financial Secretaries and Treasurers for the extraordinary jobs done in support of the transition to the new Financial Accounting system. For the first time in ministry history we have completed the 2012 ministry wide Audit in time for a formal report at the 2013 Summer Conference. In concert with the aforementioned new financial reporting procedures, our Financial Officer and the Board have a real picture (within three months) of the financial health of our world-wide ministry. For the first time we have the ability to provide true and accurate financial reports to the IRS and our other accountability obligations on time and without having to pay penalties. She pointed out that she is blessed to be visiting us here in Texas. In her brief tenure of six months with Kairos, she has visited most of our states and attended numerous SCC meetings. She has attended ACT and AKT trainings and participated in Kairos Inside, Kairos Outside and Kairos Torch weekends. She has a firsthand glimpse of the dynamic impact Kairos has had on prisoners, their families and children for the past 37 years.

Today you have received a copy of a document (attached to a cover Letter from David Ross entitled Kairos Vision Statement and attached to these minutes with all supporting documents in their entirety) defining the Vision of Kairos and it's relationship to our Mission statement.

Evelyn elaborated on the new Vision and Mission Statement for Kairos. She felt the #1 limiting factor for us now is

outreach and volunteers. She challenges us to be a ministry that is around the world seeking people who can join us in doing God's work. We need to share our stories and let God do his work. We are currently in 34 states now, with 3 more working to join. We are also in 9 countries with calls to expand KPMI Intl. The challenge and opportunity is to share our blessings with others to encourage them to serve. This is an untapped opportunity. Encourage our churches to use Kairos to strengthen leadership skills with Pastors. And finally, be diligent about our follow up programs. During the day, Ms. Lemly also stopped in to visit briefly with each of our break out groups.

FINANCIAL SECRETARY REPORT

Bob Cole

We have just completed a major conversion in the financial structure of KPMI. The chart of accounts has changed and now we have a 'cost of goods sold' section where all of the interministry transactions are posted and wash out each other when looking at the financials from the KPMI level.

I am showing the 1st quarter of 2013 versus the 1st quarter of 2012 but the numbers in the latter were moved around by the CPA-MOMS to fit into the new accounts as best as they could. Also in the expense area, there are 3 major categories: Administration, Fundraising, and Program. There will be some duplicate accounts in the 3 major categories like postage.

For the 1st quarter ending March 31, 2013, we had a total income of \$445,442 versus \$347,498 and after subtracting the COGS, the Gross Profit was \$270,391 versus \$310,811. Total expenses were \$155,361 versus \$176,104. This gave us a Net Income of \$115,029 versus \$134,707.

Please keep in mind that we collected a good deal of funds in March but the weekend itself fell in April, therefore we are not showing all of the expenses related to the income collected.

The Balance Sheet basically was not changed in the financial restructure of the chart. We did end the quarter with \$668,923 in all of the banks in Texas versus \$633,421. This is the most funds that we have ever had in all of our banks at one time.

INTERNATIONAL REPRESENTATIVE REPORT

John Kennell

John states that the on-line website version of the Excellence Initiative for KI is now distributed automatically to the appropriate people. The Unit AC Chair, State Chair, and Chapter Chair will be able to access the information and be shown various charts and graphs. The next step is to decide what we will do with these reports and how recommendations for change will be implemented. But for now we follow the guidelines in the 3 program manuals. Kairos Outside will be using the on-line version beginning in the fall of this year and Torch the following year.

6. TREASURER'S REPORT

Robert Robinson

7. TEXAS AKT COORDINATOR REPORT

Mike Stumbaugh

Last AKT Training in 2013: Waxahachie (KI, KO, Torch) on November 15-17. Go to www.mykairos.org – click on Kairos Kalendar – at the top of the page is AKT Kalendar only. Click on that and then click on the specific date for more info.

8. KAIROS OUTSIDE REPORT

Marcia Wiseman

Last evening, we had a wonderful meeting with all officers, 10 KO reps, guests, and special guest, Evelyn Lemly KPMI Executive Director. Our room was packed with about 45 in attendance. We revised our reporting form with the challenge of new fundraising opportunities, outreach, and recruiting goals. The 10 communities did not disappoint and met the challenge that is ongoing. We are in the nomination process and will elect 3 officers in October – Chair, Vice-Chair, and Secretary. Cissy Kabat and Jo Ann Hood will head the selection committee. Marjorie Whitner and I will represent KO Texas later this month at the Summer Conference.

KO Central Texas is putting together a cookbook for a fundraiser and they are asking for recipes. Please send to bettve.keefer@yahoo.com.

9. TORCH

Larry "Buck" Rogers

Torch Amarillo is conducting their third weekend next week. The Ad Hoc committee for Torch Houston Leadership Academy is sending the first two leaders to Observe the weekend. Torch Houston Leadership academy continues to mature. The first two leaders are currently in Oklahoma City at AKT and will be in Amarillo the next weekend.

10.1 AGAPE

Jaime Gonzales

We currently have plenty of the 8.5 by 11 Agape from the units. Everyone is essentially on board if at all possible and sending

	<p>agape. The exception of two have been reporting reasons why. We would like to start sending out the links for the prayer chains and what we would ask is that each unit try to provide ten sheets of signed links. The actual pdf of the links form is on the KPMI website and can be downloaded and copied then signed and sent to me, Jaime Gonzales; 3866 FM 1052, Uvalde, TX 78801.</p>	
10.2	<p>ADVISORY COMMITTEE Reminder to all to keep in mind all the requirements on the Periodic Reports Chart and get your reports in on a timely manner.</p>	Jim Irwin
10.3	<p>CLERGY Reminds everyone that if it has not already taken place, they should discuss the KOT Clergy Document submitted by the Clergy committee last meeting. Where there is no vision, people perish.</p>	Tom Damrow
10.4	<p>COMPLIANCE & TRAINING COMMITTEE Addressed numerous points. Key attention was given to KPMI level tools such as improvements at AKT to include more EZRA training. Encourage ACs and weekend programs to make better use of EZRA. Encourage Weekend Leaders to share a copy of the EZRA program with upcoming leaders and even the team in general so they will be better prepared for the immediate weekend and future programs. When weekend leaders have problems they can call or email Mike Springer for assistance – 817-739-1181©, springguy@juno.com. Reminds everyone that everyone should be attentive to requirements. Several programs are not being responsive to the submittal of Spiritual Resumes, Leader’s Reports and Excellence Initiative reports. Posses two questions: do we and how do we implement continuing training to local ACs? And do we make training mandatory?</p>	Thomas Becker
10.5	<p>FINANCE The Finance committee is being restructured to provide a Formal review arm for KOT for funding requests. The KOT Financial Secretary will be an observer on the committee. The committee will have a chair person and a body who’s main job will be to receive all requests for financial assistance both incoming and outgoing, review the merit of all proposals, make recommendations to the EC committee and to the SCC. They will then assure compliance with budgets and results until all direct KOT financial transactions are complete .</p>	Bob Cole
10.6	<p>FOOD CONTROL Food control issues have mostly related to compliance with the revisions of the TDCJ Foods related Policies and our cookie production. We continue to encourage all programs to have at least one active volunteer as a certified Food handler. We have posted recommended courses for certification in past minutes and on the KOT website. Additional information is available through me at the contact points on the KOT master list.</p>	Glenda Robinson
10.7	<p>FUND RAISING/SPONSORSHIP Fund raising focused on a continuing list of fundraising ideas and possible opportunities. Tournaments and concerts etc. gained a lot of attention. Saturday pictures at units when approved are a good way to raise money and to generate awareness of KO especially.</p>	Tom Venhaus
10.8	<p>MUSIC Reminds all about the “Come to Kairos” CD and the opportunity to use the CD as a recruiting tool at churches and other special gatherings.</p>	Dale Mayer
10.9	<p>NEW STARTS Richard Ater gave an update on the progress for the Torch new start at Harris County Leadership Academy. The first two leaders are in Oklahoma City as we speak going through their AKT and will be observing at the Torch – Amarillo program July, 19, 20 and 21, 2013. They have already got their bank account with funds in it and are awaiting the arrival of the Donor program to be fully on line. The AC is complete and fully functional (all contact information is on the Master list). The first weekend is tentatively scheduled for November 15, 16 and 17, 2013. The Institutional Memorandum is approved in principle but awaiting return of the HCJPD Senior Administrator for final signing.</p> <p>Motion :New Starts recommends full recognition of the Torch Ad-hoc Council and that Torch -Harris County Leadership academy be approved by the SCC and proceed with #1 on November 15-17, 2013.</p> <p>Jim Austin from the Eastham volunteer community requested and was granted permission to speak to the committee. He wishes to place a Kairos program at the Estelle unit north of Huntsville. He was supported in his request by the presence of Chaplain</p>	David Savage

Vance Drum the TDCJ Regions One Regional Chaplain. It would appear that the interest is there for Kairos and a commitment of at least one church with a serious volunteer base. The inquiring parties request that Kairos rules be changed to accommodate their perceptions. Additional information for formal application and procedures will be sent to Jim Austin immediately. KO Central Texas has returned to the New Starts Committee for continued direction as they restructure their program. The next weekend will be March 28-30, 2014 at Cross Roads near Caldwell, Texas, after their fall weekend was delayed. In a recent Ad council meeting, the committee defined and has addressed eight key points they believe to be critical to the future of the program. Significant progress is being made.

10.10 COMMUNICATIONS**Tom Perdue**

Johanna Pelham was the only committee member present and points out that typically she and Tom are the only participants on this committee. She suggests that the committee as such be dissolved and that an active Communications specialist position be considered for the future to assist with the communications needs of the ministry. Also suggests that for some of the ACs that are truly spread out over a large area, tutoring in the ability to effectively use "Conference Calling" could be very valuable.

10.11 OUTREACH**Kenny Hensley**

Ken Black chaired the committee in the absence of Kenny Hensley. The committee continued to focus on reasons why it is hard to recruit. Noted that older, experienced volunteers tend to feel self-conscious and are not eager to outreach people. At the same time, new volunteers are generally eager to spread the word and bring friends and acquaintances in. One approach that has had success has been the conscious effort by the AC to identify Leaders from different churches and different communities instead of having multiple leaders in succession from the same church or town.

10.12 NOMINATIONS – STATE OFFICERS**Julie Cole**

Julie announced that nominations for KOT officers for 2014 will be accepted beginning now through September 10, 2013.. Those positions are Chair, Vice-Chair, Secretary, Financial Secretary, Treasurer, International Council Rep – 1 position. (Texas is allowed 4 representatives, but only 1 is up for election). The officers shall be elected annually with the IC Representative being elected for a 3 year term. Names should be turned in to Bill Salser, KOTChair@gmail.com or John Kennell, jpkennellsa@prodigy.net. You must have their permission before turning in a name. Members of KOT were asked to prayerfully consider serving in a state capacity. The election will take place at the KOT 4th Quarter State Meeting on October 12, 2013.

10.15 TRAILER COORDINATOR**Scott Van Pelt**

Scott encouraged each unit to diligently seek out insurance. Some carriers will write a rider and some won't. A complaint has been that drivers will show up to get a shared trailer and the lights will be out, not clean, etc. There needs to be a check list for the trailer and all items should be checked off when the trailer is returned. Reminders – don't pull a trailer with a small truck; the driver doesn't have to be a team member – you can solicit help from a professional driver and use that as a recruitment tool. Get started early on getting the necessary insurance.

10.16 PROGRAMS COMMITTEE**Driskoll Tubbs**

36 of 41 units have submitted their Excellence Initiative Reports for the spring. All KO reports have been completed. KO will get their EI reporting procedures completed on the web base type program very soon as will Torch. John Kennell and Driskoll Tubbs demonstrated the various parts of the Web base data via a laptop and explained the purpose of each one and how the program can help the Advisory Council.

The EI report is not a passing or failing report, but something the AC can use to improve their weekend.

10.20 OLD BUSINESS No additional old business**10.21 NEW BUSINESS –**

The Executive Committee Motion: EC proposes to the SCC that the duly elected (by their subchapters) Kairos Outside and Kairos Torch Subchapter Chairpersons be confirmed by general consent by the Kairos of Texas Chapter Committee to be full members of the KOT Executive Committee. Full vote now and confirmation vote at each January meeting.

No discussion and the **Motion passed Unanimously.**

At the January 2013 State Chapter Committee meeting we had a Financial Secretary's orientation

workshop and a Advisory Council Chairs Orientation workshop. Both workshops were very successful. The EC has decided to reschedule the same workshops to coincide with the January 2014 State Chapter Committee meeting. Please advise all your Ad Councils of both these very constructive workshops. You do not have to be an AC chair to attend, but have the blessing of your Ad Council and a desire to grow in the ministry.

Motion is made to adjourn this meeting, without a need for the record.

MEETING CLOSED WITH PRAYER BY TOM DAMROW FOLLOWED BY "SURELY THE PRESENCE".

NEXT MEETING – OCTOBER 12, 2013