

HI-SKY EMMAUS COMMUNITY OF MIDLAND, TEXAS
BOARD OF DIRECTORS MEETING
March 18, 2014

The Hi-Sky Emmaus Community Board of Directors met on Tuesday, March 18, 2014, at 6:00 p.m. at Cuthbert Avenue Baptist Church located at 3308 W. Cuthbert Ave., Midland, TX 79703.

MEMBERS: Charlotte Bosecker, Stacie Campbell, Dean Cook, Marta Hansard, Melanie Huddleston, Linda Ireland, Kerry Mansour, Bill Perryman, Glenn Pipes, Dani Pool, Martin Ramirez, Roy Sanders, Joe Thames, Gregg Ulvestad, Phillip Vandiver

MEMBERS PRESENT: Stacie Campbell, Dean Cook, Marta Hansard, Melanie Huddleston, Linda Ireland, Kerry Mansour, Glenn Pipes, Dani Pool, Martin Ramirez, Roy Sanders, Joe Thames, Gregg Ulvestad, Phillip Vandiver

MEMBERS ABSENT: Charlotte Bosecker, Bill Perryman

GUESTS: Pat Awbrey, Bailey Lively, Rhett Lively, Butch Uselton

The meeting was called to order at 6:02 p.m. by Community Lay Director, Marta Hansard.

Assistant Community Spiritual Director, Glenn Pipes, led the Board and Guests in the Prayer to the Holy Spirit.

Thirteen Board members were present and the meeting proceeded with a quorum in attendance.

Introductions of new board members, Glenn Pipes, Joe Thames and Phillip Vandiver.

NEW BUSINESS:

WALK REPORTS:

† ***WW #214: Pat Awbrey, Lay Director***

- Ready to go.
- All room assignments were made but was then notified by Circle Six that Room 6 is not in service. ALD's revised room assignments and Circle Six was very accommodating. Since this changed caused HSE to need on additional room that we normally do not use, Pat has an email that Circle Six will not charge HSE for this room. Pat will forward email to Stacie Campbell, if necessary.
- No swatches. May need to petition Community. If they are not received, the schedule needs to be revised to remove any reference to it.
- Send-off is scheduled for 11:00 at the Café at Crestview Baptist Church
- Needs escorts for Candlelight Dinner

† ***MW #215: Butch Uselton, Lay Director***

- Last team meeting will be held on Saturday, March 22nd.
- The team has 6 talks left to preview.
- Currently there are only 3 pilgrims
- Due to some unforeseen circumstances, there are now 6 new team members
- Servant team now consists of 9 folks
- Plans to contact Circle Six in the next week to touch base.

- Needs agape
- Questions:
 1. Who does the prayer vigil poster?
Answer: Dani Pool signed up to provide this for MW #215
 2. Who are the contacts for Walk photos?
Answer: Three folks names were provided to Butch: Ashley Harris, Tim Harris and Jimmy Smith

ACTION ITEM: Dani Pool will ask Rhett Lively to ask for volunteer photographers in the newsletter and Marta Hansard will announce we are looking for photographers at Community.

3. Does the Lay Director need to bring team rosters to circulate at Community?
Answer: No. No longer necessary since the team list is posted on the website.
4. Lay Director instructions state that Pilgrims should be sent a letter from the Lay Director. Is that still required and, if so, what should be covered?
Answer: The letter is not required. The Registrar will remove the reference to the LD letter from the letter sent to the Pilgrim in the Welcome Packet.
5. Who is in charge of the Welcome Poster?
Answer: Someone should have signed up on the agape sheet circulated at Community. If no one signed up to do it, the LD can ask someone to do it.

REGISTRAR'S REPORT: Bailey Lively

- ❖ Shredding: Walk applications are shredded by Registrar after a year. Applications are held in case in case the computer containing the information crashes. Once the Applications are ready to shred, the information is given to MARC to shred.
- ❖ Name Tags: Issue with inappropriate names being submitted for name tags. Board decided to leave "name tag" blank on registration form. However, if the Registrar sees anything that is questionable, the Registrar will contact the Community Lay Director to seek Board review/approval.
- ❖ Original Applications are either emailed or given to Lay Directors at Community. The Registrar provides the originals at least a week prior to the Walk. But, Lay Directors can always call Registrar if they need copies earlier.
- ❖ ALDs receive medical info. Registrar only checks phone numbers and email addresses at Walk check-in. ALDs need to check medicals, etc. during check-in.

ACTION ITEM: Training Coordinator will ensure that training materials are updated for LDs and ALDs to address the responsibility of the ALD to check medical info (including meds) at Pilgrim check-in.

COMMUNICATIONS REPORT: Rhett Lively

- ❖ If you need info posted in the newsletter, please send it to Rhett.
- ❖ You do not have to submit it written in a formal format. Just jot down the details and Rhett will organize it and publish it for you.

EMAIL VOTE - 3/7/2014:

HSE has yet to receive the insurance check for the stolen music equipment. We need to order the equipment now to have it here for the women's walk at the end of the month.

MOTION: Kerry Mansour made the email motion and Marta Hansard seconded the motion that HSE purchase the remaining equipment needed to provide music equipment for the chapel out at Circle Six. The estimated cost is \$6000. (Treasurer states that HSE has the funds available to make the purchase. Motion carried by majority vote as of 3/9/2014, by the Board in favor of purchasing music equipment for the chapel.

SCHOLARSHIP REQUESTS:

Three scholarship request were received for Women's Walk #216.

MOTION: Gregg Ulvestad made a motion and Marta Hansard seconded the motion to approve all three scholarship requests. Motion carried and was unanimously approved by the Board.

FINANCIALS: STACIE CAMPBELL

❖ Financial Reports were provided for review. Financials appear to be in order but Treasurer is still reviewing information. The checking account did balance with a final balance of \$42,194.31. Journal entries have been completed but need to be verified with Ken. A financial report will be provided to the Board for review at the April Board meeting.

ACTION ITEM: Stacie Campbell will verify journal entries for financial records transferred over from Ashley Coco's financial system with Ken.

❖ Bank of America account was closed and the funds were deposited to the account at Chase Bank

Music equipment was purchased pursuant to email vote by Board. As of now, all stolen equipment has been replaced.

The insurance company informed Stacie Campbell that HSE should be getting a check in soon for its claim.

ACTION ITEM: Stacie Campbell will email the claims adjuster to ask when HSE can expect the check.

ACTION ITEM: Stacie Campbell to turn in all of the receipts to the Insurance Company for replacement items purchased. Copies of receipts should be provided to Kerry Mansour and Marta Hansard.

BOARD MINUTES:

The February 18, 2014, meeting minutes were reviewed with no suggested revisions, additions or deletions.

MOTION: Stacie Campbell made a motion and Dean Cook seconded the motion to accept the February 18, 2014, meeting minutes with no revisions. Motion carried and was unanimously approved by the Board.

OLD BUSINESS:

LEADERSHIP TRAINING

- ❖ Marta Hansard contacted Sharon Garrison in the Upper Room Regional Office. Midland HSE will host the Leadership Training session for the Region on August 23, 2014.

ACTION ITEM: Charlotte Bosecker will assist Marta Hansard in finding a place to hold this training session. Currently considering Shared Spaces.

CIRCLE SIX CONTRACTS:

- ❖ Marta Hansard reminded the Board that HSE is contractually bound to pay Circle Six \$9,000 for each walk whether the Walk makes or not.
- ❖ The Board agreed it needs to revisit use of Circle Six and its requirement to pay the cancellation fee.
- ❖ We need to communicate with Community if we have to cancel so that there is an understanding that our Community takes a hit. Will revisit if we have to cancel.
- ❖ 2015 Contracts for Circle Six are due by March 24th.

ACTION ITEM: Marta Hansard will call Circle Six to see if HSE can turn the 2015 contracts in at the first of April as the Board may need to reconsider the number of Walks for 2015 if MW #215 does not make.

ACTION ITEM: Marta Hansard will call Circle Six to see if it would work with HSE to cut the guaranteed minimum number of attendees per Walk so that our cancellation fee, if we had to cancel a Walk, would be reduced.

ACTION ITEMS/MOTIONS LIST:

The Board reviewed the Action Items/Motions List. Refer to the attachments associated with this report to see the status of each action item.

NEW BUSINESS:

COMMITTEE REPORTS:

- ❖ **Gatherings**

No Report. Phillip Vandiver, Committee Chair

- ❖ **Trailer/Supplies**

Report from Martin Ramirez, Committee Chair

- We need to inform the Community that when the supply trailer is moved pursuant to a Walk, it needs to be parked in front of Carol's Closet not on side so that the Circle Six staff can access their sheds, trailers, etc.
- Six sets of keys to Carol's Closet and to the trailers were made by Marta Hansard and were given to Martin Ramirez.

ACTION ITEM: Martin Ramirez will provide a set of keys to Wilma Stirl for the Chrysalis Committee and one set will be provided to each Logistics' Coordinator for each Walk. Martin will work to determine who else will be given copies in case of an emergency.

- Meds will be taken out and placed in a container which will be handed to each of the Logistics Coordinator's prior to each Walk. This will ensure that the meds have not expired and are not adversely affected by changes in temperature and/or other weather conditions.
- Lanyard crosses previously stored in Carol's Closet have been disappearing. The Trailer/Supply Committee Chair will not be responsible for holding onto the crosses and providing them to the Logistics Coordinators prior to each Walk.

ACTION ITEM: Marta Hansard has placed the order and has received the lanyard crosses for the remaindering 2014 Walks and will give them to Martin Ramirez for further handling.

- Tires for Supply Trailer. Martin got quotes for tires Bill Williams was \$381. Big Three still the cheapest for bearings/seals but a little more expensive on the tires. Big Three can also lock the trailer up while waiting to do work. Total cost for Big Three is \$732.

MOTION: Kerry Mansour made a motion and Marta Hansard seconded to spend \$732 total to use Big Three to replace the tires and fix the bearings on the supply trailer.

ACTION ITEM: Martin Ramirez will transport the supply trailer over to Big Three after the next Walk to get the tire and bearings replaced.

❖ **Facilities**

No Report. Bill Perryman, Committee Chair

❖ **Team Selection**

Report from Roy Sanders, Committee Chair

MEN'S WALK #217

A Board Rep is still needed for Men's Walk #217 in September.

ACTION ITEM: Roy Sanders to call Martin Ramirez when team selection occurs for MW #217 since Martin volunteered to be the Board Rep for this Walk.

❖ **Chrysalis**

Report from Marta Hansard, Community Lay Director

- Need a BR for the Boy's Chrysalis in July. Joe Thames has tentatively accepted.

ACTION ITEM: Marta Hansard will ask Wilma about using Phillip Vandiver as BR if Joe Thames is unable to act as BR.

- Chrysalis would like to hold Clown Communion in May.
- The Chrysalis Committee has requested funds to purchase books for the book table.

MOTION: Marta Hansard made a motion and Glenn Pipes seconded for HSE to provide a \$300 gift card to Chrysalis Committee for books at Mardel's Motion carried and was unanimously approved by the Board.

ACTION ITEM: Stacie Campbell to purchase a \$300 gift card and give to Wilma Stirl for use by the Chrysalis Committee.

❖ **Music/Entertainment**

Report from Kerry Mansour, Committee Chair

- HSE now has 8 music stands and 8 clip lights.
- The new setup is more user friendly. However, the new bases will have to be moved on dollies as they weigh 90 lbs.
- Those moving the bases will need help getting the bases off the dollies.
- Martin and Steve volunteered to help when they are available.

ACTION ITEM: Kerry Mansour to work with music teams and Training Committee Chair to ensure that music teams are trained to setup and use the music equipment.

❖ **Training**

Report from Linda Ireland, Committee Chair

- Training for WW #216 is scheduled for Friday, April 11, 2014, at Stonegate Fellowship.

ACTION ITEM: Linda Ireland will let the Board know what time and where the training will take place at Stonegate for WW #216.

ACTION ITEM: Melanie Huddleston will make three additional training manuals for new Board members and will provide the manuals to Phillip, Joe and Glenn at the WW #216 training session.

❖ **Book Table**

No Report. Charlotte Bosecker, Committee Chair

❖ **Name Tags**

No Report. Melanie Huddleston, Committee Chair

CLOSING COMMENTS:

Marta Hansard, Community Lay Director

- Check your emails for communications associated with proceeding with MW #215 if we have less than required minimum signed up by deadline as the Board will have to vote on whether to proceed with the Walk or cancel it.

Dean Cook, Community Spiritual Director

- We are still searching for a Spiritual Director for both the Girl's and the Boy's Chrysalis.

- Our Community is still in need of Assistant Spiritual Directors. We still need to fill one position.
- Glenn Pipes has graciously agreed to be the Community Spiritual Director in 2015.
- We are still needing Assistant Spiritual Directors for WW #216.

The next Board Meeting is **April 15, 2014**, at Cuthbert Avenue Baptist Church at 6:00 p.m.

There being no further business, the meeting was adjourned at 7:51 p.m.

Respectfully submitted,
Melanie Huddleston, Secretary

Action Items

ACTION ITEMS							
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed	Completed Date
2014	01/21	Complete background check form.	Stacie Campbell Bill Perryman Dani Pool Martin Ramirez Glenn Pipes Joe Thames Phillip Vandiver			Yes No Yes Yes No No No	
2014	01/21	Work with Bill to understand requirements of being Facilities Committee chair	Gregg Ulvestad	Ongoing		No	
2014	01/21	Resubmit claim forms to insurance company for stolen trailer and contents.	Ashley Coco	Outstanding	As per Kerry, the trailer is still on hold at Big-Tex. Kerry will get the trailer and it will be held in Todd Cooper's secured storage yard at Yaway Electric. Right now, the music equipment will be kept in it and the trailer will be secured with a tong lock.	No	

Action Items

ACTION ITEMS							
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed	Completed Date
2014	02/18	Type up the procedure for renewing and paying for the domain name (with Network Solutions) and for paying the host of our website (GeoSpectrum). Procedures will include telephone numbers, passwords, etc.	Melanie Huddleston	Outstanding			
2014	02/18	Compile a resource list of Musicians who could provide music for Community Gatherings and Community Candlelight Services and provide to LD's and to the Board. Additionally, it will be mentioned at Community that we are seeking folks who are interested in being on the list	Kerry Mansour	Outstanding			
2014	02/18	Check with Upper Room and the reference manuals to see if we are limited to a specific number of Clergy.	Marta Hansard	Outstanding			
2014	03/18	Ask Rhett Lively to request volunteer photographers in the newsletter so that Lay Directors will have a list of those who can take photos for Walks	Dani Pool	Outstanding	Marta Hansard will announce same at Community		
2014	03/18	Training Coordinator will ensure that training materials are updated for LDs and ALDs to address the responsibility of the ALD to check medical info (including meds) at Pilgrim check-in.	Linda Ireland				
2014	03/18	Verify journal entries for financial records transferred over from Ashley Coco's financial system with Ken.	Stacie Campbell				
2014	03/18	Email the claims adjuster to ask when HSE can expect the check.	Stacie Campbell				

Action Items

ACTION ITEMS							
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed	Completed Date
2014	03/18	Turn in all of the receipts to the Insurance Company for replacement items purchased. Copies of receipts should be provided to Kerry Mansour and Marta Hansard.	Stacie Campbell				
2014	03/18	Find a place to hold Upper Room Regional Leadership training session.	Charlotte Bosecker Marta Hansard		Considering Shared Spaces		
2014	03/18	Call Circle Six to see if HSE can turn the 2015 contracts in at the first of April as the Board may need to reconsider the number of Walks for 2015 if MW #215 does not make.	Marta Hansard				
2014	03/18	Call Circle Six to see if it would work with HSE to cut the guaranteed minimum number of attendees per Walk so that our cancellation fee, if we had to cancel a Walk, would be reduced.	Marta Hansard				
2014	03/18	provide a set of keys to Wilma Stirl for the Chrysalis Committee and one set will be provided to each Logistics' Coordinator for each Walk. Martin will work to determine who else will be given copies in case of an emergency.	Martin Ramirez				
2014	03/18	Provide lanyard crosses for the remaindering 2014 Walks to Martin Ramirez for further handling.	Marta Hansard				
2014	03/18	Transport the supply trailer over to Big Three after the next Walk to get the tire and bearings replaced.	Martin Ramirez				
2014	03/18	Call Martin Ramirez when team selection occurs for MW #217	Roy Sanders				

Action Items

ACTION ITEMS							
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed	Completed Date
2014	03/18	Ask Wilma about using Phillip Vandiver as BR if Joe Thames is unable to act as BR.	Marta Hansard				
2014	03/18	Purchase a \$300 gift card and give to Wilma Stirl for use by the Chrysalis Committee.	Stacie Campbell				
2014	03/18	Work with music teams and Training Committee Chair to ensure that music teams are trained to setup and use the music equipment.	Kerry Mansour				
2014	03/18	Inform Board know what time and where the training will take place at Stonegate for WW #216.	Linda Ireland				
2014	03/18	Make three additional training manuals for new Board members and will provide the manuals to Phillip, Joe and Glenn at the WW #216 training session.	Melanie Huddleston				

Completed Action Items

COMPLETED ACTION ITEMS						
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed Date
2014	01/21	Provide Contact list to all Board Members for notebooks	Marta Hansard	Emailed		1/22/2014
2014	01/21	Provide Training Notebooks to new Board Members: Stacie Campbell Bill Perryman Dani Pool Martin Ramirez	Melanie Huddleston	To be completed by 1/28/14		1/17/2014 1/28/2014 1/17/2014 1/28/2014
2014	01/21	Contact Robert Kirk about HSE joining them and will find out any particulars. Dean will email or text the Board with the information he gathers from Robert.	Dean Cook	Emailed	As per Kerry, the trailer is still on hold at Big-Tex. Kerry will get the trailer and it will be held in Todd Cooper's secured storage yard at Yaway Electric. Right now, the music equipment will be kept in it and the trailer will be secured with a tong lock.	1/22/2014
2014	01/21	Contact Pat Awbrey to find out when she wants the Board at her first meeting for Team Training and email information to Board Members	Linda Ireland	Completed		1/31/2014
2014	01/21	Form the nominating committee and work with committee to submit names for Board replacement positions for vote by Feb. board meeting.	Charlotte Bosecker	Completed		2/17/2014
2014	01/21	Provide Contact list to all Board Members for notebooks	Marta Hansard	Emailed		1/22/2014

Completed Action Items

COMPLETED ACTION ITEMS						
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed Date
2014	01/21	Provide Training Notebooks to new Board Members: Stacie Campbell Bill Perryman Dani Pool Martin Ramirez	Melanie Huddleston	To be completed by 1/28/14		1/17/2014 1/28/2014 1/17/2014 1/28/2014
2014	01/21	Contact Robert Kirk about HSE joining them and will find out any particulars. Dean will email or text the Board with the information he gathers from Robert.	Dean Cook	Emailed		1/22/2014
2014	01/21	Provide certificate of insurance to Howard College for upcoming Flights.	Marta Hansard	Completed		1/28/2014
2014	01/21	Contact Pat Awbrey to find out when she wants the Board at her first meeting for Team Training and email information to Board Members	Linda Ireland	Completed		1/31/2014
2014	01/21	Form the nominating committee and work with committee to submit names for Board replacement positions for vote by Feb. board meeting.	Charlotte Bosecker	Completed		2/17/2014
2014	01/28	A Board Rep is needed for the men's walk in September.	Roy Sanders	Completed	Martin Ramirez volunteered to serve as Board Rep for this Walk.	1/28/2014
2014	01/28	Get keys to Carol's Closet and the trailer along with the inventory list from Gregg Ulvestad. Make copies of keys for other Board members plus a set for the Walk Logistics' Coordinator and Chrysalis Committee.	Martin Ramirez	Completed	Marta offered to make copies.	3/18/2014

Completed Action Items

COMPLETED ACTION ITEMS						
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed Date
2014	01/21	Call Joe Willis regarding Trailer/Supply process and training.	Martin Ramirez	Completed	Martin to visit with Gregg. Marta to ask Joe Willis to spend some time with Martin in preparation for the first Walk this year.	3/18/2014
2014	01/28	Contact Ken Arnold to request he meet with Stacie Campbell (since she is the new Treasurer) to receive instructions on how to handle journal entry for the loss of the stolen trailer and equipment.	Ashley Coco Stacie Campbell	Completed		3/18/2014
2014	01/28	Close the account at Bank of America and transfer those remaining funds to new Hi-Sky Emmaus Community bank account setup at Chase Bank.	Ashley Coco Stacie Campbell	Completed		3/18/2014
2014	01/28	Get nominee slate together and email it to the Board so the Board can vote on the slate by email.	Charlotte Bosecker	Completed		3/18/2014
2014	01/28	Team Selection for MW #215	Roy Sanders	Completed		3/18/2014
2014	01/28	Get book table books to BR for MW #213	Charlotte Bosecker	Completed	Charlotte will get the books to Roy Sanders for Men's Walk #213 since he is the Board Rep for this Walk.	3/18/2014
2014	01/28	Provide white table cloths for Roy to use to cover the book table in the conference room.	Dani Pool	Completed	Can also use serape's in the supply trailer on the table.	3/18/2014

Completed Action Items

COMPLETED ACTION ITEMS						
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed Date
2014	01/28	Email the Board Rep Post-Walk Evaluation Report to all of Board members to complete when serving as the Board Rep on a walk.	Marta Hansard	Completed		3/18/2014
2014	02/03	Install QuickBooks on personal computer for the purpose of keeping the HSE financial information.	Stacie Campbell	Completed		3/18/2014
2014	02/18	Contact Circle Six to see if they are okay with the team using flash paper during Dying Moments and will let Roy know.	Marta Hansard	Completed	Approval is ALWAYS needed prior to using flash paper for Dying Moments	3/18/2014
2014	02/18	Contact Larry Carroll to close the account at Bank of America and transfer those remaining funds to new Hi-Sky Emmaus Community bank account setup at Chase Bank.	Stacie Campbell	Completed		3/18/2014
2014	02/18	Contact Registrar about providing registration forms to LDs as they are received and entered into the database. Additionally, instructions will be given to use proper/appropriate names on website and name tags.	Marta Hansard	Completed		3/18/2014
2014	02/18	Bring the Upper Room Covenant to the next Board meeting to secure the signatures of the newest Board members and those who were absent for the initial signing of the Covenant.	Marta Hansard	Completed		3/18/2014
2014	02/18	Contact the Registrar and see what process, if any, is followed. The Board will revisit this issue pending the outcome of Marta's discussion with the Registrar.	Marta Hansard	Completed		3/18/2014

Completed Action Items

COMPLETED ACTION ITEMS						
Year	Meeting Date	Action Item	Requires Action By:	Action Performed	Comments	Completed Date
2014	02/18	Update the Master schedule so that the schedule always stays current with decisions made by the Board.	Linda Ireland	Completed		3/18/2014
2014	02/18	Contact each of the new members to welcome them to the Board and to provide them with meeting information.	Marta Hansard	Completed		3/18/2014
2014	02/18	Provide the Table Leader questionnaire used by Chrysalis to all of the Board members.	Charlotte Bosecker	Completed		3/18/2014
2014	02/18	Discuss with Chrysalis Committee its request to be added to Mardel account and/or provided with a pre-paid Mardel card for book purchases	Dean Cook Marta Hansard	Completed		3/18/2014
2014	01/21	Call Upper Room and offer to host Leadership Training session in April	Marta Hansard	Completed	As per Upper Room Regional contact, Sharon Garrison, Midland will host leadership training on August 23	Sharon Garrison - 3/18/14
2014	02/18	Will contact Kathy Pickerel to see if she could work with various Community members and/or Reunion Groups to assist in organizing food needs for Community Gatherings.	Dani Pool	Completed	Phillip Vandiver has agreed to chair the Gatherings Committee	3/18/2014
2014	02/18	Secure formal quotes for tires, bearings, and tire covers.	Martin Ramirez	Outstanding		3/18/2014

Motions

MOTIONS				
Year	Motion Made Date	Motion	Passed (P) Failed (F)	Quorum Present
2014	01/21	Move the Board Meetings to the third Tuesday of the month at 6:00 at Cuthbert Avenue Baptist Church	P	Yes
2014	01/21	Accept results of secret ballot vote for 2014 Assistant Community Lay Director	P	Yes
2014	01/28	Move the funds still located at Bank of America to Chase Bank.	P	Yes
2014	01/28	Accept both the November 2013 and January 21, 2014 meeting minutes.	P	Yes
2014	02/03	Authorize Stacie Campbell to spend approximately \$200-\$250 to purchase QuickBooks to keep the financial records for HSE	P	Yes
2014	02/18	Accept the January 28, 2014, meeting minutes.	P	Yes
2014	02/18	Fulfillment of 2-Year vacant Board position by Joe Thames	P	Yes
2014	02/18	Fulfillment of 1-Year vacant Board position by Phillip Vandiver	P	Yes
2014	03/07	HSE purchase the remaining equipment to replace stolen music equipment which is needed for the music teams to use in the chapel out at Circle Six. The estimated cost is \$6000.	P	Yes
2014	03/18	Three scholarship requests for Women's Walk #216	P	Yes
2014	03/18	Accept the February 18, 2014, meeting minutes with no revisions	P	Yes
2014	03/18	Spend \$732 total and use Big Three to replace the tires and fix the bearings on the supply trailer.	P	Yes
2014	03/18	HSE to provide a \$300 gift card to Chrysalis Committee to purchase books at Mardel's	P	Yes