**KAIROS ADVISORY COUNCIL NORTHEAST CORRECTIONAL COMPLEX**

**JANUARY MEETING MINUTES (February 18, 2023)**

**Attending:**

Rob Roberts, Scott Stodola, Jeff Fannon, Scott Hale, Tom Egan, George Fulwider, Jim Hawley, and Richard Beets

**Attending Via Conference Call:**

Jared Malone, Brad Wilson

**Excused**:

Theresa Garland, Scott Combs, Randy Lantz

**Call to Order:**

Rob called the meeting to order at 9:02 AM

**Devotion and Prayer**:

Jim offered a prayer for our Lord and Savior, Jesus Christ to direct our meeting for His purpose.

**January Meeting Minutes:**

Tom previously distributed email copies of the January 2023 minutes and posted them on our website. Tom asked for someone to make a motion to approve the minutes. Jim made the motion to accept, George seconded, all approved.

**Financial Report:**

Brad noted that he received our financial report from the State at the end of December and it showed our assets were in excess of $16,000. He indicated this was more than he thought and George indicated that we normally have only around $8,000 in assets, so this is high. We did receive a $2,500 donation for speakers, which are no longer needed, so these funds can now be directed to our general account. The only regular monthly donation we receive is from Grace Fellowship for $73 a month. We do get a lot of individual donations but are not guaranteed as they are given randomly. Our stated assets are more than what we need to fund Kairos 41 and Scott H. said that he would consider lowering volunteer donations from $150 to $100 but emphasized that it is more important that fees not negatively impact anyone who wants to work the weekend. Scholarships are important if people need them and should be available.

The Council felt it was important to ascertain the accuracy of our assets with the State and verify we actually have $16,000 in assets before we drop the fees for Kairos 41 or lock in any amounts or number of scholarships. Brad will contact the KPMI State Treasurer, Steve, who has been out for awhile, to get an audit of our books and ensure their accuracy.

After additional discussion and later in the meeting the following motion was made:

***Richard Beets made a motion that volunteer fees for Kairos 41 remain the same as previous years at $150 for lay members at $0 for Clergy. Jared seconded motion all members approved.***

**Spiritual Report:**

No report

**Review of Action Items:**

Rob Roberts reviewed the Action Item list from our January 2023 meeting. The list was updated and completed items removed. See the updated Action Item report at the end of these minutes.

Additional discussion from this review regarding our trailer is as follows:

Although not in writing, we have received approval to obtain and own the trailer at Cross Roads Church. Scott will measure it and if its width is 8’ or less, we should be no problem to move up to Bethany Church in Mountain City. If over 8’, it will need a permit to transport it. Scott H. met with David Scott, the new facilities manager at Bethany, who is very knowledgeable and will help us in locating the trailer at Bethany as well as adding electrical where needed. He is a Kairos supporter. He told Scott he can take care of the electrical for the new stove and other upgrades discussed.

The Committee is planning to meet this week and should have additional details. After some discussion it was decided that an in-person meeting with Pastor Gail, Mike Scott, Scott H, Jared and others from the Council would be a good idea. Jim will call Pastor Gail to set that up.

**Kairos 41 Update:**

Scott received his copy of EZRA yesterday and is just getting familiar with it. Scott’s wife is familiar with it as she used it for her Kairos Outside weekend.

There are currently 40 volunteers for the weekend. There has been some drop off. Scott is going to check with Mike Turley and try to recruit a couple of additional volunteers from his organization as they would provide a more diverse population on the team.

There are some manuals and freedom guides in inventory, but we need more. Don’t know about crosses in inventory. After some discussion, to expedite and ensure we have what we need for K 41, we will order 60 Crosses, 60 Freedom Guides and 20 Kairos Manuals now. Whatever inventory exists after the weekend will be used for K42 in the fall. Brad provided us the KPMI order form and Scott will order.

George asked if Scott knows of any extra anticipated expenses for the weekend as he needs to request funds from KPMI for the weekend and usually gets $5,000. If Scott knew of additional expenses, George can request an increase. Scott indicated that housing could be higher because the cabin at the cabin at the church in Mountain City is unavailable until June. (Cabin is reserved for our fall weekend.) To make up for this, Scott has located some accommodations in Mountain City area and is looking at more through Airbnb sites. There are also 15 rooms reserved at the hotel we use. Some floor space, without showers, is also available at the Church if needed. These expenses may be paid by the volunteers, however. We know groceries for the weekend will be higher; Richard thought they could be 30% higher. Scott will look into this.

Certification of volunteers to gain access to NECX was discussed as this is a process that takes some time. It is essential for each volunteer to get certified as early as possible to ensure their entry into the prison. Scott is checking with his team on where they are in the certification process. Brad indicated that he can bring laptop computers to K41’s first meeting to assist with team certification. Others indicated they can also bring laptops to that meeting. George suggested that if there is access to a large screen at the Cross Roads Church in Kingsport, where the first meeting is being held, we should play the certification videos for everyone and help them through the online approval process. Everyone thought that was a great suggestion and Scott will incorporate it into his schedule for the first meeting on February 25th.

**AKT Training Guideline for future leaders:**

Rob would like to see our website list future leaders with their weekends and when they attended Advanced Kairos Training. There are strict guidelines on when AKT training must be completed before a weekend. (6 to 24 months) This is closely monitored by the State. We have received exceptions in the past, mostly because of Covid, but they these not going to be granted in the future. Scott and Brad have been through AKT but our leaders for 2024, Scott S., in the spring and Jared in the fall, have not. They need to complete the paperwork for this training and were urged to begin to look at AKT classes soon, especially Scott who needs to complete his training by October to comply with the 6 month timeframe for his weekend next spring.

**Discuss how to re-structure our meetings in NECX within a one hour window:**

Our Prayer / Share and Reunion groupings each week at NECX have been reduced by the institution from almost two hours per session to less than one hour, due to security reasons. We therefore need to focus our limited time to maximize its effectiveness and get the most value out of our visits. To start this conversation, Jim, at our prayer and share gathering last Tuesday asked each table to discuss how they would recommend we restructure our gatherings. Jim received input from a couple of tables and summarized their suggestions. Some felt we do not need to make any change in what we do but only tighten up the timeframes. Suggestions were:

* Reduce meditations to only 5 or 10 minutes
* Play maximum of 2 songs
* Collect prayer requests from the men but do not review them in detail
* Reduce time we allow for individual conversations
* Be crisper on circling up and closing prayer.

Remember, we need to be out of the prison no later than 8 PM.

One major structural change and one that we discussed in detail was to eliminate the meditation we do at a group level do it at each table. Each week someone from each table would be assigned to do a meditation the next week for that table. We also discussed the option of eliminating the meditation completely and only use the Kairos prayer and share cards as an outline for the table discussions. (The goal of Kairos is to get the men inside to do this same thing when they conduct these sessions in their units, independent of Kairos events.)

In all cases, it was felt that the table discussion was the key element of our meeting and should not be reduced.

At the end of our discussion, we basically agreed to do individual table meditations for our Tuesday prayer and share sessions and maybe a group meditation for our Wednesday reunion get together.

To make this more successful, we felt that it was important to break up some of the table cliques that were formed over the years and separate these individuals onto different tables to facilitate a better flow of sharing throughout all of the tables. This may also provide a better atmosphere for more men inside to attend these sessions. Next Tuesday, the 21st, the meditation has already been assigned to someone from the inside, so it will continue. We will review our suggestions with the group at that time to ensure they are ok with our plans. Finally, George and Jared will meet separately with the K41 inside servers to discuss this and plans for K41.

Rob said our goal has to be that we start right at 7 PM so we should be at NECX by 6:30 and hopefully the men will be released in time to get to the VG by 7. We would then circle up at 7 minutes to 8 PM.

We want to ensure we get the buy in of the men next week so these changes will be successfully implemented as we were reminded we are there for Christ and not the institution.

**Facebook funding for Kairos**

Brad indicated that we can individually go to [www.mykairos.org](http://www.mykairos.org) to get setup for fundraising using Facebook groups. They have logos and details on how to get setup.

**Recruiting / Outreach**

Scott H. indicated he is at 40 volunteers and he is only looking at a couple more signups. He prioritized inviting those individuals who are active in attending our weekly meetings at NECX.

Scott is doing a polar plunge today in Erwin as a fundraiser for the Recover Resources group that provides sober housing and support for individuals in recovery. They are raising about $16,000 with 68 volunteers taking the plunge. This is a good way to raise money for Kairos as there are many ways we can do a fundraiser. These can be setup via Facebook and will also get our name out to the public.

**Communications Coordinator:**

Scott S. reported that he updated page 3 in our Kairos manual on Interdenominational, Diversity and Spiritual Unity policy and will bring it to the first team meeting of K41. Scott obtained new branding on our newsletter and is planning to talk with Resy about the possibility of an inside edition of the newsletter. He is working with State and National on obtaining informational videos for our Council and developing his personal testimonial to assist recruiting on a more global scale.

**Kairos Outside / Emmaus Outside:**

Scott H. received curtains and PVC from Kairos Outside as they no longer need them for their weekends.

Kairos Outside need volunteers to work their weekend. Scott recruited three men, husbands of wives who do Kairos Outside, to work his weekend.

The Emmaus group meets monthly and all are welcomed. They have good ideas for fundraising which could benefit us.

**NECX Liaison Report:**

There is a meeting with NECX next Tuesday at the prison.

**State Meeting Report:**

The next State meeting is in March. No one volunteered to attend.

Rob attended the last meeting.

(After meeting we received an email that the March meeting is Saturday, March 4th at 9 PM and Rob will attend.)

**1-day Retreat:**

Rob asked but no one volunteered to run this retreat. We will continue to ask.

**Prayer Requests – Prayer Bag update:**

Taking prayer requests from the men inside is still an active part of our visit to NECX each week as is the lunch on Fridays at the Golden Corral in Johnson City where these prayer requests are prayed over and discussed. All are welcomed.

**Prayer requests from Council:**

* Jared’s trip is safe his new role as coordinator is in your hands Lord.
* Brad in making a full recovery from Covid and re-joining us soon.
* Scott H. on doing your will Lord in leading Kairos 41.
* Tom; Christ touch the hearts of with the men inside of San Quentin on Kairos 56 this weekend.
* Jeff for a successful medical procedure and quick recovery.
* Richard’s wife and relief from her ongoing pain.
* Thanksgiving for George’s successful heart surgery and his healing.
* Laura Hawn, Mike’s daughter, in fighting her continued medical issues and a successful surgery on March 7th

**Closing Prayer: -** 12:10 PM

Scott S.

Respectively submitted,

Tom

KAIROS ADVISORY COUNCIL ACTION ITEMS FROM NOVEMBER MEETING (January 21, 2023)

UPDATED FROM JANUARY COUNCIL MEETING (February 18, 2023)

|  |  |  |
| --- | --- | --- |
| **ACTION ITEM** | **RESPONSIBILITY** | **STATUS** |
| K40 – After glow. Items discussed from K40 weekend for K41 * Separate chapel from meeting room –separate gym into thirds with one portion for the Chapel or utilize the bleachers. Bring the pews from the Chapel to the gym? (Inside team and Council for March discussion) *Kairos Outside has changed they weekend setup so do not need the PVC piping they have. We can use this and put walls on wheels to make a new Chapel room in the Gym during the weekend. Jared thought this would work well and give us more flexibility. Consensus was that the people would need to physically more from the rollo room to the Chapel for this to work. Final design will need to be done but there is a good process for making this work in place.*
 | Scott Hale | Scott has the material to build the movable partitions and just needs to inventory the parts and build. Scott and Jared are working on the re-design of the community room and chapel in the gym and have ideas on how to easily and effectively make this work and minimize the impact of moving between rooms but ensure it is meaningful. Their idea is to move podium to under the basketball hoop and use the bleachers for the chapel setup. Also table leaders were urged to tell table family members to remain in their chair during talks. Although the new design will minimize the disruption of people going to the bathroom, it is still a disruption. More formal bathroom breaks were recommended. Scott will let Resy and Inside Server team know how this will work on K41. Scott also mentioned there may be extra PVC and curtains which could be used for the prayer rooms. Scott is on top of this and it will be ready for K41. |
| Rob Roberts –manuals need to be ordered from KPMI. *When numbers are finalized, manuals will be ordered by Brad* | Scott Hale | Purchasing of Kairos crosses, manuals and freedom guides for K41 was discussed. Although there is a current inventory on some of these items, it was determined that with team meetings beginning in a week and the weekend two months away, we would order the quantities now to ensure they were available for the weekend.Quantities are as follows:* + Crosses 60
	+ Freedom Guides 60
	+ Kairos Manuals 20

Brad provided the MYKAIROS order form to Scott and he will order.  |
| * Need table lifters to make it easier for Kitchen workers - movable lifts for 7 tables. ***Working on solution***
* Outside sinks are not available. Need a solution – Theresa will ask Gale. ***Still working on Solution.***
* Jared will talk to Mr. Reinhardt for fundraising. ***Still outstanding***.
 | Various | Scott has the lifters and will get them installed. He also has a great price on a sink. Working with new facilities manager at Bethany, David, to get these installed as well as other upgrades to the Hall at that Church.  |
| Status of the one day retreat.  |  | Rob asked and no one volunteered to run retreat. Will try for a future date.  |
| Recruiting, representation at the Johnson City Emmaus meetings  | Rob  | Meeting is tonight and Scott H may go or ask someone to attend that he knows.  |
| Resolution on how to handle our current trailer situations | Trailer Team | Talked with James Crochie (sp?) who has trailer. He indicated he will own it and does not have a problem handling the transfer and ongoing maintenance.  |
| Tennessee Kairos State meeting  | Rob | Rob will attend but is looking for others on the Council to join him |
| Verification of NECX total assets with KPMI Tn. State Treasurer | Brad |  |