**KAIROS ADVISORY COUNCIL NORTHEAST CORRECTIONAL COMPLEX**

**JANUARY MEETING MINUTES (January 21, 2023)**

**Attending:**

Rob Roberts, Jared Malone, Scott Stodola, Jeff Fannon, Scott Hale, Brad Wilson, Tom Egan, Scott Combs, and Randy Lantz

**Excused**:

Theresa Garland, George Fulwider, Jim Hawley, Richard Beets

**Devotion and Prayer**: 9:09 AM

Randy shared excerpts from a book; “Help is Here” by Max Lucado. This was a short but meaningful devotion by Randy.

**November Meeting Minutes:**

Tom previously distributed email copies of the November 2022 minutes and posted them on our website. Tom asked for someone to make a motion to approve the minutes. Scott s made the motion to accept, Brad seconded, all approved.

**Financial Report:**

Brad distributed copies of the Balance Sheet, P&L and transaction reports as if November 30th, 2022. Budget showed we have $16,280 in current assets. Brad indicated he was working on reconciling 2022 transactions to our beginning and ending balances for the year. He is also getting out the IRS forms. Brad asked Scott if he had supply order detail for K41 on numbers of books and crosses needed. Jared indicated he will probably be coordinator for K41 as he was asked by Scott. Numbers at this are not known so Brad will send both of them a form to get their order details. Brad asked for someone to make a motion to approve the financial report; Randy made the motion and Scott S. made a 2nd. All approved.

**Spiritual Report:**

No report

**Review of Action Items:**

Rob Roberts reviewed the entire Action Item list from our November 2022 meeting. The list was updated and a number of the items removed. See a final Action Item report at the end of these January minutes.

**Kairos Legal Music:**

Rob noted that we have over 700k songs to choose from for our weekends that are in the songbook or in public domain that we can use for the weekend and our weekly inside meetings. Bill does not need to hand write his songs and distribute copies to everyone but needs to work with Detroit, who has the song books that he and Inside Teem put together. We have been paying for licenses to copy and play our music through KPMI Tennessee. Someone needs to get a songbook to check out they are included and we are authorized to play our songs. Brad can help deal with CCLI. Rob ensured us that we are paying license fees to KPMI Tennessee.

**Prayer and share guidelines:**

Copies of these guidelines, which were updated in December 2022, were distributed to the Council via email. Rob discussed them and emphasized that we need to adhere to them going forward. We don’t have a lot of time during our evening sessions and need to stay focused to get everything done. We need to start 6:30PM; music takes about 5 minutes per song so whether we sing 3 or 4 songs each evening depends on our schedule and where we are. Jeff noted that sometimes there are a lot of conversations going on during the evening which part of the event for the men inside. We need to circle up by 7:40PM which doesn’t give us a lot of time to get out by 8PM. This is not our choice.

Devotional talks take too long and should be more like the devotional Randy did today. We also make it difficult on our musicians in taking down their equipment as everyone will use the microphone until the last moment. We understand we are closer to allowing the inside team to do some music and use their instruments, which may free up some time and make things easier. They love it and they are good at it.

**40.3 Instructional summary report**

Jim Hawley was excused for an excellent reason so was not at the meeting. No one made any comments on the summary report during our meeting.

**Ongoing Ministry (Journey) Report**

No report provided.

**Outreach/Recruiting**

On outreach, Rob indicated he would like to have us go to the Churches in the area and recruit.

Regarding recruiting, Scott’s recruiting has been good but he just lost 3 team members. He is still 5 to the good but knows there will be others who will need to cancel before the weekend. He will continue to recruit.

Brad asked if he could bring 5 computers to Randy’s church and assist in getting team members certified to go in for K41. Scott said he would schedule for that during team formation.

**Communications Coordinator**

Scott S has been in contact with KPMI and is working them to publish recruiting material for our group. He was told we cannot use the team picture taken on K40 as that is only for our own personal use and not to be published. Scott would like to incorporate more of our stories into his recruiting material so he needs articles from us. We have now a distribution of about 150 on KPMI Messenger that we can communicate with.

**Kairos Outside/Emmaus Liaison Discussion**

Scott H., mentioned that his wife is now the Chairperson for Kairos Outside so we obviously have a good contact there. Rob asked if someone could attend the Johnson City Emmaus meeting as this is a great source of future team members.

**NECX Liaison Report – Team:**

No report was provided at the meeting.

**Trailer:**

Scott H reported that we are very hopeful we will obtain permanent storage in a building at Bethany Church in Mountain City. Although it still needs to be approved by their Elders, we are hoping that is just a formality, as this Church is committed to our ministry. This is a lot better situation than what we have now. The building provides good shelter even though it does not have power or heat. This will replace the need for our trailer.

Rob mentioned we would have issues if we owned a trailer with KPMI since it would need to be owned by them and registered in Florida.

With this new storage option during our weekends, we could use Bill Donoho cabin trailer to get all the items we need up to and back from Mountain City. Someone with a truck will need to haul it but that does not to be a problem for our group.

We sold our trailer to Jimmy for $1 so we don’t want him holding the bag on this. We would take it off his hands and scrap it if necessary.

It was also suggested that we should not just store and reuse all the small items from a weekend. It would be a lot easier and not much more expensive to replace them with new items for the following weekend. These would be like crayons, etc. Everyone agreed.

**Mandatory zoom call:**

There is a mandatory zoom call for Council Members on February 2nd, 6 PM to 10PM. Hugh will be getting out meeting details and connection information.

**State Meeting Report:**

Scott H. is now the person who will receive invitations to State meetings. Anyone is welcome to join him, if available. The next State meeting will be in February and will be on ZOOM. Scott will get the invite and needs to attend or have a member of the Executive Committee represent your Advisory Council.   (Email from Carol after our meeting)

Rob attended the last meeting.

**1-day Retreat:**

Hugh, Rob and Ned did meet with Brian McKee and he cannot lead the retreat. They developed an outline and are finalizing it.

**Prayer Requests – Prayer Bag update:**

Jeff noted there were about 34 prayer requests received from our Prayer and Share on Tuesday. He reminded everyone that a few of our group go to Golden Corral in Johnson City on Friday for lunch, where these prayer requests are prayed over and discussed. All are welcomed.

**Prayer requests from Council:**

George and his speedy recovery from his heart surgery

Jared and his wife for their ongoing healing from surgeries and the loss of her mother

Brian McKee

Jeff’s daughter-in-law pregnancy issues, Ashley

Brad, Microsoft is laying off 10K and it is a difficult time at the company.

Brad’s daughter Chelsey into astrology

Scott s, pastor wants to start a prison ministry starting at Carter County facility

Methodist Church re-organization and its impact in Randy’s and other parishes.

Pastor Gail Hartley with his hearing and new implants.

**Closing Prayer: -** 10:38AM

Respectively submitted,

Tom

KAIROS ADVISORY COUNCIL ACTION ITEMS FROM NOVEMBER MEETING (November 19, 2022)

UPDATED FROM JANUARY COUNCIL MEETING (January 21, 2023)

|  |  |  |
| --- | --- | --- |
| **ACTION ITEM** | **RESPONSIBILITY** | **STATUS** |
| K40 – After glow. Items discussed from K40 weekend for K41 * Need new cord for the PC (Scott Hale) ***Handled. We have a new cord***
* Let’s check out the new sound system (Tim Cornett) ***Not Tim but sound system checked out ok*.**
* 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.***
* More meetings with the Inside team before the weekend. ***These are planned as part of team formation.***
* Team leaders need to be more vigilant in warning/catching people taking food out. Also need to be more vigilant about having participants stay at the tables during the talks***. This has been emphasized and communicated with the inside team.***
* Cut the number of pizzas back on Sunday. ***Everyone agreed and portion size has been determined by the team.***
* Too much food going in. Don’t need to feed 25 CO’s. Agreed ***and will be implemented***
* Portions are still way too big. ***Agreed and will be implemented***
* Need better control of food coming in. ***In team meetings these have been discussed and changes implemented.***
	+ Get a purchasing person to regulate costs
	+ Contact KPMI for purchasing suggestions (no help)
	+ Council and leader need to be present to discuss the menu and order food.
	+ We need to have a discussion with Theresa and Hilda to change the process (Scott and Scott) Sometime in January

Suggestions from Tom from practices at San Quentin* Incorporate theme, and the community song***. Scott is not having a theme and song for his weekend but this is something for future weekends***.
* Encourage residents to take any agape they want back with them to the cell, chain, posters, place mats. ***Implemented on K41 planning***.
* Final team meeting should be held in the prison with the chaplain and inside team. ***Part of K 41 team formation***
* Add a “Community Song” to our music team. ***Scott heard song and does not think it will work on his weekend with his music plan.***
* Give the inside team a nametag, perhaps an apron that can be signed, **Inside team will get nametags and be a closer part of the team.**
* Introduce Inside team on Friday morning. ***In the schedule for k41***
* Picture of Inside team with Volunteers. ***Part of the plan for K41***
* Inside team to help pray speakers in, consider them for morning/evening meditations. **There will be a spiritual director for the inside team and they will assign insider servers to pray up various speakers but there will still be a prayer team of volunteers.**
* They can help accompany speaker to the podium before talks. ***Will have inside servers assigned to assist the prayer team in praying speakers.***
* Changing community room to Chapel – use inside team to carry the picture of Jesus and sing “Surely the Presence”. ***People are going to physically back and forth between Rollo Room and Chapel***
* Inside team bring letters to residents but then pull back. ***Part of the plan for K41***.
* Add soft music from the rear to letter reading tim. ***Part of the plan for K41***.

.  | Scott Hale | CompletedCompletedCompleted design but still needs to built and tested. CompletedCompletedCompleted CompletedCompletedCompletedCompleted: CompletedCompletedCompletedScott listened to song and not right for his weekend. CompletedCompletedCompletedCompleted, there will be a spiritual director of servers who will coordinCompletedCompletedCompletedCompletedFor future leaders to decideCompletedCompletedCompletedCompletedCompletedCompletedCompleted |
| Rob Roberts –manuals need to be ordered from KPMI. ***When numbers are finalized, manuals will be ordered by Brad*** | Scott Hale | In process |
| There will be a 4-hour zoom retreat Feb 2nd from 6 to 10. Mandatory for council members. ***More information expected from Hugh on this.***  | Hugh Johnson | In process |
| * Need new breaker system in the church – Theresa will ask Gale. ***Done***
* We need to send Bethany $500 from the weekend – George and Brad ***Sent***
* Financial report for weekend. **Done, it cost us $7,300 for K40**.
* 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.***
* Portion control – ***There will be smaller portions next time for K41***.
* Jared will talk to Mr. Reinhardt for fundraising. ***Still outstanding***.
 | Various | CompletedCompletedOutstandingOutstandingOutstanding |
| Trailer at Bethany Church in Mountain City. ***We have a new plan to use a building up in Mountain City so we do not need to have a trailer. Although we sold our trailer for $ 1, we don’t want to leave the person we sold it to hanging with the trailer,***  | Trailer Team | CompletedScott has new sound system at his Church. With this new sound system, may not need a trailer for our weekend. Scott should have update on this from a meeting he has on the 14th  |
| Review and implement Prayer and Share Guidelines, ***These were reviewed in detail and everyone agreed with them. We need to start meeting at 6:30PM, end table discussion by 7:40 because we must leave*** | Jeff FannonRob Roberts | Completed |
| Legal songs on weekends. ***Rob reviewed this during Council Meeting.***  | Bill Shepherd | Discussion of guidelines from KPMI done at January Council meeting |
| Sing 3 or 4 songs during weekend | Scott Combs | Part of the pray and share guidelines |