

EXECUTIVE COMMITTEE MEETING  
NATIONAL LUTHERAN SECRETARIAT  
MONDAY, MARCH 7, 2016

The NLS Executive Committee meeting was called to order by Steve Gielda, President, at 7:03 p.m. EDT, on March 7, 2016, via teleconference.

Pastor Doug led us in prayer.

Those in attendance were Steve Gielda, President; Steve Barnett, VP Administration; Wendy Showalter, VP Outreach; Carol McGill, Secretary; Brenda Accola, Treasurer; Pastor Doug Givan, Spiritual Director; Paul Schmidlin, Executive Director; Diane Purcell, Financial Advisor; and, Dave Lambert, Database Coordinator. Absent: Carol J. Reedstrom, Newsletter Editor; and, Rick Hanzlik.

Brenda moved that the January 18, 2016, minutes be approved. Second by Steve B. Motion carried.

Brenda moved that the February 8, 2016, minutes be approved. Second by Pr. Doug. Motion carried.

**Dave Lambert, Data Base Coordinator.** Working with Paul to put together a data flow program. E-mail addresses are the key to the data base. Diane: Is there a second person with access to the data base? Paul: Both Dave and Rick have access.

**Paul Sabateir-Smith, Palanca.** Received a request from "3dayorl.org", a "weekend Prayer Vigil site", to put all VdC weekends on this site. Steve B. suggested that the NLS Board not take on the responsibility to complete the information. Steve G. has no problem with each Secretariat using the site, but does not think NLS should take on the task. Wendy suggested this be part of the Regional Meetings discussion and leave it up to the individual Secretariats. **TABLE THIS UNTIL GATHERING TO DISCUSS WHETHER OR NOT TO ENDORSE.** Paul Sa. will prepare a page of basic information for presentation at Gathering and will send to Paul Sc.

**Recommended Best Practices for Secretariats.**

1. Wendy will "clean-up" language, grammar, etc. Do we want to postpone approval until Wendy makes the corrections? Or post them as is?
2. Diane has problems with differentiating within the organization.

3. Are there any glaring concerns? National Via de Cristo Gathering is the new name for July meeting. Annual VdC Survey – Purpose is to get information as to number of people on the weekends to determine number of delegates for each Secretariat.

Do we want something in there regarding the database? Paul S. will draft something and send to Wendy.

**NLS Best Practices.** Wendy will review and correct these as well.

APPROVAL OF BEST PRACTICES IS TABLED TO APRIL MEETING.

**Status of Lay Director contacts by Board.** Steve G. – Every Board member should complete this task. And, make it an ongoing practice. This will be on agenda in April. All Board members are urged to make a special effort to make these phone.

**National Gathering.** Board members are to arrive on Tuesday, July 19<sup>th</sup>.

#### **Executive Director Initiatives & Updates**

Via de Cristo of the Rockies has folded and will become part of Colorado VdC. Will continue to encourage 4<sup>th</sup> Day living.

#### **Spiritual Director Updates**

Manual – Wendy has corrected some things and that has been forwarded to John Bradford. Doug moves that the SD Manual pending copy right edits made by Wendy be approved. Second by Brenda. Motion carried.

Pastoral Video – The cover letter is completed and was read to the Board by Wendy. Diane received the authorization for using the music on the video and will send the invoice (amount is \$50.00) to Brenda for payment.

#### **VPA – Gathering Updates**

Board members need to send completed registration forms to the Host Committee. Wendy informed the Board that Oregon will not be able to host the Gathering in 2019.

#### **VPO Update**

Group in North Dakota has completed their By-Laws and Articles of Incorporation. Wendy sent both to Diane Purcell on February 9<sup>th</sup> for quick review. North Dakota Leadership will submit their documents after NLS O.K. They **will** be sending a delegation to the Annual Gathering in July.

Group in Western Nebraska is considering starting their own secretariat. They will be meeting every other month to discuss their options starting in March. Wendy will visit them in June or August.

Lake Gaston NC is working on the 2<sup>nd</sup> draft of their by-laws. Their plan is to send a delegation to the Annual Gathering. Final documents will be sent to Diane for review at the end of March or early April.

The Villages group is split between forming a VdC secretariat vs. just joining the local Walk to Emmaus community. Conversations are on hold for the time being. Wendy requested from Tracy Schmidlin names of former members of the VdC secretariat that disbanded.

Some interest in the Charleston area; waiting on response to calls and email.

Per request of Doug G., Wendy reached out to pastor in Papau, New Guinea. No response as yet.

#### **Treasurer Updates**

Has sent out dues renewal notices to the Secretariats. Wendy moved to approve the Financial Report (through February 29, 2016). Second by Steve B. Motion carried.

#### **Newsletter Updates**

Deadline for next newsletter April 15, 2016.

#### **Secretary Updates**

No report.

#### **Financial Advisor Updates**

No Report.

#### **Web/Tech Updates**

Not present.

#### **Archives**

Karen Benefeld has the archives. Paul has talked with her.

Next Meeting will be April 18, 2016, 7:00 p.m. EST.

Meeting was adjourned at 8:53 p.m. EST.

Closing prayer – Pr. Paul S.

Carol A. McGill

Secretary