

Chrysalis Board Meeting  
January 28, 2012

Present: Ginny Hawken, Lindsey Holland, Sarah Hawken, Ellysa Dagen, David Anthony, Bo Phillips, Heather Evans, Shawn Winchester, Leon Roach, Carole Maennle, Debbie Winchester, Lucas Luther, PDab Allen, Sarah Allen, Donna Smith

Leon opened with prayer. Minutes were read. Sean made the motion to accept the minutes. Bo seconded the motion. All approved.

Treasurer's Report was read. Current balance was \$7,466.75. We still have two invoices outstanding. There is \$1315.00 in the emergency fund. (\$1215.00 for Robin Broom). Carole made the motion that the treasures report be approved. Heather seconded. All approved.

Leon wanted to reiterate that as Board Director he is just here to support the board. He also wanted to emphasize that chairs of the committees don't have to do all the work. The number one thing is to make sure that during a flight the job is covered. Leon wants to see an increase in reunion groups currently there are only two in the area. (One in Cullowhee and one in Webster). It is important to have these groups because it helps with accountability and growth for the community.

Registration – no applications for either flights yet

Kitchen – no known concerns

Dining – no concerns or problems

Big House – Heather cleaned out the big house tubs.

Prayer Chapel – Gibby is working on getting coverage for the prayer chapel for the girl's flight. Donna Smith will cover Friday as long as her grandchildren aren't born yet. The twins are due in April. Katrina will cover for the rest of the flight.

Set Up – David had no concerns.

Transportation – No problems

Candlelight – Carole will reconsider the order of the service to keep the reverence. Heather and Carole will get together to work this out.

Communication – Heather tries to keep emails to the minimum but still keep the community informed.

Clergy – Application for clergy is on the website. Heather will put the criteria on the website. Bo will make a list of eligible people so the board can approve it. Team clergy need to be recognized as working in professional ministry or retired from the ministry. They need to be considered as clergy in the church

not laity. Give Bo's number to people who are interested. We need a minimum of three per flight but we like to have 5. They do not have to have a degree.

A suggestion was to try to keep the afterglow party to an hour. Bo will make sure the Spiritual Director for the weekend stresses that at candle light the testimonies should only be from the caterpillars. Heather will also put this information in the packet of information to the Lay Directors to stress this at the team meetings.

**Old business:**

Criminal background checks – First Point sent the application. Heather and Leon will help Bo fill out the application. Hopefully we can get it going before the March flight.

Two surveys were completed.

1. The first 70% of respondents voted to leave the flights as Friday/Saturday/Sunday except for the Memorial flight in May.
2. 100% approved the new executive board members.

**New Business:**

Upper Room fees have increased from \$7 per caterpillar to \$10.

Leon will take the covenant letter to the Upper Room tonight and get it turned in.

Mountain Ridge Chrysalis just spent a weekend looking over the handbook to make sure they were following it. We might want to consider doing that sometime in the future. We are pretty confident that we are following it now.

We need to make sure that if there is clapping after the speakers it is caterpillar and not team led.

T-Shirts - We are almost out of T-shirts. Bo made a motion which was seconded by Ginny and approved by all that Heather will check into getting some more T-shirts made up. The board approved up to \$600 for this.

Medication issues – In order to prevent medication errors, Lindsey is going to get a form to Heather that her day care uses. Heather will adapt it for Chrysalis. We want to make sure it takes two people to give the medication, that the caterpillar signs that they have taken it and that we document what and when was given. We will put in individual bags with names on it. We need to make sure sponsors leave written instructions for medication. We want no narcotics in the rooms.