



**Kairos Prison Ministry International, Inc.**  
Kairos of Georgia State Chapter

**Minutes**

**Georgia State Chapter Committee Meeting**  
**Christ UMC, 417 N Frontage Rd, Forsyth, GA 31029**  
**August 30, 2025, 9:00 AM**

1. Call to order
  - Welcome - Beverly Upperman
  - Opening Devotion and Prayer – Ann Mann, State Clergy: Using the theme, A Heart to Serve, Rev. Ann referred to John 15:5 (the vine and the branches) saying we should serve, not out of obligation, but to the glory of God, using points on a handout.
  - Music – ALL: “Waymaker” video
2. Roll call, confirmation of quorum – Diane Morgan: Quorum of 24 of 32 present. (Attendance attached)
3. Additions to agenda - None
4. Department of Corrections - Dr. Ronnie Cotton, Statewide Volunteer Services Coordinator, Chaplaincy Services/Volunteer Services: Not present due to illness but sent a report. Beverly shared:
  - Asked if there are application process issues. Average turn-around time 30-45 days. Applications must match names on drivers’ licenses, not nicknames.
  - Question asked if there is a way to find out applicant’s status sooner. Beverly will ask about the procedure
  - DOC deep dives in screening process, checking social media. “Keep yourself clean.”
  - Reminders are being sent by DOC to those who need to renew badges. Also suggested that someone from each AC keep track of badge expiration dates and notify those needing renewal. Also input date on Kairos Messenger (KM). DO NOT let badges expire.
  - Requests have been made to DOC for Kairos to begin in new facilities. Should we reopen inactive or start new?
  - Training – DOC is developing regional training with Chaplains, so applicants will not need to travel to Forsyth. More later.
  - Contractors hired at one facility cannot volunteer at that same place but may at a different facility.
5. Secretary report – Diane Morgan
  - **Leader Nominations approved:** Cindy Bachman-Whitworth and Charles Denham-Walker
  - **Nominations approved with Condition:** Scott Wenass-Atl. Metro (Needs one Talk) Margalena Remington (AKT in Oct.) and Kelly Shultz (Needs one talk) both from Pulaski Bruce Richards-Lee State (Leader date 28 months after AKT, Beverly to ask KPMI for Grace)
  - **Variations approved:** Monty Henderson-Smith approved by KPMI 7/9/25, Chris Roberts-Rogers
  - AC Secretaries – please clean up KM data for your AC
  - All AC positions – Attend trainings offered by KPMI or State Committee. KPMI will add date trained to KM.



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- 2026 Election Preparation: Andy Perry sent all AC Secretaries an email with links to several training opportunities regarding Elections. Elections are to be held in September with results to be input into KM by December 1. Click the appropriate link on her email to be properly trained.
  - Note: A volunteer can serve at a local level and at the State level as long as one is a non-voting position.
6. Financial Secretary report – Roxann Davis
- Financial Statements reviewed – Balance Sheet and Profit & Loss as of July 31: We are in good shape financially with \$477,000 total assets, despite expenses being up, fundraising being down (ACs need to do fundraising year-round), and Conference registrations funded.
  - At a minimum, each program’s AC needs to raise funds to cover their Weekends. Team Members should not be given a suggested dollar amount to raise. Rather, the financial goal should be announced, and Teams should do what they can to meet that goal.
  - Each AC’s Donor Coordinator has a QR code and link for donations. QR code connects to the proper AC. Print code on business cards to distribute for fundraising.
7. Treasurer report – David Griffin
- Need deposit slips? Contact David.
  - AC have extra unused equipment? A central storage location is now storing items in Forsyth. Prior to purchasing items, check to see if storage has what you need.
8. IC report – Dawson Long/Vanessa Velez-Cruz
- Dawson: IC is made up of several different committees (i.e., Volunteer Guests and Recruitment, Program Excellence). Now Council “Worker Bees” use AI and other tools.
  - IC no longer elects Kairos Board of Directors which are now appointed. IC members now focus on supporting their State’s ACs.
  - Vanessa: They seek ways to support ACs in all three programs. IC Reps look at AC Leader Reports, Excellence Initiatives (EIs), Continuing ministry and activity at the State Level
  - Vanessa and Dawson are EI Reviewers tasked with helping AC’s make their next Weekends better. Not Kairos Police, but to act as a resource to help. Ask them how they can help.
9. AKT status – Ann Straham
- Register for AKT at Camp Fortson in Hampton, GA. Need 25 attendees to hold Training. Look at your AC’s Leadership Track and register future Leaders. AKT is required 12-24 months prior to Leader a Weekend.
  - Because of Covid, each AC could have applied with a Variance to have a repeat Leader. Grace had been given since reopening of facilities. Life happens. The STATE now asks ACs to keep at least 3 nominated Leaders on the track to avoid applying for a Variance.
  - If a future Leader is scheduled to attend AKT, but is unable to, be sure to cancel so the State won’t be charged.
10. Vice Chair Report – Walter Straham
- Executive Committee / State Chair Meeting Notes:
    - If EZRA has been ordered but is on hold, it is because the Weekend is not on the Kairos Kalendar (KK), or a Variance has not been approved, or there is no past Leader’s Report or the State Financial Secretary has not approved the order. Weekend Leaders should have a checklist of all requirements to order EZRA. If a Weekend is cancelled, cancel it on the KK



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- Volunteers may not be at the gate when an inmate is released.
- Comparing 4<sup>th</sup> Day Lingo with Kairos Lingo:
  - 4<sup>th</sup> Day has Walks Kairos - Weekends
  - 4<sup>th</sup> Day Participants are Pilgrims/Cursillistas Kairos - Guests or Participants
  - 4<sup>th</sup> Day has Group Reunions Kairos - Prayer and Share
  - 4<sup>th</sup> Day has Gatherings or Ultreya Kairos – Retreats/Reunions, Swap, Bible Study
- Both have Communities. **Use Kairos lingo**, not 4<sup>th</sup> Day. Kairos does NOT have “Walks.”
- Mystery Presentation – GA has Gems!
- Kairos has lots of Volunteers in our three Programs: 592 active. We all know people, not serving on the AC, who possess specific talents (Grant Writing, organizer of special projects, etc.). Capture his or her strength or interest by finding the “Georgia’s Got Talent” Questionnaire on the website: <https://forms.gle/tmXzjkjoqMQ2178j9> . Folks may be willing to do a one-and-done project or a specific job and are waiting to be asked.
- Emphasis on getting future leaders approved by filling out Jot form on the website or by submitting a Variance for repeat Leader to the Georgia Executive Committee to approve and send to KPMI. Review Financials with your AC. Consider Inter-ministry Blessing to support struggling ACS and make sure fundraising is being done year-round to cover the cost of your Weekend.

#### 11. Chairman report

- Training – Go to [mykairos.org](http://mykairos.org). Downloads/Policy/Code of Conduct or pick a topic and discuss at AC Meetings. Send Meeting Minutes to Beverly, Kairos State Chair. Also, make sure all AC Positions attend a KPMI Training so the date can be added to each person’s record on Kairos Messenger. If training dates have not appeared on your record, contact Andy Perry at KPMI.
- KPMI has a new Men’s Inside Coordinator, John Watson, who may be at the November Meeting.
- Fourteen Fall Weekends scheduled for remainder of 2025. Check KK for accuracy and pray for each.
- Potential Volunteers – When your AC receives names of potential volunteers from Beverly or KPMI, Secretary is to input information into KM after contact is made.
- Placemats – Outreach Opportunity: Seniors in Retirement places may be a good source for Placemat coloring. Worked for one AC. Have colorers write first name and age on the page!
- 2025 Annual Plan Review – Find your position on the 2025 Annual Plan and accomplish goals by year end. These will be added to the End-of-Year Report.

#### 12. Annual Conference Highlights: Wonderful Worship, Speakers, Workshops and Overall Event

- Volunteer Update – 40 attended from Georgia, 12 were from Kairos Outside! Twenty-six + volunteers were trained prior to Conference and were tasked to pray for each other, for the Conference and for the Attendees before it began, and to pray before their volunteer service began. Walter helped to organize the Conference (often firing and rehiring volunteers) and brought a new and moving touch to the Memorial Ceremony. Georgia was complimented on the wonderful Georgia Volunteers.



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- Workshop Sharing:
  - 1. Rosa – “Better Together” All three Programs work to support each other. We should talk each other’s Program up, attend each other’s Closings, Reunions. KO Shield was shared for people to color and return to Nita Hodges. First KO Coastal Weekend is in November.
  - 2. Julie Brannen, KI Emanuel – “Heart to Serve” Powerful Testimony given. Having a Heart to Serve is a Life Sentence:
  - 3. Bob Carter, State Program Chair – “Heart to Serve” by Beverly and Mike Springer of Texas, said serving from the heart is not a duty. It means we want to serve. Sharing the Emmaus story, Bob said the two on the road could be us. Rather than saying, when asked for prayer, say, “I already prayed for you (and mean it).
  - 4. Tajuana Jackson-Williams, KO – Serving is not an obligation but is where the Lord wants her to be. More recruitment of men is needed for KO.
  - Couldn’t attend the Conference? Visit [KPMI.org](http://KPMI.org) to watch Worship Sessions, Workshops and Handouts, and Speakers.
13. No Advisory Council Reporting due to time constraints. Some ACs submitted written updates.
14. Prayer Time - ALL, by topic, by table
- Prayer Vigil – September 28-30, 2025
15. Benediction / Adjournment

Respectfully submitted,  
Diane Morgan, Secretary Kairos of Georgia

**Note: Next meeting – November 8, 2025, in-person, Christ UMC, Forsyth, GA**