

Georgia State Chapter Committee Meeting

Christ Church, Forsyth, GA

January 27, 2024, 9:00 AM

1. Call to order 9:05 AM
  - a. Welcome 2024 New Members – Beverly Upperman welcomed all. Each introduced self by name and Facility.
  - b. Opening Devotion and Prayer – Beverly used John 15:16 about being Chosen. Matthew 22:14 “Many are called, but few are chosen.” God has chosen each of us by name. Beverly named each person in the room and opened with prayer.
2. Roll Call, confirmation of quorum – 23 of 35 present
3. Additions to the Agenda – None
4. Secretary’s Report – Diane Morgan: Report of work of the executive Committee Jan. 26, 2024 – Approval/Denial of Leader Nominations and Variances: Joseph Almand, Washington SP – On Hold for lack of Kairos leadership and number of talks. Beverly will speak with his AC Chair, William Zachary. Georgia Phillips, Whitworth Women’s Facility – Approved. Peter Michael Mealus, Walker SP – Approved. Patrick Michael Chancy and Jorge Tomas, Valdosta SP – both put on hold. Beverly will speak with AC Chair Bill Holt about procedure issues. Maria Bailey and Tammy Calhoun, Kairos Outside - Approved. Variances: Executive Committee approved two variances; Rogers SP for Dawson Long and Stanley Lewis to be repeat leaders. Macon YDC Torch, Octavia Everett (Variances subsequently approved by KPMI on 1/29/24.)
5. Financial Report – Roxann Davis: Roxann presented financial documents showing Assets, Liabilities and Equity, P&L by ACs. We are in good financial shape. Kairos of Georgia received an \$18,000 donation from a Foundation due to a passionate volunteer sharing Kairos as a meaningful charity to include in one’s Will. Reminder for Donor Coordinators is that ALL IRS letters need to be postmarked by January 31, 2024. Donator Coordinators must close out 2023 books and notify Roxann that it has been done. More on IRS letters: For donations made online through Kairos of Georgia website, a donation letter will come from the State. Donations made through mykairos website will come from KPMI. As a 501C3, Kairos is required to issue a receipt to all donors for tax purposes.
6. Treasurer’s Report – David Griffin: Kairos deposit slips must be used for funds to be properly recorded. If your AC treasurer needs deposit slips, contact David. Online donations also need to note which Facility the donation is to support.
7. International Council (IC) Report – Beverly reported for Dawson Long: The IC will meet next month. Georgia has a new IC Rep, Vanessa Velez-Cruz. She has been assigned a mentor to guide her in IC requirements. Dawson will also be a resource. IC representatives are the voice for our State at IC meetings.
8. AKT Coordinator - Ann Straham: Beverly reported. One AKT was held in 2023. Another is being planned and will possibly be in late April or early Fall. Several attendees at the last AKT did not like the facilities at Camp Fortson. (Bunk style sleeping quarters). A new location is being sought near the Atlanta Airport. Challenge is that hotels do not allow food to be brought in, which makes the weekend cost prohibitive. Note to ACs: Send upcoming leaders in advance of the Weekend, not 3-4 months prior to the leader serving. (12-24 months ahead)
9. Subcommittee Reports:
  - a. Program – Ladson Golden: He presented a handout showing the difference between Kairos and Emmaus, which should be shared by all in attendance with their ACs. The document is not an official Kairos document but shared for informational purposes. Example: Kairos does Weekends, not “Walks” as Emmaus and other 4<sup>th</sup> Day Communities do.
  - b. Agape – Ed Bynum: Ed brought some posters to the State meeting for others to take back to their communities. Agape can be scanned and uploaded or downloaded and printed to share with other facilities worldwide. Ed is willing to pick up Agape posters wherever they are. Bring facility-made posters to the State Meeting to trade. Idea – have 8x11 posters made at each table, upload on My Kairos. See role of Agape Coordinator on ACOP.
10. Vice Chair – Walter Straham: Reviewed draft Annual Plan previously sent. Discussion points noted below:

- Spiritual Health (Vision Priority 1) –Advisory Council to hold at least one community prayer event - Each Council is to decide when, how or where. Can be done on Zoom. Event is to be recorded in AC minutes, sharing how many persons were involved. An article may be submitted to the Kairos Newsletter about your AC's prayer event. See Prayer Vigil links on Kairos Kalendar in Kairos Messenger. Note: There are approx. 3,300 volunteers in our database. More than 900 have "Bad Email" notations. All AC Secretaries need to update bad email addresses. Never delete a record but put "Do Not Contact" in the record. Beverly sends out emails through Kairos Messenger and information needs to be correct.
- New Starts (Vision Priority 2 & 4) – Walter Straham and Beverly Upperman went to Augusta in hopes of starting Kairos Torch. Also looking to start Kairos Torch in Augusta/Eastman, GA. KO Coastal will hold Weekend #1 in Fall 2024. Our challenge is to reopen inactive facilities. We need to strengthen inactive facilities before we look to open new ones. Currently, there are 21 active ACs. Will decrease to 20 in April when Lee Arrendale closes. Pray for inactive communities. Covid-19 closed out volunteers, many of which are now serving in other agencies. Expired badges and length of time to have applications reviewed is an issue, which now takes months to process and approve. DO NOT LET BADGES EXPIRE! Beverly has requested a meeting with DOC Regional Chaplains relative to badging issues. Note: Applications are better done on a computer and not on phones. Google Chrome or Firefox browsers are best. Forward DOC questions through Beverly. Avoid contacting them directly.
- Fundraising (Vision Priority 3) For ACs: Participate in Distance for Deliverance this summer, walk-a-thon. Build Community and raise funds. Share Best Practices with other ACs. Meal Tickets, Pampered Chef events. Assure fundraising effort follow KPMI guidelines. (No Raffle/Gambling). Do's and Don'ts will be addressed at the next State Meeting.
- Communication (Vision Priority 2 & 3) –Training to be conducted by State Leadership to ensure awareness of processes and procedures (Leader Reports, Excellence Initiative, clearing of Weekend Advance, etc.)
- Outreach and Recruiting (Vision Priority 4 & 5) – State Secretary and All ACs make sure all AC Secretaries and Data Coordinators input prospective volunteers into Kairos Messenger. All AC Secretaries use Kairos Messenger to reach INACTIVE volunteers.
- Miscellaneous
  - a. Fully implement use of PEX Cards for all weekend expenses. State Financial Secretary will work with AC's Donor Coordinator to provide Weekend Coordinator with \$3,500 on PEX Card rather than a check. Card is to be reconciled with receipts post-Weekend and card returned to Donor Coordinator post Weekend closeout. Receipts are due within 30 days of the Weekend. Our State Financial Secretary will research with KPMI to determine plan for PEX card use prior to issuing to ACs.
  - b. Recruiting information is available on the Kairos of Georgia and KPMI websites.
  - c. All Members of the State Chapter Committee are encouraged to attend a Sunday closing for all three Programs. AC Chairs and/or State Leadership. Contact Weekend Leader prior to get name on Entry list, if not already serving on the Weekend Team.

#### 11. Training - Walter Straham, Vice Chair:

- a. Began with Jeopardy-type game, showing position responsibilities asking which AC position has that responsibility. Each AC member needs to know his or her responsibilities.
- b. All AC meetings should begin with prayer.

#### 12. State Chair Report – Beverly Upperman

- a. Leadership Tracker – Note Tracker on found on Kairos of Georgia website. Observing Leader must be approved by SCC prior to serving on a weekend.
- b. Late and incomplete leader nomination forms are being submitted. Only timely and correct applications for new leaders will be reviewed by the State Executive Committee. If incomplete or untimely, potential Weekend Leaders will not be approved and Weekend may be postponed.
- c. ACT on Zoom – 4-5 hour training is available. Beverly has requested 4 weekends in April for Georgia. Our goal is to train 100% of our ACs. Last year only 16 of 26 were trained.

- d. State Meetings/AC Meetings – ACs are to follow the format of the State meetings with all items to be discussed. First AC meeting of the year should include each person describing his or her role on the AC.
  - e. Ezra – Register your Weekend on the Kairos Calendar before ordering Ezra
  - f. Kairos has more than 30,000 volunteers. Georgia provides 10% of those. Activation of inactive volunteers is needed.
  - g. Explore mykairos.org for a myriad of training information.
  - h. Training – KPMI is seeing complaints of inappropriate volunteer behavior (fighting, drugs). Leaders must require team members to complete the Team Application prior to service. Pastor/clergy signature is required to vouch for volunteer.
  - i. If 3 State meetings are missed, member is considered to be resigned and will be removed. If AC Chair needs to miss a meeting, have a designated substitute (one of five voting AC members) attend in your stead.
  - j. Potential volunteers that come through KPMI are sent to the State Chair and forwarded to applicable AC. They should be loaded into Kairos Messenger by AC Secretary or Data Coordinator.
  - k. Be a recruiter. Mykairos.org is program volunteer information. KPMI.org is general information
13. The State committee approved funds to pay for one AC representative to attend the Kairos National Conference. Local AC is to pay travel expenses. The Conference is during the last week of July. Plan now for Conference in Louisville, Kentucky.
14. Prayer focus – Inactive facilities and new volunteers.
15. In closing, AC's let State Committee know your expectations of the State. Keep information coming about badging hurdles. Note: KO does not require badges to serve there. Have Leaders approved in advance of Weekend, attend AKT 12-24 month in advance of Weekend. Submit Variance if there is a need to have a repeat leader (who will also need to repeat AKT). Pray for the morale of the community.
16. Benediction and Adjournment – Closing benediction by Beverly and prayer by Thom Staub, Smith State Prison. Meeting concluded about 2:00 PM.

Respectfully Submitted,  
Diane Morgan, Secretary