



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

Virtual/Zoom Meeting Minutes
August 31, 2024, 9:00 a.m. - 12:00 Noon

1. Call to Order Beverly Upperman
Welcome, Opening Devotion and Prayer and Music Video shown at Conference
2. Roll call, quorum confirmed – Diane Morgan
3. Additions to Agenda - None
4. Secretary Report – Diane Morgan
Weekend Leader Nomination & Variances as reviewed by Executive Committee
 - Approved Leaders: **ASMP** - Chuck Lee; **Baldwin** - Ben Brooks; **Macon YDC** - Jamie Wittenberg; **Smith** - Mike King; **Walker** - Paul Summerford; **Whitworth** - Susan Smith
 - On Hold for later review: **Washington**-Joe Almond needs verification of AKT and date of Wall Talk; **Whitworth** - Cindy Schwartz to attend AKT 1/25, give Talk #2 during 10/24 Weekend, will Lead 10/25
 - Variances: **Lee** - Mike Zoellick approved by KPMI; Larry Ceravolo lead on one YDC. Variance submitted to lead at a different YDC.
 - AC Elections are to be held starting September. AC Secretary to input results on Kairos Messenger by 12/31/24. Beverly will send GA Chapter slate to State.
5. Financial Secretary Report – Roxann Davis
 - Balance Sheet and P&L for April-July reviewed. Overall, we are in good financial shape. However, our P&L shows Total Weekend Expenses were (\$amount) REMINDER: All ACs are to raise funds to cover expenses of their Weekend. Fundraising should happen all through the year.
 - Trailer/Truck Rental – Make sure to have appropriate insurance coverage
 - Inventory of Kairos equipment donated or paid with Kairos funds needs to be completed and sent to Roxann by 9/30/24. This includes, but not limited to trailers, computers, sound systems. Inventory will be forwarded to KPMI.
 - Property Loan Agreement form should be signed each time a computer changes hands. When electronics age out, notify Roxann obsolete item will be replaced. Recycle, turn in a receipt. (Best Buy does this.)
 - Mileage can be reimbursed for attendance at State Meeting (Form is on the website). Also reimbursed for Kairos Outside speakers at Closings.
 - **New information on PEX Cards:** One has been or will be sent to each AC for Weekend expenses. The Executive Committee discussed a request to increase the current amount. Beginning 9/1/24 each AC is to submit a proposed itemized budget to receive funds on the PEX Card to fund your next Weekend. Additionally, an inventory of supplies on hand should be completed at the end of that Weekend. Upon receiving the budget and inventory, Roxann will review. If approved that amount will be added to the AC's Card. Roxann will contact Donor Coordinators for facilities holding Weekends in October. If funds are lacking one AC may appeal to another AC for an Inter-ministry Blessing to help cover costs. Contact Roxann for information.
 - More on PEX – **Change to reconciling expenses.** Each month's expenses on a PEX Card need to be balanced out by the end of the month in which the money was spent. The Donor Coordinator should send all receipts along with the Cash Advance Clearing Worksheet to Roxann by the 5th of the next month.
 - Request for reimbursement procedure has not changed,

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6. Treasurer Report – David Griffin: Need Deposit Slips? He will send them to you. Just ask.
7. IC Reports – Dawson Long and Vanessa Velez Cruz
 - Vanessa – 16 people attended the Conference. IC meeting stressed that we operate Kairos with Excellence. IC is there to help. Leaders Reports are key and must be correct. Excellence Initiative Reviewers see positives and needs improvement data to be addressed.
 - Dawson - At Conference, Board of Directors elected new officers. Take-aways: Listed for God’s direction, try something new, not why, but why not, have Kairos graduates speak at recruiting events.
8. Sub-Committee Reports – None present to report
9. Vice Chair – Executive Committee / State Chair Meeting Report – Walter Straham
 - Reported on State Chair conference call with Evelyn and GA Executive Committee meeting.
 - Highlights: **Prayer** is important, keep recruiting and push outside your circle. **ACs meet** monthly and send minutes to the State. **State meetings for 2025** are to be 75% in-person and 25% Zoom to foster face-to-face relationship building. **Ezra info**-if added incorrectly goes to Kairos Messenger incorrectly. Ensure accuracy before submitting report. **Rentals** -have insurance on trailers and trucks. **Kairos Torch 101-Presentation** available to State Leaders to educate and inspire program use. **Elections**-Plan. Do. Report.
 - Comment on in-person meetings: Travel is a hardship, time and expense. (Mileage reimbursable), Forsyth is central, and free for use, but other suggestions are welcomed. Meeting dates are usually 5th Saturdays, no Weekends then. Dates announced early, so plan ahead to be there.
 - **Financials** - Donor Coordinators should review monthly with AC. Donor Coordinator receives reports. Check for accuracy. **Fraud**-check washing is being done. **No dues or fees** in Kairos Programs. Focus on Fundraising. **Short on fundl?** Don’t cancel Weekend. Ask for Inter-ministry Blessing. **Budget for 2025**-Easy process, spreadsheets to be sent soon. Include plans for recruitment, fundraising and new programs. **2025 Walkathon**-June 6-15, build awareness and interest in Kairos. **Social Media**-Ask volunteers to Like and Share Posts to create awareness. **Website**-KPMI will oversee all State sites so they have same info. Lalena is still our Coordinator. **Annual Conference**-GA had 6 presenters. Next one TBD. All ACs are encouraged to send someone.
 - Questions? Walkathon info? On mykairos.org. Will Conference fee be covered for ACs next year? To be discussed .
10. Chairperson Report – Beverly Upperman
 - **Training:** Forsyth is central location for the State. Other locations will be considered.
 - **Chaplain’s Inquiries:** Has an inmate attended a Kairos Weekend? This is why Leader Reports need to be complete and accurate. Participants names and GDC numbers should be included in Leaders Report (Kairos Inside). Beverly and David Griffin can search for person and give Chaplain the info.
 - **DOC Updates:** Dr. Stephen Turner is gone. Dr. Ken Ellis is now Director of Chaplaincy and Volunteer Services. Governor Kemp hired Moss Consulting Group to assess DOC effectiveness and operations. Beverly met with their representatives to discuss “pain points”, #1 being Badging. DOC turnovers, also. Firm will submit a report to the Governor’s office in October with findings. If AC has volunteers still waiting for badges, get names to Beverly asap.
 - **AC Focus:** 18 of our 21 ACs attended **AC Training**. Please send **AC Minutes** to Beverly post meetings. Misinformation has been found and corrected. Beverly sends **potential volunteer**

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contact info to proper AC. Make sure they are contacted, and information loaded onto Kairos Messenger. KPMI Newsletter will be sent to them. **Leadership Track-2025** Leader Nomination form will be modified to include pertinent information. Each needs to be completed with all needed info, as the Executive Committee reviews each for completion of required number of leadership positions and Talks given. **Leader Report on Ezra** needs to be correct, since sometimes things change over the Weekend served. **See page 88 in Kairos Inside Manual** for chart on ratios of participants to volunteers. **Crosses:** there are a variety of styles on the website. Most facilities don't allow chains. **Complete Excellence Initiative Report** soon after Weekend is completed. Advising Leader is usually assigned this task. **Fundraising:** Provided example of how to raise \$10,000. **Badges and Expiration Dates:** Idea- Have one person on AC keep track of badge expiration dates who will contact volunteer to renew. **Remaining 2024 Weekends:** We have 14 left, but not all are on KAIROS Kalendar. Add them asap. If Weekend date changes, update the Kalendar to get Agape. **Death, Birth, Celebrations:** Share with the Kairos Community. **New Recruiting Video:** "Expand Your Reach..." includes clips of all three Programs. Excellent. Watch it. **Use of CBD oil:** Promote awareness to not use if going in. **AC Positions Vacant at State:** Clergy, Program, Outreach and Fundraising need leadership. Pray for who in our State should serve in these important positions. **Annual Conference:** 530 attended. Georgia sent 16. 10 ACs represented, 6 presenters from GA, 4 from State Executive Committee. Dawson serves as IC Secretary. Go, Georgia!

11. Advisory Council Updates

- Baldwin-Oct. Weekend rescheduled to March 2025. Presentation made to 3 churches. Got 4 volunteers. Need more help.
- Rogers-Badging is a stumbling block.
- ASMP question: AKT in GA 2025? Ann Straham called several times. No response. Fortson is unavailable on date requested but will seek alternative date for Spring.

12. Prayer Focus

- Ask from Beverly: For the November State Meeting, each SCC member bring names of 3 potential volunteers. List will be consolidated and distributed for us to pray over for one month. In 30 days, those prayed for should be called. The Holy Spirit will give us words to say.
- 14 Weekends left in 2024. Prayer Vigil Sept. 27-29. "Prayer keeps us going."

13. Benediction / Adjournment

PLEASE NOTE: The date for the final 2024 SCC has been changed due to a conflict with the Thanksgiving holiday. The revised date is a face-to-face meeting at Christ UMC, Forsyth, GA. on December 7, 2024. Mark your calendars!

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GEORGIA STATE COMMITTEE
ATTENDANCE ROSTER 4-29-2023
Those in blue constitute the Executive Committee.

Position	Name	Notes	1-27-24	4-27-24	8-31-2024	12-07-24
		P= Pres	A=Ab	S=Sub	E=Excused	
Chairman	Beverly Upperman				P	
Vice Chairman	Walter Straham				P	
Int'l Council Rep #1	Dawson Long				P	
Int'l Council Rep #2	Vanessa Velez-Cruz				P	
Secretary	Diane Morgan				P	
Financial Secretary	Roxann Davis				P	
Treasurer	David Griffin				P	
Programs	Vacant					
Fundraising	Vacant					
Agape	Edward Byrum				A	
Outreach/Volunteer Recruitment	Vacant					
Website Development (NV)	Lalena Wilson				A	
Clergy Recruiting/Train(O)	Vacant					
Advisory Council Coord. (O)	Vacant					
Adv. Member/AKT Coord. (O)	Ann Straham				P	
Atlanta Metro Reentry	Paul Bolden				P	
Atlanta YDC Torch	Tonia Broadnax				A	
ASMP	Craig Stone				P	
Baldwin	Woody Sanderson				P	
Burruss	Gerald Rankin	Steve Byrd			S	
Coastal	Roy Paul				P	
Emanuel	Alice James				P	
Hancock	Mark Bopp	Jerry Kirby			S	
Kairos Outside Coastal	Rhonda Barlow				P	
KO GA	Nita Hodges				A	
Lee	Trent Jennings				A	
Macon YDC Torch	Angela Johnson				A	
Phillips	Jeff Parow				P	
Pulaski	Vicki Douberly	Eugenia Holmes			S	
Rogers	Tommy Casey				P	
Smith	Thom Staub	Monty Henderson			P	
Valdosta/Valdosta Annex	Bill Holt				P	
Walker	Buddy Looney				P	
Washington	William Zachary				A	
Whitworth Detention Center	Jane Johnson				P	
Wilcox	John Glaize				A	

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