

Northwest Georgia Walk to Emmaus

January 2017



Northwest Georgia Walk to Emmaus - For the Development of Christian Leaders. www.nwgwte.com

Northwest Georgia Emmaus Community

What an awesome opportunity God has given us as community members in the Northwest Georgia walk to Emmaus! I am humbled that God has chosen me to be the Community Lay Director for this community in 2017. He has blessed us with people who sponsored us so that we could be better leaders in our local churches, which in a sentence is what Emmaus was designed for. It was intended that we be believers walking with God in a right relationship. On the weekend, we were encouraged to get involved with a small group, so that we might have a group to help keep us accountable. Are you in a reunion group? Do you have someone to keep you accountable to the calling God has for you? If not, I encourage you to get involved in one and if you need help finding one let me know. My prayer is that we will direct our focus to what it is God has called us as His servants, and as leaders of the Northwest Georgia Walk to Emmaus.

Go therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit, teaching them to observe all that I commanded you; and lo, I am with you always, even to the end of the age."
Matthew 28: 19-20

"The end of all things is near; therefore, be of sound judgment and sober spirit for the purpose of prayer. Above all, keep fervent in your love for one another, because love covers a multitude of sins. Be hospitable to one another without complaint. As each one has received a special gift, employ it in serving one another as good stewards of the manifold grace of God. Whoever speaks, is to do so as one who is speaking the utterances of God; whoever serves is to do so as one who is serving by the strength which God supplies; so that in all things God may be glorified through Jesus Christ, to whom belongs the glory and dominion forever and ever. Amen." **1 Peter 4: 7 - 11**

The next set of walks is quickly approaching us with the Men's being March 2nd - 5th and the Women's March 9th - March 12th. Karl Zeggert and Pam Landers have the team meeting dates set and they are both very excited about what God is going to do. We as community members have a role to play as well, and we should be just as excited about what God will do with the people He wants to attend the weekends. We should be in prayer about those He would want us to sponsor. The person who sponsored me did a fabulous job and she did it according to the Handbook. She prayed for me, she stayed in touch with me, and got me active in the community. She helped out with my family while I was on the weekend, so that I did not have to worry about them. Then she got me involved in a reunion group. This was by far the best piece of Agape I ever received. How do I know this? It is because of her sponsorship and the love and support of so many other community members that encouraged me to follow God, work weekends based on the Biblical principles as well as the Emmaus Handbook. The Handbook was prayed over for 15+ years and the leaders followed God's word to put the model in place; which is Luke 24: 13-35. This takes me to the first scripture I referenced above in Matthew 28 19-20.

We are instructed to not just **GO** and baptize in the name of the Father, Son and Holy Spirit, but we are also instructed to teach the people to observe all that He has commanded us. In order to do this, we need to have an understanding of God's word as well as the Handbook that has been provided as a guide for being a part of a community and working weekends.

In this New Year, let us be so bold as to trust what God has entrusted us with those He would want us to sponsor. Trust that He is always with us, and believe that as servants God is our guide if we will humble ourselves and pray. Jesus endured so many different things for us and when I think about all He has done for me it is overwhelming. Our Heavenly Father, and the Northwest Georgia Board needs your commitment to service. I know meetings, gatherings, sponsorship, and loving as Jesus loves can be taxing but can we not endure as Jesus; so that His people will be guided in the right direction by those He has called into service as members of our community.

This takes me to the second scripture 1Peter 4:7 -11. I went on my walk in February of 2000 almost 17 years ago. In that time I have served on many teams, Emmaus and Chrysalis, as well as with other communities. Also, I have served on both boards more than once. It truly is a blessing to serve others and to be a part of this community today. The most amazing thing for me is watching God work in people's lives and over the years I have seen Him work. God has blessed me with lifelong friends and some of those friends have went on to be with our Father. However, each one has taught me something about the walk and the value of doing it according to scripture and the handbook.

First, and in my opinion most important according to the scripture, is that we pray fervently about not only each walk but for each other. We live in a broken world, and His servants are attacked daily. Many times serving on teams and as a previous Lay Director, I have seen how Satan attacks when we are doing what He has called us to do. Therefore, we must love one another and be hospitable to each other. We have no idea what someone else is going through unless we take time to sit with them. Each one of us has been given a gift by God himself. We as the Northwest Georgia Board need your gifts that He has given you. If by chance you think He hasn't given you a gift, well contact me or Donna Lucas (Head Spiritual on the board) and let's talk about it. I assure you on my own merits I cannot do anything, but with God I trust and believe that He will equip me with everything I need to do the task He has called me too. He will also never leave us or forsake us and if I obey Him the consequences are on Him.

I am excited, overwhelmed, blessed, and assured by God that He has called me to be your Community Lay Director. In total faith and trust I believe that God will do some amazing things in 2017. All that is contingent on you as community members being committed to each walk by sponsoring according the scripture as well as the Upper Room Handbook. The board needs you to help us rebuild our community and the only way we can do that is by being good stewards of what God has given us. Also, by not walking outside of His plan.

In closing, I would like each of you to pray for me and our board as Paul said in Romans 15:30. Paul urged his fellow believers by our Lord Jesus Christ and by the love of the Spirit to join him in his struggle by praying to God for him. I am praying for you as well and if you have a specific pray or need something please do not hesitate to call me or send me an email. You can also send me a message on social media Facebook, Instagram or Snap Chat.

Father, please be our guide instructing us on the plans you have for the Northwest Georgia Emmaus community in 2017. Looking forward to what God has planned for us and praying for each of you as He leads us into 2017!

Serving my Savior is a blessing!

In His Service,
Judi Rainey

Thoughts from our Community Spiritual Director

"He who was seated on the throne said, "I am making everything new!" Then he said, "Write this down, for these words are trustworthy and true." ~ Revelation 21:5

Happy New Year! A brand new beginning. A brand new day!

I don't know about you, but I am ready for a new year. 2016 had its high points and certainly some low ones for me and my family. Last year, I welcomed my third grandchild and that was wonderful, but it seemed like all year long my mother struggled with her health.

Jesus said in Revelation, "I am making everything new!" What a promise!

This March, we will have the opportunity to minister to some precious men and women on the Emmaus walks. I am praying now that God will do a makeover on their hearts and make them new! Remember how you felt on Sunday evening after your walk? I bet you felt like a brand new person!

Let us commit this year to prayer, study, and action. May we be transformed into the image of our Savior!

Commit these next couple of months and pray for pilgrims to participate on the walks. Please consider sponsoring someone from your church or someone in your family. God can transform them through this movement.

DeColores!

Rev. Donna Lucas

Community Spiritual Director

Upcoming Weekends

Men's Walk #56: March 2nd - 5th

Lay Director: Karl Zeggert

kzeggert@hotmail.com

678-469-2946

Women's Walk #59: March 9th - 12th

Lay Director: Pam Landers

pamlanders0857@comcast.net

770-949-4685



**Make a friend.
Be a friend.
Bring a friend
to Christ.**

There are still positions available to work both teams. Please be in prayer for who God has in mind for you to sponsor! If you are unable to serve, please consider providing agape for the weekends! Pray for who God is laying on your heart to sponsor! Pilgrim applications are available on our website: www.nwqwte.com

Gathering Hosts Needed

We are looking for churches that are willing to host Gatherings for the upcoming year! If you are interested, or would like more information, please contact Linda Wallace.

lindajwallace66@gmail.com



Newsletter Updates

Community members are always welcome to contribute to our monthly newsletter!! If you would like to contribute, please send it via email to nwqwtenews@gmail.com by the 25th of each month to ensure that it will be included! If you have any questions or feedback regarding the newsletter, please feel free to share this via email as well. ~ Katie Fowler

**You're
Invited**

Our February Gathering will be held Saturday, February 18th at Maple Avenue UMC.

Graze at 6:00 and Praise at 7:00

63 Maple Ave NW, Marietta, GA 30064

Directions available on the website!

Policies and Bylaws Revision

The NWGWTE Board is a working board. We are continuously looking for ways in which to make the Northwest community better. In an effort to do this, we have made some revisions to our Policies and Bylaws. The proposed changes are highlighted in yellow. Please, take a moment and review these changes. If you have any questions or concerns, please contact one of your board members and we will be glad to address these as soon as possible. The revised Policies and Bylaws are below:

NORTHWEST GEORGIA WALK TO EMMAUS, INC.

Policies

Revised August 2016

GENERAL

1. Northwest boundaries defined as a line running from the South Carroll county line and west to the Fulton county line and as far east as the Cobb county line north, to include Cherokee, Gilmer, Pickens, and Fannin counties to the Tennessee state line, everything west to the Alabama state line. This shall include the following counties:

Bartow	Cherokee	Fannin	Gordon	Pickens
Carroll	Cobb	Floyd	Haralson	Polk
CatoosaDade	Fulton	Murray	Walker	
Chattooga	DouglasGilmer	Paulding	Whitfield	
2. The Northwest Georgia Walk to Emmaus, Inc. has been duly incorporated under the laws of the State of Georgia on July 31, 1997.

REGISTRATION

1. Each men's weekend and each women's weekend will have no more than 36 pilgrims. Ten pilgrims, two weeks in advance will be the minimum number required to consider proceeding with scheduled walk.
2. Priority of registration shall be as follows:
 - a. Clergy
 - b. Couples (including applicant whose spouse has already attended a walk)

- c. Holdovers (if spouse cannot go, applicant becomes a holdover, one who has applied has to wait one walk)
 - d. Singles
3. The priority system shall be used for applications received up to the 4-week point before a walk. After that, first come/first serve on a date-received basis (maintaining the holdover system for applicants requesting to attend without spouse)
 4. Confirmation is required back from the pilgrim within 2 weeks from when the invitation is issued. The slot shall be filled from the waiting list (if applicable) if confirmation is not received within this time period.
 5. If at the 4-week point before a walk, there are more applications than slots, then spaces shall be filled first by using the priority system and then using the date of application to determine the order in which invitations are issued.
 6. Invitations for the weekend shall be sent out at the 8-week point before a walk.
 7. Applications to said walk will be accepted up until the walk as long as there is space available on the weekend.
 8. After a pilgrim has dropped within a sufficient notice for the second time, his/her application shall be returned to the sponsor. The application fee shall be forfeited, and application for that pilgrim shall be put on hold for one year. After one year, the prospective pilgrim may reapply; however they will have to pay the application fee again.
 9. The majority of the Executive Committee (Chair, Vice-Chair, Secretary, Treasurer, and Community Spiritual) shall determine last minute approval of questionable applications.
 10. Once a pilgrim has been confirmed, the Registrar will mail a copy of the book from the Upper Room entitled, "What is Emmaus?" to the pilgrim.
 11. A fee of \$100.00 shall be charged for each pilgrim for a weekend. A nonrefundable application fee of \$25.00 will be required to be submitted with the application. This application fee is transferable only to the following walk. The remaining \$75.00 is to be paid by Send-Off of the weekend.

TEAM SELECTION

1. Team Selection Chairperson shall be a Northwest Georgia Walk to Emmaus Board member.
2. The upcoming Lay Director shall work the weekend prior to the weekend he/she will lead as the "experienced" Assistant Lay Director.
3. If the Lay Director has difficulty filling positions from the selection recommendations of the Team Selection Committee, the Lay Director must return to the Team Selection Committee for advice on further selections.

4. Board members may serve in the conference room with board approval. Priority will be given to directives and progressive servant hood.

SERVANTS – HEAD POSITIONS

In order to serve in a head position, the selected person shall have served in the same position as a servant on a previous walk in the NW GA community.

TEAM MEETINGS

1. According to the Upper Room Handbook on Emmaus, (page 52) prior to the weekend walk there must be a minimum of 23-26 hours of team training.
2. All team members, except clergy and guardian angels, are expected to pay the team fee of \$100. The clergy and guardian angels have the option to donate their fee toward the scholarship fund. Team fees are due by the last team meeting to ensure funding available to pay for weekends.
3. Lay Directors will be reimbursed up to \$250.00 for expenses incurred for a weekend. All receipts will be turned in to the Treasurer in order to be paid. The following supplies will be provided to the Lay Director: candles for pilgrim prayer vigil, and large and small agape bags for head agape.
4. All clergy and lay speakers must preview their entire talk prior to the weekend. In the event that a speaker runs 5 minutes over when previewing their talk, they will be required to re-preview their talk.
5. Team meetings shall not be held on the same day as a Gathering.

WEEKEND

1. It is the responsibility of the Lay Director to call the photographer and set up the picture session for the weekend.
2. Table names for men: Matthew, Mark, Luke, John, Peter, and Paul
Table names for women: Sarah, Ruth, Esther, Miriam, Elizabeth, and Rachel

3. The following policy state is to be printed on the weekend rosters given to the pilgrims: *It is strictly prohibited to use the Emmaus mailing list or team rosters for any business mailing or any purposes not associated with the weekend or board-related activities. A person violating this will be removed from the mailing list and future team participation.*
4. At the end of each walk, leftovers that are immediately perishable should be distributed among the team and pilgrims that are available to take them home. At the end of the Women's Walk, any food that is perishable to will expire before the next walk should be donated to an organization. The beneficiary will be decided by the church that has hosted the team meetings for those walks.

BOARD

1. Each Board member will be given The Upper Room Handbook on Emmaus, Sustaining the Spirit, The Board of Directors, and NWGWTE By-laws and Policies.
2. Goals and purposes of the Board are to be read aloud at the annual planning retreat or the first board meeting after election of officers.
3. Board meetings time length should be limited to 2 hours
4. The Treasurer may use whatever bank he/she chooses.
5. **A second board member should be added to the checking account who is authorized to sign checks.**
6. All persons shall turn in a record of expenses/receipts for their area of responsibility to the treasurer. Expenses may be reimbursed. This will give a clear idea of actual cost.
7. A fee of \$4,400 is to be paid to the Trustee Board of North Georgia Emmaus for the use of the King's Retreat for each of our weekends. A deposit of \$800 is due to secure reservation of King's Retreat, balance of \$3,600 due two weeks prior to the beginning of the weekend.
8. The members of the standing committees should be community-wide. Board members will chair the Standing Committees
8. The newsletter is limited to disseminating information relative to the NWGWTE community. A page will be provided in the newsletter for the Chrysalis community.
9. Community Lay Director, also called the Community Chairperson, must be selected from those individuals who will be serving the 2nd or 3rd year on the board.

10. If NWWTE Board members have three unexcused absences annually, the Vice-Chair will bring the situation to the Board for consideration of possible removal and replacement.

ELECTIONS

1. To be considered eligible to be elected to the NWWTE Board, members must be an active member of a recognized Fourth Day movement community for a minimum of one year and served on a minimum of **two** teams of a recognized Fourth Day movement, one of which must be a NWWTE, prior to election to the board.
2. The community shall be given the opportunity to nominate persons for the Board of Directors. Nominations are to be given to the nominations chairperson by September 15th in order for names to be placed in the October newsletter.
3. The outgoing class of the Board of Directors will serve as the nominations committee. The member whose birthday nearest to January 1 will serve as chair of that committee. In the July newsletter, the instructions for the elections along with the names of the nominating committee and their contact numbers will be published so that they can be contacted by members of the community who want to make nominations.
4. The nominating committee from the board will choose a member to contact each nominee and ask them the following questions;
 - Do you agree to uphold the model and attend all board meetings?
 - **Do you agree to be in a covenant relationship with the Upper Room and sign their yearly covenant?**
 - Do you agree to serve for three (3) full years?
 - Do you agree to serve as a committee head on the board, understanding that all positions on the board are working positions?
 - Do you agree to be present at community function such as send-off, candlelight, closing, gatherings, follow-up meetings, etc.?
 - Are you involved in your church?

COMMUNITY

Gatherings should be held monthly on the third (3rd) Saturday with a minimum of ten (10) per year.

BYLAWS
OF THE
NORTHWEST GEORGIA WALK TO EMMAUS COMMUNITY
(Revised August 2016)

ARTICLE I. NAME

The name of this community shall be the Northwest Georgia Walk to Emmaus Community, hereinafter referred to as the Community.

ARTICLE II. PURPOSE

Section 1. The object of the Community shall be to inspire, challenge, and equip church members for Christian action in their homes, churches, places of work, and the world community through the Emmaus experience.

Section 2. The Community is affiliated with the International Emmaus Program of Upper Room Ministries, Nashville, Tennessee.

Section 3. The Northwest Georgia Walk to Emmaus, Inc. has been granted a charter in the state of Georgia and has been granted a 501(c)3 status by the U.S. Internal Revenue Service.

ARTICLE III. MEMBERSHIP

Section 1. All persons who have completed a weekend experience of the Walk to Emmaus sponsored by an Upper Room Emmaus Community shall be members of the Community.

Section 2. Persons who have completed a Walk to Emmaus, Cursillo, Tres Dias, or any 4th Day movement may become members by participating in the activities of the Northwest Georgia Community and asking the secretary or registrar of the Community to include their names in the mailing list maintained by the secretary of the Board of Directors.

ARTICLE IV. BOARD OF DIRECTORS

Section 1. Purpose

Direction of the Community shall be vested in a Board of Directors.

Section 2. Composition

The Board will consist of fifteen (15) elected lay members, the immediate past-Chair if he/she is beyond the elected term, and 3 spirituals – one of whom will serve as Community Spiritual (ordained).

Section 3. Terms of Office

- a) Members on the board shall be elected by the Community members for three (3)-year terms in three (3) classes, each class having five lay members and 1 clergy member.
- b) Board members cannot succeed themselves in consecutive terms, a term being three (3) years.
- c) Terms of office shall begin January 1 and shall terminate December 31, except for officers who shall serve until election of new officers in January.

Section 4. Election of Board Members

- a) Board members are elected by the community.
- b) Board members cannot succeed themselves in consecutive terms unless filling a vacant term.
- c) No more than two elected members in a class can be from one local church.
- d) No more than one family member, **living in the same home**, shall serve on the board at one time as a voting member.
- e) The nominating committee shall submit to the board a slate of nominees sufficient to elect five (5) lay board members and 1 clergy member. The slate of nominees shall be provided to the Community members as part of the newsletter. Voting will be by casting ballots at the October gathering or by absentee ballot and updated on the floor at the October gathering.
- f) Absentee ballots are to be received by the board before the date of the October gathering.
- g) Election is by majority vote of all the ballots cast.

Section 5. The board shall meet monthly in regular meetings unless otherwise ordered by a two-thirds (2/3) vote of the board. Special board meetings may be called by the Chair or when requested in writing by nine (9) members of the board.

Section 6. Quorum

Ten (10) members of the Board of Directors present at a duly called meeting shall constitute a quorum.

Section 7. Past Chair

The immediate past Chair, if no longer a member, serves as ex officio advisor to the board one (1) additional year.

Section 8. The board may elect persons, upon nomination by the chair, to fill a vacant term until the next regular election for that term of the class of nominees, from the most recently held election, declines to fill the remainder of said term. The person asked to fulfill the term shall be the same gender as the person vacating the office to be filled. Such persons are eligible for election to a full term by the Community at such regular election.

ARTICLE V. OFFICERS OF THE BOARD

Section 1. Officers

Officers shall be the Chair, Vice-Chair, Secretary, and Treasurer; and in the case of absences will chair meetings in this order. The Vice-Chair must be eligible to serve an additional year on the board and serve as the Chair if elected to that post. Officers will accept responsibility for a work area in addition to an elected position on the board.

Section 2. Election of Officers

Officers shall be elected annually by the incoming Board of Directors at or before the January meeting for one (3) –year term of office effective the close of the elections or not later than the close of the January meeting.

Section 3. Spiritual Director

The Community Spiritual Director as defined in *The Upper Room*

handbook on Emmaus shall be selected annually by the Board of Directors. Term of office shall begin January 1. The Spiritual Director may be replaced during the term by ten (10) affirmative votes.

ARTICLE VII. COMMITTEES

Section 1. The Board of Directors shall name board members to chair the following standing committees: Agape, Candlelight/Sponsor's Hour, Communication, Training, Facility Set-Up/Takedown, Gatherings, Group Reunions, Follow-Up, Kitchen, Literature/Supplies, Music/Entertainment, Registration, Sponsorship, Team Selection, King's Retreat and **Chrysalis Rep.**

Section 2. The Chair will be an ex-officio member of all committees.

Section 3. The Board of Directors may form special (ad hoc) committees for a specific task. The committee is given a written charge of what it is to do and a time limit is specified. At the completion of the work or at the end of the time period, the committee ceases to function.

Section 4. Executive Committee

Officers (Chair, Vice-Chair, Secretary, Treasurer, and Community Spiritual Director) compose the executive committee.

Section 5. Chrysalis

- a) Chrysalis shall be a separate standing committee.
- b) Chrysalis shall be organized according to its bylaws.
- c) The Chrysalis Chair or designee shall represent and communicate Chrysalis interests to the Emmaus Board.
- d) The Chair or designee shall represent and communicate Emmaus interests to the Chrysalis Board.

ARTICLE VIII. WALK TO EMMAUS

Section 1. The Community shall conduct the three-day (72) hour experience according to the model as defined by the International Director of the Walk to Emmaus and as presented in *The Upper Room Handbook on Emmaus*.

Section 2. The Board of Directors shall give general oversight in all matters relating to the Northwest Georgia Walk to Emmaus.

Section 3. The Board of Directors shall choose a Lay Director for each Northwest Georgia Walk to Emmaus weekend.

Section 4. The Board shall establish a Team Selection Committee. The Team Selection Committee shall consist of a board member who serves as chair, the Community Spiritual Director, and a minimum of four (4) lay members of the Northwest Georgia Walk to Emmaus Community who have broad awareness of the community membership and a solid understanding of team needs. (See Addendum for Team Selection guidelines)

Section 5. The Community Spiritual Director will prepare a list of clergy nominees for each Walk to Emmaus weekend. The list will be presented to the Board for approval. The Board will present the approved list to the Team Selection Committee.

Section 6. The Board approves the proposed team members and alternates, both lay and clergy.

ARTICLE IX PARLIAMENTARY AUTHORITY

Board meetings shall be operated in accordance with guidelines as set forth in the most recent edition of *Robert's Rules of Order* in all cases where they are not inconsistent with these bylaws and any special rules of order the Community may adopt.

ARTICLE X AMENDMENTS

Section 1. Proposed amendments may be presented to the Board by any member of the Board one (1) month in advance of consideration by the board. Amendments are to be presented (read) at one meeting, but no discussion or action is to be taken until the next meeting.

Section 2. If the amendments are voted in the affirmative by a three-fourths (3/4) vote of the members present, they will be circulated to the membership by the Community newsletter and if no petitions signed by at least twenty-five (25) Community members objecting to the new amendments are received within sixty (60) days of the mailing of the notification will be considered adopted. If an objection is received, the amendment will be considered void.

Section 3. The effective date of the amendments shall be upon board certification or upon the effective date stipulated in the amendments.

ADDENDUM

TEAM SELECTION GUIDELINES

1. Progressive Servanthood

- a) Lay Director – 2 servant positions, 2 support team Head positions (Agape, Snack Agape, Chapel, Dorm, Prayer, Music), Assistant Head Kitchen and/or Head Kitchen, Assistant Table Leader, Table Leader, ALD twice, Given 2 talks, Active in 4th Day activities – church, reunion group, & Emmaus community
- b) Assistant Lay Director - Table Leader and Assistant Table Leader – needs to be ATL first, given 1 talk
- c) Head Kitchen - Kitchen servant, Assistant Head Kitchen
- d) Support Team Heads - Servant position in that particular area
- e) Table Leader – Assistant Table Leader first

First time team member should serve in either the kitchen or another support area.

2. Make-Up of Team

According to the Upper Room Handbook, teams should consist of three different experience levels, to equal one-third, one-third, one-third. They should be made up as follows:

- One-third will be brand new team members
- One-third will be team members who have worked at least 2 weekends.
- One-third will be team members who have worked 3 or more weekends.

3. Use of Past Lay Directors

Past Lay Directors are a wealth of experience and knowledge, and to that end, should be actively included in weekend teams. In light of the progressive servanthood guidelines, they should not be a first choice for a conference room position, such as Table Leader; or first choice as a Head Support position. When all other choices have been exhausted, then Team Selection should look to their pool of past Lay Directors. However, the 4th ALD, or Support Coordinator, should be a past Lay Director. That removes this position from progressive servanthood.

4. Wish List for Incoming Lay Directors

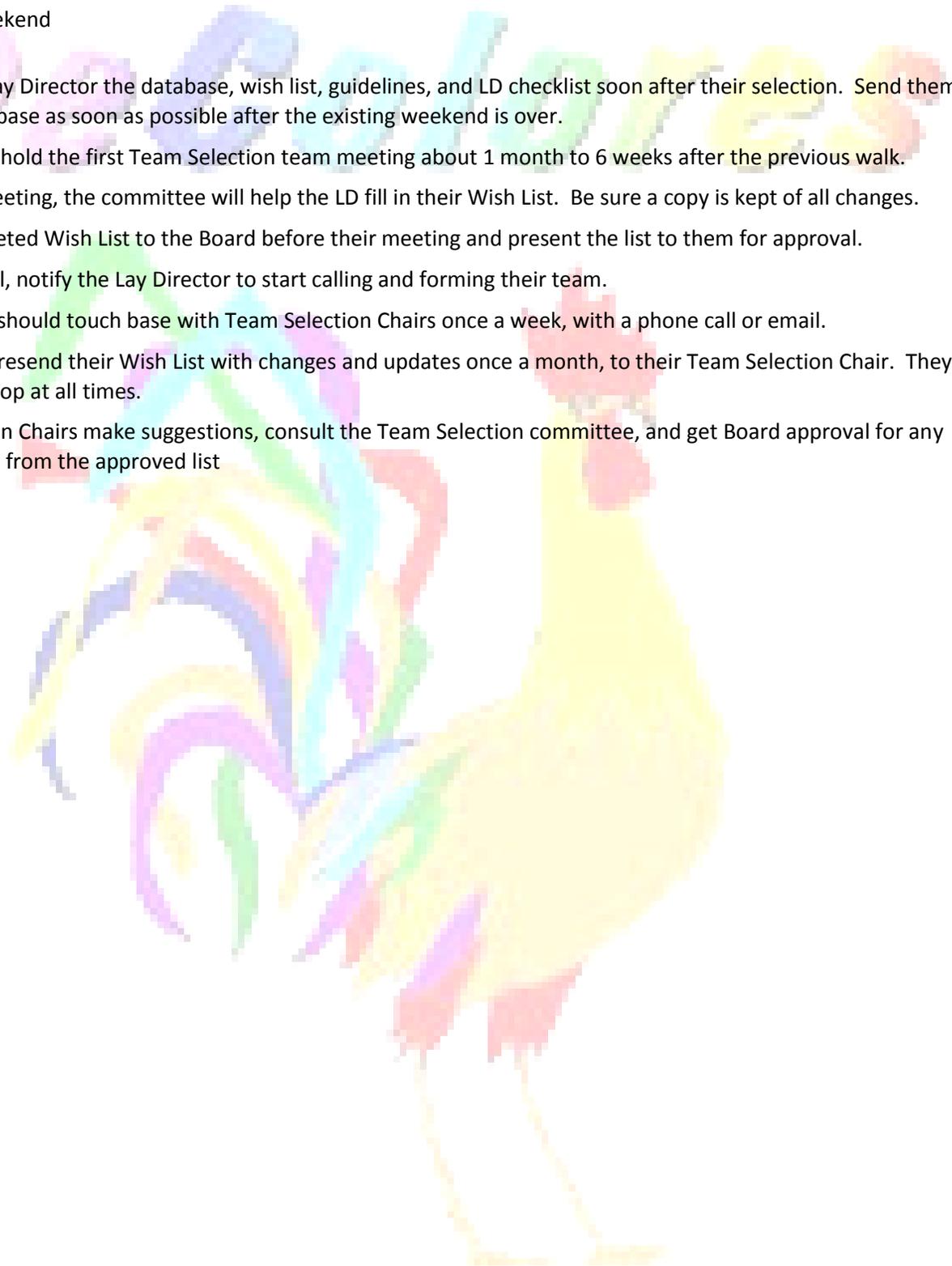
New Lay Directors are given a form to fill out with a wish list for their team. It can be sent electronically and filled out on the computer. We utilize what we call a “depth chart” format for this list. The Lay Director, with the help of Team Selection, tries to provide 3 possibilities for the most important positions which include the Conference Room and all Head positions. When this list is finalized, the Team Selection Chair submits it to the Board for approval. Team Selection Chair should send a copy to the Board members through email the week of a scheduled Board meeting, ask to be put on the agenda for the meeting, and present the list during the meeting time. The Lay Director may not make any calls to their team until the Board approves the Wish List. Any changes or additions to this list in the Conference Room or Head positions will need to have Board approval if they were not on the original approved list.

5. Community Records Spreadsheet (or database)

The Team Selection Chairs, are responsible for the community database, which contains the work history of our teams. This is in MS Excel format and needs to be updated after the end of each Weekend with the latest roster, including the corrections from the Conference Room. Be sure to always check phone number, address, church, email, and correct if necessary.

6. Timeline for a Weekend

- Send a new Lay Director the database, wish list, guidelines, and LD checklist soon after their selection. Send them the updated database as soon as possible after the existing weekend is over.
- Schedule and hold the first Team Selection team meeting about 1 month to 6 weeks after the previous walk.
- During the meeting, the committee will help the LD fill in their Wish List. Be sure a copy is kept of all changes.
- Send a completed Wish List to the Board before their meeting and present the list to them for approval.
- After approval, notify the Lay Director to start calling and forming their team.
- Lay Directors should touch base with Team Selection Chairs once a week, with a phone call or email.
- Lay Directors resend their Wish List with changes and updates once a month, to their Team Selection Chair. They need to be in the loop at all times.
- Team Selection Chairs make suggestions, consult the Team Selection committee, and get Board approval for any changes away from the approved list



2017 Board Members

Position	Name	Contact Information
*Chair/Training	Judi Rainey	judi.rainey@yahoo.com
*Vice-Chair/Website Manager	Mike Amsbaugh	mike.amsbaugh@gmail.com
*Secretary/Newletter	Katie Fowler	katie.fowler@carrollcountyschools.com nwgtnews@gmail.com
*Treasurer	Susan Davis	Susan.Davis@childressklein.com
Co-Community Spiritual	Donna Lucas	donnatlucas@comcast.net
Co-Community Spiritual	Sonny Moon	ssmoon2010@yahoo.com
Co-Community Spiritual	Rich Arcaro	iwitnesslegal@comcast.net
Agape	Melody Crowe	bornhigh38@yahoo.com
Send-Off/Candlelight	Chuck Standridge	wcsjr3@comcast.net
Set-Up/Take Down	Roger Hitchcock	augustusmayday@gmail.com
Gatherings	Linda Wallace	lindajwallace66@gmail.com
Follow-Up/ King's Retreat Board Rep	Bill Rhodes	billthetreeman@gmail.com
Kitchen/Chrysalis Rep.	Lori Haney	lorijhaney@comcast.net
Literature & Supplies/Music/ King's Retreat Board Rep	Gayle Watkins	gaylewtkns@gmail.com
Registration	Winnie Buchanan	winnie19@bellsouth.net
Ex-Officio/Sponsorship	Gary Henkel	gthenkel3@gmail.com
Women's Team Selection	Bonnie Standridge	bonniestandridge@aol.com
Men's Team Selection	Phil Cole	pcole@carlblack.com
Group Reunions	Calvin Waddell	clw1967@comcast.net

* Denotes Executive Board members