

Tres Dias of Central Arizona

## **Secretariat Minutes**

**Location:** Bethany Bible Church

**Date and Time:** Aug 1, 2017

The meeting was called in session at 6:31 p.m.

**Present:** Rich Damhoff (President), Mark Meintel (Vice-President), Chris Young (Secretary), Mitch Malinski (Treasurer), Jeff True (Reunion Groups), Dennis Smith (Pre-Weekend), David Johnson (Weekend), Leah Jenks (Palanca), Shannon McCarty (Spiritual Advisor), Jenny Torres (Spiritual Advisor), Rikk Cramer (Praise & Worship), Debbie Kendrick (Communications/Website) Karen Dreos (Database)

**Absent:** Stephanie Doucette (Fourth Day), Sherry Damhoff (Women's Leader), Chuck Anderson (Men's Leader)

**Guests:** Ken Johnson

### **Prayers and Praise**

Rich Damhoff called the meeting to order.

Mark Meintel opened with prayer.

### **Meditation and Communion**

Shannon McCarty gave the meditation and communion.

### **Business**

- June 2017 Minutes were approved.
- Rich Damhoff opened the discussion on upcoming secretariat position openings. Jeff True agreed to serve as contact for recruitment of community members to serve on secretariat. Anyone interested should counsel with Spiritual Advisors. Rich Damhoff, Mitch Malinski, And Jeff True will remain serving if needed but would welcome multiple qualified candidates. Leah Jenks and Sherry Damhoff look forward to assisting their replacements. Announcements for upcoming positions will be made at team meetings. Also discussed new and in-training Spiritual Directors.
- Rich Damhoff led the discussion on the International 2018 meetings which will be held in Phoenix on November 2 – 4 2018. TDCA will serve as the hosting community and much planning is required well in advance. Various committees will need to be formed to accomplish this. Debbie Kendrick has agreed to serve as registrar committee chairperson, Ken Johnson and Rikk Cramer as music chairpersons, David Johnson as facilities chairperson. Will need to fill chairperson positions for planning, administration, transportation/lodging, palanca, and food. Announcements will take place at team meetings. Rich will gather more information from International concerning payment of facilities, number of attendees, etc.

- The President gave the floor to Jeff True for discussion on secretariat voting procedures. Jeff delivered his thoughts on current voting practices of Spiritual Advisors, men's and women's leaders, and distributed communication letters from Tres Dias International. Jeff also distributed a statistics sheet on past elected Rectors and rectoras. Also discussed were past rectors and rectoras being allowed to give rollos and selection procedures for the community International representative. President Rich Damhoff assured Jeff and secretariat members that further discussion and research would occur at future secretariat meetings and changes take place if necessary.
- Rich Damhoff opened the discussion on a member of the community who desired to serve on this upcoming weekend. It was stated this person left the community in the past with certain complaints delivered to the past secretariat and the community. It was decided to not allow this individual to serve on the upcoming weekend but to engage in further dialog concerning future serving and address past disgruntled behavior. The motion to not allow this individual to serve on the upcoming weekend was seconded and passed by a quorum vote by secretariat.
- Reports were given by the rector and rectora of the upcoming weekend. Ken Johnson gave a good report and inquired about pilgrim guides. Rich Damhoff informed him that pilgrim guides would be taken care of. Rikk Cramer delivered a report from Jo Cramer. All good news, progressing smoothly, and had a great first meeting.

#### **Secretariat Chairperson's Reports**

- Treasurer – Good first meeting. High fee collection.
- Pre-Weekend – Good report. Buses ordered for October and April weekends.
- Fourth Day – Rich Damhoff delivered request for assistance at next Victory party due to fact that Stephanie Doucette will be traveling.
- Reunion Groups – Issuing letters to upcoming pilgrims.
- Database – Karen Dreos is creating new button on website to update personal info and creating new roster template for the upcoming weekends.
- Men's Spiritual Advisor – Shannon McCarty stated he will need a replacement to serve on the secretariat.

#### **Action Items**

- Discussion and research on various voting procedures.
- Filling various chairperson openings to facilitate the 2018 International meeting.

The meeting was closed in prayer by David Johnson and adjourned at 8:10 p.m.

In His Service,  
Chris Young  
Secretary