

MINUTES – A CUP OF COLD WATER

**Thurs. Oct. 20, 2016**

4:30-6:30PM Lanai, John and Linda Decker's home.

**Board of Directors (13)**

Keku R. Akana, President

Paula Baldwin, Vice-President Support, *In-Reach, and New Volunteer Coordinator*

Leah Sarme, Treasurer

Jeanne Abe, Supply Room

Mary Lou Mellinger, Secretary

Kit Hart, Stats, Run Minder

Rev. Linda Decker

Dr. John Decker

Rev. Amy Crowe, Maui Clergy Representative

Peter Lee, Director, Bishop's Representative

Visitor: Rev. Craig Vance, Good Shepherd Church

Absent:

Deb Lynch, Vice-President Operations, *and Run Minder*

Erin Lowenthal, Grants

Opening Prayer, 4:45PM Paula Baldwin (praying for Deb and Trip)

Review and approve minutes and financial from 8.18.16.

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**Treasurer, Leah:**

ACCW's Actual vs. Budget 10.20.16 and the Banking Summary 1.20.16 through 10.20.16 were reviewed and are included as part of the minutes. All financial reports were approved as submitted.

Income since the beginning of the year is more than covering the current year's expenses. Actual year's expenses are only \$21.39 under budget. The bank balance as of 10.20.16 is \$59,187.44.

Keku: Now that we are starting the fourth year of operation there is a little decrease in the in-kind donations of water, tee shirts and towels. We are increasing our spending on these items plus have added tarps and backpacks.

## **President Report, Keku:**

**Important that we consider the vulnerability our Board Members and Volunteers as well as the pool of potential volunteers as we are an aging community, things happen.**

There is a core group of our Board of Directors that perform many administrative and operation tasks.. At this point there is a need and a concern about recruiting working board members that will actively engage in the tasks at hand.

**REPORT FROM AD-HOC MEETING ON OCT. 26:** Keku, Paula, Kit and Mary Lou met on October 26. *Our Primary Purpose was to review our volunteer and Vice President's responsibilities and look for simplification in any ACCW procedures.*

- **A Key Question: Will we be able to survive the first transition of leadership with Keku's departure (Feb. 2017), Mary Lou's move, Deb's current situation, Paula's eventual rotation off the BOD, our ages and health and the scheduled ACCW BOD Rotation?** *This is a lot of change in core leadership, seasoned administrative and operations knowledge as well as daily hands-on involvement.*
- Can we create a BOD model that will help ensure a smooth transition? We also talked about current operations.

Due to Deb's situation, we are trying to find a replacement run leader for the homeless health fair on November 17.

There is also a need for an ad hoc committee to revise and develop our financial procedures – any takers?

The ACCW Summer Social on Sunday, August 21 was a lot of fun for everyone and 'ono' food! Mother Amy's heartfelt song, service and prayer chain was special and Cindy's table decorations and organizing first class. Thank yous go to Mother Amy, James Crowe, Jean Fiddes and Donna Tarsitano. Even with four of us working hard it is 'too much' in the summer heat to set-up and break-down this event. We'll need a committee as well as some younger folks to help pull this off at Good Shepherd in 2017.

Please respond to the email regarding annual review and updating of the Operations Manual, so far there has been only one reply. ( It was emailed again on Oct. 27.)

John Patrick Murphy completed a two-hour review of the operations manual with Keku. Our latest run leader is ready-to-go.

Safety operating procedures for all for all run leaders was sent as preparation for the holiday season is under way.

Small decreases and more fluctuations have been noted in the in-kind donations. We recently purchased 24 plus cases of water and large supply of towels.

## **Goals:**

- **Visits to Churches and Missions in 2017 – start with Kahului Hongwanji and Keawala'i**

ACCW Board of Directors re-envisioned as a streamlined working BOD - appointment ad-hoc committees. Ensure smooth transition into 2017 for the Board

- VICE PRESIDENT ADMINISTRATION (President Elect) **term expires Annual Meet. 2017**
- RUN LEADERS – **Two More**
- SECRETARY – **(could be two people) 2017**
- TWO NEW BOARD MEMBERS **2017**
- Storage Room and Shoppers (Barbara Ziph, Lisa Werner b/u shopper, Louise Aloy w/Cindy, In-kind)
- Continue to keep and strengthen spiritual formation and prayer core to our mission.
- Annual Volunteer Social – scheduled 11.4.17 at Good Shepherd.
  
- future goal: "East Maui run expansion" (4th day per week of outreach service) ...
- Training DVD, Meetings with Run Leaders and Van Riders, share what we have learned, basis for small training DVD - update Manual
- Snapshot Documentary (15-20 minutes)
- Diocesan grant continues (\$413.00-\$417.00 a month)

### **Vice-President Operations, Deb (includes Supply Room Report):**

The Kula Festival provided \$93.00 in cash donations to ACCW, new additions to list serves and interest in volunteering. Paula and Deb put together a sample basket of ACCW donations and had conversations at the booth throughout the day. Trip was a tremendous help in breaking down the booth.

### **Vice-Present Support, Paula:**

Contacted the Diocesan office regarding scheduling a Maui Sexual Misconduct class at Trinity. ACCW is considering paying for the Trainer's airfare. *Amy will follow-up directly with the Trainer.*

Five 5 new background checks were completed in September.

Trinity Church making PBJ sandwiches once a month for the Kihei run and delivering them to the van in Wailuku for loading.

Paula and Kit are working closely together with new volunteer interest and scheduling. Paula is sending an email to Keku and Mary Lou with new volunteer contact information at the point the background check process is initiated so that all list-serves are kept current.

### **Stats, Kit Hart:**

## **ACCW STATS. AUGUST. 2016**

### **PEOPLE SERVED**

**876**

### **MISSION RUNS**

14

### **MILES DRIVEN**

394

**Distributed the following:**

**CHILLED WATER**

708

**HYGIENE**

1,699

**BASIC FIRST AID**

350

**FOOD**

6,353

**CLOTHING**

299

**BIBLES, DAILY BREAD**

53

**OTHER**

50 PBJ Sandwiches from [Kahului Hongwanji](#)

30 School Packs from the [Good Shepherd Church Episcopal Church Women](#)

**ACCW Stats September 2016**

**PEOPLE SERVED**

718

**MISSION RUNS**

13

**MILES DRIVEN**

396

**Distributed the following:**

**CHILLED WATER**

553

**HYGIENE**

1,888

**BASIC FIRST AID**

400

**FOOD**

5,394

**CLOTHING**

306

**BIBLES/DAILY BREAD**

21

## **OTHER**

60 PBJ Sandwiches ( Kahului Hongwanji)

### **Secretary, Mary Lou:**

On Dec 12 and 13 (9AM-3PM) there will **be a workshop led** by Ian DeJong at the Cameron Center conference room. He is the head of a consulting organization that has trainings around the country for homeless service providers as part of the Housing First model. Maude Cummings, Family Life Center, encouraged all outreach services to send at least one person to this two-day workshop. She felt strongly that anyone doing outreach of any kind should have a representative attend as we would be much more effective in referring clients to the appropriate service providers.

Preparation for Annual Report includes addressing envelopes. Jean Fiddes offered addressing support and have already recruited Toni and Berda at Good Shepherd. Keku suggested a *stamp and stuff* gathering!

### **Public Relations:**

#### **Grants, Webpage, (Erin)**

#### **Fundraising:**

#### **Rev. Amy Crowe, Maui Clergy Representative:**

Cindy Schumacher has written a feature article on Holy Innocent's Team Outreach for the Thanksgiving issue of the Maui News. This homeless ministry was inspired by ACCW.

In the process of cultivating interest in ACCW through a newly formed Lahaina Community Coalition Outreach group.

Planning to check with Rev. Bruce DeGooyer to see he would be willing to rotate in as the Board's Clergy Rep. during the time Amy is on family leave.

#### **Peter Lee, Bishop's Representative:**

**ACCW is scheduled to make its annual report to Diocesan Council on March 18.** This is scheduled to be a virtual meeting so it will not involve travel to Honolulu.

#### **Mother Linda:**

#### **Jean Fiddes:**

## **Old Business:**

A Staggered Term for Proposal for ACCW was *unanimously approved* by the Board.

### Staggered Term Adopted by the BOD

#### **Term Expires 2016**

Keku Akana ( need a Administrative VP in training to assume Presidency)  
John Decker  
Jeanne Fiddes  
Jeanne Abe ( pau August 2016)

#### **Term Expires 2017**

Mary Lou Mellinger ( recruit a Secretary or have co-secretaries with assigned duties)  
Rev Linda Decker  
Erin Lowenthal

#### **Term Expires 2018**

Deb Lynch ( Will need to mentor & elect a new Operations VP)  
Paula Baldwin (Will need to mentor & elect new Support VP)  
K Peter Lee ( Bishop appoints new Rep)  
Rev. Amy Crowe ( Board elects new clergy rep)

#### **Term Expires 2019**

Kit Hart ( will need to mentor for stats and schedule reminder)  
Leah Sarme (would need new Treasurer)

## **New Business:**

**ACCW'S NEXT MEETING IS SCHEDULED FOR: \_\_\_\_\_**

**ANNUAL MEETING SCHEDULED: WED. FEBRUARY 8 AT GOOD SHEPHERD PARISH HALL: 4:30 – 6:30pm.** An invitation and agenda will be published in the bulletin of all four churches two weeks prior to the meeting.

### **CALENDAR:**

**Third Thursday of each Month:** Van to St. Josephs' 0800 am to 1030 am, shared outreach.

**Homeless Awareness Week Nov. 14-18:** Mon. Mayor's Office, Tues. sign-waving, Wed. Candlelight vigil, Thurs. Homeless Health Fair

**Thurs. Nov. 17 9AM – 1PM** (take water, van under the shade tree) Homeless Health Fair: Looking for a Run Leader.

### **2017:**

**Sat. January 21, 2017** Trinity Tasteful Benefit

**Sat. March 18, 2017 Virtual Meeting – Report to Diocesan Council**

**Sat. March 25, 2017, Safeguarding God's Children at Trinity by the Sea, time to be announced**

**Sat. Nov. 4, 2017 ACCW 4th Annual Volunteer Social 4-6PM**, Pupus, Social and Eucharist. (*maybe with ACCW Priest/Run Volunteer John Tomoso*) Good Shepherd Parish Hall 3-5PM Sat. Eucharist 5 - 6PM. ACCW will provide some colorful flowers on the buffet and drink tables, and consider continuing the prayer chain from last year.

**Closing Prayer:** 6:30PM, Mother Linda.

Respectfully submitted,

Mary Lou Mellinger, ACCW Secretary