	Lutheran Via De Cristo of North Texas **Secretariat Meeting Minutes** November 17, 2022
Attendees:	Elected Members Present Online: Jerry Gray, Don Holmes, Debi Gebhardt, Liz Winckler, Paul Bartells, Kimbal Markwardt, Paul Dobbs, Barb Guinn Elected Members Absent: Appointed Members Present Online: Sharon Bartells, Heather Muga, Kyle May, Sharon Dobbs Appointed Members Absent: Marilyn Potter, Pastor Phil Heinz, Jeff Goodwin, Bob Johnson, Shelly Brennan, Bill Harris

TOPIC/ ISSUE	FINDINGS AND RECOMMENDATIONS	ACTION/ FOLLOW-UP	ACTION OWNER	DEADLINE
Welcome *All*	Jerry Gray called the meeting to order. We shared prayer concerns and opened with prayer.	Informational		
Secretary's Report *Debi Gebhardt*	Don Holmes pointed out an error. A motion was made by Paul Dobbs and seconded by Liz Winckler to accept the Secretary's report as corrected. The motion passed unanimously.	Action: Send the October 2022 minutes to Kyle May for posting.	Debi Gebhardt	
Treasurer's Report *Don Holmes*	A motion was made by Liz Winckler and seconded by Heather Muga to accept the Treasurer's report as submitted. The motion passed unanimously.	Action: Post the approved Secretariat Minutes and Treasurer's Report on the website.	Kyle May	
Weekend 108	Due to ill health, Carol Otterstad will be unable to Rector. Kimbal will do so, with Marilyn Potter as OR. He has started calling staff, with good results. He will carve out responsibilities for Carol. We won't have the whole camp in March, will have to reassign some activities.	Informational		
Caroling	Yes, December 11th at an Assisted Living facility. Paul will send a quick message to the 4th Day. Heather & Paul Dobbs will find the venue.	Informational		
Christmas Party	At Shalom building at Briarwood. Paul Bartells suggested using a "group me" app to register. A committee was formed to work out the details.	Informational		
Website	Doug Guinn sent an e-mail; it is full of outmoded information. Sharon Bartells and Lorraine made a study and submitted a report, but nothing was sent to Kyle May to make changes	Informational		
Sign-Off	Jerry thanked everyone on the Secretariat for their help during his tenure. He was frustrated that we only had 2 weekends in 3 years. It was hard to keep going, but we did better than many. Everyone assured him he did a great job.	Informational		

Next Meeting: January 19, 2023
Respectfully Submitted,

Debi Gebhardt
LVDCNT Secretary