

UMW Mission Team Meeting  
February 8, 2009

**Meeting was called to order at 12:39 PM.**

**In Attendance:** Fran West, Amy Curtis, Lori Smith, Renae Parra, Sharon Smith, Alicia Nelson, Joely Maddux, Lynda Fickling, Pam Rowley

**Devotion:** Sharon shared one with the group.

**Secretary's Report:** Renae motioned that the minutes from the January 25<sup>th</sup> meeting be approved as written. Amy seconded the motion and all were in favor.

**Treasure's Report:** \$1,544.99 = current balance  
\$150 sent out to DenUm, The Gathering Place, and Women's Crisis Center  
Sharon motioned that the treasurer's report be approved. Renae seconded the motion and all were in favor.

**Sub Groups:**

**Evening Book Club** - Here If You Need Me by Kate Braestrup will be discussed on Monday, Feb. 23<sup>rd</sup>.

**Women's Night Out** – March 3<sup>rd</sup> Elephant Bar

**Itch to Stitch** – more interest in quilting being shown; have made a blanket for the Fahn baby

**Scrapbooking** – cannot be here to help on Feb. 28<sup>th</sup>, but is currently helping Fran plan out craft activity for the retreat

**OLD BUSINESS:**

**1 – Pictures from Fall Kickoff and Candlelight Dinner** - if you have any, please give them to Fran.

**2 – 2010 District Annual Meeting** – will check with Betty to see if she has heard back from the staff.

**3 - Magazine Subscriptions** – Renae has ordered the subscriptions to the Response and New World Outlook.

**4 - Chocolate Boutique Committees**

**A. Food** – Fran & Renae

Breakfast - Sweet rolls, coffee cake, quick bread, bottles water

Snack – yogurt parfaits

Lunch – croissants (turkey, ham, vegetable), house salad, relish dish (on table)

Beverages – raspberry tea

Only lunch will be served on the carpet; other items in the narthex. Need a way to separate the decorated tables so people aren't using them during breakfast or snack.

Chocolate Fountain – bananas, strawberries, pineapple, pretzels, graham cracker sticks, pound cake, vanilla wafers

**B. Print** – Lori

Nametags – Sharon S. has printed nametags out and given them to Bonnie; Fran will get them from Bonnie and decorate them with stickers and ribbons.

Program for inside each journal – Sharon S. created a program to place inside the journals that will be held in place with a ribbon

**C. Sales** – Renae

Renae will send out a reminder email the week before the Boutique, using the emails on the sign-up sheet.

Lori will type up a blurb for Lynda to send out prior to Valentine's Day.

**D. Decorations** – Sharon and Alicia

Classroom doors – ribbons are finished

Tables for eating – 10 tables; centerpieces will be gift bags with ribbons coming out of them; cover with white tablecloths; Fran will get hot pink bags for Sharon to use for the table decorations.

Buffet tables – will use one for the breakfast and snack on the tile; will use more for lunch; larger bags of ribbons will be used to decorate these tables

Dessert tables – will probably use two round tables, each with its own chocolate fountain; will use plastic table cloths (hot pink and brown) for these tables.

Sharon S. will purchase the napkins (colored for lunch) and plastic table cloths.

Sharon will make 3 bags for the large group leaders.

**E. Materials** - Fran

Fran will go to Loveland on Tuesday, Feb. 17<sup>th</sup> and Monday, Feb. 23<sup>rd</sup>.

**F. Other** - Fran

Friday, February 27<sup>th</sup> – 8:00 PM Conference Room

Fran has reserved the conference room (“staging area”), the chapel and the kitchen.

Saturday, February 28<sup>th</sup>

8:30 – 9:00 Check in/Welcome - Narthex

Breakfast

9:00 – 9:40 Session 1 – Sanctuary

9:40 – 10:20 Session 1A – Prayer, Laughter, Taste

Chapel – Renae's session on Prayer

Preferable to sit in a circle

Sunday School Room off of Chapel – Sharon's session on Laughter

Need 2 tables

Conference Room – Amy's session on Chocolate

Food on table; chairs along walls

10:20 – 10:35 Break/Snack - Narthex

10:35 – 11:20 Session 2 – Sanctuary

11:20 – 12:00 Session 2A – Prayer, Laughter, Taste

12:00 – 1:35 Lunch Buffet, Chocolate Fountain Dessert, Craft (Card Making)

*Fran will announce about visiting the informational tables during this time.*

1:35 – 2:20 Session 3 – Sanctuary

2:20 – 3:00 Session 3A – Prayer, Laughter, Taste

3:00 – 3:30 Special Chocolate Closing

Tables – we will need a table for UMW material; one for the mission chosen; possibly one for Chocolate Boutique items for sale

CDs - Fran is also getting the CDs that will provide music throughout the day. Fran, Renae and Amy are all able to provide CD players for the day.

Media Tech – Fran will talk to Linda Streaty about being out tech person for the large groups. Words for the songs have already been provided as PowerPoints.

**Leaders for the day:**

Large Group Director – Fran

3 Worship Leaders – Pam, Joely and Lynda

Break-Out Leaders – Prayer – Renae; Laughter – Sharon; Tasting – Amy; each will be responsible for their session's prep work; Fran will relieve them so they can have a chance to see the other break-out sessions; Fran will be responsible for the prep work for the whole group sessions – 2 bags need to be made for the groups of 4 for the large group sessions;

Craft Leader – making fancy cards; Fran will show the women how to make the card before the lunch, but there will not be a leader for this activity.

### **NEW BUSINESS:**

**1 – Mission(s) for Chocolate Retreat** – will set out a bag for gifts for the Fahn's baby gift; will set out a list of items needed, also. What other mission do we want to focus on?

### **ACTION ITEMS:**

1 – Obtain pictures from Fall Kickoff and Candlelight Dinner; put pictures on bulletin board and in notebook – all

2 – 2010 District Annual Meeting: final answer – Betty

3 – Chocolate Boutique Committees:

A – Food Committee – Fran

Finalize menu with FET.

B – Print Committee

Nametags

Add name, sticker and ribbon to nametags - Fran

Programs for inside journals

Update and print out – Sharon S.

Make ribbons/beads – Sharon S.

C – Sales Committee – Renae

Feb. 22<sup>nd</sup> send out email reminder to those who have signed up. - Renae

Write up info to advertise sales for Lynda to email out. - Lori

D – Decorations Committee design centerpieces – Sharon

Make bags for large group leaders

Purchase reasonably-priced colored napkins and plastic table cloths.

Get hot pink bags from Fran.

Prepare bag for baby gifts.

Prepare bags for day's leaders.

E – Other – Fran

Talk to Linda Streaty about being our media tech for the day.

Meeting adjourned at 2:04 PM

Minutes taken and submitted by: Lori Smith

NEXT MEETING: February 22<sup>nd</sup> at 12:00 in the Conference Room (finalizing plans for retreat)