

# Tres Dias International Secretariat Meeting

Hosted by the Mid-Carolinas Community

July 9 - 10, 2011, Charlotte, North Carolina

## Saturday July 9, 2011

The 108<sup>th</sup> meeting of the Secretariat was called to order by President Paul Weis in the name of the Father, the Son and the Holy Spirit at 4:34 pm.

Bob Decker opened us in prayer.

Bill Boyd served as Parliamentarian.  
Heather Rankel served as Secretary.

## Agenda:

We made a correction to the agenda to change Friday to Saturday. Richard Thornhill made a motion to approve the revised agenda and Ned Heffington seconded. Motion passed unanimously.

## Minutes:

Heather Rankel noted that there was a correction to have Barbara Langdon removed from the roll call due to she was already in the role call as Barbi Langdon. Merv LaMasurier made a motion to approve the minutes upon the correction. Judy LaMasurier seconded. Motion passed unanimously.

## Roll Call

Present: Bill Boyd (Past President), Harry Davis, Judy Woolverton, Judy LeMasurier, Wendy Taylor, Chuck Allen, Barbara Langdon, Denver Henderson, Merv LeMasurier, Lauren Thueman, Heather Rankel, Brenda Aldridge, Doug Aldridge, John Brunette, Richard Thornhill, Julie Bohl, Carolyn Davis, Ned Heffington, Sue Loveland, Cathy Allen, Mike Holmes, Charles Ligon, Paul Markowitz, Beau Bruce, Paul Weis (President), John McKinney (Executive Director), Bruce Cato (Past President).

Absent: Sue Loveland, Tom Morrison, Steve DeCillis,

## Committee Issues and assignments

Paul described the different committees such as the Administrative committee (Seoul Korea and other assembly and secretariat meetings), Policy committee (new electronic policy and review all printed materials), Membership (chartering communities and essentials training), Services (newsletter, disseminates the materials, surveys to help communities as a whole by getting information back from them that will best help them to grow)

Bill Boyd described the Executive committee duties such as financial (and info).

Paul read the committee assignments and the assignments were approved unanimously by the Secretariat.

The committees are listed below with the members in each.

**Administration Committee chaired by Lauren Thueman Vice President Administration**

Brenda Aldridge (Secretariat member)  
Cathy Allen (Secretariat member)  
Judy Woolverton (Secretariat member)  
Steven DeCillis (Secretariat member)  
Paula Boyd (Voting member)  
Patricia Maynard (Voting member)  
Mark Thueman (Voting member)  
Frank Yarbrough (Voting member)

**Executive Committee chaired by Bill Boyd Executive Vice President**

Sue Loveland Financial Secretary  
Heather Rankel Secretary  
Merv LeMasurier Treasurer  
Doug Aldridge (Secretariat member)  
Beau Bruce (Secretariat member)  
Chuck Allen (Secretariat member)  
Sheryl Allen (Voting member)  
Ron Langdon (Voting member)

**Membership Committee chaired by Richard Thornhill Vice President Membership**

Julie Bohl (Secretariat member)  
Carolyn Davis (Secretariat member)  
Mike Holmes (Secretariat member)  
Paul Markowitz (Secretariat member)  
Tom Morrison (Secretariat member)  
Charles Ligon (Secretariat member)  
Judy Ligon (Voting member)  
Jane Henderson (Voting member)

**Policy Committee is chaired by Harry Davis**

Denver Henderson (Secretariat member)  
Barbi Langdon (Secretariat member)  
John Brunette (Secretariat member)  
Bob Decker (Voting member)  
John Lewis (Voting member)  
Pamela Trautmann (Voting member)  
Ross White (Voting member)  
Dr Charles Allen (Voting member)

**Services Committee is chaired by Ned Heffington**

Wendy Taylor (Secretariat member)  
Judy LeMasurier (Secretariat member)  
Eric Borman (Voting member)  
Judy Borman (Voting member)  
Ben Seal (Voting member)  
Don Bohl (Voting member)  
Debbie Bouffard (Voting member)  
Skip Massey (Voting member)

**Executive Director John McKinney did a presentation on the functions of the Secretariat.**

Paul Weis dismissed us for committee meetings at 5:12 pm.

Paul Weis reconvened the meeting at 6:00 pm

Paul reviewed the Sundays Agenda

Meeting recessed for the day by Paul Weis at 6:05 pm.

Charles Payton gave benediction and prayer.

### **Sunday July 10, 2010**

The meeting opened in prayer by Dr Charles Allen.

Paul Weis reconvened the meeting to order at 8:30am.

Paul dismissed us to our committees.

Paul reconvened the meeting at 9:45 pm

Paul says there is not a financial or treasurer report

### **Committee Reports (Full Reports will be attached)**

#### **Policy Committee – Harry Davis**

The committee asks that the following members become voting member.

Denver Henderson (Secretariat member)

Barbi Langdon (Secretariat member)

John Brunette (Secretariat member)

Bob Decker (Voting member)

John Lewis (Voting member)

Pamela Trautmann (Voting member)

Ross White (Voting member)

Dr Charles Allen (Voting member)

It was called to a vote of the Secretariat and approved unanimously.

#### **Services Committee – Ned Heffington**

The committee asks that the following members become voting member.

Wendy Taylor (Secretariat member)

Judy LeMasurier (Secretariat member)

Eric Borman (Voting member)

Judy Borman (Voting member)

Ben Seal (Voting member)

Don Bohl (Voting member)

Debbie Bouffard (Voting member)

Skip Massey (Voting member)

It was called to a vote of the Secretariat and approved unanimously.

**Motion:**

**Services made a motion that says “The services committee recommends that Paul Weis appoint a task force to determine how best to respond to those needs identified in the survey, and to determine appropriate print electronic workshop, networking and consultation resources to respond to those needs.**

**Amended Motion:**

**Judy Bohl asked the motion be amended to say that there be a deadline of our October meeting added to the motion.**

It was called to a vote of the Secretariat and approved unanimously

**Membership Committee –Richard Thornhill**

They asked we approve the following as voting members:

Julie Bohl (Secretariat member)  
Carolyn Davis (Secretariat member)  
Mike Holmes (Secretariat member)  
Paul Markowitz (Secretariat member)  
Tom Morrison (Secretariat member)  
Charles Ligon (Secretariat member)  
Judy Ligon (Voting member)  
Jane Henderson (Voting member)  
Willy Arce (Voting member)  
Maria Arce (Voting member)  
JohnChee (Voting member)  
Michael Osgood (Voting member)

It was called to a vote of the Secretariat and approved unanimously.

**Executive Committee – Bill Boyd**

The committee asked that Cheryl Allen be voted in as a voting member.

Sue Loveland Financial Secretary  
Heather Rankel Secretary  
Merv LeMasurier Treasurer  
Doug Aldridge (Secretariat member)  
Beau Bruce (Secretariat member)  
Chuck Allen (Secretariat member)  
Sheryl Allen (Voting member)  
Ron Langdon (Voting member)

It was called to a vote of the Secretariat and approved unanimously.

**Administrative Committee – Lauren Thueman**

**The committee asked the following people be approved as voting members:**

**Brenda Aldridge (Secretariat member)**

**Cathy Allen (Secretariat member)**

**Judy Woolverton (Secretariat member)**

**Steven DeCillis (Secretariat member)**

**Paula Boyd (Voting member)**

**Patricia Maynard (Voting member)**

**Mark Thueman (Voting member)**

**Frank Yarbrough (Voting member)**

**It was called to a vote of the Secretariat and approved unanimously.**

**Motion:**

**The Administration committee requests to call a special Assembly that a Proxy ballot be submitted and sent out to the communities to request a change in the date of the July 2012 Assembly to September 14 – 16, 2012 but keep the business year the same.**

**It was called to a vote of the Secretariat and approved unanimously.**

**Paul said thank you to the Koreans for being here.**

**Motion to Adjourn**

**Mike Holmes made a motion to adjourn the meeting. It was seconded by Bruce Cato.  
Motion passed.**

**The meeting was adjourned by Paul Weis at 10:30 am in the name of the Father, Son & the Holy Spirit.**

**Respectfully submitted,  
Heather Rankel  
Tres Dias International  
Secretary**

# Policy Committee

The following people were present at the Policy Committee meeting held on 7/9/11, following the 32<sup>nd</sup> Annual Assembly

**Harry Davis – Voting Member/Acting Chair**

**Denver Henderson– Voting Member**

**Barbi Langdon– Voting Member**

**John Brunette – Voting Member**

**Charles Allen – Voting Member**

**Robert Decker – Voting Member**

**John Lewis – Voting member**

**Bruce Cato – Request Voting Status\***

**Bob Burnette – Observer**

**Annise Johnson – Request Voting Status\***

**Angela Roberts – Observer**

**Charles Payton - Observer**

**Gerald Trego – Observer**

**John Lewis opened the meeting with a word of prayer.**

**Bruce Cato and Annise Johnson requested status as a voting member of the policy committee.**

**Harry Davis read the highlights of the March Policy Committee meeting.**

**The minutes were unanimously approved.**

**The committee spent several hours discussing the motion concerning electronic media on a Tres Dias weekend. In general the committee was convinced that the operation of a weekend was a local community issue, that the local community is responsible for adherence to the essential. However there appeared to be unanimous agreement that it would be desirable to point out to communities the potential issues of cell phones, cameras and PDA's. A letter will be drafted by Bruce and reviewed by the committee via email with the objective of submitting a draft copy at the October meeting.**

**We received copies of rectors/auxiliary guides that have been converted from paper copies to word files which can be edited.. Paul Weis ask that we begin a review of these files with an objective of updating the guides for publication. Bob Decker will update the electronic copy of the Chief Aux guide and respond to the committee.**

**Sponsor ship – Two letters had been sent to communities by Paul requesting input regarding their approach to sponsorship. Two communities responded Harry was asked to participate in a workshop on Sponsorship conducted by the MCTD on Saturday morning. The workshop was very close to the objective envisioned by the Policy Committee. The question now is how do we capture this information and recreate the format to make it available to additional communities. As an action items Harry will send the documents along with the documents received from the communities to begin the process of evaluating material available.**

**The revised 4<sup>th</sup> Day document with approved text was not sent to be sent to the Services Committee for final preparation and distribution as intended. The oversight will be corrected early next week.**

**The Tres Dias brochure was not considered because of time issues.**

Services Committee Minutes  
Charlotte, NC ITD Secretariat Meeting  
July 9-10, 2011

Those attending were as follows: Don Bohl, Eric Borman, Judy Borman, Debbie Bouffard, Ned Heffington, Judi LeMasurier, Skip Massey, Ben Seal, and Wendy Taylor. The meeting opened in prayer by Ned Heffington and the new members were welcomed. Debbie Bouffard is from RIMA and Skip Massey is from Birmingham.

All the above mentioned people are requested to be voting members except Ben Seal who prefers to remain an observer.

The main topic for discussion was the committee's needs survey that we conducted "on-line" since the Augusta Secretariat meeting (spring, 2011). Many complimentary comments have been received from officers and other committees. The thoroughness and timeliness were especially appreciated. It was decided that the analysis, application and dissemination should be done by a multi-committee group within the Secretariat. We asked Paul Weis to appoint such an adhoc committee. As with all adhocs we recommend it not be permanent and be dissolved when the function is completed. Paul Weis agreed to appoint such committee by the fall Secretariat meeting in Long Island. We also recommended the survey results be published on the website so that all committees can see the results. It has been sent to John McKinney.

Concern over the timeliness of that adhoc committee appointment was expressed for the following reasons.

- 1) By that time, those actively involved within our committee will be very busy preparing to host the spring 2012 Secretariat meeting.
- 2) By that time, momentum will begin to dwindle with transitions within communities as to who had responded and what they felt at the time.
- 3) Also, concern was expressed that we coordinate beforehand, our probing of those individuals for details, not bombarding them from several people within the adhoc committee.

As chair person for this committee I see the need to balance the momentum problem with the timing concerns and do what we can to make this survey's results meaningful. Hopefully this summarizes the thoughts of the committee with updates as late as July 31.

*Ned Heffington*

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# 32<sup>nd</sup> Annual Assembly, Charlotte, NC

## Membership Committee, Richard Thornhill, VP

### **Committee Members:**

Julie Bohl, Carolyn Davis, Paul Markowitz, Jane Henderson, Mike Holmes,  
Charles & Judy Ligon

### **Approved to become voting members:**

Willy & Maria Arce, John Chee, Michael Osgood

### **Observers:**

Ginger Brunette, Frank Basciano, Michael-Jay Williams, HB Park, Bin Jang

Prayer by Pastor Bin Jang, Korea

Agenda passed out and approved.

Opening comments: VP Membership

Explanation of Membership Committee and welcome to new members and observers.  
with requirements of becoming a voting member.

Approval of new voting members: Willy & Maria Arce, John Chee, Michael Osgood

We have 3 communities applying for Charter:

Orange County Tres Dias

Peru Tres Dias

Habana Tres Dias

Habana Tres Dias – information incomplete, Willy Arce to go and teach the Essentials

Sponsored by Georgia Mountains TD

Peru TD – Willy & Maria first Rectors on Peru TD #1- report of their experience

Bylaws to be sent after completed from the lawyer's office

Peru has completed 7 sets of weekends, 588 pescadores

Orange County – sponsored by Central Arizona, Bylaws, Secretariat Officers sent to  
Membership Committee members via email.

Willy Arce also gave report on Agua Viva (sponsored by NTTD)

TDKR report by HB Park. Very excited about the Assembly coming in 2011. The  
Assembly will be reported on by TV coverage. There are many "TD" communities in  
South Korea and it is anticipated many will respond to the coverage and become  
members in TDKR.

VP Membership gave report of new and emerging Communities:

Capital Region and Southern New Jersey no longer in existence.

New Communities doing well: Colorado Front Range, Denmark,

Brazos Valley, Irvine Tres Dias, Northern California,

South Central Kentucky, Lehigh Valley

Three new emerging Korean Communities from TDKR:

Pusan, Daegu, Kyung Buk

Other new Communities:

South Georgia (No.Georgia), Kansas City (NTTD)

Treasure Coast (Central Florida)

New Orleans (Birmingham)

Unknown situation:

HOT Texas; Voronezh Russia; Lviv, Ukraine

“Train the Trainer” class now called: Certification Class.

Julie Bohl opened in prayer

Mike Holmes requested prayer for Jane Henderson she went home ill. Mike Holmes then prayed a special prayer for her.

Wendy Taylor and will be going to Orange County to teach an Essentials Training and they are having strong weekends and they are sticking strictly to the Essentials Community is strong and passionate in Weekend # 8. Mike Holmes made a motion to accept them as a Chartered Member Paul Markowitz Seconded all approved.

Old Business Richard is recommending 3 sub committees

TDKR

Unchartered

Chartered

Discussion followed

After recommendations from several committee members 4 sub communities were developed:

TDKR

Unchartered

Chartered

Training

Discussion Followed

Tabled until October

Richard asked Mike Holmes to possibly take over Un-chartered communities and Mike agreed.

New Business

Certified Trainers Class

Richard wants to look at moving certifications from 5 years to 3 years for Essentials Training .

Discussion followed

Tabled Until October

Discussion followed

Richard would like for By- laws of TDI to be changed to being able to attend Assembly or Secretariat will bring up in October.

Richard wants to change wee prayers or chapel visits to change in Essentials Training to change them from saying morning of to 3<sup>rd</sup> full day of. Richard tabled until October.

Committee Assignments

Tabled until October

Richard will be staying in touch by email

Heard from Ginger Brunette new membership member about assembly.

Mike Holmes moved to adjourn Second by Charles Ligon

Prayer by Frank Basciano

Executive Committee  
International Secretariat  
July 9-10, 2011

Present: Bill Boyd, Merv LeMasurier, Beau Bruce, Chuck Allen, Doug Aldridge, Ron Langdon, Heather Rankel, Sheryl Allen

Visitor: John Small

Absent: Sue Loveland, Financial Secretary

Meeting called to order by Bill Boyd at 5:15 PM. Beau Bruce opened in prayer.

Bill Boyd proposed that we need to spend our time discussing the succession of Executive Director, John McKinney. He explained that there are two people who have expressed an interest in the position.

John McKinney has said in a previous meeting that he would like to see Paul Weis because he is very qualified for this position. He explained that Paul has also said that he would say: "yes" to the position if asked.

Our committee determined that we need to come up with a procedure for how the process is to take place. We discussed whether the Secretariat should nominate or appoint someone. We discussed if we should send the information to all the communities to have the communities suggest nominees.

Our committee discussed what the Executive Director duties are and how much time the position will require. Bill explained that the position will be shaped by the person's gifts who is appointed to the position.

Beau Bruce suggested that we send out the description of the position and the job requirements to the communities so they are informed of the position opening.

The committee decided that first, we should develop the job requirements so we can announce to all the communities before our meeting in October that the position will be open in mid-2012, and here are the requirements.

Merv inquired if we knew when John McKinney would be stepping down. Bill said at the 2012, Assembly.

Chuck Allen said that since John has been the only person who has held this position and has done it for about 20 years that we are on new ground.

What John has done in the past may not be what the position will continue to do.

Bill stated that at the last meeting, we discussed having a second person assist this position. We discussed that this could be a secretary who would assist the Executive Director or it could be a secretarial service. We have received an offer from Jeff and Valerie Mehl to provide the secretarial/ clerical services.

We decided we would invite John McKinney to help us develop the criteria for the position.

Recessed for the day at 5:52 pm

Reconvened at 8:35 am

Merv LeMasurier opened the meeting with prayer.

Beau read off the beginning of the Executive Director's job description that was in the "Continuity Book". We discussed the requirements that we feel will work, such as a past International Secretariat member, past TDI officer, someone with clerical ability and a willingness to perform such work, etc.

John McKinney joined our meeting to give us some insight regarding how to develop the job criteria. John suggested that we not use the word: "nomination". We need to call it an "appointment" because the Executive Director works for the Secretariat; the person will not be elected to the position.

Bill Boyd suggested that the first thing be that the person is a devoted and long-time, committed Christian.

Pam Belknap stated that the person must be willing to sign the Statement of Belief.

Prior service in at least two of the following positions would be helpful: Vice President of Administration, Vice President of Membership, and Executive Vice President.

Also, the person should be very knowledgeable about the history of Tres Dias, and have a passion for Tres Dias; also has attended many Assemblies of Tres Dias Secretariats.

Further criteria we developed are:

Physical location with phone and email capabilities.

Consulting with various committees  
Records storage  
Computer Knowledge  
Website Administration  
Social Network capabilities  
Clerical  
Insurance  
Legal involvement  
Have attended numerous Assemblies & Secretariats  
Knowledge of the History of Tres Dias and 4<sup>th</sup> Day Communities  
Strong and committed Christian  
Willing to sign the Statement of Beliefs  
Heavy on interpersonal skills  
Past President of a local Secretariat is desirable  
Gifts of encouragement and administration  
Servants Heart  
Passion for Tres Dias  
Good Verbal & Communication Skills  
Past President and Vice President of TDI is desirable  
Officer or Member of Secretariat of TDI is required  
Wisdom & Discernment  
Able to attend all International Secretariat meetings

Cheryl stated that we need to let the communities know that we are filling the position for Executive Director and here are the requirements.

We discussed that Bill Boyd will take all calls for anyone wanting to be appointed and that the final decision is up to the Secretariat.

Bill will write the letter which will be going out to the communities and will email it to our committee for critique, prior to it being sent to the communities. Our committee will need to have any responses back to Bill immediately so the letter can be sent out via email.

Recessed at 9:35 am

In God's Grace

Heather Rankel  
Executive Secretary  
Tres Dias International

**Administration Committee  
Minutes  
7/10/11**

The meeting was opened in prayer by Lauren Thunem. Attendance was as follows:

**Present:** Brenda Aldridge, Cathy Allen, Paula Boyd, Harriet Holmes, Pat Maynard, Lauren Thunem (Chair), Mark Thunem, Frank Yarbrough, Judy Woolverton. **Absent:** Steve DeCillis (Steve DeCillis has had several health challenges.) **Guest** from NY Korea Tres Dias: Bowen Pak

Meeting opened with Introductions and request for members to pray about what area within the Administration Committee is of interest to them in regards to: Banners, Elections, Attendance, and Korea.

**Voting Members:** In addition to the Secretariat Board members of Brenda Aldridge, Cathy Allen, Steve DeCillis, and Judy Woolverton and the delegates of Paula Boyd, Pat Maynard, Mark Thunem, and Frank Yarbrough, Harriet Holmes has requested to be a voting member of the Administration Committee.

**Administration Committee Continuity Book:** Will be reviewed by the chair for any corrections and/or amendments and be emailed or mailed to all members by the end of the Summer.

**Elections:** Brenda Aldridge has graciously taken on the role of Elections Chair replacing Lauren Thunem who is the new VP of Administration. Paula Boyd (to be confirmed) will work with Brenda and a third person to be named later will join the committee. Brenda will handle the Elections after the Proxy Ballot/Votes goes out for the change in 2012 Assembly date. Everyone needs to be thinking about names for Secretariat Board members for next year along with Executive positions for those whose term is ending.

**Future TDI Meeting sites and dates include:**  
October 21-23, 2011 – Long Island, NY  
March 9 - 11, 2012 – Central AZ (Phoenix)  
Sept. 14 - 16, 2012 – Seoul, Korea (new proposed dates)  
October 19-21, 2012 – Fairfield County, CT  
March, 2013 – North Texas

We are looking into locations and communities to hold future Secretariats and Assembly's.

**Banners:** Pat Maynard will continue handling the banners. Procedures and issues are still being worked regarding the size, condition, and communities not having banner representation. On a side note, Harry Davis has done some research and has given TDI a price quote to have the banners shipped to Korea for the 2012 Assembly. We need to check to see what the quote would be if we changed the date and timeframe to September 2012. The banners used in North Carolina will be stored in the meantime by Hank Sadler, a pescadore from the Mid-Carolinas community. We will need to look into sturdier containers for storage and shipment to Korea.

**Attendance Advocate:** Harriet Holmes will step into the position formerly held by Jeannie Norwood whose term has ended. Harriet will begin to work on this once all information has been provided to her regarding who the current TDI members are.

**2012 Assembly (Korea): This was a big topic and a lot of discussion was done in regards to timing and possible responsibilities. We are all aware that this is big opportunity and event for TDI and TDKR and the success to both is vital.**

**Bowen Pak (NY Korea TD representative/President) sat in on our meeting as he and his community along with a representative from Orange County TD will be working on the travel arrangements and helping to be the liaisons between the TDKR organizers and TDI. He has been researching flights and looking into possible travel agencies that can help with travel arrangements for the various attendees from the United States who are interested in going to Korea. We will be working closely with him in regards to numbers and locations of possible attendees. He has agreed to help with plans and is looking to having between 50-100 (if not more) US Korean attendees from the various Korean communities. Overall we would like to have a good showing at the International Assembly from all communities in the United States and International locations. Frank Yarbrough, Judy Woolverton, and Mark Thunem have shown interest in working on the plans and arrangements for Korea.**

**Once the Proxy Ballot to change the date from July to September 2012 has been tallied, further arrangements can be made and plans put together. (The reasons for the date change are mainly weather related and availability of discounted travel arrangements.) Plans will be begun regarding numbers attending, possible welcome kit of hints and important information, arrangements for hotels, shipping materials, flight locations and availability. Individuals will be contacted who showed interest in attending the meeting in Korea. A letter will also go out to all communities from the President promoting the Assembly.**

**Korea will be an ongoing project until the October 2011 meeting in Long Island and more information and plans can continue until the Assembly in 2012.**

**The meeting was closed in prayer by Judy Woolverton.**

**Respectfully Submitted,  
Lauren Thunem,  
V.P. of Administration**