

Women's Team Selection  
August Board Report  
August 1, 2023

**FALL 2023 WALKS**

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- As of this report, Lese has 60 positions filled as well as her Board Rep and Spiritual Director. **She needs two clergy, an ATL, one Dorm, and about 7 Kitchen servants.**

**October 19-22    W240    WEST / Lese Cooper, Northbrook UMC    lesecooper@gmail.com**

<b>Leadership Orientation</b>	Thursday	Aug 10	6:45 to 8:45	Northbrook UMC
Meeting 1	Thursday	Aug 24	6pm to 9:30pm	Northbrook UMC
Meeting 2	Thursday	Aug 31	6pm to 9:30pm	Northbrook UMC
Meeting 3	Saturday	Sept 9	8:30am to 3:30pm	Northbrook UMC
Meeting 4	Thursday	Sept 14	6pm to 9:30pm	Northbrook UMC
Meeting 5	Thursday	Sept 21	6pm to 9:30pm	Northbrook UMC
Meeting 6	Saturday	Oct 7	8:30am to 3:30pm	Northbrook UMC
<b>Schedule Review</b>	Thursday	Oct 12	7pm to 8:30pm	Via Zoom

**Team Selection Liaison: Tracy Wheelis    Board Rep: Patti Ann Allen    Spiritual Dir: Leonard Akers**

- As of this report, Kendra has 66 positions filled as well as her Board Rep and Spiritual Director. **She needs five more Kitchen servants.**

**November 2-5    W241    EAST / Kendra King, Atlanta Christian Church    Kendra.king1@gmail.com**

<b>Leadership Orientation</b>	Tuesday	Aug 29	6:45 to 8:45	Norcross FUMC
Meeting 1	Saturday	Sept 9	8:30am to 4pm	Norcross FUMC
Meeting 2	Tuesday	Sept 19	6pm to 9pm	Norcross FUMC
Meeting 3	Tuesday	Sept 26	6pm to 9pm	Norcross FUMC
Meeting 4	Saturday	Sept 30	8:30am to 4pm	Norcross FUMC
<b>Schedule Review</b>	Tuesday	Oct 17	7pm to 8:30pm	Via Zoom
Meeting 5	Saturday	Oct 21	8:30am to 4pm	Norcross FUMC
Meeting 6	Thursday	Oct 26	6pm to 9pm	Norcross FUMC

**Team Selection Liaison: Kim Furlow    Board Rep: Hilary Berman    Spiritual Dir: Gail Thompson**

**SPRING 2024 WALKS: W242 (West, Mar 14-17) and W243 (East, Apr 25-28).**

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- LD Training I** was **June 21** where we reviewed the Team Selection process, I delivered Upper Room manuals, and recapped immediate action items. TS Liaison Allison Kirksey joined me at this training.
- LD Training II** is **August 20** which covers the team recruitment process, tools, and Ministry Manager training. TS Liaison Allison Kirksey will join me for this as a cross training opportunity.
- LDs will be announced at the **Sept Board meeting**, then in the **Sept Loveletter**.
- Women's DRAFT is **October 7** with recruitment to begin immediately.
- Team meetings are being scheduled at this time.** The board needs to reschedule ALD Training from January 13 to early December. My March LD will begin her meetings mid-January which means her Leadership Orientation needs to be in early January.

## OTHER ACTIVITIES

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### Updated documentation that has been approved and (is being) uploaded to ngwte.org

- [Lay Director job description](#) (uploaded to LD page)
- [Lay Director To Do List](#). (uploaded to LD page)
- [Assistant Lay Director job description](#). [Sent to Tony Fisher 7/17](#).
- [Scripts for Send Off, Pilgrim Packet Review, and Closing](#). (uploaded to LD page and BR page)
- [Appendix A Scripts PDF](#). (uploaded to LD page)
- [3-Day Schedule](#). [With Dave Wilkins as of 7-30-23 who will forward to Tony for uploading](#).
- [UR 3-day schedule PDF](#) that includes LD/SD scripts with annotations added to reference North Georgia specific scripts. (uploaded to LD page)
- [Talk outlines](#) found in the Upper Room Specific-Positions Resources PDF. [\(uploaded to LD page but link to the zip files is incorrect\)](#)
- [Candlelight Script](#). [On 7/7, I also asked Tony](#) to relocate this document from the Lay Director page to the Team Leaders page under "Music & Tech Documents."
- [Pilgrim application](#). [On 7/5, I emailed Jeanette, Mark N., Don T., and Tony F. asking them to jointly work on/upload](#) a revised and annotated pilgrim application with the clarifications and additions that I brought before the board which was approved.
- [Pilgrim confirmation letter and packing list](#). [On 7/6, I emailed Jeanette](#) an updated version of these documents as a combined document to eliminate duplication, avoid multiple docs for the pilgrims to keep up with, and to emphasize packing for a dorm setting. This doc needs to be finalized and uploaded or filed where appropriate.
- ["Introducing De Colores" document under MUSIC files](#). I alerted Joe Johnson and Tony Fisher to revise these instructions and remove the dramatic skit portion.

### Training

- Again this season I facilitated a supplemental optional ALD training—a 90-minute Zoom—to cover recent feedback from past ALDs which isn't covered anywhere else. It supplements the official ALD Training sponsored by the board which focuses on progressive servanthood, servant leadership, and the interconnectedness of the three ALD roles. My topics included a recap of available resources on the website and from the Upper Room; intro to Ministry Manager; and addressing specific concerns from past ALDs.

### Fact to Face Liaison

- Our Face 2 Face community now exists in Ministry Manager with 1,433 members manually entered by Sue Wallace. These consist of past F2F pilgrims, team members, sponsors, and anyone signed up on a previous Encounter prayer board.
- Going forward, F2F leadership can build team rosters and run filters to search for qualified candidates.
- For Encounter #17 in September at the assisted living facility, participants are mostly residents who are not members of a traditional church. We will tag their church membership as "online church" rather than leaving that field blank (unless they provide other church affiliation).

- The goal is still to import all 18,000 Emmaus records into this community so everyone can electronically access future F2F prayer vigils. However, as of mid-July, Upper Room has halted this development work.
- New pilgrims need to be manually added to the Emmaus Community once their Encounter has been committed to the database.
- I remain tagged as the Data Administrator until such time to hand over to another.

## MINISTRY MANAGER RECORDS \*as of JULY 27, 2023\*

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As of this writing the database counts are as follows...

**18,103** total NGWTE records, of which... **17,750** ACTIVE; **0** INACTIVE; **353** DECEASED  
**7,268** ACTIVE lay men and **9,976** ACTIVE lay women  
**506** ACTIVE clergy and **17,244** ACTIVE laity  
and **210** churches

Records divided by ROLE:

BASIC	57	55 future pilgrims and 2 test records
MEMBER	17,965	those who've completed a walk and/or served on a team
LEADER	36	current LDs/ALDs/Spiritual Dirs/Head Guards/ board cmte members
BOARD	41	current board members for Emmaus & F2F
Executive Cmte	1	Kendel Nickens
Data Admin	1	Tony Fisher
BOD Treasurer	1	Mark Niethammer
	<b>18,102</b>	

## MINISTRY MANAGER \*STANDING ACTIVITY\*

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- I continue to add city and state identifiers to **church records** with similar names.
- We have permission to have two Data Administrators in our community (allowing us to merge duplicate records and duplicate churches, and correct church typos). To come.
- If someone from another community wants to join our community (esp. clergy), email [mmsupport@upperroom.org](mailto:mmsupport@upperroom.org) who can add the North GA community to that person's existing record.
- All past and future walks/flights/encounters in MM are published on our Upper Room page. This means we want future walks/flights/encounters entered into MM as soon as confirmed.
- Pilgrims who attend churches that are not listed in MM must have their church entered into our community (by Registration or team Board Reps). Go to **Communities / NGWTE** and click the **"churches" tab**, then search for the church name on the left and click the **"+"** sign to add them to the column on the right.
- Should you receive an error message ("email already in use") when changing a record's email address, that is code that the email address is in use—either in another record (the spouse?), in another community (that we can't see), or through sign-on in the Upper Room. Contact [mmsupport@upperroom.org](mailto:mmsupport@upperroom.org) to link the records and update the address.

## **SUBCOMMITTEE**

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**Allison Kirksey** (West) thru 2024

**Kim Furlow** (East) thru 2024

**Tracy Wheelis** (West) thru 2025

submitted by Ginny Sternberg

Women's Team Selection Chair, 2020-2023