

International Mission Committee

Meeting Facilitator:	Eddie Ellis	Date:	0/18/2008
Meeting Place:	Fire Creek Grill	Start Time:	12:00pm
Invitees:	Eddie Ellis, Trisha Vander Wilt, Kathy Mahler, Robert Finney	End Time:	1:00pm

Agenda
<ul style="list-style-type: none"> • Previous Meeting Minutes and Action Item Review • Treasurer's Report • 2009 Budget Review • 2009 Winter Delegation • Information Session Planning between church services • Update Invitation and Integration materials (web content and brochure) • Summer Trip Report • Final Goals Document • Closing Action Items and Wrap-up

Open Action Items	Owner	Due Date
1. El Tablon Cerna School Budget and Timeline Need to get dimensions from Alvaro so we can send him a drawing. Need to get final school budget from Alvaro for Cerna school building plans	Kathy	8/25
2. Next Delegation for the School Kathy send the delegation trip dates to Nancy Lister-Settles Heartland Delegation: Feb 20 – 7 Dedication Trip: Feb 22 – 27. Bill Fischer is coordinating this trip.	Team	Next Meeting
3. Contact UCA Micro Enterprise Contact Create email for the UCA contact and send to Kate to translate: ktmarie.scarcelloe@gmail.com Email will then be sent from Kathy to the UCA contact	Eddie	9/15
4. Map of El Salvador. Create google map with push pins for the website. Photo of all cantons. Meeting 8/19/2008 to discuss.	Kathy	9/15
5. Update Delegation Training Review and edit Companeros training activities, reference materials, etc. What was useful? What can be updated for delegations? Set up meeting for week of 8/25	Kathy, Eddie, Trisha	9/15
6. Delegation Trip Report Approved: Next Steps	Trisha, Eddie	9/1
7. List of cantons and partnerships Adding project list	Kathy	9/15
8. Photo Wall Print photos, quotes, and update wall with story of El Salvador	Eddie	9/1
9. IMC Informational Sessions Two informational sessions will be held between church services. Session 1 (Sept 7) = Overview of El Salvador, history, economic development Session 2 (Sept 14) = Specific IMC projects, next delegation dates Postcard for announcement of the sessions Announcement in bulletin Coordinate projector: Trisha	Lead: Kathy, Scott, team	8/15
10. General Scholarship Money Lois money is gone. Kathy going to notify pastoral team that we have funds available for requests.	Kathy	Complete
11. Relationship with Iowa State Ask Bob Renabone about ISU contacts that may be interested in partnering with UCA	Bill	8/15
12. Contacts at Pioneer Check on contacts at Pioneer for partnership in ES		ongoing
13. First Aid Kits Check with Dora to see what is needed in the first aid kits and get costs	Kathy	9/1
14. List of El Tablon Centro and Cerna Directivas Get a list of names for the directivas in Centro and Cerna	Kathy	9/1
15. Information from Kathy. Review the information and see if we want additional	Team	Next meeting

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16. Create "How to Participate" IMC communication and Website Content Reivew conent "pile" and blog information	Trisha	ongoing
17. Scorecard Develop scorecard to track progress of goals	Eddie, Trisha	ongoing
18. Finalize Goals Document Develop scorecard to track progress of goals	Eddie	8/15

Flyer – Website Content

1. School
2. Key Projects
3. How often do we travel there and why – key activities on trip
4. Who do we work with in Des Moines and El Salvador
5. How many trips/people/churches travel per year?
6. How many communitites have relationships?
7. Youth in El Salvador
8. Economic Development
9. Style of Mission – relationship and missionary work
10. History of Heartland's involvement
11. Pastoral Team
12. Where we work – El Salvador, Berlin, Arriba, Cerna
13. Fundamentals/Basics of our involvement

Completed Action Items	Owner	Due Date
7. Build Delegation Theme framework. Team brainstorm and email Mark ideas for the theme.	Mark	complete
8. Create Delegation Agenda (skeleton) Review and update.	Kathy	complete
12. Update the 2008 Goals. Kathy: update Page 6 – water project, economic development Mark: update Page 6 – wine project Eddie: update Page 6 – micro loan	Team	complete
4. 30 Second Announcement. Eddie and Trisha will schedule with Jill Tallman, church secretary, 5 minute presentation/announcement for a committee member to speak about the committee. Topics will include: Pastoral Team, Importance of 7-9th grade expansion, Interpret the Cerna relationship	Trisha, Eddie	
14. The Wider Circle, Presbytery newsletter Kathy add Eddie, Trisha to the distribution list	Kathy	complete
7. Solicitation Form Update the document revisions.	Kathy	complete
5. New Committee Chair. Team will research potential committee chairs.	Team	ongoing