

February 20, 2021 via Zoom

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Policy and procedures 2021 - draft

- 1) Team fees, who collects and when are they due. In the past, people have not paid the whole fee.
Pre-weekend or Head chas are responsible for collecting team fees. Pre-weekend is responsible for asking someone else if Pre-weekend or Head chas are not available. This person is responsible for keeping records of who paid and how much and for getting checks and cash to the treasurer. A payment is required at the 1st team meeting.
- 2) Pictures on weekends are allowed for the group picture and when people know that their picture is being taken and that these pictures may end up on facebook or our website. Participants and Team will keep their phones in their rooms. Pictures may be taken at Clausura.
- 3) Speaking in tongues, praying the rosary, stations of the cross, etc. Not allowed in our essentials.
- 4) Everyone should follow policy-whether they agree with it or not.
- 5) Everyone should help with clean-up when the weekend is over, if possible have participants help. Head chas are responsible for bins being put back in the trailer and making sure that their area is clean. Everyone helps to clean the rollo room.
- 6) Qualifications for Rector/Rectora
- 7) Step by step for Rector/Rectora
If this will prevent misinformation
Number 6 and 7 - Is there a qualification for Rector/a in the manual? We should incorporate a mentoring process for all heads.
- 8) Team should not be recruited until the roster has board approval. Rector/a will choose a team - first by application and then can make calls to fill in open positions.
The time parameter for recruiting a team, after the new Rector/a is announced on the weekend. It should be made clear that it is necessary to fill out applications to be considered for the team. Applications should be handed out at this time.