

Team,

We had a great! meeting on Saturday - thanks to everyone who attended. A special thanks to Scott Clifford who arrived early, set up the room for us and made sure that our meeting ran smoothly.

As planned, we discussed our immediate next steps (by work-stream) which I have summarized below. Each of our work-stream leaders has agreed to shepard these actions but they will need help from the larger ACM Committee - please reach out to our work-stream leaders if you would like to help them with their tasks.

#### NEXT MEETING

Saturday August 7th from 9:00 am to 10:00 in the Parish House to discuss status of action below.

#### COLLECTIONS - Led by Gordon Keen

- 1) Contact GAIA to determine the detailed funding needs for each of the 4 recommended projects at a detailed level
- 2) Contact GAIA to fully understand the disbursement process for funding in Malawi including overhead allocation, timing and banking details
- 3) Finalize the collection goals and their timing
- 4) Create a collection plan and basic message in coordination with our Communications work stream
- 5) Create a cash flow plan with consideration of establishing an endowment
- 6) Consider the possibility of collecting gifts other than financial donations

#### COMMENCEMENT - Led by Grant Norris

- 1) Create a presentation for the Vestry Meeting 8/19
- 2) Lead the final ratification of the Travel Team meeting recommendation by the ACM Committee immediately

#### COMMUNICATIONS - Led by Dave Schroeder

- 1) Create a message updating the congregation of our status for publication in the a) 8/1 Bulletin, b) for email to the entire congregation, c) for regular mail to the entire congregation and d) for inclusion in the 8/1 edition of The Voice
- 2) Work with the Adult Education group to plan the session for Malawi - expectation is a slide show, hand outs and discussion with the Travel Team, possibly on 9/19

#### CHILDREN - Led by Barbara Billings

- 1) Plan an intergenerational event focused on ACM activities
- 2) Reach out the church youth
- 3) Start planning the winter program and projects

#### COLLABORATION - A NEW WORK-STREAM led by Cecily Craighill

- 1) Promote the engagement of the entire congregation with the ACM
- 2) Establish ways for the congregation to participate in the ACM

Your comments, input and guidance are always appreciated. Please feel free to contact me directly.