

Kingsway Prison and Family Outreach Board of Directors  
Minutes of the Meeting - **APPROVED**  
January 21, 2021  
**VIA ZOOM VIDEO CONFERENCE**

Members Present: Vicki Barb; David Boyce; Linda Boyce; Jeanne Carter; Jeanne Conley; Murdock Conley; Pat Crouse; Shirley Gibbs; Louise Jennings; Pappy Pless; Sandy Pless

Members Absent: Alvin Yoder

The meeting was called to order at 6:32 pm.

The meeting opened with prayer and a devotion from Dave Boyce. Scripture reference is from Job, chapters 38-40.

A **motion** was made by Pappy Pless, and seconded by Louise Jennings, to approve the minutes of the last meeting as presented. Motion passed.

### **2021 ELECTION**

The election for the open position on the Board of Directors was held. Three candidates were nominated:

Todd Lilley  
Dave Burke  
Pam Presgrave

Following discussion on the candidates, votes were submitted to the Secretary via text message. By majority vote, Todd Lilley was elected to the Board.

### **REPORTS**

- The 2021 proposed Budget was presented for review and discussed. A **motion** was made by Vicki Barb, and seconded by David Boyce, to accept the Budget as presented. Motion passed.
- The Financial Report was provided by Pat Crouse.
  - The report was emailed to the Board members prior to the meeting for review.
  - Most funds have been spent for help for families and with re-entry.
  - Increased re-entry needs, and the need for and ideas on followup procedures were discussed.
- The report on the Newsletter was provided by Pat Crouse.
  - The spring newsletter has not been started.
  - Pat C requests submissions of articles, testimonies, news, etc., for the newsletter from the Board members.
  - Pat C has been asked to provide an electronic copy of the Christmas newsletter from December to Pappy Pless to be posted on the website.
- The report on the Apple Tree Project was provided by Pat Crouse.
  - 210 children were expected to participate; the final number was approximately 250.
  - Approximately 20 churches were expected to participate (normal number is 46); more churches than expected, approximately 30, actually did participate.

- The churches that did participate provided more than requested in order to make up for the churches who declined to participate.
- Volunteers shared uplifting stories from their experiences.
- Sending gifts unwrapped, but with wrapping supplies provided, worked out well.
- The report on the Inmate Christmas Gift Project was provided by Louise Jennings and Vicki Barb.
  - Vicki B and Pam Presgrave were primarily in charge of this project.
  - Approximately 6000 gift bags were prepared.
  - Acquisition and packaging of items, and delivery to the facilities, went smoothly.
  - Gifts have not yet been delivered from storage to the inmates at Augusta and Coffeewood, due to the virus inside these facilities.
  - Louise J had been able to find a less expensive source for notepads this year.
- The report on Prison Inside/Outside Ministry was provided by Louise Jennings.
  - Louise J continues to write letters and send cards, as well as periodic devotionals written by Pappy Pless.
  - There is no update as to a date that the chaplains will be able to re-enter the prisons, due to the outbreak of the virus inside the facilities.
  - COVID-19 statistics continue to be updated by the DOC and by the chaplains:
    - 585 inmates; 29 staff; 5 deaths at Augusta
    - 674 inmates; 3 staff; 1 death at Coffeewood.

### **OLD BUSINESS**

- A report on the status of the Yard Sale/Auction items was not available.

### **NEW BUSINESS**

- David Boyce held a discussion regarding the future of the Kingsway ministry and the job of the Board of Directors.
  - The job of the Board is primarily to direct the future and “doings” of whatever is necessary to continue and stabilize the ministry, and to ensure that there is a procedure in place for followup.
  - The work of the Board is different than the “boots on the ground” volunteer activity inside the prisons; the Board should be regarded separately from the volunteers themselves.
  - A discussion was started regarding the future of the ministry for a time that Louise J may not still be the Director.
    - Donations: Many people donate to the ministry because of Louise J herself. How can donations be continued?
    - Budget and finance planning should be ahead a year in advance, not a year behind.
    - There should be someone “shadowing” Louise J to learn what she does and what resources she has.
      - Vicki Barb will be serving Kingsway full-time after her retirement in June, and will be working closely with Louise J.
    - Steps to formulate a purpose and plan for the future need to be taken.
    - The possibility of using this time before being able to return inside the prisons to reorganize, to form committees (i.e., fundraising and volunteers), to develop a plan for

succession, to familiarize Board members with each other's roles and responsibilities, etc., was discussed.

- Establishing an information network of resources, donor information, and financial information was discussed:
  - Information must be accessible to more than just one person for the roles of the ministry.
  - Access to and sharing information is vital to the continuation of the ministry.
  - This network would be accessible to Board members and committee members, possibly on an as-needed basis depending on their roles.
  - This network would not be accessible to the general public.
  - Pappy Pless can set up the network in the manner decided upon.
- Linda and David B will send a questionnaire to the Board to survey what Board members think about the ministry currently and about its future.
  - The status of and plan for vaccinating staff and inmates at Virginia facilities was discussed.
- A **motion** was made by Pappy Pless, and seconded by Jeanne Carter, for the Board to meet more often than quarterly. General discussion ensued, including the plan for newly-formed committees to meet monthly, resulting in the decision to meet again in February via Zoom. The motion was not voted upon.
- Kingsway will be the recipient of a \$2500 grant from the United Methodist Foundation.
- The possibility of reviewing and updating the By-Laws was mentioned. No further discussion was held.

An interim meeting of the Board of Directors is scheduled for Thursday, February 25, at 6:30 pm, via Zoom video conference.

The next Kingsway PAFO Board of Directors quarterly meeting is scheduled for Wednesday, April 21, at 6:30 pm. The format of the meeting, either by Zoom video conference or by in-person gathering, will be determined at a later date.

The meeting was adjourned at approximately 8:40 pm.

Respectfully submitted by  
Sandy Pless  
Secretary, Kingsway Prison and Family Outreach