

Meeting Minutes – Stevenson Chapel Fund Association
11:30AM Thursday December 13, 2012
Bahnhof Café, Cuero, Texas

The Stevenson Chapel Fund Association met on Thursday December 13 at the Bahnhof Café with the following five members present:

Paul Morkovsky
Richard Van Wormer
John Ortmann
John Varela
Leslie Rabke

Printouts of the meeting agenda, draft by-laws, draft articles of association, and the narrative description of operations were made available to all attendees by Paul Morkovsky.

After brief introductions, Paul reported on several previous meetings and visits to the Connolly Unit Chapel held/attended by various members of the association.

Discussion was held among all regarding the draft bylaws with the following articles of note:

- (1) In addition to Chairman, Vice Chairman, and Recorder, it was decided to add a “Treasurer” as an officer of the board, thus relieving the Vice Chairman of managing the financial records of the Association.
- (2) Due to the nature of the Treasurer’s responsibilities, it was decided that a reputable CPA/Attorney with desire to join the association should be sought and appointed to this office at a later date as none of those in attendance felt qualified to take on this important financial burden.

During discussion of the draft articles of association,

- (1) An amendment to the STRUCTURE was agreed upon, and that to eliminate the maximum cap of five members on the board, thus the board will consist of at least three interested volunteers, with no maximum number.
- (2) The “Treasurer” office will be added to the board structure (as stated above – see Articles of Association - top of page 2), and the Vice-Chairman’s will NOT serve as the Treasurer as previously noted in the draft copy.
- (3) A paragraph should be added to the RESPONSIBILITIES section to further describe the Treasurer’s duties.
- (4) In the DISSOLUTION paragraph, discussion was held regarding “Who is responsible for maintenance of the Chapel building once construction is completed and the building is turned over to the TDCJ and the State of Texas. Further research regarding this matter must be pursued with an added declaration in the articles of association to be discussed and entered at a later date.
- (5) It was also pointed out that for the purpose of possible grant applications and pursuit of 501[c]3 or LLC status, the actual date of the “organization” is entered as November 12, 2012: the date of a prior association meeting.

Members read over the narrative description of operations and John Ortmann stated that this information will be usable when Web-page design begins. Web-domain has been reserved as

“chapelfund.org” and the Logo previously submitted by John Ortmann with the “steeple” theme was preferred by all in attendance.

General discussion at various times was held regarding:

- (1) The use of a temporary “floor-plan” for the original website design and the possibility of replacing the plan with a more permanent and final plan when we reach that point in the architectural design process.
- (2) Richard Van Wormer noted that due to the size of Kairos and ACTS Retreats, the kitchen facilities seen on current sample plans may need to be expanded in order to facilitate the number of persons that attend those events.
- (3) The fact that our Association will not be allowed to fall under the umbrella of the Kairos 501[c]3 structure, discussion as to whether our own 501[c]3 status should be pursued or whether the CPA (currently thought to be Eileen Gohmert) would prefer to pursue a suggested LLC (Limited Liability Company) status through other and various avenues.
- (4) The construction of a BOQ outside the prison boundary in association with the Chapel construction and the possibility of utilizing part of the current City of Cuero Man-Camp facility near the entrance of the prison.
- (5) Proposed budget estimates of \$2.5 million and the necessity of additional security measures required of the contractor’s personnel as well as the added costs of electrical, plumbing, and sewer infrastructure required at the proposed building site within the prison boundaries.

With a thin number in attendance at this meeting, election of officers was held with the following results:

Chairman – Paul Morkovsky

Vice-Chairman – Richard Van Wormer

Reporter – Leslie Rabke

Treasurer to be selected by yet to be determined policy and procedure at a later date

Paul Morkovsky will advise when/where the next meeting will take place.