

May 2007 Washington, DC Area AiG Conference

Monthly Meeting of Local
Committee

October 26, 2006

Prayer

Agenda

- Prayer
- Introductions
- People in New Positions and Recruiting Needs
- Current Status
- Meeting at The Community Church
- Review of Action Items from Previous Meetings
- Financial Update
- Timeline (See Backup Slides)
- Church List Building Status
- Wrap-up/Action Item Review
- Next Meeting
- Back up slides
 - Detailed Timeline
 - Detailed List of Local Committee Positions

Introductions

People in New Positions and Recruiting Needs

- Since Last Month
 - Charles Anttila has volunteered as Frederick County, VA Coordinator
 - Bryce Cumbie has volunteered as Arlington, County/City of Alexandria Coordinator
 - Tad Butler has added Orange, Greene and Madison Counties to his county coordinator duties
 - Cris and others are still recruiting Callers---several have stepped forward to call, County coordinators can potentially be gotten from these
- Still recruiting for County Coordinators for
 - Loudoun County, VA
 - Prince Georges County, MD
 - Stafford County, VA
 - Calvert County, MD
 - Charles County, MD
 - St. Mary's County, MD
- Still need a Spanish Church Manager

Current Status

- We are nearing the end of the “List Construction and Updating” process
 - Purpose of List is to supply the mailing list to AIG to mail invitations to Churches and Local Committee to use it to call pastors after AIG mails invitations
 - We have people diligently working their county
- Recruiting for Local Committee is largely complete except for County Coordinators
- Willie Wong is working Christian Schools and Home School groups/Associations so we can email them about the event date and topic, so they can place on their calendar
- Ron Reese and JayBee Collins have been briefing African American pastors about the Conference
- Willie Wong is working on Chinese translators for the Conference
- We met with The Community Church on October 20
- We are still working the co-hosts – HEAV will likely be one of the co-hosts.

October 20 Meeting at The Community Church

- Chap Gleason, Cris Loop, Karen Jones, and Ron Reese met with Dr. Fred Snowden, Administrative Pastor
- Building almost complete
- Large projection screens to be installed in the sanctuary in about a month; carpet not yet installed in balcony area
- 817 permanent seats on sanctuary floor; will accommodate 600 folding chairs on sanctuary floor and 450 in unfinished balcony; total of 1867 can be accommodated in sanctuary
- If needed can fit more (perhaps as many as 500) folding chairs for overflow in Fire Escape (youth) area with TV for audio behind translator and video feed with back projection on a large screen
- Church can supply about 600 folding chairs; AiG will rent others as needed
- Children's Adventure Workshop probably in Fellowship Hall
- Spanish translation in KGB room (plan on 100 folding chairs)
- Chinese translation in main sanctuary with earphone receivers; rent additional units as required
- Signing for the deaf to be worked out (need volunteers)

October 20 Meeting at The Community Church (Cont'd)

- Ron to investigate with AiG possibility of catering for Saturday lunch with payment at the time of registration
- Use main conference room for volunteers; pastor's office for AiG speakers
- Dr Snowden to ask pastors to sign up for invitations to the CLM at a meeting Loudoun evangelical pastors with Virginia Attorney General this week; Ron to provide draft letter for Senior Pastor Whitlow to send to Loudoun County evangelical pastors
- Pastor Whitlow to publicize to Loudoun Hispanic pastors
- Need to know about how many Spanish and Chinese speaking people to expect
- Need to have some tapes or DVDs of AiG speakers for translators to get use to hearing/understanding them; Ron to ask AiG to supply
- Publicize event with a table at Loudoun Senior Expo (a Loudoun County community event) to be held at the church May 10

October 20 Meeting at The Community Church (Cont'd)

- Dr. Snowden to help provide entrée to Steve Lowry, senior pastor of National Church of God in Ft. Washington (PG County, MD); a largely African-American church; Pastor Lowry has great influence among PG County pastors
- OK to leave book tables up in Narthex for Sunday services and to conduct book sales on Sunday morning, when Ken Ham will be speaking
- Church wants Ken Ham to announce he will be speaking at the church May 20 so Conference attendees can attend
- Need to produce map of locations of nearby restaurants (there aren't any really nearby)
- Buses can pull up under overhang at entrance to Narthex
- Will need signs to direct traffic from Route 7 to the church
- Will need interior signs in the church
- Cris to provide Dr. Snowden list of volunteer needs
- The Community church daily volunteers can help in phone calling
- Co-sponsor banners can be displayed on the sanctuary stage
- No problem in parking in parking lots of industrial/office buildings next door on nights and weekends

Action Items from Previous Meetings

- Ron to check to see if parking at the industrial complex next door to The Community Church might be available for overflow parking for the Conference – status: complete
- Recruit for Local Committee, callers – status: ongoing.
- Invite Dr. Fred Snowden of The Community Church to a Local Committee Meeting – Status: defer until after January 1, 2007
- Jim Shipe and Chap Gleason try to enlist a county coordinator for Loudoun County by the August 31 Local Committee Meeting — status: ongoing
- Ron Reese asked people to contact their churches for financial support for the CLM. Church budgets are being formed now – status: ongoing

Action Items from Previous Meetings (Cont'd)

- Chap to e-mail James Steffen (AiG) about Event webpage buttons for brochure requests and any other buttons that don't provide a response to requests
- Ron to e-mail Joe Wang the frequencies of two Christian radio stations most listened to by African Americans in PG Count – status: complete
- Jeremy to brief www.gotvmail.com phone capabilities and costs at November meeting – status: agenda item for November meeting

Financial Update

- Giving to date (Jim Shipe)
- Please get you letter into your church to support the Conference
- Need about \$13K to
 - Pay for mailing 3000 invitation at \$1.79/each
 - Pay for 230 Pastors and leaders Luncheon
 - Pay for Ken Ham and James Steffen to fly to DC
 - Pay for hotel and lodging
- Budget may have to increase to accommodate a larger than anticipated invitation mailing list
- When and if your church budget includes a planned gift toward the CLM, please notify Jim Shipe

Financial Support

- Letter Jim and I used is here:
[http://www.the-
gleasons.com/Elder_Board_Letter_AiG
_2007_Support%20Reese.doc](http://www.the-
gleasons.com/Elder_Board_Letter_AiG
_2007_Support%20Reese.doc)

Church List Building Status as of Sunday, October 22

- Due Date Nov 16, 2006
 - Done before Holidays
- Current total about 4900; doesn't account for deletes

Status of List Updating

- Christian Schools—Willie Wong, calling about a 100 to verify phone number
- Frederick County Md—Denise Cofer, have not heard from her, but started in the summer and had 5 helpers, Chap's guess is she is done. Will call her
- Montgomery County MD—Fred Pearce, using his automated methods, have not contacted, but since he helped in Sept, Chap believes he is fine

List Update (continued)

- Howard County---Jason, has not started, got him one helper, wife also helping
- Ann Arundel—Diane, have not heard
- Price Georges—Leslie did list, Jay Auxt and 4 or 5 helpers making 554 calls
- Charles—Fred did the list building, ? on calling
- Calvert—Jeremy Gibson done on list, calling not done, but said he will do next week after return from mission trip to Miss.

List Update (continued)

- St. Mary's—Chap List build, calling not done, will do
- Washington DC—Joyce Wardrick and 4 or 5 helpers over 1000 churches, Joyce doing Internet, others doing calling, could use a couple of helpers
- Fairfax County—Steve Blanchard, wife and church helpers, 250 updates done working it
- Loudoun County—Eastern Jim Shipe ?
 - Western Chap done on list, called twice, done in my mind
 - TheCommunity Church can do calling

List Update (continued)

- Culpepper, Orange, Madison, Rapahanock, Greene
Tad he is working it done with Culpepper
- Fauquier—Cris Loop has pastor in County doing this
- Frederick Co VA---Chas done with list building doing update now
- Arlington and Alexandria City—Bryce and Stephen working it
- King George and Spotysylvania—Lanny working it
- Prince William---Corry and Joni—working it
- Clarke County—Rachel--?
- Stafford County---Ron Reese, 1997 list nearly completed including calling with Cris Loop's help; Cris will complete

Wrap-up/Action Item Review

Next Meeting

- November 30, 2006
- No meeting in December

Back Up Slides

Detailed Time Line*

1. Local Committee finds a host church – complete
2. AiG and Local Committee Chairman/Co-chairmen sign Commitment Letter – complete
3. Church and AiG sign Letter of Agreement – complete
4. Local Committee secures Christian Leaders Meeting (CLM) site – complete
5. Updated Strategy formulated and agreed to by AiG – complete
6. Local Committee formulates CLM/Local Committee Budget – complete

*Items in blue denote items added since September 28, 2006.

Detailed Time Line (Cont'd)

7. Recruiting of Committee Members and List Builders/Phone Callers – still in progress
8. Local Committee attempts to get support for CLM in church budgets – Aug 2006
9. Local Committee feeds contact information to AiG on Christian radio or TV stations to co-host – start Aug 2006; co-sponsors must be locked in by Jan 31, 2007
10. Building of Mailing List– Aug, Sep, and Oct 2006; target completion date Nov 16, 2006
11. Local Committee reviews draft Conference brochure– Sep 15, 2006; forward comments to AiG by Oct 15, 2006

Detailed Time Line (Cont'd)

12. Local Committee -mails Christian Schools asking them to place the Conference on school calendars; use various methods to ask churches to place the event on their calendars– Nov 1, 2006
13. Internal target for the Local Committee] to complete list of names and addresses of evangelical pastors and other Christian leaders in EXCEL file and send to AiG – Nov 16, 2006
14. Local Committee sends list of names and addresses of evangelical pastors and other Christian leaders in EXCEL file to AiG; send separate lists of Christian schools and statewide home school associations – Dec 18, 2006

Detailed Time Line (Cont'd)

15. AiG pays CLM caterer first \$500 deposit – Jan 1, 2007
16. Local Committee e-mails a PDF copy of the Conference brochure to churches and Christian Schools and asks that the Conference be placed on their calendars - Jan 30, 2007
17. Local Committee installs a special, designated phone line for the CLM and the AiG Conference - Jan 18, 2007
18. AiG with Local Committee assistance, finalizes radio/TV co-hosts for Conference brochure – Jan 31, 2007 (can add stations that will run free spots after this time, but they won't receive credit in the Conference brochure)

Detailed Time Line (Cont'd)

19. AiG mails CLM invitations to pastors/other Christian leaders – Feb 12, 2007 (allows 3-10 days for postal delivery)
20. Local Committee conducts calling on two Saturdays, for counties without callers [Responsibility Chap Gleason]– February 17 and February 24
21. AiG sends radio spots to Christian radio/TV stations that will support the Conference – Feb 21, 2007
22. Local Committee follows up CLM invitations with a phone call reminder - Feb 22, 2007; calling to complete March 5, 2007
23. AiG prints and sends Conference brochures to local committee - Feb 26, 2007
24. AiG pays CLM caterer second \$500 deposit – Mar 1, 2007

Detailed Time Line (Cont'd)

25. Local Committee completes fund raising for the CLM – Mar 5, 2007
26. AiG sends possible second notification of Christian schools via e-mail and PDF copy of brochure - Mar 15, 2007 [AiG to confirm]
27. County Coordinators notify Local Committee Chairman of first meal count of CLM attendees – Mar 17, 2007
28. Local Committee notifies AiG of the first meal count of CLM attendees – Mar 19, 2007
29. AiG contacts the CLM caterer with the contract-required reservation count (one week in advance of the CLM) – Mar 20, 2007

Detailed Time Line (Cont'd)

30. AiG ships a pallet of books, tapes, and DVDs to the CLM site – Mar 20, 2007 [AiG will call Local Committee if help is needed at the receiving end; usually it is not a problem for the host site to store my pallets until setup.]
31. Local Committee makes follow-up phone call to CLM respondents – Mar 23-24, 2007
32. County Coordinators notify Local Committee Chairman of final count – 6:00 PM Mar 24, 2007
33. Local Committee notifies AiG of the final count of CLM attendees – evening of Mar 24, 2007

Detailed Time Line (Cont'd)

34. AiG contacts the CLM caterer with the final reservation count – AM Mar 26, 2007
35. Hold CLM - Mar 27, 2007
36. Local Committee collects leftover Conference brochures to be distributed to students at Student Meeting - March 27, 2007
37. Local Committee stores books/tapes/DVDs left over from the CLM until the May 18-19 Conference - Mar 27, 2007 (items to be stored at Jim Shipe's house)
38. Local Committee helps coordinate the Student Meeting, including taking reservation on a local phone line for groups of 25 or more - Mar 28, 2007

Detailed Time Line (Cont'd)

39. Local Committee enlists as many pastors as possible who didn't attend the CLM to show the AiG promotional DVD, distribute brochures and post posters in their churches – Mar 28-May 11, 2007
40. AiG ships books, tapes, and DVDs to the host church – May 11, 2007 to arrive May 15, 2007 [AiG to ask host church if they will need Local Committee help at the receiving end].

Detailed Time Line (Cont'd)

41. Local Committee participates in Conference set up picking up AiG personnel at the airport and to and from hotel and in transporting Ken Ham to any scheduled talk show interviews – May 17, 2007 [usually interviews are handled by phone and pre-recorded. This is an area that is in flux as the Christian radio media is changing.]
42. AiG Conference - May 18-19, 2007; Local Committee staffs phones during Conference

Detailed Time Line (Cont'd)

43. Local Committee assists in setup, book sales, and takedown and transportation of Conference speakers to/from churches where they will be speaking at Sunday services, and in returning AiG personnel to the airport –May 20, 2007

Detailed Time Line (Cont'd)

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Local Committee Positions

- Chairman - Ron Reese
- Co-Chairmen - Chap Gleason and Jim Shipe
- Church Manager - Chap Gleason
- County Coordinators and Minority Church Managers (19 total)
(7 on this slide)
 - Fairfax County, VA - Steve Blanchard (25 callers needed)
 - Arlington County/Alexandria, VA - **Vacant** (4 callers needed)
 - Prince William County, VA - Corry and Joni Isaac (6 callers needed)
 - Loudoun County, VA - **Vacant** (5 callers needed)
 - Fauquier County, VA - Bob and Chris Loop (4 callers needed)
 - Culpeper/Rappahannock/Orange County, VA - Tad Butler (3 callers needed)
 - King George and Spotsylvania Counties/Fredericksburg, VA - Lanny Larrimore

Local Committee Positions (Cont'd)

- County Coordinators (12) (Cont'd)
 - Clarke County, VA - Rachel Mickahail
 - Montgomery County, MD - Fred Pearce (28 callers needed)
 - Prince Georges County, MD - **Vacant** (35 callers needed)
 - Howard County, MD - Jason Bassett
 - Anne Arundel County/City of Annapolis, MD - Diane Smith
 - Baltimore County/City of Baltimore (?) – **Vacant**
 - Charles County, MD - **Vacant** (5 callers needed)
 - Calvert County, MD - **Vacant**
 - St. Mary's County, MD - **Vacant**
 - Frederick County/City of Frederick, MD - Denise Cofer (11 callers needed)
 - District of Columbia - Joyce Wardrick

Local Committee Positions (Cont'd)

- Minority Church Managers (4) -
 - African American Church Manager - **Vacant**
 - Chinese Church Manager - Willie Wong
 - Korean Church Manager - **Vacant**
 - Spanish Church Manager – **Vacant**

Local Committee Positions (Cont'd)

- Equipment Manager - David and Jeremy Spicer /Jay Auxt (Assistant)
- Transportation Manager - Gene Seiberlich
- Facilities Manager -
 - CLM - Dave and Gail Britt
 - Student Meeting and Conference - Karen Jones
- Publicity Manager - Joe Wang
- Telephone Manager - Jeremy Gibson
- Volunteer Manager – Bob and Chris Loop
- Student Meeting Manager - Frank Strickland
- Prayer Manager - Michelle Yuen