

**MI RE-ENTRY RETREAT
DEBRIEF MEETING
MINUTES**

**Held at CMS Blackburn
30th September 2011**

- 1. Opening prayer:** Graeme Vines
- 2. Attendance:** Helen Macnaughtan, Graeme Vines, Maree Vines, Ron Kingsley, Graeme Taylor, Dawn Taylor, Michael Collie, Jenny Johnston; Brent Allred (for part), Christine Bird (for part)
- 3. Apologies:** Laurence Whitehead
- 4. Note taker:** Jenny Johnston
- 5. 2011 Retreat Debrief:**

a. Venue: SIL KG.

- suitability, any modifications/reconfigurations: small group locations – public & in people's sitting rooms – some disturbance experienced and also conscious of being in participants space
- lack of lighting between meeting area and lodges a challenge
- if raining would have been a challenge.

Proposed that we make SIL an offer and describe the type and amount of rooms we require. Need to be able to book a venue with flexibility not to pay for beds we don't use

b. Our own feedback on planning, preparation and actual retreat: pluses and minuses:

Planning & preparation

- frequent emails unsatisfactory – were brought about when an extra meeting wasn't able to be held. **Michal Collie** reminded the team to keep subject line to topic
- **Fran** expressed that she *was put under enormous stress when emails weren't replied to – too much for one person to accomplish*

- **Helen** strongly requested that in 2012 that **one** meeting is held early in the year and **two** more are held prior to the retreat
- team requests a list of participants, agency, country length of service
- discussion on placing country on name tag and identifying info on a handout - would need to gain consent, when to introduce info of others to participants

Retreat

- catering - **inadequate** – poor variety and quantity, some items ordered that weren't provided. Little comments re food from participants. **Michael** will assist **Fran** to write a letter with a list to the caterer noting the items that were not provided and items that were in limited amount. *Request for reissued invoice which will be paid when able.* **This caterer will not be used in 2012**
 - suggestion that the word 'debrief' for leaders meetings not be used on next year's timetable
- c. **Feedback comments from participants:** See tabled sheet (thanks Helen for your work in compiling all the feedback) – **Michael Collie** presented scores in a graph form - suggesting a score of 8 and above be aimed for.
- *Thurs evening – get to know you*, maybe include something humorous
 - *Changing cultures* – comment (from participant who is a psychologist) about stress test, glass full - might have been a negative – out of date
 - *Loss & Grief* – Michael expresses need for scrutiny
 - *Origin & Call*: observe silence in room to assist participants in reflecting on session and installation
 - *Gifts Given and Received*: One participant made the comment made that the 'Artefacts at centre don't do anything for me' – see point 5d for further discussion
 - *Difficulties and Fears* (? Title negative) : handout not read, inadvertently.

- *Those who took sessions to take note of feedback*
- *Reflection* : some created things others didn't - *was craft area too far away?*
- *Sharing* – seemed to be a highlight
- *Contribution of facilitators* – touched by practical service displayed (was an extra burden on those who did this, (**Graeme & Dawn**, who were the mainstays clearing up often missed part of the following session) - ? invite extra people in to help with these duties
- *Celebration dinner* – food not mentioned, but sharing appreciated – one participant wondered if thank you token could be given
- *Weekend as a whole* – scored highly. Some wanted more structure announced
- *Any changes*: 9 responses re changes out of 21 feedbacks – examples: *welcome pack for **each** participant, dealing with stress as a married couple (& **Jenny J.** added - singles)*
- a common comment regarded the *cost being too high*, may have been due to some agencies not funding and having children present (*discussion re Mission Agencies being educated re keeping \$ aside for re-entry retreat – need to improve MI re-entry retreat team interaction with agencies to consciousness raise – is there a way to ascertain in the registration process who is paying for them, self or agency. Need to ask agencies to keep in mind for budgeting.*)
- Music – some didn't like hymns, some did. *Do we need music each time?*
- Email list of participants contact details to be distributed.
- Notifying Mission Agencies: need more moral support.
- d. Facilitators comments on feedback:
 - Comment made by **Graeme Vines** that we didn't have one MC for the whole retreat
 - comment on installations not 'scratching where people itch' suggested the inclusion of tools/ broken crank shaft, not all respond to a contemplative approach, **is**

retreat 'bloke friendly', ? less attention drawn to displays, ? use questions. **Fran** would like to take back ownership of comments re installations.

- e. **Costs:** \$ 8,753 being held at MIV some participants still to pay. *Issue with refund for one couple.* Some reimbursements outstanding. Costs – may be close to breaking even. Can't finalise costs at this point as invoice to be received in a usable form and childrens' costs to come. **Ian Hodge** notified Helen (by phone during meeting) of monies in hand \$ 9039.50 (pre-reimbursement) **\$215 in the red**
- f. **Follow up letter** to participants to thank them for attending - **Helen**
- g. **Children's re-entry program – Brent** reported that
 - costs much less than feared, (**Christine** provided spread sheet and receipts – some outstanding) retreat was really positive; 12 children (4 families)
 - despite huge age range, being in families helped it work
 - Flow worked well, scrap booking suited the girls more than the older boys
 - will tighten things next time
 - *Mike Bainbridge* (pastor) visited and talked on *bullying and integration into school*, related well with the children (*suggestion that parents participate in an event with children on this topic or more integrated program with parents*)
- Good having TCK guys input. *TCK network will be involved in planning & leading, but not totally running program.*
- Would like to do it again, plan to gauge children's needs prior to program and redesign program. Discussed children with special needs, need to be aware during registration process (include behavioural question), and will put strategies in place with leader:child ratio

- Facility was tight. Full program (fitting in with adult) made for tired children; (**Helen** described the different programs offered in the UK.)
- food inadequate at times and some leaders were preoccupied with extra catering, preparing & logistics which detracted from their involvement with the children
- Program was tiring for leaders, structured in one hour off for each leader. 4 -5 adults – ratio enough for relating, some desired more leaders
- Some leaders coming and going leading sessions saw *less relationship building between children/teens and those leaders*
- build in games to reinforce teaching
- parent's feedback: **Ben S.** has linked with parents for children to attend TCK camp and events
- an adult TCK who came commented on the *value of integrated children and family activities, example CMS model*
- **Working with Children's Checks** - ? over 16 or over 18, some confusion with EA document. *One situation came up regarding room sharing - one leader's sleeping area was reassigned so as to not be in same room as a teen participant, in keeping with protocols*
- Need to tighten up on leader's applications/recommendation to serve
- **Suggestions/Alternative approaches to Childrens' Re-entry Program:**
 1. Integrated program with parents (e.g. some more meals, chaplain's talk)
 2. ? week long, separate program, less tight and more social activities
 3. Run off site. Some different sessions for different age groups. Aim for other camps for TCK's to follow on from re-entry (*which is a one off camp*)
 - **Christine & Brent** and the team were thanked for running the childrens' program. **Brent** to lead 2012 Childrens' Re-entry Retreat

h. 2012 Retreat – forward planning:

a. Tentative date of first planning meeting:

Feb 3rd 12md 2012 @CMS

What needs to be done in preparation for meeting?

- If plan to go with SIL need to negotiate meeting spaces; charging structure; children's area; accomm. near adequate with nos. in 2011.
- Work via email this year with teams thoughts.
- Attempt to book venue this year.
- **Michael & Fran** will work together to put prerequisites together. **Graeme** is happy to visit site with others when facts set.

b. Facilitators available – Helen Macnaughtan, Graeme Vines, Laurence Whitehead, Fran James, Graeme & Dawn Taylor, Maree Vines, Michael Collie (requires less meeting attendance); Jenny Johnston. Suggestions of new people – Suggestion that mission reps from the missions that participants are drawn from, be on the team. Names put forward: Elspeth Carr (CMS), Elspeth Young (PoA)

Co-ordinator – **Helen** can do job for next 2 years

- c. More possible involvement** of and support from agencies
- d. Each facilitator thinking** about and making lists of *potential participants for 2012*
- e. Registrations and book keeping.** Helen will talk to **Pam Thyer**@ MI before 'outsourcing'.
- f. Retreat Date:** Sept or Oct (school holidays)
- g. Ron Kingsley** was thanked for his contribution for 2011
- h. There is the question of administration.** **Michael Collie**

(a) How should the retreat bookings and logistics be administered?

(b) What should be handled by MI administration staff and what should be outsourced? Funds being paid into an MI account should naturally be received and acknowledged by MI staff.

*I suggest that we ask **Pam** if this service can be renegotiated with MI before anything is outsourced. (See point 6e)*

8. Michael led: Could we consider that the next *retreat* be 'audited' by an outsider? This person would join us for at least one planning meeting and then attend the retreat as an observer. They would survey the participants, compile the feedback (less subjective – on line?) and write a report; including recommendations to aid the team to grow and improve and will add value to the event for participants, increase our confidence in presenting a retreat that meets certain standards as contact Mission Agencies, different face on what is a good 'product'.

Maree Vines suggested that the Re-entry *Retreat literature* be run past a psychologist to gain professional advice prior to auditing. David Wilson was suggested by **Ron Kingsley**.

Michael Collie suggested that... “ We should invite outside scrutiny while all the indicators are positive and we have cause to feel confident so we can build on God-given success rather than wait for negative feedback.”

Laurence Whitehead by email:

- In terms of auditing for feedback, Karen Newnman of Global Interaction? Had the Transition Training course audited for feedback by a qualified person – if interested I could enquire on Re-entry's behalf – let me know if you want me to.

Action: Team would like Laurence to make enquiry. **For our information:** Subsequent to meeting: Laurence provided the following (4th Oct 2011):

Hello All,

In regards to auditor, Karen Newnham advises...

We had Rod Bullpitt from Calam Training do it. He heads up Calam. His email is: rod.bullpitt@calam.edu.au

In Him

Laurence

It was resolved that we:

Look for names of:

- Psychologist for review of material
- Auditor to monitor event

To be discussed by email, and someone to approach the people

OTHER:

Children's costs:

Onsite: Under 12 = \$215.00

Over 12 = \$240.00

Off-site: Under 12 = \$110.00

Over 12 = \$135.00

Date of Next Meeting:

Feb 3rd 12md 2012 @CMS