

**Bloomington Monthly Meeting
Society of Friends**

Retreat Committee Charge

Mission:

This committee is charged with planning at least one retreat every year to foster the life of the Meeting and the spirit of religious community.

Term & Dates of Service:

Starts January 1 and ends December 31; may be reappointed annually.

Selection Process:

Nominated by the Nominating Committee and approved by the Monthly Meeting.

Job Duties:

1. Periodically solicits the opinions of members and attenders about their desires regarding the retreat. Sometimes in the past a written questionnaire was used.
2. Determines the time of year, date, length, location, activities or format, and theme for the retreat. Considers the following points in the planning process:
 - A. Time of year. This is usually in the fall, but sometimes in the spring. More than one retreat per year has been held in the past.
 - B. Date. Review the schedule to avoid conflict with Quarterly and Yearly Meeting events and activities.
 - C. Length. Decide if the retreat will be part of a day, all day, or more than one day.
 - D. Location. This has been the Meetinghouse, but other venues such as campgrounds, or Mt Gilead Friends' Retreat have been used.
 - E. Activities or format. Strive to be inclusive to allow children of all ages, families, older people and those with different levels of energy, concentration, ability, and comfort to participate. Typically the retreats have included large and small group worship sharing, presentations by speakers from among the Meeting or from outside, outdoor and indoor recreation,
 - F. Theme. There is usually an over-arching theme that integrates the various activities and addresses current spiritual or social concerns of the Meeting.
3. Publicizes the retreat at least 6 weeks in advance through the Newsletter and weekly announcements from the Facing Bench accompanied by sign-up sheets.
4. Plans for meals and/or refreshments including selecting the menu, purchasing the food, arranging for volunteers to setup before and cleanup afterwards.
5. Makes financial plans for the event. This includes setting a participation fee, arranging to pay bills, and completing a financial report for the Treasurer.
6. Prepares a general report on the retreat for the Monthly Meeting.

Membership:

Consists of three to four people who may be members or attenders of the Meeting.

Coordination with Others:

1. Works with Ministry & Counsel to evaluate the effectiveness of the retreat.
2. May work with Ministry & Counsel, Religious Education, Peace & Social Concerns, Social Fellowship and other committees to develop and implement plans for retreats.

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Budget Considerations:

1. This committee ideally will plan in advance to make a budget estimate for the new committee to use to plan the following year's retreat. If expenses for a retreat are projected to exceed the budget amount then the committee may request additional funding from the Monthly Meeting.
2. The clerk will submit a budget request to the Clerk of the Property & Finance Committee by the last day of September each year. It may be more convenient to do this earlier in the year since the committee may be busy implementing retreat plans in September.