

Cursillo Ministry of Northern California

## Secretariat Meeting Minutes

September 19, 2016

Present: Amy Camp, Fr. Gregg Churchill, Lew Winberg, Jo Churchill; Fr. David Englund, Susan Englund, Cass Bisbikis, and (via conference call Amy Cavalleri)

The venue for this meeting was the Lincoln Training Center in Roseville.

### Additions to agenda:

Nominations for elected office - Nominees to be established tonight; voting to be by email ballot distributed to the entire community.

Cook team issues – Discussion was immediate, continuing the discussion held over from the last meeting. Lew noted that the cook team was understaffed for the number of candidates. It should be understood that serving on the cook team (or any team position) will be exhausting. Such service is a sacrifice. There may be tasks that could be done by any team member – i.e. taking candidates' bags to the rooms. The priority is service to the candidates. Team members serving each other also reflects the atmosphere of loving service. The head cook for Cursillo #113 should be included in future discussions.

### Approval of minutes:

The following corrections were made to the president's report: "Amp" was corrected to "Amy"; "5013C" was corrected to "501(C)3". Lew moved, Susan seconded approval of the minutes as corrected.

### President's report

501C3 – Fr. David reported a recent conversation which he had with Bishop Barry. The bishop expressed an interest in Cursillo and commented that he hadn't heard anything recently from the Cursillo community. Amy, Fr. David and the bishop had scheduled a meeting which had to be cancelled for a variety of reasons. This meeting will be rescheduled. Fr. David noted that others are welcome to attend the meeting. Fr. David commented to the bishop about the use of the diocesan tax ID # - that the office had told us we couldn't use it. The bishop was surprised – David had the impression that this would not be an issue and that we could use the number to set up Pay Pal. Fr. David will also talk to the bishop about attending a Cursillo, and noted that he (the bishop) should probably attend a weekend in another community. Lew suggested that he might attend a TACC weekend. Jo expressed concern that this may not be the best alternative for the Bishop due to the less sacramental nature of those weekends. When they meet with the bishop Amy and Fr. David will discuss how he wants to receive information. Susan moved that the Cursillo community send a card to the bishop congratulating him on his tenth anniversary as bishop. Lew seconded; the motion was approved. Susan volunteered to send this card.

Convention – Amy needs to notify the diocese by 9/30 if we desire to have a booth at convention. It was agreed in subsequent discussion that we would want to have a booth at convention.

Ultreya – Amy reported on attempts that were made to schedule an Ultreya for October 29 at Faith Church. There were concerns about clean up and the church requested a \$200 fee for cleanup.

Therefore, an alternative date/venue for Ultreya will be considered. Jo reported that there is a possibility of an Ultreya to be held in the North State in late October or early November.

Re: Ultreya – Due to the distance/time involved in having Ultreyas at either end of the diocese, Fr. Gregg suggested having “personal” Ultreya groups – which could be as simple as having members of 4<sup>th</sup> day groups invite others to private homes. These could be held in addition to the larger Ultreyas. Another suggestion would be to have core team members of the upcoming weekend (ideally from multiple areas) be responsible for having Ultreyas prior to the weekend.

Amy has been encouraged by inquiries from the website for information about Spanish-speaking weekends, Roman Catholic weekends and Kairos outside.

### **Spiritual Director Report**

See Ultreya comments above.

### **Treasurer’s report**

See attached “Bank Account Cash Deposits and Disbursements”. Lew wrote only two checks. The written report is attached. Fr. David requested a change in terminology to “deposits” and “withdrawals”, which Lew will implement. Jo requested Lew send a copy of his report for inclusion in the minutes. Fr. David moved, Fr. Gregg seconded to accept this report. Report approved.

Sue reported that the “lost” cell phone was never brought to the weekend.

### **Cursillo #113 Report**

A family emergency prevented Lisa Gondola, rectora from attending.

Amy reported that a site visit was made to “Applegate” (near Auburn) which is a Jesuit retreat center for a possible April weekend. The cost of this site (\$100 per person per day) is prohibitive.

Amy also reported that a site visit is planned to Camp Alta, also near Auburn. The only availability for this site is the same weekend in June that has been tentatively reserved for Richardson Springs. This site has been used for Tres Dias and has been recommended by members of the community. The cost is \$155 per person. Meals would be provided and cooks may not cook. Jo expressed her opinion that the number of candidates at the last weekend may have been due to the relative convenience of the Chico location. Amy noted that the Rectora has the prerogative to select a site and date. Amy Cavalleri suggest that the Secretariat should be the entity to make decision re: date, venue. Setting a date would allow persons considering being rector/a to decide if they are interested and able to serve. Fr. Gregg moved that secretariat make decision re: location/date for the weekends. Susan seconded. Motion approved. There was considerable discussion and agreement about the need to include the rector/a in the decision. Going forward, someone on the secretariat should be designated to do the “legwork” – and we need to plan now for the 2018 weekend/s. This will be discussed again in November.

Fees – The question was raised about whether we should increase the fee to participate/attend Cursillo. Lew commented that the cost of Cursillo #112 was probably not fully covered by fees this time as many items were palancaed. There is a need for fund raising, and the advisability of using Pay Pal to facilitate contributions by individuals who may not otherwise be involved was noted. Fr. David would

like to talk to the bishop about establishing an endowment fund for Cursillo through the diocese.

The weekend is “priceless” and fees haven’t been increased recently. An increase in fees may make it difficult for couples to participate and may preclude some others from participating. The fee increase will need to be “marketed” – suggesting group support for example. Fr. David moved, Cass seconded that fees be increased to \$200. Fr. Gregg suggested making an action proposal to raise funds, assuming we do NOT get 501 (C)3 approval. Fr. David volunteered to man a booth at convention and will “talk up” Cursillo and solicit funds. He will create a statement for this purpose. Amy noted that there is a trifold brochure created for a previous convention that can be used. Susan, Fr. Gregg and Jo will assist with the booth at convention – November 3-5.

### **Registrar’s Report**

Amy Cavalleri reported that “no one is registering for anything”.

She reported that Constant Contact is requesting payment. Amy Camp’s understanding is that this would be an automatic withdrawal. She will follow up.

An email went out recently expressing a need for nominations. Amy Camp noted that there is a need to include all four elected positions: President, Vice president, secretary, treasurer. Amy Camp will compose an article re: the nomination/election process for Amy Cavalleri to send to the community. Election ballots to be sent out prior to next meeting, which allow the election to be finalized at next meeting. Amy Cavalleri requested parameters re: how often to send out email – she has a concern for bombarding people w/emails. Voting can be anonymous. The newsletter may include pictures, testimonials, and Ultreya dates. Jo will email photo to those participating in Cursillo #112 and for permission to use at convention and/or email notices. A response will be required only if the participant does NOT want the photo used.

Amy Cavalleri has received an inquiry requesting the contact list for #112. She requested direction, as she felt uncomfortable re: supplying this list. The secretariat agreed that if the person was asking for information about the weekend which they attended it would be OK to supply team and candidate information.

### **Palanca**

Amy Camp noted that we received notice of other Cursillo weekends requesting prayers and palanca. She suggested we develop palanca for other weekends... something that could be signed at secretariat meetings/ Ultreyas/ 4<sup>th</sup> Day meetings, etc. She will contact Maria to clarify the role of palanca and ask if she wishes to continue.

### **Nominations**

Lew is willing to continue as Treasurer

Jo is willing to continue as secretary – and is prayerfully considering if she would serve as president – Fr. Gregg nominated her as president.

Amy Camp asked Fr. David to run as president. Jo asked if bylaws indicated that president must be a lay person. Fr. David echoed that concern. In response, Fr. Gregg offered to cede his position as spiritual director to Fr. David, and Gregg will accompany Jo in whatever role she assumes.

Amy Cavalleri is willing to continue as registrar

Amy Camp nominated Cass as Vice president.

Amy Camp nominated Lisa as secretary, and also would be willing to serve in that position if need be.

Susan is willing to serve as palanca if Maria is unwilling or unable.

It was suggested that Todd Moegerle might serve as webmaster.

The meeting ended with prayerful song.

The next meeting is scheduled for November 19 to be held at the Lincoln Training Center in Roseville.

Respectfully submitted,

Jo Churchill Secretary