

## **January 21, 2025 – Secretariat Meeting Minutes**

Attendees: Deacon, Ernie Gonzales, Carmela Gonzalez, Veronica Lucas, Sophie Bejarano, Deborah Hernandez, Aurora Hicks, Ted Cruz, Sharon Matson.

Absentees: Jim Pompe, Bart Blaylock.

6:35pm: Meeting convened. Veronica lead the Holy Spirit Prayer and the Leaders Prayer to open our meeting.

Meditation: Veronica Lucas " Be Patient"

Approval of the December minutes: Deborah moved to approve the December meeting minutes, Aurora second at the motion. December Minutes approved.

Lay Director Report-Veronica Lucas:

The Cursillo Center; Veronica will meet with the following vendor specialites for bids. #1: Contractors to provide bids to demo the floating walls in the large gathering room. #2: vendors to put forth bids on painting the interior of the center. The 3 vendors include the painters that Mt. Claret uses, a painter that advertises it does church work, and a painter that Veronica has had experience with through work. She will submit all bids to the Secretariat .

The 4-shelf, shelving units cost \$1704.98 for four sets. Volunteers built the shelving units after the January School of Leaders.

Veronica meet will meet with two locksmiths for bids on changing out the exterior front door keypad, to re-key the two offices and to add the same keyed handle for the front closet which will become the room for the copier. Veronica will submit these bids to the Secretariat when she collects them.

Tom McGuire would like us to get a sign for the building. Secretariat agreed on and voted on the sign. It is to read " English Cursillo Movement". Veronica volunteered to get a bid on this.

The use and price of tables and chairs was discussed. It was decided that the items should be purchased from Sam's Club, to include the following:

8- round tables at a cost of \$989.

2-6 ft tables at a cost of \$60.00 each.

2-8 ft tables at a cost of \$85.00 each.

80- chairs at \$119.98 per every 4 chairs for cost of \$2399.60.

Tom McGuire donated a 75 inch television. The current stand is not heavy enough to support it so we will need to mount a wall bracket to hold the TV.

Investment: Veronica would like to postpone the vetting process about which financial group should help us to invest the money from the Leon Trust until March or April when the renovations/expenditures on the Cursillo Center will be complete. This was approved by the Secretariat.

Dcn. Ernie wanted to confirm that we have begun to pay the priests and religious their stipend/gift for serving on a Cursillo Weekend. Sophie did confirm that this process has already begun.

Deborah suggest that someone speaks with Tom McGuire directly to ensure that only Aurora (3-Day Chair) can request a room from Tom. In other words, no one can go to Tom directly to request a room for a team member or a candidate. Team and candidates are to be in community. Private rooms are reserved for Spiritual Director on the weekend. Veronica will speak to Tom about this.

Aurora and Sophie will work together on a form for the spiritual directors tell us the mass and confessions they served at,, during the weekend so we can be assured to stipend/gift them correctly. Dcn. Ernie stresses that Bishop Nevares would like the financial gifts to be given to the Spiritual Director's before the weekend starts. ***He stresses that this should be referred to as a gift and NOT as a stipend.***

Cena De Colores: Terry McDonald and Angela Fairley have graciously agreed to co-chair the Cena once again. Veronica needs the Silent Auction Pro program to be renewed. This is approximately \$1064.00 but an important part of our fundraising efforts during the Cena. Sophie has ordered a new debit card for Veronica and she is just waiting for it to come in and will then pay for this.

Veronica will ask Terry and Angela to come to the February Secretariat meeting via Google Meets, to give an update the Cena. The Cena date is: 04/26/2025.

Sophie asked if the Cena will need a liquor license for the upcoming year and the answer is yes.

Veronica reminded us that on February 8, both the Spanish in English Secretariats will meet with Bishop Nevares. Sharon suggested that instead of having breakfast and lunch during a 4 hour time period, we consider having just 1 meal, brunch instead. Veronica will reach out to the Spanish Secretariat to see if they are in agreement and we will make a plan going forward. The Bishop's English/Spanish Secretariat meeting will be from 10 AM to 2 PM in the JPPII Room.

Veronica suggested that we consider doing a Grand Ultreya in the Fall with Bishop Nolan in both English and Spanish and will see if the Spanish Movement wishes to participate.

Gene Keller updated the Corporation Commission site removing Carmela and adding Veronica as an Officer/Lay Director.

Tom McGuire says that if we pay our rent in full and in advance, he would offer us a 5% discount. That would be a savings of \$1800. The Secretariat voted to approve this payment in full and savings of \$1800.

Veronica strongly encourages each Secretariat member to attend School of Leaders, preferably in person, to be available to meet with and speak with members of the community. A member of the community mentioned a desire to have mass, if possible, before School of Leaders. The Secretariat agreed that it was a good idea, but it may be hard to get a commitment from a priest to do mass.

Secretary Report- Sharon Matson: Sharon received an email indicating that we need to do a Payment Card Industry (PCI) validation for FlockNote because we are going to be collecting monthly tithing through FlockNote. Sophie said she saw the email as well, but assumed it was for Heartland, our credit card readers, and had already completed that validation. She is going to follow up on this and will take care of any necessary documentation.

Sharon reminded everyone that if there is an announcement to be made for an Ultreya, School of Leaders and so forth, that we need ready to go flyers and forms that can be easily posted on the website and sent to Zelda to post on FlockNote.

Sharon said she has not begun packing up the office yet but will coordinate that with the timeframe on the completion of the renovation on the English Cursillo Center.

Sophie reminded us that our Secretariat Celebration Dinner will be on Saturday, February 1, 4:30 PM at The Old Spaghetti Factory on Central Avenue. This is a thank you to out-going members and a welcome to our new Secretariat members.

Treasury Report-Sophie Bejarano:

SEE SEPARATE REPORT FOR DETAILS.

- This includes expenses for the men's and women's weekend at Mt. Claret

Sophie asked everyone to be diligent about helping to find her replacement and that it needs to be a qualified CPA.

School of Leaders Chairperson Report-Jim Pompe: Jim was not able to physically join us for the meeting, but sent in the following report.

"Jan 21, 2025

Let me begin by saying congratulations to Veronica on becoming our new Lay Director, I know you'll a great job with all your energy and great ideas.

At the most recent School of Leaders, I shared where we stood at this time, and what I plan to do to clear up some challenges.

Most recently, we experienced poor attendance issues in late 2024 which picked up a bit on Saturday. The Nov SOL had one attendee and this Saturday we had a dozen.

In the past, we always had good attendance when a team was in formation, but as I showed, we are nowhere close to having enough attendees to fill up 2 men's and 2 women's teams like the Leaders' Manual says we should.

I noticed that Joanna Smith at St Elizabeth Ann Seton encouraged a great turnout for her Ultreyas and SOL. She scheduled it after Saturday Mass and had plenty of food. But mostly she was able to get the word out to people who could and wanted to attend.

I like this model and think I would like to encourage a dozen large parishes to do the same. We could reach hundreds of people this way.

I've agreed to go to Prescott and help Amy Wright with her first SoL in February by giving the Technical talk. I think she'll be able to succeed like Joanna has done at her parish.

I've also agreed to go to Holy Cross in Mesa to attend their Ultreya and help in any way that I can. I'm not saying we should completely drop SOL at Mt Claret, but I think the way of the future is to have regional schools. I would like to expand more in this area but don't have the physical stamina to work on both Mt Claret and these remote sessions, so I'd like to suggest a month off from Mt Claret in February to concentrate on the parishes.

I know that our new Lay Director would like to see the members of the Secretariat attend the Sol so this would probably tie in down the road to Mt Claret.

Respectfully, Jim Pompe, SOL Chair"

Pre-Cursillo Chairman Report-Bart Blaylock: Marsh was unable to attend this evening's meeting. No report was given.

3 -Day Committee Chairperson Report- Aurora Hicks & Deborah Hernandez: Deborah reports on the upcoming Rector/a for 2025 as she hands over the reins to Aurora.

Men's May Team:  
Rector: Freddie Sordia  
Co-Rector: Jim Pompe

Women's May Team: meets on Weds  
Rectora: Geri Desmond  
Co-Rectora: Gloria Flores  
Co-Rectora: Cathy Garcia Reidy  
Head Cook: Cindy Garcia  
CoHC: Clarissa Mendibles

Men's November Team:  
Rector: Chuck Kolesar  
Co-Rector: Gene Keller

Women's November Team:  
Rectora: Sharon Matson  
Co-Rectora: Annie Taylor  
Co-Rectora: JoAnn Trevizo  
Head Cook: Ina Hartnett

Northern Arizona Cursillo Weekend Dates are:  
Men's Weekend: Sept. 11-14, 2025  
Women's Weekend: Sept. 25-28, 2025.  
We need both a Rector and Rectora for these weekends.

Sharon says that Cecelia Dusold has offered to pull an updated Excel spreadsheet report that contains candidates who are eligible to serve on a weekend and previous team members who have already served to help for these new teams. Deborah says she has an updated spreadsheet and will send that to Sharon so we can make sure the database is updated properly.

Carmela said that for Northern Arizona is very hard to put a men's and women's team together and she would like to help train the new team but also asks that Phoenix Cursillo include some Northern Arizona folks as team members, so they can be trained in team formation..

Post Cursillo Chairperson Report-Ted Cruz: Ted has Utreaya dates for 2025 and will forward them to Sharon so that they may be posted on the Cursillo website and through FlockNote.

Ted will schedule the April Ultreya in the JP II room, just in case the English Cursillo Center is not completely renovated by then.

New Business: Carmela is applying to be a Regional Service Team Member with the National Cursillo Movement. Carmela has to gather some information and documentation and complete some paperwork for National.

Carmela would be a service team member and will attend the national convention. She also has to attend two regional meetings. Bishop has already given her a letter of good standing. In this way, she can report back to the Phoenix Cursillo Secretariat information and updates from National. Her service is greatly appreciated.

Spiritual Directors Report-Dcn. Ernie: Dcn. Ernie says he has had no requests for clergy or religious for a School of Leaders or Ultreyas and reminds us to get a request in early so he can reach out for help. If you need clergy for one of those events, Dcn. Ernie say a 90 day notice is best.

Dcn. Ernie asked Ted to let him know which Clergy/Religious was helping him with Ultreyas so he could update his records as well.

Closing Prayer lead by Dcn. Ernie. Meeting adjourned at 8:35 pm.

Next meeting is Tuesday, February 11, 2025.

Respectfully Submitted,  
Sharon Matson, Secretary of the Secretariat  
English Cursillo Movement of Phoenix