

## **Cursillo Secretariat Meeting Minutes – Meeting of 05 /15/2024**

Attendees: Dcn. Ernie Gonzales, Carmela Gonzales, Jim Pompe, Bart Blaylock, Ted Cruz,  
Sophie Bejarano, Sharon Matson,

Absent: Bishop Nevares, Deborah Hernandez, John Stalker (Flagstaff)

**Opening Prayer:** 6:30 pm. The Leaders Prayer, led by Carmela (pg 65 in Leader's Manual)

**Group Reunion/Meditation:** Lead by Sharon Matson

**MINUTES:** Minutes from April Meeting reviewed. Jim moved to accept Minutes, Bart seconded: Minutes approved.

### **NEW BUSINESS:**

Cecelia Dusold: Cecelia presented the task list for the secretariat members, to clarify, which member or chair is responsible for what duty. Cecelia will send Sharon the task list so that Sharon can complete the assignments as discussed.

In general, it was decided that Sharon, as the secretary would take care of the general office duties, keep an update the main calendar as decided upon by the secretariat, maintain files on the Cursillo computer, Maintain and updates the , assist with Cursillo weekend, rosters, team, and candidate sheets, Take over Cecelia's [info@cursillo.com](mailto:info@cursillo.com) email, be responsible for bulk emails through Zoho and so forth.

Flacknote: is between \$100 and \$125 a month. Zelda Graham is trying to see if the diocese, which is already using this program, will also allow the Cursillo Movement to use their subscription.

Zelda Graham has also agreed to be the Palanca chairperson, which falls under the three day committee.

Bart Blaylock agreed to take over the newsletter from Cecelia.

Cecelia mentioned that both Sharon as a secretary, and Deborah as 3-day chair should learn to do Sign-Up Genius for the weekends. Cecelia reminded us that Sign-Up Genius goes live the night of orientation for both the upcoming men and women's Cursillo weekends. This link can be found on the Cursillo website.

Bart will also need to be able to update and have printed the sponsor trifold that is given out on the opening night of a Cursillo weekend during the sponsor presentation. Cecelia will give Bart the template for that.

**Lay Director Update:** Carmela asked Ted to assist the Spanish Cursillo movement with translating some of our English documents for post-cursillo into Spanish.

Tom McGuire told Carmela that he will need to charge the English and Spanish Cursillo movement for all uses of the facility. Currently, we are only being charged for the weekends. We will need to see how this affects the budgeting.

July 13th: Bishop Navarez will be at the diocesan and Ultreya, which will be held JP II room from 9:30 AM to 11:30 AM.

November 2: there will be a diocesan Ultreya for both Spanish and English together. Carmela and Deacon Ernie are trying to get Bishop Dolan there. Ted suggested that the Altea be presented

together in both English and Spanish.

**Treasurers Report:** Sophie says we received a beneficiary payment of \$18,366.30 from the Feit Trust.

Balance on hand: \$103,830.58  
Total receipts: \$ 23,706.17  
Total expenses: \$. 9,829.68

There was discussion about providing the Spanish Cursillo movement with a portion of the payout. After much discussion it was decided that since the English weekends carry more of the expenses for Mount Clarett, the division would be approximately \$10,000 to the movement and approximately \$8000 to the Spanish movement.

Sophie said there is a secondary beneficiary trust disbursement to the Phoenix Cursillo movement but did not have specific details for this meeting. Details to follow as she becomes advised.

Sophie reminded us that we had spoken about making a donation from the Cena profits to the Miles' Jesus Mission. Ted mentioned that they are fundraising with a memorial brick sale. Each brick is \$1000. The secretariat made motion and agreed to purchase one brick for \$1000 as a donation from the Cena profits.

Terry McDonald will present a detailed report on the Cena for our June meeting.

**School of Leaders:** Jim says that the West Valley S.O.L. is in place. Sharon will help Jo Anna, parish rep from St. Elizabeth Seton, to bring in presenters. Sharon also gave Jim the name of Annie Taylor, who may be interested in helping to run the East Valley S.O.L.

Jim wanted to know if Carmela spoke with someone in Prescott Valley about helping to run S.O.L. There. Carmela did actually speak to her neighbor who may wish to help and will speak more to her about this and let Jim know.

Jim also wanted feedback from the secretary to see if we felt that the topics he was presenting. We're on track. Discussion indicated that everyone was happy with the topics, but it was also suggested that perhaps we could introduce some of the books of the movement, and incorporate those into the monthly sessions.

**Pre-Cursillo:** Bart got some information from the Spanish movement about how they break into their zones. What is most important he said, is to build up strong parish reps. He outlined his goals as follows:

Goal #1 – Build up reps.

Goal #2 - Build up strong zones

Goal #3 - Get new application chairs, as Bruce & Debi wish to retire their post.

Discussion was held about having a deadline as to when to accept applications for the weekend. It was decided that the secretariat would strongly suggest all applications be turned in no later than the Monday of the week of the weekend.

3-Day: Deborah emailed in her report and it is as follows:

Currently there were 22 candidates and 3 seminarians for the men's May weekend.

Sophie did mention that there are scholarships available if needed for these weekends for both team and candidates.

Currently, there are 7 candidates for the women's June weekend.

We were reminded that Bible can be found in the Cursillo conference room and notebooks are in the Palanca closet.

Ed Fischer has agreed to be the Rector for the men's November Northern Arizona Cursillo weekend.

**Post Cursillo:** Ted actually gave his report during the discussion aspects earlier in the evening. He had no additional info to report on.

**Secretary:** Sharon said she has met with Cecelia twice this week and realizes that very few people have any idea about how much Cecelia has quietly done for the movement over the years. Sharon very strongly suggest that we have additional Crosse training for all administrative aspects of the movement. Sharon will continue to meet with Cecelia and be trained on the database and the procedures Cecelia uses for weekends and throughout the year.

Additional discussion: Jim suggested that that we start thinking about who would be replacing the outgoing members. We would still use survey monkey to vote, but Jim also suggested that every candidate not only does a video but that perhaps introduces themselves at a school of leaders as well.

Sharon asked if there was a location for all of the documents used in the movement and was told that all of the documents we use in the movement are uploaded on Google Docs.

Deacon Ernie had no business to introduce.

8:43 PM – Ted closed us with prayer.

Respectfully submitted,  
Sharon Matson,  
Secretary of the Secretariat