

**Diocese of Phoenix Cursillo Movement
Secretariat Minutes
January 9, 2017**

Members present: Ruben Trevizo, Marty Sprinzl, Nancy Kijewski, Sharon Matson, Brenda Halpain, Cecelia Dusold

Absent: Brenda Hope

Spiritual Advisor: Deacon Bob Carey

Guest: Tom McGuire

Meeting opened at 6:30 pm with prayer and Group Reunion

New Business

Letter from Bishop Nevares of October 19, 2016 - Clarifications

Cloistered weekend: "The Cursillistas as to maintain their CLOISTERED atmosphere for the entire three days... Also, family and friends will longer be invited to pray for their loved one in the Chapel. The Cursillo Chapel is to be reserved for the Cursillista."

To comply with this request, sponsors and others will not be at Mt. Claret for Adoration. Nancy Kijewski will prepare a list of parishes in the Phoenix area that have 24 hour adoration. There will be a signup sheet for sponsors, etc., to cover the usual hours formerly held at Mt. Claret that in the future will be held at the parish of the sponsor's choice.

Rental expense of Mt. Claret: "Yet the monthly rental expense is to be greatly reduced so as not to cause a financial concern on the Secretariat."

Tom McGuire reviewed the monthly fees; will prepare an itemized list of them for the Secretariat's further review. Spanish Secretariat will negotiate their use of Mt. Claret separately.

Deacon Bob Carey will speak to Bishop Nevares to get further clarification regarding both points of discussion.

Cursillo Calendar

Calendar was reviewed with Tom McGuire. He asked that no meetings be held at the Center on Mondays.

Overview of Conference call with Cef Aguillion (National English Coordinator)

Role of Spiritual Advisor: The Spiritual Advisors are Msgr. Mike O'Grady and his assistant is Deacon Bob Carey. The Spiritual Advisors work together with the Secretariat.

Apostolic Plan: Each Secretariat Chair will work with their committees to give input to the individual sections of the Apostolic Plan; afterward the committees would work together on the final version. The Bishop's letter and the National Format Development Guide will be used to guide the development.

Minimum number of Candidates for Weekend

Nancy Kijewski motioned that the upcoming weekends #897 and 898 will proceed if there are 8 candidates by the Thursday (January 12th and 26th, respectively) one week prior to each weekend. Sharon Matson seconded; motion passed. This subject will be brought to the School of Leaders for further discussion and recommendations for weekends after these two. General consensus of the Secretariat is that there be at least 12 candidates for future weekends to proceed.

Orientation: In the past Precursillo has lead the Orientation; the Three-Day Chair has led the Opening. Nancy Kijewski will lead the Orientation. The need to continue having Orientation will be discussed at a future School of Leaders Meeting.

Follow-up Meetings after the Weekend: As the Bishop requested there will be only one follow-up after Cursillo weekends now; new Cursillistas should be going directly into Ultreyas. There are Ultreyas at St. Paul (January 28) and St. Helen (February 25), but with a tentative Ultreya in March at St. Thomas the Apostle. Nancy Kijewski is checking with Alfonso Castillo to see when the east side Ultreya will be.

2017 Cena

April 29th. Ruben Trevizo will reach out to Zelda Graham and past chairs to find a volunteer to lead upcoming Cena.

Updates from Chairs

School of Leaders (Marty Sprinzl): Question arose if there should be one presentation for two monthly School of Leaders. It was the consensus of the Secretariat that for the time being, the same Doctrinal Presentation and Technique Presentations will be held at both the Saturday School of Leaders and the Tuesday School of Leaders; the Work by the Sections will be done on Saturdays with a report following on Tuesday nights. Any suggestions or questions that arise at the Tuesday night reports will be followed up with at the next Saturday morning section work.

An agenda for upcoming meetings will be prepared for an email.

List of Spiritual Advisors for School of Leaders will be obtained for Marty Sprinzl.

Treasurer (Brenda Halpain): Gene Keller emailed notice from the Arizona Corporation Commission that the Annual Report is due. Officers will be Ruben Trevizo, Brenda Halpain, and Cecelia Dusold. Additionally the Bank Account signatures need to be updated. Signatures will be Ruben Trevizo, Deacon Bob Carey, and Brenda Halpain. Gene Keller has agreed to continue to be our registered agent.

Secretary (Cecelia Dusold): Website. The website, for the time being, is a basic, free website with necessary information. It can only be reached by typing in phoenixcursillo.webs.com; it will not come up from the search engine. Cecelia will call Gordon Shirling (former webmaster of the DOP Cursillo website) to discuss a more comprehensive and accessible site.

Other discussions and updates by Chairpersons were tabled until the February meeting.

Future Secretariat Meetings:

Secretariat meetings will be held at 6:30 pm on the 2nd Tuesday of each month upcoming, with the exception of February, 2017. The next meeting is Monday, February 13, 2017 at 6:30 pm.

The meeting closed at 9:15 pm with a prayer and blessing for the Secretariat by Deacon Bob Carey.

Respectfully submitted,

Cecelia Dusold