

# Secretariat Meeting | MINUTES

---

Meeting date | time 3/18/2018 | 6:30pm | Meeting location Mt. Claret Retreat Center

Meeting called by	Ruben Treviso, Lay Director	Attendees: Brenda Halpain, Brenda Hope ,Sharon Matson, Marty Sprinzl, Nancy Kijewski, Dcn. Bob Carey, Dcn. Frank Devine, Vince Johnson
Type of meeting	General Business	
Note taker	Nancy Kijewski	
Leader's Group Reunion	6:30pm to 7Pm	

## AGENDA TOPICS

---

Agenda topic: Approval of Minutes | Presenter Nancy Kijewski

Brenda Halpain noted that Vince accepted the gift of \$100 and disbursed it to the band with gratitude. Minutes were reviewed and were approved with a motion from Brenda Halpain that was seconded by Brenda Hope and approved unanimously.

---

Agenda topic Reports of the Committees | Presenter Chairperson

### **Precursillo: Report Attached**

Next Precursillo will be on Friday at Mt. Claret. Discussion points are the creation of PDF format informational brochures. There are a number of brochures that have been passed on and need to be considered.

Invitation of new parish reps and review the parish rep packet for complete and current information. Feedback is that reps like the tangible packet rather than email only. Also planning will begin for an upcoming parish rep encounter.

The process for accepting applications from a parish without a rep was reviewed.

The Precursillo chairperson agreed to quarterly phone calls to reps.

### **Three Day Chairperson: Sharon Matson**

Committee meeting was scheduled two weeks ago but needed to be postponed due to illness. Zelda Graham, Lynda Persson and Brian White have volunteered to assist with a Basic School presentation. After Easter the committee will reconvene to plan.

There were offers of help from 4<sup>th</sup> day Cursillistas to plan encounter events and mentor new rectoras.

May Rector is Jim Andrews. He did not yet have a full team as of this meeting. He has about 15 members. There is still no rectora for the May Cursillo. 45 women have been called and were unable. Of the women called the majority had conflicts, and offered to serve later, but were unavailable for May. Anyone who was eligible as a rectora has been called as well as anyone who was a co-rectora twice. The secretariat was asked that if anyone has any suggestions to please look at the list.

Jim Pompe is the October rector and Bev Arnold is the women's October rectora.

It was suggested during the discussion that a policy be established that the core team be placed well in advance of the weekend. (Calls for May began in December). This was declined due to a lack of clarity as to what should happen if there is no rector within 5 months.

It was also suggested that the idea that if a Cursillo is cancelled instead of the team being moved up to the next slot instead should result in the end of the team. It was felt that this needed to be part of the discussion at the School of Leaders to gain the feedback of the 4<sup>th</sup> day community. Tabling this discussion until the SOL has been consulted was moved and seconded.

It was suggested that a list be made from calls to people for potential rectors and rectoras. Such a list has been begun from that from all the calls made, all agreed to continue with this activity.

Jim Pompe and Joe Fairle assisting with the men's calls for rectors.

### **Postcursillo: Brenda Hope**

Two Ultreyas have been held since last Secretariat meeting: St. Paul's and St. Bernadette. Both went well even though there was no spiritual advisor at St. Bernadette.

Next Ultreya is March 24<sup>th</sup> at St. Thomas the Apostle. The proposed Ultreya at St. Timothy's has no space available. Other East side locations are being considered for the April Ultreya. May Ultreya is scheduled at St. Helen's which needs confirmation as it is the same weekend as the Region X encounter. June will be at St. Ann's. Special thanks to Dcn Richard Kijewski for his service at a moment's notice. The committee will continue to reach out to other spiritual advisors to thank them for service and to make them aware of Spiritual advisor material on the National Website.

### **School of Leaders: Marty Sprinzl**

Attendance has been consistently 4<sup>th</sup> day Cursillistas, not solely secretariat members. One of the deacons at St. Bernadette will give the Doctrinal portion in April.

Going forward will look at National website articles. Marty will attach the article with the reminder for the SOL.

Doctrinal part will shift to the Fr. David Knight Spiritual Formation program referring to his other book His Way. Why Jesus is another of his books.

Core team retreat meeting will be next week. The focus will be on Three essentials . Proposed date is June 9<sup>th</sup>.

Treasurer's report: Brenda Halpain

Currently about \$30,000 in the bank. Flagstaff made their annual contribution and St. Tim's will give a contribution for the use of the pantry. We received a bill for internet addresses for \$750.00. After checking with the service, there were several add ons that we did not need or use. The bill was reduced to \$200 same as last year. Finally, there may be a tax issue. 33.3% of contributions to a 503B need to be donations. We are currently at less than 20%. Treasurer is meeting with the tax consultant on this issue. Within the last couple of years we met this %, but in the past most income was program fees. It was suggested that since the payment is optional it could be characterized as a donation.

Easy tithe expired cards were discussed with several suggestions.

**Flagstaff: Vince Johnson**

Flagstaff is using the Salmani "Whom Shall I send" book for the School of Leaders. Thank you from the band for the donation, they enjoyed the Fiesta.

Last Cursillo had 8 men and 7 women. Numbers at School of Leaders consistent. Almost 100% of men and 85% of women are grouping.

---

**Agenda topic** *Cena update* | **Presenter** *Nancy Kijewski*

Molly Buckler would be interested in helping organize/ plan the next year's Cena if we would like to keep her in mind. This year she has conflicts.

---

**Agenda topic** *Number of Cursillos in 2019* | **Presenter** *Sharon Matson*

Tabled to allow for more time for discussion at a future meeting

Closing prayer: by Deacon Frank Devine