

**\*\*SECRETARIAT MEETING\*\***  
**April 8, 2017**

**12:30 Open with prayer**

**Those present:** Beth Turner, Lance Lyons, David Campbell, Bogdan Vacaliuc, Father Joe Brando, Berta Saucedo, Debra Ferreri, Israel Figueroa, Dick Shriver, Nancy Sewell, and Lois Schering

**Welcome and Palanca offered**

**Reports**

**Secretary – Nancy** Since the minutes from the March meeting were emailed, review and revised, Lance motioned to accept Amended Minutes, David seconded the motion. The minutes were approved.

**Treasurer – Lance** See attached. March 1<sup>st</sup> beginning balance \$5,538.11, ending balance \$5,385.72. Regional fees will be in the next report. Lois motioned that report be accepted, David seconded the motion. The report was approved.

**Pre Cursillo (English) – Beth** – Beth has received 2 new applications. She has not been able to reach them but has spoken to Sponsors. She has gotten the applications from former years. The ones she has personally spoken to have responded and responded favorably. 4 women and 1 man have responded. She has spent a lot of time in the database trying to "clean up" where there are duplicates and enter in applicants from previous years that are not in there. She is trying to be careful and search for everyone before entering so she doesn't duplicate anyone, and although it seems like a lot, in the grand scheme of things there are only a handful of actual sponsors missing (that doesn't mean that if she finds them, they are still active in our diocese however - or that the sponsors listed with contact info are active either) The suggestion was made when contacting them, see if they will update them on the phone. Beth will put an announcement in the Rooster Crows that we are now accepting applications so people can be praying and thinking about asking someone. We should also request Palanca for upcoming Cursillos, teams, and Cursillistas. David and Beth will work together to write a blurb. Resend updated letters with the new 3 Day Cursillo price of \$125.

**Pre Cursillo (Spanish) – Edras** – not present.

**3-Day Cursillo (English) – Guadalupe** – not present

**3-Day Cursillo (Spanish) - Amelia/Berta** – Had a team meeting today for Women's. No applications.

**Post Cursillo (English) – David** – Toni Jacobs is helping David on an article for Rooster Crows. David met with website committee. He is requesting Dick to write an article for website. Father Alex has a video about Cursillo. The website designers want some live information on website so people will want to make more time spent on web page. They are excited to really get this up and going. Laura, a woman who works with David, is a graphics whiz will help with the web page. Facebook link would be great for people to see up to date happenings and make announcements. Dick put out a request for a PR Person. This person will work with website, Rooster Crows, Facebook (?), submit photos and articles to East Tennessee Catholic newsletter, etc.

**Post Cursillo (Spanish) – Ovidio** – not present

**4 Day Workshop (English) – Lois** – There were 14 Cursillistas at 4<sup>th</sup> Day Workshop. Nancy gave the talk on the 2<sup>nd</sup> Chapter of True Friendship. We were a part of Fr Joe's talk and it was an intriguing way to look at friendship. We didn't have time to break out into sections, but will in the future. We didn't start on time and that hurts us. There was discussion about how to accomplish having more time because it is important to break out into sections. 4<sup>th</sup> Day Workshops/School of Leaders will start at 9:30, the Secretariat Meeting will start at 12:30. Concern was voiced about the length of the time spent when we combine the Spanish and English Workshops, lunch and Secretariat, but we also don't want to add another Saturday.

**4 Day Workshop (Spanish) – Israel** – will send Bogdan School of Leaders calendar. They have a Facebook Page!! 11 people at School of Leaders yesterday. Every 15 days the Spanish School of Leaders meet. They are working together with a lot of Parishes to bring all together.

**Music – Cannon** – not present.

**Assistants to Secretariat** – Lois – English Palanca, not receiving anything from National. She will see if they send anything today, if not she will look into it.

### **Old Business**

**Rework By Laws/Pastoral Plan – Lois** – discussed last meeting that we should have a committee to review suggestions and then bring suggestions to the Secretariat for discussion and vote. 3 people are willing to meet and discuss possible changes. Please review the By-Laws and Pastoral Plan and send any recommendations for change to Lois by email. The committee is Lois, Nancy and Dick. Dick added to especially look at your area for changes to make. Israel, please look for what Spanish may need short term and long term. Dick would like suggestions for future Spanish planning, ie. have their own Secretariat. Goals 1, 3 and 5 years out.

**Annual Appeal – Lance** – talked last meeting that it should be sooner rather than later. Lois and Angie will set a date and then Lance will work with it. We will put the word out for help on those dates. Lois said this would be under the Secretary. Dick thinks because it's money, it should fall under the Treasure's area. Lois will talk with Angie about dates. Nancy will check for envelopes, etc. The Appeal should go out in May or June.

**Picnic – Dick** – Monday, May 29 at St. John Neumann from 1-5pm. For Secretariat, Assistants, families. Potluck. No May 20 meeting.

**CdC/Regional Service Team Workshops – Angie and Dick** – not present. Dick said the goal is to help our 4<sup>th</sup> Day community with a seminar in spring 2018. This would be in lieu of a School of Leaders Meeting.

### **New Business**

**Spiritual Directors for Cursillo - Deacon Bill** – Dick told us Deacon Bill would give us a list of Deacons that will be able to be Spiritual Directors. Would also like to look at having women. Father Joe will be given the list to review and approve.

**Spiritual Advisor - Fr. Joe** – nothing to report. He is encouraged about what is happening.

**Lay Director – Dick** – Dick has a new email address  
[Dickshriver4@gmail.com](mailto:Dickshriver4@gmail.com)

**Close with prayer**

**1:20 Meeting Adjourned**

**\*\*No Meeting in May – Picnic May 29 – 1-5 at St. John Neumann**

Respectfully Submitted,

Nancy Sewell  
Secretary