

**SECRETARIAT MEETING
JULY 15, 2017**

10:07 Open with Prayer (Leaders Prayer)

Those present: Guadalupe Espinoza, Israel Figueroa, Berta Saucedo, Amelia Saucedo, Lance Lyons, Bogdan Vacaliuc, Ovido Cano, Lois Schering, Marie Ward, Cannon Turner, Beth Turner

Welcome and read any Palanca: Dick – lifts up time in prayer while driving in silence, Bogdan – Rosary and Divine Mercy Chaplet, Lois – Mass, Holy Communion, daily prayers, aches, pains, discomforts and disappointments.

Group Reunion (30 minutes)

REPORTS

Secretary – Beth standing in for Nancy Since the minutes from the June meeting were emailed, reviewed and revised, Lance motioned to accept amended minutes, Beth seconded the motion. The minutes were approved.

Treasurer – Lance Discussed the 06/30/2017 Bank Account reconciliation, explaining expenses incurred, closing with balance of \$4,869.03. Briefly updated July income/expenses that will be discussed after reconciliation is completed before next meeting. Lois clarified that check 2019 was made payable to USPS for postage to send out the appeals. Lois added that the African Mission Account balance remains the same from last month, and should not change for the foreseeable future. Mission to hold a Cursillo in Africa is on hold. Lois made a motion that we accept the Treasurer's report, Beth seconds the motion. The motion is accepted.

Pre Cursillo (English) – Beth will prepare a proposal with additions to the applications for our Diocese. She handed out examples from the Diocese of Palm Beach and Orlando, with emphasis on the Sponsor Application. Marie Ward offered insight as someone who made her Cursillo weekend in Orlando and strongly supports the idea to make additions to our application to prevent the mishap of Candidates attending a weekend that are not ready or should not go. Beth proposed creating two separate applications for English and Spanish. Israel offered his help to find someone to translate the

Spanish application after any proposed changes are made to the existing application. Lance asked how many candidates we have. Beth mentioned that we have 7 men and 8 women for the English weekend, but they are still “maybes” as they await the date to see if they are able to attend.

Pre Cursillo (Spanish) – Edras Not present

3 Day Cursillo (English) - Guadalupe/Maria Lupe apologized for not attending many meetings before today. Dick discussed CDC scheduled for this fall, September 28th – October 1st in Apison (the allotted date for the Women’s weekend that is postponed). Lois brought up that the Regional Secretariat has proposed a Scholarship form to be used at the regional level. Perhaps the form could be used by our diocese to notify the Treasurer that someone has requested a scholarship, which helps the treasurer plan for weekends and budget appropriately. Lance discussed that we anticipate lower funds on most weekends, that some people contribute considerably less than the suggested amount. His concern is that an application for a scholarship may open up a “can of worms” and potentially turn people away who are not able to afford the recommended contribution. Beth suggested adding a line to the Candidate application that makes us aware of those who are interested in making a weekend via scholarship assistance. Dick said we should re-word it to make sure people do not feel they should not attend the weekend if they can’t afford it to keep it open to all. Lance and Cannon suggest to leave the subject of affordability with the sponsor. To make it their duty to have a conversation with the candidate about the cost of the weekend and take into account the candidate’s financial situation – and not leave it as a box to check on the application. Bogdan raised the point that the application should state the cost of the weekend, as his own personal experience left him confused and unable to make the full contribution.

3 Day Cursillo (Spanish) - Amelia/Berta Berta and Amelia say they don’t have an official report but they are ready for the weekend! They are working on preparations and finding help in the kitchen, etc. Guadalupe said that on the Spanish 3 day weekend, they have one kitchen leader purchase all the supplies and materials for meals, etc. Lois asked if they worked out previous concerns regarding the Spanish team not attending Ultreyas or 4th day workshops. They replied they have not made any progress with this concern. Israel said that Guadalupe plans to talk with team members about the 4th day workshop and motivate them to attend during team meetings. He said he is willing to attend the team meetings to help inspire the members to be more

active in the 4th Day activities – workshops, ultreyas, etc. Dick mentioned our ultimate goal is to have ALL team members actively involved in the 4th Day. Guadalupe said everyone is very busy in other missions and activities in their parish and it is difficult to find the time to attend ultreyas etc. Especially the other mothers sacrificing their time for team meetings to prepare for the weekend, it is very hard for them to find time for anything else. Israel attends many meetings and stresses that we all should try to make time for it... Guadalupe chimed in that Israel does not have kids yet 😊

Post Cursillo (English) – David Not present

Post Cursillo (Spanish) – Ovido There is an Ultreya in Madisonville that recently began meeting on the 3rd Sunday of the month, in addition to the one at St Thomas on the 2nd Sunday of the month. He is working to get one up and running in Morristown, however no success yet. Israel mentioned that Cursillistas in Morristown meet on a regular basis, but they don't necessarily follow the Ultreya format. Dick suggested we assist them to learn and follow the format. Dick asked if Ovido has started building a list of parish reps for the Spanish community, and he responded that he has. Dick asked for a list of the parish reps, with a list of parishes with Cursillistas that still need reps. Bogdan asked for contact info for the Madisonville Ultreya to put on the website. Israel said to put Manuel Cantino as the contact for Madisonville. Ovido is the contact for the St Thomas Ultreya.

4 Day Workshop (English) – Lois Lois sent out her report from the previous workshop. The result is that we have organized a sponsorship workshop. Angie emailed the flyer out to all Cursillistas yesterday 07/14/2017. The next 4th Day workshop is in the banquet hall according to our schedule. The topic “What do friends do?” is to be given by Dave Campbell who will lead the workshop as Lois will not be attending.

4 Day Workshop (Spanish) – Israel He is working on finding someone in Madisonville to help with a 4th Day Workshop in that area.

Music – Cannon No report

Spiritual Advisor - Fr. Joe Brando Not present

ASSISTANTS TO SECRETARIAT

Webmaster – Bogdan Meeting with Dick to figure out how to ease communications by updating the database. He has photos he is working on uploading to the website to help them cycle through variations. He brought up FlockNote.com that automates emails and text messages to a group – the site distributes messages via text or email (up to recipient preference) and collects responses all in one place. It is free for up to 40 people, but would cost us \$65/month for all the folks we have in our database, which is more than we spend on our website. We can try it out with the Secretariat for free as a test trial. He met with someone from FlockNote and he mentioned that he is working on developing a relationship with the Diocese of Knoxville for this same service. If the Diocese adopts and pays for the services, we would benefit and likely not have to pay. St Mary’s at Oak Ridge uses “My Parish App” to communicate with parishioners and that may be a possibility. It may not be the best option as people are less likely to download the app and check it regularly. Lance made the motion to start the trial of FlockNote with our Secretariat, since it is free for less than 40 people. Dick suggests we should wait to see if the Diocese will adopt the service first. Lois has concerns of the security of FlockNote and everyone’s personal information. Bogdan will research the security and report back in August. Beth mentioned the possibility of weeding out all the folks who don’t want to receive communications and inviting people to sign up for FlockNote (as a future possibility after Bogdan’s research). Lois asked to have her name placed on the website for the 4th Day Workshop. Dick mentioned we need to update the dates of the Ultreya in Johnson City as they have changed, when Judy provides him with the new schedule.

Any other Reports? None

OLD BUSINESS

Any Reports? Lois emailed the updated Pastoral plan and reviewed the changes made in red. She asked for a motion to put the new Pastoral Plan in the Rooster Crows for everyone to see, so that we may vote on the acceptance of the changes at the next meeting after it is published. Lois asked Guadalupe and Israel if they have a way to efficiently distribute a translation of the Pastoral Plan in Spanish. Dick said that until we have a workshop for parish reps, we will start to print off Spanish copies of the Rooster Crows for Guadalupe and Israel to distribute. Lance asked who that

responsibility should be given to. Lois said she will email the Spanish version to Lupe Cortez to print off 20 copies for distribution. Lance made the motion to add the revised version of Pastoral Plan to the Rooster Crows. Lois seconded the motion. Motion passed. By-Laws will be updated in the near future. As an attachment to the by-laws, Lois suggests that we should all make a list of the duties in our Secretariat position.

NEW BUSINESS

Sponsor Workshop (Aug. 5 2017) - Angie/David Dick talked about the letter he wrote to all Cursillistas regarding the postponed weekends this year, and the prospect of the workshops. The flyer for the work shop was distributed via email 7/14/2017. Dave Campbell is planning a parish rep workshop to follow the Sponsorship workshop. Dick asked Bogdan to post the flyer for the Sponsorship workshop on the website. The workshop will be in English, with the hopes that Regional will be able to provide a Spanish workshop at a later date. Lance and Bogdan suggested we use Google translator to make handouts for the Spanish community in attendance.

CDC (Sept. 28-Oct. 1.....Apison) – Dick Men and women will attend the same weekend, but they will separate the genders for activities and sleep. Lois handed out registration and flyer for the CDC. Lance asked if they have handouts describing the content of the CDC that we can share with everyone who is not able to attend. Lois said the talks and information are available to purchase after ones makes a CDC. Dick said he has the schedule, but not the talks in writing, however he will follow up. Lance suggests we explore the option of having something to share with those who are not able to attend. Dick said he believes that attending the weekend is likely to be more effective than just reading a book, and that maybe we could have another CDC next year for those not able to attend this year. Guadalupe asked if she can put the flyer in their parish bulletin. Lois and Dick replied yes. Bogdan asked if he should put the CDC flyer on the website along with the application. Dick replied yes.

2018 Dates – Dick Dick is looking into dates at Apison for next Spring. He wants to set dates at the next meeting in August. Today he is going to Grace Point, an Episcopal retreat center in Kingston, with the hopes to learn more about the prospect of holding future Cursillo Weekends in this location. Price is \$90/person plus food at Grace Point, a little more expensive than Apison. He will report on his experience at the next meeting.

20th Anniversary – Dick October 20th – Dick wants to remember our past Rectors/Rectoras and Lay Directors. The Bishop and the Cardinal sent their regrets that neither will be able to attend.

For the Good of All Lois gave Guadalupe a copy of the book that Dick purchased for us all and distributed at the last meeting. Marie Ward suggested asking Archbishop Kurtz to attend our 20th Anniversary celebration. Lance also recommended Deacon Sean, but Lois said he hasn't made a Cursillo weekend. Dick will contact Archbishop Kurtz.

Close with Prayer - Fr. Joe Brando was not present, The group sang DeColores after Dick led us in prayer

Next Meeting - August 19, 2017

12:45 PM Adjourn

Respectfully Submitted,

Beth Turner