

**SECRETARIAT MEETING**  
**September 16, 2017**

**10:00 Open with Prayer (Leaders Prayer)**

**Those present:** Dick Shriver, Nancy Sewell, Lance Lyons, Beth Turner, Marie Ward, Berta Saucedo, David Campbell, Israel Figueroa, Bogdan Vacaliuc, Debbie Ferreri, Angie Feltz, Lois Schering, Ovidio Cano, Sandra Corona

**Welcome and read any Palanca** – Lois, David, Dick, and Nancy offered Palanca

**Group Reunion (30 minutes)** –

**REPORTS**

**Secretary – Nancy** Since the minutes from the August meeting were emailed, reviewed and revised. Lois made a motion to accept amended minutes, David seconded the motion. The minutes were approved. Lois asked about a question she had about the Minutes in July and applications being formatted for Spanish. The applications are being revised for English and will then revise for the Spanish

**Treasurer – Lance** Beginning balance \$6,170.85, income \$865.00, expenses \$500.17 Bank balance of \$6,535.68, Checkbook balance \$6,514.81 David mad a motion to accept Treasure’s Report. Beth seconded the motion. Report was approved. Discussion about how to divide up expenses for weekend as opposed to supplies. No decision was made. Mission account remains \$1594.00

Question about collections that have been taken up at Ultreyas, etc. If we are doing a yearly appeal, do we need to be taking up donations at other activities? David thinks if it’s a free will offering, it’s a good way to do it. It can be viewed as an ongoing opportunity. Some discussion, but all in agreement as long as the “basket isn’t passed.” Workshops and Closings, it’s okay.

**Pre Cursillo (English) – Beth** – Beth, Marie and Greg Ward and Dick had a meeting to discuss the revision of the applications. They are going to split

the Sponsor application and the Candidate application. Beth is hesitant to pass the rough draft now because it's still in process. Anyone that wants to have input or work on this, is more than welcome to contact Beth. We feel that it needs to be very clear of what being a Sponsor as well as a Candidate is really all about. She has sent out emails to all who have applications in, but only one responded.

Lance feels we need to change the perception of when an application should be filled out. It shouldn't be seen that the application should be turned in only right before the weekend, it should be a process of getting applications in as the invitation is given. As soon as there is interest, get the Application in and *then* let them know when the weekend is. A suggestion was made that something should be put in the Rooster Crows and on the Website to try to help change/explain this shift of thought.

**Pre Cursillo (Spanish) – Israel** 8 candidates for women, but one week before the weekend, they seem to get an influx of people wanting to come right at the end. Many in the Spanish community don't know if they will have the weekend off and they almost have to wait to see how many are coming. The Spanish Men had 20 candidates at the weekend!!

**3 Day Cursillo (English) - Guadalupe/Maria** Dick thanked her for all of their work! They set up for the Spanish Weekend. They went above and beyond their responsibilities for this.

**3 Day Cursillo (Spanish) - Amelia/Berta** The Men's weekend went well. It was a lot of work. Wednesday there was a lot of help, but not on Sunday. We need to communicate better about work crews for set up, kitchen and especially clean up. Another thing to think about is women coming to clean for men, and men cleaning for women. Look for a Clausura kitchen cleaning team

**Post Cursillo (English) – David** An updated Parish Rep list was distributed. There is a need to focus on our moveable square meter and may need to expand our thoughts on our own environment. Ultreya events continue to expand. Continued refinements are being made to the Website. We need a new Editor for Rooster Crows. David is planning for Diocesan Encounter on October 21, 2017.

It was mentioned that Buddy Haile passed away so Buddy and Margaret

Haile are not Parish Reps there. Names have been passed on. Lois and Angie updated some changes on the Parish Rep list. Dick asked that people will look at the Parish Rep list, make changes they know of and the give back to David.

**Post Cursillo (Spanish) – Ovido** The Weekend was very good! Thank you for all of the Palanca. The Ultreya had a lot of candidates come. Lives were changed. 30-35 people at Ultreyas. Father Alex had an Ultreya in Morristown for those who couldn't drive. The Spanish community would like to have an Ultreya in Chattanooga and Madisonville.

Lois - Spanish Palanca - Maria was tied up with many things in translation, so the Palanca didn't get posted at National level. The Men only had Knoxville's version of Palanca. Lois got 23 Palanca worldwide and more are straggling in. The English version has gone to the Spanish Community. We really need a Spanish Palanca person on the National website. Lois is willing to put together the English version for the Spanish Community. Spanish will look for someone.

**4 Day Workshop (English) – Lois/David** Lois thanked David for leading last month and giving talk. We had very productive Reports sections. See attached for David's report. The SOL makes recommendations to the Secretariat on items that need to be changed, which the Secretariat should discuss each month at its meeting.

In that light: Consider bringing back On Site Adoration – National/Regional does not recognize this as something that should be done. Also, it is difficult to man. Marie manned the first one here in Knoxville as her assignment for being on Team and it was powerful. People are praying all over the world, why do we need to have it done? Our Cursillo movement is trying to stay within the boundaries of National/Regional. David brought up that in the past the sponsors have come in for Adoration and that could be powerful. Dick will talk to Regional about this. Because it's difficult to get people to do other responsibilities, it might be difficult to do man this as well.

**4 Day Workshop (Spanish) – Israel** Working on school of Leaders.

**Music – Cannon** – not present

**Spiritual Advisor - Fr. Joe Brando** – not present

## ASSISTANTS TO SECRETARIAT

**Any other Reports? Bogdan** – Jim Wogan talked about Flock Note with Bogdan. He will get back to Bogdan by the end of the month. This is a better vehicle to communicate via email or text message with our community. Also, the privacy and security policy for Flock Note was looked into. It's a pretty reasonable and they haven't been breached up to this point.

## OLD BUSINESS

**Spanish Men's Weekend** – already discussed earlier in the meeting. So much excitement and enthusiasm!

**Apostolic Plan – Lois** – the plan is in the Rooster Crows. Lois would like to add “Establish a Spanish Secretariat” to be listed under “School of Leaders - Long Term.” Lois made a motion we add this, David seconded the motion. The motion was passed.

Lupe is the rep for Pre Cursillo Spanish. We need to add a spokesperson to Pre Cursillo Spanish position as a short term recommendation to help Lupe.

Beth made a motion to accept the changes to the Apostolic Plan. David seconded the motion. The motion was passed. Lois will send all corrections to Secretariat and Bogdan to post on website.

**Cursillo de Cursillo** – Expense analysis sheet handed out. See attached. There are already 5 CdC weekends on the calendar for next year. We need to look at dates for next year to try to get on the schedule. Things that had been prepared for this weekend can be saved for next year when we do this. Based on expenses, to come close/break even, we need approximately 30 people to sign up to break even. We need to understand that travel expenses could change. That's realistic with a year to plan.

Debbie wanted to know that if we got some “heavy hitters” to come in instead of a regional team, would that make it more attended. Angie asked if she's questioning the Regional team who was put together? The point was

made that the Rectora of the CdC weekend puts the speakers together. Ultimately, if a CdC is something that would benefit our movement, we need to focus on getting the number of people needed to have it done.

Marie asked about expenses. Angie's waived her expenses. Clarifying what the number to break even is... 30 people.

Lois – updated Rector/Rectora Master Notebook. Toni had added some information to help people give great talks. It contains helpful info for the Team in Formation to have this available. It's all updated.

### **NEW BUSINESS**

**Regional Encounter October 13-15, 2017** - in Cincinnati. \$135/person. Earbuds will be available for translation.

**20<sup>th</sup> Anniversary/Grand Ultreya – Lois** - Mass at 10:00 at St. Thomas, 9<sup>th</sup> Diocesan Encounter. Lois has a template for a worship aid. 50 copies should be made. Lois asked that Cannon do the Worship Aid. **Dick** – will celebrate with a cake. There will be a Grand Ultreya, which David is handling.

**Spanish Women's Weekend November 16-19 (Apison) – Dick** Please go to the Closing to support them!

**\*\*NO SECRETRIAT MEETING IN OCTOBER\*\***

**Any other New Business?**

**For the Good of All** – Deacon Joe Armento, who was active in our Movement, passed away. We will send a Mass card for him.

**Close with Prayer** -

**Next Meeting – November 18, 2017**

**12:45 Adjourn**

**Respectfully Submitted,**

**Nancy Sewell, Secretary**

Aug 1st Beginning Bank Balance

**\$6,170.85**

**INCOME**

book sales                    \$111.00  
annual appeal                \$550.00  
donation-Sponsor WS       \$204.00

**TOTALS**                    \$865.00

**EXPENSES**

name tags, envelop,        \$96.96  
ink                             \$26.08  
yarn                            \$11.00  
notesbooks                  \$61.17  
rollo rm supplies            \$54.96  
food                            \$250.00  
airfare-lay director        \$500.17

Aug 1st Balance              **\$6,170.85**  
Income (+)                    \$865.00  
Expenses (-)                  -\$500.17  
**Bank Balance (8.31.17)**    **\$6,535.68**  
Checks (2) not Cleared      \$20.87  
**Checkbook Balance**        **\$6,514.81**

\$10 OLOF & \$10.78 Lois