**Minutes of the SF/SM Secretariat SPECIAL meeting held January 12, 2021 @ 7:00pm VIA ZOOM**

Present: **Lani Borges**, **Vicki Cummins, Anna Gonzales, Darold Gonzales, Kevin Kain, Jack Pastor**, **Ruby Pleasure, Tom Poeschl, Paul Riofski**; **Vince Jang** **& Fr. Marty Mager**

Excused: Margie Chop, Pat Hoffman, Angelo Wong

Absent: Bob Bullard, Jocelyn Perlow, Isabel Vera

* Opening **Prayer** was led by Fr. Marty.
* Kevin read aloud the **Mission and Purpose** (adopted 2017) of the Secretariat Body.
* **Meditation** – Anna shared a familiar message on remembering that we aren’t alone “in the hole” and that God sends who/what we need to get ‘out’ again.

Approval of Minutes – The minutes of November 2020 were approved as submitted with a question to be clarified in the future regarding the currently approved by-laws and R/R Election Criteria, for which Anna will provide (to the bylaws committee) a copy of the document she has ‘approved 1/9/2018.’ The notes for the December 2020 meeting where we did not have a quorum were distributed for all to review, but no vote to approve was completed/necessary.

**Treasurer’s Report & Team Finance Reports:**

*Vicki said Margie reported offline that she still needs to meet for the bank transfer appointment.*

**Team Reports**

* Ruby Pleasure – Cursillo 997 – No report at this time
* Kevin Kain – Cursillo 998, Nov 4-7, 2021 – No report at this time

**Old Business**

* **Prospective Rector/a –** No new report
* **Facility Update –** Darold reminded us all to become familiar with the facility entity name as “University of Redlands Marin Campus/SFTS” (versus the “Theological Seminary” we so often default to); he shared that the contract with the changed date for the men’s weekend in the fall of 2021 has been signed (it was adjusted for a potential conflict with their 150th anniversary celebration); they are not generally open, as they are still following all their local protocols for safety/closure. The dates for Kevin’s weekend were once again confirmed as November 4-7, 2021.
	+ It was asked if we had a drop-dead cancellation date wherein, we could cancel the weekend without incurring additional charges. Darold confirmed that we have a non-refundable deposit already paid on the contracts for both the women and men’s weekends; the remaining payments would be needed 30-days prior to the weekend start. If we cancel, we will forfeit the deposited funds, which were estimated as $1980 for each weekend. If *they* don’t allow for the weekends, due to COVID restrictions or otherwise, then a new conversation would need to be had to resolve or renegotiate. No early cancellation date information was specified, beyond the comment about the non-refundable deposit if the event is not held.
	+ A concern was voiced that our contract agreements provide for certain provisions (number of beds for attendees, for instance) and that the mandated COVID restrictions may prove to restrict and change those provisions (fewer beds available, for instance). It was mentioned that we might/should, at that time, have the right to amend/void the contract agreement since the provision changes would be conceivably forced upon us. Darold reminded the group that any provision changes that may be enforced, would be to meet County/State requirements, rather than foisted upon us by the University itself; the facility has been clearly communicating and very accommodating with us, not charging transfer fees, for instance, and (he later commented) that they’ve been very clear in welcoming our community despite the limitations the County/State may impose.
* **Servant Action Groups –**
	+ By-laws – Tom brought up some concern about clarification and review and approval of the documents long-referred to as ‘guidelines’ (which were included inside the ‘R/R binder,’ aka ‘R/R Guidebook’ that had been distributed for *many* years to the Rectors and Rectoras in formation, last passed on to Darold in 2017 or 2018 when he became Vice Chair; Vicki sent electronic copies of the files therein, upon request, to Ruby at the start of her team formation). Point being that there needs to be clarification about what references to said ‘guidelines’ may have been made in the actual by-laws and ascertain exactly which documents/content that refers to, and ensure that necessary updates, revisions and approvals are made going forward. [*Note: Vicki uploaded copies of some of the R/R Guidebook files within the Chat window of the Zoom Meeting, but not everyone saw them available. Copies will be forwarded to the by-laws committee for their reference*.]
	+ Fourth Day Outreach – Kevin reported that he has spoken with Jacque Grillo’s 4th Day group and St. Bart’s Upper Room Fourth Day to let their members know the latest news/plans of the Secretariat; he was also invited to join a meeting with Marin Secretariat where he learned that the original April-ish dates at the Univ. of Redlands for their weekends were cancelled, but they had not been offered to move to April 2021. They were eventually offered new dates in September and/or November 2021, but they have decided to hold off and not hold weekends again until 2022. Kevin had also learned that the Marin folks were told by UofR that new protocol restrictions allow for no cooking would be allowed in the kitchen, but instead they offered some recommended caterers.
	+ Grand Ultreya – Vince again shared the suggestion that we look into the possibility of hosting a virtual reunion for the larger community and mentioned that the Episcopal community has an account to accommodate up to 100 participants. Darold reminded the group that Anna had made a similar suggestion early on, last Spring, for a virtual reunion that might happen on a more consistent basis to help maintain community connections. He went on to describe a similar program that David Takeuchi has been coordinating for the Kairos community and how successful it has been an maintaining those relationships. Vince appreciated the idea and Kevin agreed to reach out to David to learn more and revisit the idea with our group in the future. Anna suggested asking David to perhaps help coordinate our first virtual event. She reminded us all about the Cursillo Sing-Along that was held last Spring and how wonderfully it was received and how many friends in the community are sharing how much they miss gathering with one another. Ruby also shared that her team has been successfully meeting every month on Zoom and operating a little like a fourth day.
		- It was also shared that East Bay Episcopal group holds their meetings at Church of the Resurrection in Pleasant Hill, but no information was confirmed for overnight events.

**Volunteers** for next team meeting on **March 9, 2021 @ 6:45pm**… **opening prayer/Darold, meditation/Jack and closing prayer/Anna.** It was also confirmed that Ruby doesn’t expect to attend next month. Darold added that a text message came through from Bob sharing that he was working late and sends his apologies and greetings.

*News and Prayers:*

* Sherri Geesey has passed away, please pray for Robert and their family
* Kathi Sparkes is reportedly in hospice care in Washington
* Veronica ‘Nik’ Abrickis is fighting her cancer battle
* Kevin and Sandy are expectant Grandparents once again; they are seriously considering moving back east to Connecticut in 2022.
* Lani’s family’s friend, Ellie, is suffering from Covid (on top of other auto-immune diseases).
* Jack added a prayer for the soul of a family friend/former coach, John (last name spelling not available).

The meeting was closed in prayer by Deacon Vince.

*Respectfully Submitted by Vicki Cummins, Secretary.*