



Minutes of the SF/SM Secretariat meeting held May 9, 2023 @ 6:59pm VIA ZOOM

Members Present: Nolan Apostle, Lani Borges, Cindy Conway, Vicki Cummins, Yolie Esparza-Snodgrass, Robert Geesey, Chase Montara, Dana Morgan, Paul Riofski, Debra Telles and Angelo Wong; Vince Jang. *Visitors: Margie Wolcott*

Excused: Ruby Pleasure *Absent:* Kevin Kain,

Angelo shared an opening prayer for the Holy Spirit.

Approval of **Minutes** – The minutes of the April 2023 meeting were approved as amended, the amendment being to correct the “\$100/night,” to “\$100/hour,” when referring to the additional fees (beyond 10am Sunday) for Baird Hall at Univ of Redlands.

Treasurer’s Report & Team Finance Reports:

Debra reported that she has reconciled all the accounts. Balances are as follows – main \$1312.69; fall women’s \$4533; fall men’s \$4261; winter women’s \$520 and winter men’s \$350. In QuickBooks, the closed accounts are still showing, but she will get that resolved as soon as possible. Vicki added that monies were moved from the Venmo account into the Main just yesterday and that there are cash/checks from the Ultreya to be sent to Deb for deposit, estimating \$400.

The group present was reminded to ‘pass the hat’ and were reminded of the Venmo (@SFSMSecretariat) and PayPal links (paypal.me/sfsmcursillo) and the mailing address of SFSM Secretariat (payee) PO Box 5615, San Mateo CA 94402 and asked to send a contribution to support the Secretariat’s expenses.

Old Business

- **Election of New Member(s)** – an application had been received from Margie Wolcott who shared some thoughts about the blessing the movement has been in her life. She was then happily elected to membership for a term extending to 2026. There was also a reminder about how membership works and a reminder of who was last in the queue for weekend leadership.
- **Ultreya review** – Chase commented that we might have benefitted from someone present to help coordinate the potluck aspect of the event so that folks would know where best to put down their dishes. Dana shared thoughts about how folks are used to planning *team* Ultreyas and this event didn’t have many people organizing, in general, nor had more than a handful of people said they were coming; we were surprised and blessed to see so many present. Additional thoughts were shared about their experiences and the need for hosting more Ultreyas in the upcoming months, dependent upon the meeting dates for the teams. Chase added that July 29th is currently available at the Congregational Church; she will pencil us in on the calendar.
 - **Zoom Ultreya** – the group felt the community would still benefit from connecting in June; Cindy suggested an interactive theme where folks might share suggestions about books or online practices that help support their faith journey; Chase will chat with Cindy offline; the date was selected as Friday, June 16th.
- **Fall Weekend Updates** –
 - **Men’s Weekend/Kevin Kain, Rector** - Paul reminded that the men’s date was already selected as October 12-15th and that the contract and deposit have been handled. The balance of \$6008.62 is due by July 12th so fundraising will be needed before that date.
 - **Women’s Weekend/Ruby Pleasure, Rectora** - Per Paul, Ruby said she’d like the September 21-24 weekend, so he will reach out to the seminary contact to get some questions answered and submit the event form; the contract and deposit will then be pending. The donation for the deposit is also in the works.
- **Nonprofit Update** – Dana shared has been trying to connect with Patrick Hall about the bylaws, but in the meantime she did consult a second attorney who said they look good and that we can proceed; Vicki added that in reviewing the IRS application for exemption, we discovered one required provision about any dissolution of the organization/dispensing of funds, that hadn’t been included, will need to be added and then we will send them out for an online approval (version 6/final) and proceed with the Articles of Incorporation and additional documents. Vicki also learned that the “Friends of SFSM” can start accepting donations while the application for non-profit status is being processed, therefore, once that has been filed and we have the EIN number and can open a bank account, we can welcome donations intended for tax exemption.
- **Secretariat Officer nominations** – Paul shared some of the historical information about officer terms and that while the bylaws have said that someone concluding their term should roll off the roster for a year before rejoining, that that requirement would imply a full roster of members to serve going forward (which we do not have). He then shared thoughts on a precedent that he knew to be followed dating back to at least 1997-2000 and prior: “Those whose terms are ending in the current year (i.e., in the third year of a regular term or in the final year of a rector/rectora term) are eligible to run for office for the coming year. Should they be elected, their term will be extended in accordance with the term of office; otherwise, they will rotate off when their term has expired.” With that precedent in mind, he shared the open offices for the Secretariat next term (noting that Debra Telles’ term as Treasurer doesn’t end until 2024). Vicki and Lani agreed to continue as nominees for their respective



positions as Secretary and Vice-Chair of R/R Development. Paul then shared how core/officer meetings have been held two weeks prior to the Secretariat to plan the agenda together and support one another and the movement. Cindy agreed to run for Chairperson. Paul called for an election of the three nominees for the ensuing term and all three were elected at that time.

New Business

- **Fundraising Needs** – Dana called for a committee to be formed to work on fundraising ideas; Paul, Angelo, Nolan and Vicki all volunteered; Dana encouraged folks to look to Cursillistas outside of this body for their contributions, too.
- **Hold Harmless Agreement** – Vicki inquired about the current/ongoing need for the agreement that was developed in recent years, considering the pandemic and risks with being exposed at Cursillo events; it was agreed that she would send the group a copy of the agreement and that the discussion will be added to our June meeting agenda.
- **Volunteers** for next team meeting on June 13th @ 6:45pm... opening prayer/Chase and closing prayer/Margie.

Nolan led us in a closing prayer and the meeting was adjourned at 8:40pm.

Respectfully Submitted, Vicki Cummins, Secretary.