



Minutes of the SF/SM Secretariat meeting held June 13, 2023 @ 6:55pm VIA ZOOM

Members Present: Nolan Apostle, Cindy Conway, Vicki Cummins, Yolie Esparza-Snodgrass, Robert Geesey, Kevin Kain, Dana Morgan, Ruby Pleasure, Paul Riofski, Debra Telles, Margie Wolcott, and Angelo Wong; Marty Mager

Excused: Lani Borges, Chase Montara (and Vince Jang)

Absent:

Fr. Marty shared an opening reading & prayer.

Approval of **Minutes** – The minutes of the May 2023 meeting were approved as submitted.

Treasurer's Report & Team Finance Reports:

Debra reported the main account balance of \$1542.91 and without any other changes to the other accounts, the overall total in the bank is \$11,206.91.

Paul shared that he sent an email (and via certified mail w/return receipt requested) to Darold G requesting the Barb/Foundation send \$12k to the SF/SM Secretariat (\$6000 by July 1, and \$6000 by August 1) so that we will have the funds to pay the balances for the upcoming weekends. The Secretariat core was copied on the email message, but a copy will be included with these minutes for the record (and Paul read it aloud to those present). **He will follow up with a phone call** after the certified mail is delivered tomorrow.

Paul shared that he is anticipating making the point that there is no real justification for not approving the request; the days of minimal grants etc. are long gone. He reminded that as their 'officers' never responded to the request made over a year ago for documentation and status updates, if there really is pushback, then our next step will likely be with legal support. Paul also reminded that they neglected to file the necessary tax documents for 2020-2022 and their tax-exempt status was suspended; they never responded to our notification of that status, either. He explained again, for the benefit of our newer members, that to have them fully liquidate that nonprofit and give us the balance, legally, we must have our nonprofit application in process.

Deb also wanted to address the concerns of what might be done if there is no response, or a refusal of some sort. She is concerned that we only have funds on-hand, to pay for one weekend (and that's after consolidating all the team accounts). Paul agreed that we need to discuss all potential fundraising options, including a letter requesting contributions, and perhaps an approach to other supportive organizations that might be able to offer an emergency grant/loan.

Dana brought up the next legal steps that might be taken (demand a full accounting, again, etc.) and Paul restated the information we've shared before about the last transactions we believe BARB/Foundation should have taken since 2020. Deb again shared the hard reality that any delay from the other group, or lack of fundraising success between now and July 12, would necessitate pulling from the other accounts, including the women's team, to cover that balance due. Vicki asked what our final date should be to make the determination about moving funds so that we aren't waiting until the next meeting on July 11th, and **it was agreed that we would pull a meeting together immediately to decide on how to proceed**. Vicki pointed out that with the men's current account balance, plus the \$1500 remaining from the anonymous donator, that the men's team would have \$5411 available, so another \$600 would be needed to cover the balance due, along with raising more funds to cover the weekend's expenses, and that seems more doable.

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

- **Zoom Ultreya** – Friday, June 16th @ 6:30pm PST. Cindy encouraged folks to join in and if there are faith-supporting resources to share (like favorite books, websites, etc.) that they can be part of the group's discussion, along with music, announcements, etc. Vicki added that she posted the zoom link onto the Facebook page and group, and that she emailed Patrick to request an email be sent.
- **In-Person Ultreya review** – Saturday, July 29th at the Congregational Church; 12-3:30pm. **Cindy & Margie will lead the organization of format, music, and decorations, as well as act as greeters.** It was suggested that we make sure we have some sort of program/lead to bring people into focus; we would have music and announcements, of course. As for any fundraising ideas to implement at the Ultreya, Vicki suggested that Barbara Medina may be willing, with some assistance, to bring some items from Karen's estate to the Ultreya and offer them for sale. Dana also suggested a Dessert Sale instead of folks bringing potluck desserts. **Vicki will update the Ultreya flyer and share it with the community.**

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- As for general fundraising ideas, Deb shared that the last weekend of August is the annual Antique Faire and Community-wide Garage Sale in Niles/Fremont. After some discussion, Robert moved and Nolan seconded the motion to approve making plans to sponsor a rummage sale at Deb's place in Niles in August. MSP.
 - **Cindy, Nolan, Margie, Dana, Yolie, Deb and Vicki all volunteered for a planning committee to work on promotion, recruitment, logistical coordination, and staffing.**
 - The decisions about getting a booth on Niles Blvd, or just using Deb's home property on Second Street (one block over), can come later, once the 'amount of rummage' has been determined. Paul emphasized that the team meetings for the next three months should be opportunities to promote participation. Dana asked about hosting the community in the backyard with music and food, perhaps, and Deb was positive about that.
- **Fall Weekend Updates -**
 - **Men's Weekend/Oct 12-15/Kevin Kain, Rector** – Kevin shared that both teams are going through a lot of roster changes, and it makes for some bonding challenges, but he's excited to be here in person for this meeting this coming Saturday. They'll be doing all they can to get folks acquainted and tasks caught up. He also noted that the team treasurer had to drop off, so they've asked for a new volunteer, and hopes to have a new one by the end of their team meeting.
 - **Women's Weekend/Nov 16-19/Ruby Pleasure, Rectora** – Ruby shared that her reunion meeting will also be Saturday (at St. Edmund's) and she confirmed there has been an exodus from her team roster, too, including a Spiritual Director; she has added some great people to the list, thus far, and she'll know for sure when she meets on Saturday. She suspects the meeting will be focused on reconnecting and bonding with new people, too. She's hopeful for them to be flexible and faithful.
 - Fr Marty shared the challenging news that he's been battling cancer for a couple of years and that he is the one who had to bow out of the women's team, as treatments demand so much energy and focus.
 - **Hold Harmless Agreement** – Paul shared thoughts on the document that was developed and that while some points are no longer needed, some might be beneficial. He asked that **we table the discussion and decision about a final document to next month's meeting.** Ruby made a great point about reviewing the requirements of the facility and incorporate that as well.
- **Nonprofit Update** – Dana shared that some of the decisions discussed, and actions recently taken, and they include:
 - We hope to eventually obtain a google voice account (or similar), so that personal phone numbers aren't published, and messages could be accessed more easily.
 - We won't plan to do any gaming/bingo fundraising, as there are additional tax implications.
 - We will add a page to the existing website rather than incur fees for a new site.
 - We are researching online platforms for free/low-fee donation collection, one example being Zeffy.com.
 - The Bylaws are finalized and signed, woohoo!
 - Articles of Incorporation have been filed with the Secretary of State and we are also applying for an EIN (employer id number); with the EIN, we should be able to go to a bank or credit union and open a checking account. We are looking at various institutions for the most user-friendly experience.
 - The EIN number is required for the applications to CA State and the IRS for tax-exempt status, and so we hope that will become available very soon. When we can finally apply for the exemptions and open an account, we can receive donations that would ultimately be tax-exempt once the applications are approved.
 - There are filing fees for the Statement of Information that the state will require (about \$20) and for the IRS application (\$275), plus a premium for an insurance policy (Directors & Officers) and we would like to have the Secretariat cover those start-up fees, with the understanding that we will reimburse the funds as soon as possible. It was moved by Debra, and seconded by Angelo, to authorize the payment of the necessary fees for the establishment of the Friends of SFSM Cursillo nonprofit, not to exceed \$600, without additional authorization. MSP

New Business

- **Volunteers** for next team meeting on July 11th @ 6:45pm... opening prayer/Ruby and closing prayer/Robert.

Margie led us in a closing prayer and the meeting was adjourned at 9:15pm.

Respectfully Submitted, Vicki Cummins, Secretary.



Text of email / letter sent to Darold Gonzales, existing lead of the BARB/Foundation, on June 13, 2023.

“Hi, Darold,

We have finally succeeded in scheduling our first pair of Cursillo weekends in over three and one-half years, since the last Cursillo (of which Tom Poeschl, Jr. was Rector) came to a conclusion on Sunday, March 15, 2020. We have booked “the Seminary” (San Francisco Theological Seminary, Department of Theology, University of Redlands, Marin campus in San Anselmo) for the weekends of October 12-15, 2023 (Men’s: “You’ve Got a Friend,” Kevin Kain, Rector) and November 16-19, 2023 (Women’s: “Draw the Circle Wide,” Ruby Pleasure, Rectora).

We have already paid the 50% deposit for each scheduled weekend, and now have invoices requiring the remaining balances of \$6K+ to be paid 90 days in advance. Therefore, I am requesting that you provide the San Francisco-San Mateo Secretariat with a check for \$12,000 from the remaining funds of the BARB/San Francisco-San Mateo Cursillo Foundation accounts (estimated at about \$25K by Mary Sunshine Wright in her last communication with the Secretariat) by July 1, 2023 (or \$6,000 by July 1, 2023 for the Men’s and \$6,000 for the Women’s by August 1, 2023, if you need to account for them separately in your records). I am asking for the payments by the beginning of the month to allow time for the checks to clear in case the bank puts a hold on them, so that we are able to make the payments by the Seminary’s deadlines.

Please let me know if you want to submit these by mail to our Treasurer, Debra Telles, or if you want me to meet you somewhere to collect up the check(s).

Thanks for your support and assistance.

Grace and de colores,

Paul Rيوفski, Chair
San Francisco-San Mateo Secretariat
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