



Minutes of the SF/SM Secretariat meeting held February 14, 2023 @ 7:30pm VIA ZOOM

Members Present: Lani Borges, Cindy Conway, Vicki Cummins, Yolie Esparza-Snodgrass, Kevin Kain, Chase Montara, Dana Morgan

Excused: Ruby Pleasure, Paul Riofski, Debra Telles and Angelo Wong

Absent:

Kevin shared a reflection to open the meeting.

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

Treasurer's Report & Team Finance Reports:

Vicki advised that the balance in the Main account \$3,238.31, and that the post office is due to be paid for a year (\$248) and there are a couple of small checks to be deposited, which Debra is working on; Kevin mentioned check is in the mail, so Vicki advised that she'll check the box next Friday (2/24) and forward it to Debra ASAP.

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

- **Committee Volunteers** – A listing of the volunteers that had spoken up last meeting was distributed via email. Members were reminded to check it out and sign up for a committee if they haven't already done so.
- **Ultreya Events** – Vicki advised that while St. Timothy's Catholic church's hall was tentatively booked for March 4th, Chase was able to reserve the kitchen and hall at the Congregational Church of San Mateo (225 Tilton Ave, San Mateo) where she works for Saturday, March 11th and that would give us a little more time to plan and promote the event. Nearly all present for the meeting are available and agreed to that date on the 11th. A discussion was held about potential program plans and ways to have a hybrid set up with someone on an iPad or tablet manning a zoom. Vicki shared that she knew the Men of the Upper Room 4th Day do a hybrid for their meetings, so she will ask if someone tech-savvy would be able to attend and help with that aspect (Chase shared that a 75" monitor is accessible to us for that day). Cindy also offered to put together some more online zoom gatherings for the community as those were enjoyable, too. We agreed that all modes of reconnection are appreciated. The group will chat offline and hustle to get a flyer out and some phone calls made to the open fourth day list to extend personal invites as well as identify which groups are still active (so that we can share that with folks at the event).
- **Nonprofit Update** – Dana reported that Vicki sent out what we believe to be the final draft of the bylaws to the committee and once that is approved we will send it out to the Secretariat for review. The biggest roadblock we are facing now is identifying a treasurer to serve on the Board of Directors and to be named in the filing documents as the CFO. She let the group know that this person would need to have some treasurer experience and know how to manage the receivables (donations, bequests, grants, etc.) and payables and to work with a CPA on tax filings annually. We asked the group to seriously consider and reach out to folks that might be qualified and willing; the committee will draft a plea to be sent to the community via email.
 - A date for a special meeting of the Secretariat (via zoom) to amend/approve the proposed bylaws of the nonprofit organization was set for Tuesday, 2/28 @ 6:45pm; Vicki will send the link to confirm.
 - Vicki reminded that, to her knowledge, the only response Paul received from the Foundation/BARB officers was from Mary Wright, simply saying that everything was with Darold, but that because of current family concerns, he shouldn't expect any immediate response from Darold nor Isabel. We, of course, now know that Isabel lost her husband, Jose/Joe, but we don't believe any response was yet received from Darold, either.
- **Venue Update** – Dana shared that she had a very encouraging conversation with 'Kelly' from Enchanted Hills Camp in Napa; she needs to get and share some more information and will have an in-person visit/tour. Dana was impressed with the discussion and was encouraged about the possibilities for our use. She shared the site is undergoing a large expansion and construction, but they have recently obtained approval to begin renting their 'upper camp' facilities; she shared that they talked about info like about expected numbers and how much of their



staff would be needed vs what our team(s) usually do as displays of service during a weekend. The in-person meeting will be on Tuesday, 2/28. When dates were mentioned, Kevin advised that he cannot do the last weekend of October; we know that R.I.S.E. is booked for the first weekend of that month. October seemed to be the sweet spot as August-September are their warmest and we might run into to worsening weather in November, but we will see what can be worked out. Cindy asked about cost comparisons and availability for other places closer to the peninsula and while we advised that prices are certainly higher and availability seems more challenging, she was encouraged to make calls to find out what she can from sites she's more familiar with and to share it with the group.

- **Secretariat Membership** – Dana advised that she will follow up with the folks from the previous Ultreya this week and will also be sure to invite them to the upcoming Ultreya.
- Vicki apologized for forgetting to send condolence cards to Isabel (didn't have an address yet), and Debra, but that she will leave a card, in person, for Margie Wolcott at Roger's memorial on 2/18. FYI, it will be held at St. Aidan's Episcopal (100 Gold Mine Dr, SF) at 2:30pm; parking might be available, cleverly, in the Safeway lot just across the street.
- **Kairos** update – Cindy shared that the Kairos is this weekend, and we will try to share the link for their online prayer chart and/or the color-in palanca.
 - Here are the instructions for the online prayer chart:
 - *Click on the following link: <https://www.prayervigils.net/vigil.php?pvId=903&page=1>*
 - *Click on "Jerusalem" under "Select Timezone" on the upper right section of the page, and scroll up and click on the 6th time zone from the top which is "Pacific Time", or whichever time zone you are in. Choose an open time slot and write it down. It's ok to choose a time where there's already a name. There's no limit to how many people can pray at each time.*
 - *Go back to the home page, and find the page where your time slot is. The time zone has to be changed back after you click on a different page since it will default back to Jerusalem*
 - *Click on "signup" at the hour you chose and fill out the information.*

Team Reports –

- Ruby Pleasure/ Cursillo 997 – n/a
- Kevin Kain / Cursillo 998 – Kevin shared the news that his team has had some attrition and that he'll be flying in later this month and will host an in-person meeting on 2/25 (joining in with the Fishers of Men 4th Day) out in Pittsburg. He's hoping the folks on his team list will RSVP for the sake of planning breakfast as well to truly identify who is still committed to the weekend. Dana shared some thoughts on the benefits of making phone calls as folks are proving to not receive or respond to the emails.

New Business

- **Volunteers** for next team meeting on March 14th @ 6:45pm... opening prayer/Cindy and closing prayer/Lani.

News and prayer requests were shared for those in our community...

- † For safe return flight(s) from the Philippines for Paul and his spouse, Gino...
- † For Arletta, who is having some follow up testing from her recent surgery...

Chase had to leave the meeting early, so Kevin led us in a closing prayer and the meeting was adjourned at 8:33pm.

Respectfully Submitted, Vicki Cummins, Secretary.