



## Minutes of the SF/SM Secretariat meeting held December 13, 2022 @ 7:07pm VIA ZOOM

**Members Present:** Lani Borges, Cindy Conway, Vicki Cummins, Kevin Kain, Chase Montara, Dana Morgan, Ruby Pleasure, Paul Riofski, and Angelo Wong; Dn. Vince Jang and Fr. Marty Mager

**Excused:** Yolie Esparza-Snodgrass, Debra Telles

**Absent:**

As Dana was running late, Fr. Marty shared an Opening prayer

Approval of **Minutes** – The minutes of the November 2022 meeting were approved as submitted.

### **Treasurer's Report & Team Finance Reports:**

In Debra's absence, Vicki reported that the Main account balance is \$2689.38 with another \$820 or so to deposit, thanks to donations from the community; the Fall accounts balances remain the same and the Winter accounts have their minimum balances. The Venmo account has a balance of \$68.66, which still needs to be transferred into the checking account once the link is properly verified.

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**

#### • **Ultreya Events –**

- **Holiday Ultreya now over Zoom (1/6/23)** – As the plans for an in-person event could not be solidified in a good timeframe, we are looking to host a Zoom Ultreya on Friday, January 6<sup>th</sup> at 6:30pm to celebrate the new year and Epiphany; Paul will help with music and will manage program and prayers with help from others; Vicki will host the zoom itself and will generate an email and/or flyer to promote attendance.

#### • **Nonprofit Update** – Dana (apologizing for her late arrival) reported that the committee met and are making progress on setting up the new 501c3. She shared an overview of the progress thus far as well as some details that have been decided; Paul added clarification as well.

- Dana consulted with Cursillista and attorney, Patrick Hall, and determined that while he was unavailable to manage the whole process for us, he has agreed to support our efforts, answer questions, and review our documentation.
- Vicki and Dana worked to create a draft of bylaws, revised from the original BARB bylaws, simplifying, and omitting what is truly not applicable to our organization, and the committee met to review and amend about 80% so far; Dana and Vicki will work on further revisions this coming weekend and hope to have a final draft to the committee before the month's end; once available it will be submitted to the Secretariat for review and approval.
- The basic plan, thus far, is to have five directors on the board including a President, Vice-President, Secretary, Treasurer (someone separate from the Secretariat) and a newly conceived position of Resource Development Coordinator whose job would include helping to identify fundraising opportunities like grants or leading community campaigns and to help research and resource venue opportunities; more on that job description and the Board's intentions to come.
- The committee will nominate an initial slate of Directors to the Local Secretariat and then going forward, the elected Directors of the nonprofit would act as the nominating committee for future Directors, with the Local Secretariat as the electing body.
- The selected name for the new nonprofit is "Friends of SFSM Cursillo."
- Ruby shared her thanks for the positive energy presented in this report and Kevin noted that while their family's donation is intended specifically for venue expenses, they do not need to wait until the nonprofit is established (more concerned about getting a venue booked and the formations reignited).



- **Secretariat Membership** - we acknowledged Jerilynn's contributions to the community and this body and noted her resignation as her life changes have made bigger demands on her time and attention. We were all encouraged to take on new member outreach as a new year's resolution.

### Team Reports -

- Ruby Pleasure/ Cursillo 997 - Ruby shared some thoughts on the ongoing saga that is her weekend to be and how she wanted to pick the brain of Mary Sunshine about the recent Episcopal weekend that she served on further north about how that experience was different and the locations.
- Kevin Kain / Cursillo 998 - Kevin, too, is anxious to find a venue and set some plans in place so that they can get their teams back together. Thoughts were shared about how the team might regroup and what was left to accomplish for formation. Thoughts about venues and distance our community is willing to travel were revisited and Kevin and Ruby were asked to reach out to their teams/core and inquire about commitment and their willingness to travel.

### New Business

- **Committee volunteers** - Vicki resent the listing and reminded folks to choose something to serve on starting in the new year.
- **Volunteers** for next team meeting on January 10th @ 6:45pm... opening prayer/Cindy and closing prayer/Dana.

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

- † On the passing of Terry Moore (last week), Belle Spring (November 14th) and Fr. Piers Lahey, as well as Cindy's friend, Theresa, and her grieving family.
- † Healing prayers for Kevin, Douglas P (to stop smoking for upcoming procedure), Margie C, who remains in San Leandro in a care facility (Vicki will share her mailing address via email); Roger Wolcott, who was in a tragic biking accident, leaving him currently paralyzed from the neck down and is currently being treated at Zuckerberg SF General, and for Margie, who remains at his side.
- † Ruby asked prayers for the St. Edmund's community in their search for a part-time Vicar.
- † Vince wished a Merry Christmas to all.

Ruby led us in a closing prayer and the meeting was adjourned at 8:20pm.

*Respectfully Submitted, Vicki Cummins, Secretary.*