

**Fargo Diocese Cursillo
Secretariat Meeting**

April 29, 2012
Carrington, ND

Attendance:

Deacon Jim Eggl	Joy Olson	Ben Seitz
Father Duaine Cote	Jim Haman	Randy Axtman
Gary Horsager	Leonard Keplin	Barb Poitra

1. The Meeting opened with the Leaders Prayer

2. Minutes from the previous meeting were recited by Joy Olson. A motion to approve the minutes was offered by Jim Haman and seconded by Leonard Keplin—all voted to approve the minutes.

3. Treasury Report:

Beginning Balance	\$10,231.02
Deposits	\$18,965.46
Expenses	\$ 8,758.50
Current Balance	\$20,437.98

Motion to approve by Leonard Keplin, seconded by Jim Haman—voted and approved by all.

4. Old Business

a. Weekends

2012 Weekends	Men	Women	
Belcourt	18	27	
Harvey	11	12	
Hankinson	18	24	
Total	47	63	Total=110

-Discussed weekend closings—it was agreed that Spiritual Directors should be counseled prior to weekends concerning the need to keep talks within the time limits set. Father Cote should be notified about who the Spiritual Directors are so that he can contact them prior to the weekend and ensure they understand their role and responsibility. It was also mentioned that the Rector should ensure a host couple is appointed to oversee the Closing Pot Luck and cleanup.

-Palanca Team, Prayer Backup and Kitchen should work as a team and can intermingle. Definition of Palanca was discussed—Prayer and Sacrifice as opposed to gifts and cards. Gifts and cards are not Palanca and should be avoided.

-Prayer Backup—having the Blessed Sacrament exposed is OK

-Back Table Books—are not the same—there are three different varieties. These need to be fixed and then Rectors will be responsible to ensure they are returned in the same manner in which they were received. The Cursillo Group of the School of Leaders will be responsible to update all the books. Word Docs are available – just need to be printed and placed in books.

b. National Cursillo Encounter will be held at Xavier University in Cincinnati, Ohio July 19-22. We will be sending a representative. Also the Regional Cursillo meeting will be held in Kansas City September 28 thru Oct 1.

c. Need a date for the Rector/Rectora Workshop—need to talk to Doran and Fran. A letter will be sent to each Rector and Rectora by the Lay Director now to provide basic guidelines on building a team. This will include the need to have all conference room members grouping.

5. New Business

a. 2013 Weekends

Location	Date	Rector/Rectora
Belcourt Men	TBD	Dave Azure
Belcourt Women	TBD	Marietta Good
Hankinson Men	March 14-17	
Hankinson Women	April 11-14	Joy Olson
Harvey Men	TBD	TBD
Harvey Women	TBD	TBD

b. Belcourt needs to have adjustments made to their weekends in order to be compliant with Cursillo standards. A more experienced team will be established with a greater focus on the 4th Day and real Palanca. Need to train future leaders. All leaders must attend Leaders School before they work a weekend. They must be grouping.

c. Secretariat Membership

-Seeking members to represent Devil's Lake and Minto

-Sandy Horsager was nominated for the Secretariat—a motion to approve the nomination was offered by Leonard Keplin, was seconded by Joy Olson and approved by all.

-Size of Secretariat under the School of Leaders structure was discussed—breakdown should be as follows: Lay Director, Spiritual Director, Assistant Spiritual Director, Treasurer, Secretary and a representative of each of the School of Leaders groups including Pre-Cursillo, Cursillo, Post Cursillo and the School of Leaders. Should be 9.

d. School of Leaders

-There was a discussion on the upcoming transition to the School of Leaders organizational structure—the following distribution of duties was emailed to the group prior to the meeting and discussed

--Pre-Cursillo

Publish and distribute monthly newsletter

Distribute Palanca Letters to worldwide network

--School of Leaders

Develop Annual Calendar for SOL grouping/training sessions

Develop Monthly and Annual Training Plan

Plan National Level training for all groups

--Cursillo

Develop weekend registration form annually

Send updates to Diocesan Website

Send articles and weekend dates to New Earth
Select Rectors and Rectoras for each weekend
Develop and maintain a 3 year schedule of weekends
Host Closing Pot Lucks and provide cleanup
Maintain Weekend Kits—standardize all books
--Post Cursillo
Plan and hold monthly Ultreyas throughout Diocese
Publicize Ultreyas via website, New Earth, Radio and GND
Maintain list of active small groups in Diocese and forward to GND for publication
Write articles for GND

- It was determined that a sub group would meet in the coming months to draft a plan for transision to the School of Leaders. Those who volunteered for the committee include:

Deacon Jeff Faul	Ben Seitz
Doran Chandler	Father Duaine Cote
Bard Poitra	Deacon Jim Eggl

e. Next Meeting July 22, 2012 at 1:30 PM in Carrington

Respectfully Submitted

Ben A Seitz