

Bylaws for the English Cursillo® Secretariat

of the Diocese of Monterey

PREAMBLE

The Cursillo® Movement pursues two purposes or objectives: an immediate purpose: to provide a channel for living what is fundamental for being a Christian = the progressive and complete conversion of the person, metanoia (a complete change - of mind and heart); the end purpose is to vertebræ Christianity in society by means of these persons who live what is fundamental for being Christian (the love of God and neighbor) in their daily lives.

Simply explained, the purpose of the Cursillo® Movement is that we become the Good News, and that our actions naturally turn out to be evangelical in our daily lives.

Unity of purpose is essential if there is to be a natural and complete service to Jesus Christ through the Cursillo® Movement. Individualism can cause the advancement of the Movement to become stagnant. The Secretariat unifies the Movement on all levels, and indicates the path to be followed in essential matters of practical details as indicated in the official literature. However, Leaders should be consulted in all matters of importance before deciding what should or should not be done.

The members of the School of Leaders will be in constant communication with the Secretariat. The members of the Secretariat, for their part, should remember that the Lord, through their bishop, has entrusted them with the responsibility of implementing an authentic Cursillo® Movement in the Diocese. Conscious of each other's talents, the Secretariat should coordinate individual contributions into a total effort in support of the Movement in all its phases: PreCursillo, Cursillo® and PostCursillo.

Making decisions is a difficult process and a great responsibility assigned to the Secretariat. The support of all the Cursillistas is needed in prayer and Palanca. In guiding the Movement, the Secretariat must determine its individual potential, and have it contribute to the building up of the Kingdom of God.

Although the Secretariat has the Bishop's authority to implement the Cursillo® Movement in a diocese, it should not be dictatorial, but should view its authority as one of service to the Movement as a whole. The members should keep in mind that Christ has entrusted the Movement's direction to it, through the bishop to whom the Secretariat will have to give an account.

The Secretariat, as a service unit, has not been established to be served, but to serve the entire Cursillo® Movement. In this sense, the Secretariat must be a Group Reunion whose apostolic plan is the same endeavor of the Cursillo® Movement itself, planned and carried out with the idea of the greatest service to all.

Just as on the 3-Day Cursillo®, priests bear the responsibility for spiritual guidance and laity regulates its overall functioning, so priests and lay members of the Secretariat cooperate to promote the aims and objectives of the Cursillo® Movement as a whole.

ARTICLE I - In the Diocese of Monterey there shall be only one English Secretariat for the Cursillos in Christianity which will be a functional and autonomous organism under the immediate direction of the bishop, and dependent upon the Lay Director and Spiritual Advisor. Each Secretariat shall conduct their Cursillos in their own respective language.

ARTICLE II - As a group, the members of the Secretariat shall guide and coordinate all phases of the Cursillo® Movement in the Diocese of Monterey within the apostolic plan of the bishop and the Cursillo® Movement.

ARTICLE III - Members of the Secretariat will be nominated by the School of Leaders and selected by the Secretariat, with the approval of the bishop, for a (2) two-year term. Only members of the School of Leaders will be eligible for appointment. They may be re-elected for one additional two-year term for a maximum of four years.

ARTICLE IV - The School of Leaders is the cornerstone of the Cursillo® Movement, the complement and extension of the Secretariat. The School will be its instrument for accomplishing its work. The School will supply the Secretariat with teams of leaders who exemplify a spiritual life and are living the Cursillo® method, so that these leaders may be the ferment of the Cursillo® Movement in the diocese. It is essential to have leaders who are prepared and knowledgeable of the Cursillo® technique, mentality and purpose. After all, the responsibility for revitalizing the Group Reunions and Ultreyas, the specific means of perseverance in the PostCursillo rests on the leaders.

ARTICLE V - The Secretariat shall be composed of lay people and a Spiritual Advisor. The following are their duties:

1. **Members** - There shall be a Lay Director, Spiritual Advisor, Chairperson of the School of Leaders, Chairperson of the PreCursillo section, Chairperson of the Cursillo® section, Chairperson of the PostCursillo section, Secretary and Treasurer who will be selected by a simple majority vote of the members of the Secretariat.

Responsibilities:

- A *The Lay Director*, in consultation with the Spiritual Advisor, will convoke, preside at, prepare and direct all meetings of the Secretariat. The Lay Director will do everything possible to promote a spirit of unity, not only among the members of the Secretariat, but also in the School of Leaders and throughout the entire Diocesan Cursillo® Movement. The Lay Director will see to it that all members of the Secretariat fulfill their assigned duties. In addition, the Lay Director will make sure to provide an annual report and interim reports to the bishop with the approval of the Secretariat. The Lay Director shall serve a term of two (2) years, and only for a serious reason may be re-elected for another term of office. The Lay Director cannot serve more than two (2) consecutive terms.
- B *The Spiritual Advisor* will oversee the spiritual needs of the Secretariat and the Movement. The Spiritual Advisor, who is appointed by the bishop, maintains a link between the Movement and the Bishop's Office. To insure proper spiritual assistance to the Movement, the Spiritual Advisor will be responsible for acquiring other priests, deacons, and vowed religious to assist with the Doctrinal Rollos and Meditations during the Cursillos, as well as in the School of Leaders, and in the Spiritual Advisor's role during the Ultreyas. The Spiritual Advisor will continually encourage the Secretariat members to discern all their activities. We must always strive to seek God's will instead of our own.
- C *The Chairperson of the School of Leaders* will convoke, preside at, prepare and direct all activities relating to the School of Leaders. Upon the recommendations of the Secretariat, the Chairperson of the School will determine the presenters and the Doctrinal and Technique presentations for the School. The Chairperson of the School will ensure that all the essential elements of the School are maintained, for continual growth of its participants.
- D *The Chairperson of the PreCursillo* will ensure the selection and preparation of candidates who will live a Cursillo® within the diocese is properly implemented. The Chairperson will ensure that the Secretariat, person or group delegated by the Secretariat receives an application for each candidate that is properly filled out and submitted in a timely manner, as well as providing the necessary support according to their particular circumstances. To ensure that this process and the necessary follow-up exists for each candidate, the Chairperson, with his/her committee, will ensure that the sponsor or group sponsoring the candidate knows him/her and has established a sincere friendship, so as to ensure a smooth transition from the PreCursillo to the PostCursillo by way of the Cursillo®.
- E *The Chairperson of the Cursillo®* (not to be confused with the Rector/a of a Cursillo®) ensures that all the necessary elements for the Cursillo® Weekend are available. This includes such things as: (1) team selection (approved by the Secretariat), (2) team preparation, (3) overseeing of the facilities, (4) comfort (proper nourishment and rest) and (5) necessary supplies.
- F *The Chairperson of the PostCursillo* ensures that every Cursillista within the Diocesan Movement has the opportunity to grow in their Fourth Day. This is accomplished by

ensuring a link between the School of Leaders and the Ultreyas (all the Group Reunions) within the diocese. Furthermore, the Chairperson of the PostCursillo ensures that the Ultreyas maintain their essence, their living and sharing of the love of God and of neighbors in the environments. The Chairperson of the PostCursillo is also responsible for determining and scheduling necessary Diocesan, regional, and national workshops.

- G *The Treasurer* shall handle the financial matters of the Cursillo® Movement. The Treasurer ensures that the Movement is financially solvent at all times, and that all local, regional, and national financial obligations are met. It is the responsibility of the Treasurer to see that books, publications and other supplies, which are needed by the Movement, are always available.
- H *The Secretary* will keep the minutes of all meetings and see to it that they are distributed promptly to all who should receive them. The Secretary will see to it that mailing lists are up-to-date, and will assume responsibility for all mailings sent out by the Secretariat, as well as other duties usually associated with this position.
- I *The Chairperson of Palanca* will be responsible for all palanca to be received from Cursillistas and from other dioceses and other movements. It shall be the responsibility of the Palanca chairperson to distribute palanca for all diocesan, nationwide, and worldwide Cursillos, and other movements, such as Kairos, Walk from Emmaus, etc.

2. The Chairpersons of the three sections (PreCursillo, Cursillo®, and PostCursillo) may appoint individuals to oversee committees respective to the work of that section. (i.e., Preparation Committee for the PreCursillo section; Procurement Committee for the Cursillo® section; Newsletter Committee for the PostCursillo section, etc.). The Leaders of these various committees will communicate and provide status reports directly to their respective chairperson. The committee leaders are not members of the Secretariat.

3. The voting members of the Diocesan Secretariat shall consist of the following: Lay Director, Spiritual Advisor, Chairperson of School of Leaders, Chairperson of PreCursillo, Chairperson of Cursillo, Chairperson of PostCursillo, Secretary, Treasurer, and Palanca Chairperson.

ARTICLE VI - The Diocesan Secretariat will maintain intercommunication with the regional and national Secretariats, which shall be supported by the entire Cursillo® Movement, spiritually through prayer and Palanca, as well as materially through the necessary financial contributions.

ARTICLE VII - The Secretariat shall implement the Cursillo® Movement in the Diocese, according to what is essential and fundamental, as outlined in the official literature of the Cursillo® Movement in the United States.

ARTICLE VIII - Since the Secretariat is itself a unit of service and serves as a Group Reunion, there should be a sharing of Piety, Study, and Action.

ARTICLE IX - Amendments to these bylaws need to be proposed by a member of the Secretariat. Amendments may be made, subject to the approval of the bishop, at any regularly scheduled meeting by the Secretariat. Approval of an amendment requires at least a two-thirds

majority vote of the entire Secretariat. Proposed amendments must be submitted to the Secretariat at least one month in advance of the meeting at which the proposed amendment is to be discussed. Voting on the proposed amendment will take place at the next regularly scheduled meeting following the meeting in which it was discussed.

ARTICLE X - Following official implementation of these bylaws, the Chairperson of the School of Leaders, Secretary, and Chairperson of the PreCursillo shall be elected on the even number year and all others shall be elected on the odd number year. This procedure is done to ensure continuity of the Secretariat members so that there will always be experienced members in office.

ARTICLE XI - Upon the completion of each member's term (maximum of four years), they will accept at least a (1) one-year waiting period prior to accepting a new position in the Secretariat. If no qualified members of the School of Leaders are available to fill a position on the Secretariat, the one-year waiting period may be waived for a representative who held a different position of the Secretariat than the one needing to be filled.

ARTICLE XII - Ad hoc committees and pro-tem positions may be appointed by two-thirds of the Secretariat membership.

Having reviewed the final draft of these Bylaws, the below signed members of the English Cursillo Secretariat of the Diocese of Monterey, California do hereby agree to adopt them.

Adopted: March 12, 2014.

Rev. Michael Volk
Rev. Michael Volk
Spiritual Advisor

Deacon Morton Zabala
Deacon Morton Zabala
Spiritual Advisor

Cindy Stefani
Cindy Stefani
Lay Director

Delores Ward
Delores Ward
Chairperson of School of Leaders

Gerald Ward
Gerald Ward
Chairperson of Cursillo

Joseph Estrada
Joseph Estrada
Chairperson of PostCursillo

Corina Venegas
Corina Venegas
Secretary

Norma Aguilar
Norma Aguilar
Treasurer

Mark Kite
Mark Kite
Chairperson of Palanca