



Minutes of International Executive Committee Meeting

10 – 14 October 2011

Held At Corporate Executive Orient (CEO) Suites,
72 Jupiter Street, Bel-Air Village, Makati City, Metro Manila,
Republic of the Philippines

Attendees:

Executive Committee

- Steve+Claudia Schulz from Louisiana, USA;
International Executive Team (IET) (discerned 2009, 2nd Term 2009-2012);
Married: 35 years with 4 children & 1 grandchild; EE since 1978 (not continuous).
- Fr Terence Runstedler from Canada, one of 11 siblings;
IET Priest (discerned 2009, 2nd Term 2009-2012);
Pastor/Curé of Paroisse St-Jérôme, Windsor, Ontario, Chaplain to 4 Catholic Français
Elementary Schools and 1 Catholic Français Secondary School;
Ordained: May 5, 1984; EE 26 years.
- Bernard+Ginette Charbonneau from Canada;
Team A – Stats & Comms (discerned 2009, Term 2009-2012);
Married: 44 years with 2 sons & 4 grandchildren; EE: 20 years.
- Fr Kevin Maloney from Canada;
Team A Priest Stats & Comms (discerned 2009, Term 2009-2012);
Ordained: 40yrs; EE: 7 yrs.
- Joseph+Terri Kwok from Singapore;
Team B – Finance (discerned 2009; term from 2010-2013);
East Asia Regional Team;
Married: 28 years with 8 children; EE: 28 years.
- Fr Ambrose Vaz from Singapore;
Team B Priest;
Team Priest for East Asia, and Singapore;
Vice-Rector of the Major Seminary and
Ordained: 35(?) years; EE since 1985.



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- Cesar+Gilda Tavaréz from Dominican Republic;
Team C – Outline and Resources (discerned 2006, Term 2008-2011);
Married: 35 years with 3 daughters, 1 son & 2 grandsons; EE: 21 years.

- Fr. Rafael Cruz from Dominican Republic;
Team C Priest;
Also coordinator of Family Pastoral Centre in Dominican Republic;
Ordained: 32 years & spent 25 years as a parish priest; now attached to a Catholic University;
EE: 18 years.

- (Herbert+)Monica Rubio from Guatemala;
Team C – Outline and Resources; (discerned 2009; term from 2011-2014);
Married: 21 years with 3 Children; EE 17 years.

Board Members (Regional Teams)

None were able to be present.



Day 1 - Mon 10 Oct

- 1.1. Opening Mass was celebrated at 4.30pm.
Main Celebrant – Fr Terry assisted by Steve+Claudia.
- 1.2. Agenda for the meeting was confirmed.
- 1.3. Minutes of 2010 meeting held in Seattle was adopted with no amendments.
- 1.4. Steve+Claudia shared that they had, to-date, presented 3 weekends on the Revised Outline; and, to prepare to conduct workshop and workshop training, they had attended 2 workshop training sessions. The power-point slides **and other resource materials** from the workshop training had been sent to regional teams.
 - 1.4.1. They reported that they conducted a training workshop for the Revised Outline in Costa Rica for the Central America and Spanish Caribbean region in Spanish. Cesar+Gilda, as outline and resource team, were in attendance.
 - 1.4.2. And another training workshop was presented by them for the English Caribbean region in Trinidad in English.
 - 1.4.3. They had also workshopped talks by e-mail from Trinidad, **Dominica** and Singapore.
- 1.5. Bernard+Ginette reported on the progress of introducing the Revised Outline in Canada.
 - 1.5.1. They are qualified workshoppers (in English and French).
 - 1.5.2. They shared that the Revised Outline had been translated to French for Quebec. And they added that there may be some variations in the translation for e.g. in explaining “Sacrament” and also in explaining NFP.
 - 1.5.3. They explained that for NFP, one community had decided not to share that as the couples would walk out of the weekend.
- 1.6. IET clarified that it was up to the local community to decide how NFP would be shared. They believe that the community needs to follow the heart of the Outline, and they should also meet with their Bishop to find out how he wants NFP to be presented. If he mandates that a full NFP talk not be presented, then the community must follow his directions.
- 1.7. A brief discussion followed on the leadership issues in South America **South** and this would be addressed when the regional report was presented. It was clarified for all



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present that in 2005, South America was divided into two separate regions – South America **North** & South America **South**.

1.7.1. IET undertook the task:

To contact the respective S. American National Teams to get an update from them; and to get clarification from the S. America North Regional Team about unification of S. America North and S. America South. (**Task List #1**)

1.8. Fr Ambrose sought clarification on the availability of the Outline and what controls are in place to ensure authorized use or use with permission. He shared the example of Kuala Lumpur where someone had obtained a copy of the present Outline and had called the program EE but had added other material. They have since re-named the program.

1.8.1. IET clarified that the Outline is not available for sale, not even from Central Supply. Anyone interested in obtaining an Outline is referred to the regional team closest to them.



Day 2 - Tue 11 Oct

- 2.1. Morning Mass was celebrated by Fr Rafael and supported by Cesar+Gilda.
- 2.2. The Regional Reports that were received by IET were distributed electronically.
- 2.3. Report from South America **North** Region
 - 2.3.1. Colombia had conducted 28 weekends and Ecuador 13 weekends.
 - 2.3.2. IET shared that Colombia had been conducting weekends for much longer and were better organized, and had been the regional leadership. In Cuernavaca in 2009, during the separate dialog between Colombia and Ecuador it was agreed to alternate the regional leadership, with Alfredo+Bati Penaherra being the regional team (for 3 years, from 2009-2012).
 - 2.3.3. IET in subsequent correspondence has suggested that the communities come together for a discernment for their regional team.
 - 2.3.4. IET shared that Alfredo+Bati had conducted a workshop in Quito and the response at the end of the workshop was positive, and they hope to continue to build from there.
 - 2.3.5. Bernard+Ginette clarified that the term “closed weekend” in South America (North) report referred to a stay-in or live-in or residential weekend, while “open weekend” was a non-residential weekend.
- 2.4. Monica sought clarification on the workshop for the Revised Outline.
 - 2.4.1. Steve+Claudia shared how they had attended training to prepare and equip themselves. The ideal is for workshop couples to be prepared when they conduct workshops but they recognized that not all regions would have such training opportunities.
 - 2.4.2. One such possibility is how Singapore had conducted a pilot (dry run) weekend and had invited teams from Penang and Philippines to attend the weekend that was conducted according to the Revised Outline. This enabled the future workshop couples to know the revised talks better and to have the first experience to present these talks.
 - 2.4.3. Monica’s opinion is that the Revised Outline is a “rich” document, and she personally experienced a “better and deeper understanding within the couple” when writing the talks.



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- 2.4.4. Steve+Claudia agreed, and also stressed how necessary and important was the role of the workshop couples to prepare teams – those existing and the new teams.
- 2.4.5. Joseph+Terri shared that they considered workshop couples as “keeper of the flame” – the “flame” being the visible love of a couple that points the way to Jesus.
- 2.5. The topic of NFP was discussed and it was shared that in South America NFP was a “must have” (compulsory) on the weekend; while in Canada it depended on the bishop’s decision in different dioceses.
- 2.5.1. IET therefore undertook the following task:

To send a communiqué to all regional teams that all teams and communities have to write according to the Revised Outline (and remain faithful); however IET recognizes that communities have to work with the local bishop (and be under Episcopal Authority). e.g. whether to present NFP. (Task List #2)

- 2.5.2. Cesar+Gilda mentioned that there was a DVD on NFP in Spanish. IET requested that they obtain a copy to be included as a resource item. (Task List #3)
- 2.6. The role of the priest on weekends using the Revised Outline was discussed from Feedback received.
- 2.6.1. Teams noticed that there was less sharing by the priest; and less of a presence.
- 2.6.2. IET suggested that local teams can let the priest close or provide a summary for the talks, but the priest had to be aware to keep his summary short and succinct so as not to take up more time than necessary.
- 2.6.3. IET therefore undertook the following task:

To send a communiqué to all regional teams that each talk has a time allocation and presenting priests who wish to share what they believe is important must be aware of the time allotted for the talk and not exceed the time, which then reduces the writing and dialog time allotted for the participants. (Task List #4)

- 2.6.4. Bernard+Ginette shared that they had received comments from priests, “why should I go when I have to speak only once or twice or, in some talks, not at all.”
- 2.6.5. Fr Tery shared that during some weekends he presented using the Old Outline, some team couples had not included opportunities for the priest’s parts to be given in a few of the talks. He is concerned that some priests will feel they are really not needed if they do not clearly have some important and clearly marked opportunities to share in most talks.



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Some priests appreciate the ‘ministry of presence’ and the importance that their presence has in the perception of those attending, while others see more value in being very involved.

- 2.6.6. Bernard+Ginette expressed their sentiments that the weekend was unique and beautiful because two sacraments were being represented, “in the flesh”.
- 2.6.7. Cesar+Gilda shared that the priests who were workshoped on the Revised Outline felt comfortable, and said it was interesting. Cesar+Gilda shared that they personally felt that the priest is necessary on the weekend and that the priest represented the Church.
- 2.6.8. Monica shared that she + Herbert had presented 2 weekends – one as Team A was with a priest, and the second weekend as Team B without a priest. The team felt a little empty on the second weekend without a priest.
- 2.6.9. She added that the team usually held a post-weekend gathering for participants on the week following the weekend, and overall about 15% more, from each weekend, came for the follow-up using the Revised Outline.
- 2.6.10. Fr Kevin shared that he believed the priest on the weekend is a “presence to those who have no contact with a priest. What we (the priest) **say**, who we are; the interaction with them and between the team, can speak as loudly as the talks. Our being there on the weekend is witness that we care about them and their marriage.”
- 2.6.11. Fr Ambrose shared that when he first began presenting he would share the parts for the priest but he found that it distracted the participants as they were more interested in his story, so he cut down on his personal sharing and would share with the participants during the meals or at breaks.
- 2.6.12. Bernard+Ginette shared that often during the weekend, participants would share with them that they never thought the priest **had such a problem** after listening to the priest’s sharing. Bernard+Ginette believed that through the sharing the participants were able to see the human side of the priest.
- 2.6.13. In summary, the teams and priest on the weekend **share** a complementary role, and continue to demonstrate the team model. How much the priest shares at each talk is up to him.
- 2.6.14. Fr Ambrose enquired if the priest’s parts in the Revised Outline were reduced as part of the revisions?



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2.6.15. Steve+Claudia shared that to the best of their knowledge the main emphasis of the revisions undertaken by the ORC was to modernize the Outline, and to use themes instead of blocks.

2.6.16. Fr Ambrose suggested that the role of the priest be made clearer so that priests are aware of their role on the weekend, and what their presence means, in the light of the feedback from the weekends presented using the Revised Outline.

2.6.17. IET undertook the following task:

Will review and revise (update?), if necessary, the document on the role of the priest and send to all regional coordinators. (Task List #5)

2.7. It was noted from the report from Ecuador that they conducted an “Imagination Exercise on Wedding”.

2.7.1. Team C (Outline & Weekend Resources) will undertake this task:

To clarify with Ecuador what the “Wedding Imagination” exercise is that they conduct on their weekends. (Task List #6)

2.8. Monica enquired about adapting the talks to suit the level of understanding of the participants on their weekends in Guatemala, especially in talks like “Financial Fidelity” they used an example of a couple they know, that do have a problem with financial fidelity.

2.8.1. Steve+Claudia replied that respective regions and communities will have to meet the needs of their participants; and they can simplify concepts like financial fidelity to state that it is about being honest about their finances (money matters).

2.8.2. Bernard+Ginette shared that they had encountered participants who could not write so they were given a tape recorder where they would record their answers during the writing time, and share with their partner their recording with their answers.

2.8.3. In summary, communities will have to adapt the Revised Outline to their participants’ level while remaining true to the principles, themes and objective of the weekend.

2.9. IET undertook the following task:

To address and answer each region’s request/query that was presented in the respective regional reports. (Task List #7)

2.10. Report from Central America & Spanish-Speaking Caribbean Region



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- 2.10.1 The committee discussed that communities in some parts of the region use a symbolic 2-part cross given to participants to signify the presence of God in their marriage. In Guatemala they use a rosary; while in Dominican Republic they use a divided cross, that the couple can join together on the wedding day.
- 2.10.2 Costa Rica is facing difficulties to continue presenting EE weekends. They are not a recognized marriage preparation course. Only one weekend was conducted in 2009 and one weekend in 2010.
- 2.10.3 Steve+Claudia recalled that they met Fr Adonis in 2007 and he is now in Puerto Rico. Cesar+Gilda will try and contact him to see if he can help get EE started there.
- 2.10.4 IET will also undertake the following task:
- To contact Don+Mary Wagner and find out the status of the outreach to Puerto Rico. (Task List #8)
- 2.10.5 Team A, Bernard+Ginette, will undertake this task:
- To obtain from Cesar+Gilda Liranzo the **email** address of Fr Adonis in Puerto Rico, and forward the **email** address to IET, to forward to whomever is responsible for outreach to Puerto Rico. (Task List #9)
- 2.10.6 Bernard+Ginette enquired if Cuba was sending any weekend statistics?
(Note: They were received later)
- 2.10.7 Cesar+Gilda and Monica confirmed that Carlos and Lina from Cuba are sending the statistics to the Central American & Spanish-speaking Caribbean Region after each weekend.
- 2.10.8 Panama reported that their Bishop had agreed to let EE continue to be a form of marriage preparation and has the support of the bishop. However, there are attempts to introduce in Panama a premarital course format at the national level, similar to what happened in Costa Rica. The material suggested the book "Getting married in the Lord" by Gilberto Gomez's father, well known in the ECN.
- 2.10.9 In their report Uriel+Janeth (Central American & Sp-Speaking Caribbean) wrote:
- "It is planned to establish a mechanism to improve communication between regions and countries not only among members of each. This could enhance the experience and the experience of each and placed at the service of others, as well as recruitment



methods, such as keeping active longer couples teams, recruiting priests for the real experience of a relationship inter-sacramental, etc.”

Note: They later reported as a clarification to the question: We refer to "improve communication" to be exchanged and shared between the regional teams, information such as:

- What methods are used to improve recruitment in their countries.
- What activities do fund raisers.
- Methods to promote the movement.
- How do the recruitment of priests that have sacramental international experiences.
- Relationship with their local church movement and the acceptance of EE
- The power to know and know that we can support each others provided experiences in different countries.
- Any information we deem positive.

Currently, we have good information and communication in relation to statistics and the new sketches and follow-up workshops. But we ask whether there can be more direct communication between regions of the world as EE family.

- 2.10.10 Executive Committee members remarked that not all communities are contactable by **email** or have access to **email**.
- 2.10.11 Bernard+Ginette shared that they send to 461 email addresses the “Weekends around the World” & Request for Friday Prayer” and these are addresses that have requested for the email to be sent to them.
- 2.10.12 IET will clarify with Uriel+Janeth what they mean by “improve communication” in their regional report, as quoted above. **(Task List #10)**
- 2.11. Report from Mexico Region
 - 2.11.1. Mexico will be holding their National Convention in 2012 from 27-29 July, and this coincides with the ICEE Meeting from 23-27 Jul, followed by the US National Convention that same weekend in Boston.
 - 2.11.2. IET will request that Mexico send a representative to the ICEE Board Meeting from 23-27 Jul 2012 in Boston, recognizing that their National Convention will be held from 27-29 Jul 2012. **(Task List #11)**
 - 2.11.3. Bernard+Ginette shared that Mexico uses the term “communities” to refer to a group of couples who had attended the same weekend. In their statistics the term “communities” usually referred to presenting communities with support couples who had attended the weekends.



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2.12. Report from English-Speaking Caribbean Region

2.12.1. Antigua had adopted a new marriage preparation program (from 2011?). This was after Fr Frank Power had been posted out.

2.12.2. The new couple for the English-Speaking Caribbean were trying to raise funds by getting couples to pledge \$100 (Trinidad & Tobago \$) for a month for one year in order to fund their weekends.

2.12.3. They had approached Fr Wilfred John to be on team, and are waiting for his reply.

2.13. Report from Europe (Spain) Region

2.13.1. Europe (Spain) had requested the Workshop Training power-point.

2.13.2. Steve+Claudia will resend. (Task List #12)

2.14. Enrichment session was conducted by Monica – reflection on the sculptor and the gardener.

2.15. Report from Southern Africa

2.15.1. IET shared for the benefit of all that in 2009 the Southern African regional team requested funds for the regional team to travel to Kenya to meet and thank the Bishop. While recognizing that a personal visit was an essential part of the culture, the request was not approved since the principle of the use of ICEE funds was for outreach and growth.

Post-Mtg Note:

The Minutes of the 2010 meeting in Seattle also provides an explanation of the events.

2.15.2. This may have caused unhappiness and it is noted that Southern Africa has not been contributing to ICEE since.

2.15.3. IET explained that in such a situation it would be difficult to justify providing a subsidy to the regional team to travel to Board meetings if the region is not contributing.

2.15.4. Fr Kevin suggested that we ask communities to raise funds for their travel to the 2012 Board meeting, and we can try to provide some assistance.



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- 2.15.5. Joseph+Terri shared that we might give teams false expectations; and disappoint them if we are unable to provide any assistance.
- 2.15.6. Bernard+Ginette shared that the regional team couple, Gustavo+Kelsay Correa are prompt in replying to emails and sending required information.
- 2.15.7. Bernard+Ginette will contact them and share with them the criteria for funds for expansion as detailed in the ICEE Handbook (page 8).
- 2.16. IET clarified that communities wishing to use the “5 Languages of Love” have to pay the royalty for the use of the program or buy the program for US\$125.
- 2.17. A question was raised as to the reason that the Intimacy talk in the Revised Outline is now presented by one couple.
- 2.17.1. IET replied that one reason was to remove the impression that we needed a full team to share on intimacy – whether it was because the team was nervous about presenting this topic or that the team was uncomfortable.
- 2.18. Report from East Asia Region
- 2.18.1. Fr Ambrose sought clarification if team couples can be in an inter-faith marriage.
- 2.18.2. IET replied that the ICEE Handbook was specific in the team composition. However, ICEE will accept the decision if the local Bishop (Episcopal Authority) allows an inter-faith presenting couple.
- 2.18.3. Fr Ambrose also sought clarification if Nuns, married Deacons or seminarians can present a weekend in place of a priest.
- 2.18.4. IET said it was acceptable and that they should also be workshopped. It was also clarified that they should share as religious or clergy and not as a married couple - in the case of a married deacon.
- 2.19. Report from India Region
- 2.19.1. The regional team requested prayers for growth.
- 2.19.2 It was shared that there were couples who were in pre-arranged marriages who were attending EE.

Post-meeting suggestion by Monica+Herbert:



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Should EE suggest that these couples, in pre-arranged marriages, share some time before attending an EE weekend?

2.20. Report from Oceania Region

2.20.1. IET noted that Oceania would be presenting the Sat Outlines by Dec 2011; and the Sun Outlines will follow in 2012.

2.20.2. IET will clarify with the Oceania team that it would not be appropriate to conduct a weekend using both the old and Revised Outlines.

2.21. Dinner was at Max's Fried Chicken Restaurant; followed by an evening social in CEO Suites.

2.21.1. We thank Steve+Claudia for hosting the social.



Day 3 - Wednesday 12 Oct

- 3.1. Morning Mass was celebrated by Fr. Kevin and assisted by Bernard+Ginette.
- 3.2. Report from Canada Region
 - 3.2.1. Bernard+Ginette shared that the National Team had proposed that the levy from the region to ICEE remain the same.
 - 3.2.2. They also elaborated that there were communities that were still not decided if they would write to the Revised Outline or continue using the present Outline.
 - 3.2.3. They shared that the Revised Outline had been translated into French; and they would send to IET the French translation of the Revised Outline to be included as a resource document. (Task List #13)
 - 3.2.4. Bernard+Ginette shared that for the Weekend Review, they ask the participants to look at the questions that were handed out at Introduction on Friday night, “Why did I come here this weekend?” and “What do I hope to gain?” and to determine if they had achieved what they had come for?
- 3.3. Report from USA Region
 - 3.3.1. Steve+Claudia shared that this is the first meeting that the US National Team was unable to attend an ICEE Meeting; and this was a result of the high cost of travel and the limited funds available.
 - 3.3.2. Communities in the US have started to present Weekends using the Revised Outline.
- 3.4. Steve+Claudia shared their experience attending the ICEE meetings since their term began in 2006.
 - 3.4.1. The Executive Committee and Board members become real to the communities in other regions that host the meeting. Similarly the local hosts will in turn be encouraged by the international teams attending the meeting. This experiences and sharing and meeting and making new friends is priceless.
 - 3.4.2. Steve+Claudia took the opportunity to re-state that any community or US District can bid to host the Executive Committee or Board meeting. And once every 6 years the ICEE Meeting will coincide with the US National Convention.



Team A Report – Statistics & Communications

Presented by Bernard+Ginette and Fr Kevin

- A.1. Bernard+Ginette summarised the data of weekends from 2009-2010, and 2010-11.
- A.2. From the data they provided an analysis of trends where there were less participants in the second half of 2010.
- A.3. They shared that they are trying to collect stats over three 6-monthly periods and so will have 18 months of data to use comparison.
- A.4. And during our Executive Committee or Board meetings (usually in Oct), they would be able to provide the stats for the period January to June of that year in order to have a comparison with the same period of the previous year.
- A.5. There was also a suggestion that the Regional Reports submitted at our Executive Committee or Board meetings include the dates of the weekends for the next year.
- A.6. They also shared that different communities used the same word to indicate the same event or same detail, therefore, they will prepare a Glossary of the Terms used in the Stats report. (Task List #14)

Team C Report – Outline & Weekend Resources (O&WR)

Presented by Cesar+Gilda and Fr Rafael.

- C.1. Cesar+Gilda provided their Team report, detailing the resources they had translated.
- C.2. IET requested that Attachment 2 (personality powerpoint) and Attachment 5 (Enrichment Outlines), that was provided in the O&WR report be translated and be included as resource documents.

This will be a task for the new O&WR team of Herbert+Monica. (Task List #15)

- C.3. Steve+Claudia welcomed Herbert+Monica to the Board, and suggested that, for translations, she could get assistance from Paco+Mali Rocha (Mexico) and Alfredo+Bati Penaherra (Ecuador).
- C.4. Cesar+Gilda also shared that they had come across a Vatican document on marriage preparation. This document will be published by the Vatican in 2012.
- C.5. Fr Tery explained that the document provided an ‘ideal’ for dioceses to develop; and that CEE is but one of many parts. CEE is designed for proximate marriage preparation and



is not a total preparation package including the in depth catechesis and long-term formation that some dioceses would like. Catholic Engaged Encounter is part of a whole vision for Marriage Preparation; including Lifelong Family Evangelization and Formation, Sunday and devotional Mass Attendance, Sacramental Catechesis, Education in the 'Theology of the Body', Natural Family Planning, etc. CEE can only do its part and cannot make up for what has been lacking in the other areas.

- C.6. Cesar+Gilda had no further update, and they will hand over their duties to Monica by the end of this meeting.

Team B Report – Finance & Secretarial

Presented by Joseph+Terri and Fr Ambrose.

- B.1. Joseph+Terri reported the ICEE Account is now held in Wells Fargo Bank which had acquired Wachovia Bank.

- B.2. The balance in the bank as at 3 Oct 2011 was: US\$27,289.60

- B.3. Contributions had been received from:

USA	Trinidad
Mexico	Antigua, Grenada & Barbados
Canada	Oceania (provided at this meeting)
Colombia	East Asia (provided at this meeting)
Dominican Republic	

- B.4. Canada had written to Joseph+Terri and we will expect the check after we return from the meeting.

- B.5. Monica and Cesar+Gilda expressed surprise that there were no contributions from Central America & Spanish-speaking Caribbean to-date.

- B.6. Monica and Cesar+Gilda confirmed that the communities in Central America & Spanish-speaking Caribbean were contributing to the regional funds. Monica also confirmed that when she + Herbert were the regional coordinators the contributions were as follows: US\$2 for regional funds, and US\$1 for ICEE funds.

Note: Uriel & Janeth (regional coordinators for Central America & Spanish Caribbean) later reported that there was in fact \$706 intended to be sent as the 2010 contribution but it was not received by the time of the meeting. The amount will be sent later as part of the 2011 contribution.



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B.7. Based on the funds available, and projected contributions and expenses, here is a tentative projection of funds that will be available to regional teams for travel in 2012:

Details	Projection 1	Projection 2
Present Balance	15,000	15,000
Projected Contributions	20,000	15,000
Less Projected Expenses:		
Bank Charges and Operating Expenses	3,000	3,000
Executive Committee Travel Expenses & cost of hosting a meeting (Boston)	15,000	15,000
Outreach	5,000	5,000
Balance available to disburse to Regional Teams for travel in 2012	12,000	7,000

All figures are in US\$

B.8. To assist in planning, IET requested that the actual total cost of holding a meeting be provided; if possible from Seattle in 2010, and including the meeting in Manila, 2011.

B.8.1. Joseph+Terri will extract from the past accounts and provide the cost to the IET.

This will be a task for Team B. (Task List #16)

B.9. Request for Funds:

Requests for funds were received from Uriel+Janeth for Central America and Spanish-speaking Caribbean:

Cuba	US\$ 3,000.00
(for conducting an enrichment weekend & workshops for the Revised Outline)	
Nicaragua	US\$ 1,500.00
(for Outreach into Managua, and training of new leaders)	
Amount requested	US\$ 4,500.00

B.10. It was clarified that Expansion Funds fell into these three categories:

- (a) Expansion into new areas where EE does not exist.
- (b) Revitalizing communities that may have grown dormant.
- (c) Support for communities in new areas as they begin to give weekends to help cover expenses.



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- B.10.1. And it was clarified that approved funds were available for approximately a one-year period, from meeting to meeting; and the request to be re-submitted if not used and needed the following year.
- B.11. Joseph+Terri confirmed that no other request for funds had been received.
- B.12. Discussion followed on assistance to Cuba:
- B.12.1. Transparency is a must; hence any income and expenditure should be reflected/recorded. Who keeps the accounts & who has accountability in Cuba?
- B.12.2. Cesar+Gilda shared that the participants are not charged any amount to attend the weekend; and after the Vision Talk, contributions received from past weekends have ranged from US\$8 to US\$10. N.B.: It was later mentioned that the average monthly income of a Cuban is US \$25.
- B.12.3. The Executive Committee members suggested that Uriel+Janeth contact Cuba and request that they show/maintain a statement of accounts for both the income and expenses of weekends. Although the receipts for expenses were received, the statement did not indicate any income received.
- 3.5. The meeting was adjourned till tomorrow; and an enrichment session was conducted by Joseph+Terri & Fr Ambrose – “The Quilt.”
- 3.6. Dinner & evening social was at Grappa’s Restaurant, Greenbelt 4, hosted by East Asia.



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Guest List for Dinner on Wed 12 Oct 2011
Hosted by East Asia
At Grappa's

- | | |
|-----------------------|---------------------------|
| 1. Bishop Ledesma | 15. Susan Batac |
| 2. Fr Dave Clay | 16. Fr Terence Runstedler |
| 3. Fr John Morota | 17. Steve Schulz |
| 4. Fr Lambert | 18. Claudia Schulz |
| 5. Fr Sel | 19. Fr Rafael Cruz |
| 6. Tita Tessie | 20. Cesar Liranzo |
| 7. Tita Marilyn | 21. Gilda Liranzo |
| 8. Chin Fernandez | 22. Monica Rubio |
| 9. Lorna Fernandez | 23. Fr Kevin Maloney |
| 10. Robbie Fabian | 24. Bernard Charbonneau |
| 11. Bernadette Fabian | 25. Ginette Charbonneau |
| 12. Rio de la Cruz | 26. Fr Ambrose Vaz |
| 13. Pam de la Cruz | 27. Joseph Kwok |
| 14. Tim Batac | 28. Terri Kwok |



Day 4 - Thursday 13 Oct

4.1. Morning Mass was celebrated by Fr. Ambrose and assisted by Joseph+Terri.

B.13. Discussion continued on assistance to Cuba:

B.13.1. Cesar+Gilda shared that the situation in Cuba is unique.

(Only the Bishop’s Secretary, Carlos, had access to a PC, and hence it was with him that they communicate.)

B.13.2. Cesar+Gilda also shared that the Bishop wants to bring EE into Havana and hence our continued support may make this possible.

B.13.3. A suggestion was made for couples to pay US\$1.50 as a sign of financial responsibility.

B.13.4. Cesar+Gilda explained that the minimum wage in Cuba is US\$25 per month. If couples were asked to pay US\$1.50 for the weekend, many would not sign up.

B.13.5. Last year Cuba conducted 3 weekends and claimed a total of US\$1,482.85 from their approved amount of US\$2,000. The cost of the three weekends is as follows:

US\$846.36
 US\$346.93
 US\$289.56

The Executive Committee began their closed session to discern the allocation of funds requested and ICEE’s budget constraints.

All observers were asked to leave.

Minutes of the Executive Committee closed session are recorded separately.

After the Executive Committee closed session delegates were advised of the outcomes:

E. Expansion Funds requests

E.1 The budget for 2011 was approved as follows:

Cuba	US\$ 1,500.00
Nicaragua	US\$ 500.00

Amount approved	US\$ 2,000.00



E.2 IET undertook the task to:

Prepare a reply to Central America for their request for funds to Cuba, with a statement that ICEE suggests that Cuba share financial responsibility; and that funds from ICEE will be reduced annually. (Task List #17)

4.2. Review of the Task List from 2010 ensued. See List on page 22.

4.3. IET undertook the following tasks:

To follow up on the suggestion by Cesar+Gilda to confirm what the Vision and Mission Statement and Objectives of EE are as a movement and to include these in the ICEE Handbook and on the ICEE website. (Task List #18)

4.4. Team A undertook the following tasks:

4.4.1. To put a “Note” in their “Weekends Around the World” requesting Communities to send news and information to the common email address “ICEE_News@hotmail.com” to be shared with other communities. (Task List #19)

4.4.2. To request Regional Teams to send their “skype” addresses for distribution; to facilitate contact. (Task List #20)

4.5. Steve+Claudia raised the topic of team transition which the Executive Committee members discussed.

4.5.1. IET undertook the following tasks:

To invite Regional Teams to discern in 2012, if it is necessary to define a handover date for Teams, in case the Board meeting does not take place in Oct. (Task List #21)

4.6. 2012 ICEE Board Mtg (& 2012 US National Convention)

4.6.1. The 2012 ICEE Board Mtg will be held in Boston Massachusetts, in the summer from July 23 to 27; and the US National Convention will follow from July 27-29.

4.7. 2013 & 2014 Meeting Site Bids

4.7.1. There were no bids for 2013 and 2014, and Steve+Claudia will suggest to their **Local Coordinating** Team to bid to host the 2013 meeting in New Orleans.



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- 4.7.2. IET will invite Regional Teams to bid to host the Executive Committee meetings in 2013 and 2014, and the Board meeting in 2015. (Task List #22)
- 4.8. Enrichment by Bernard+Ginette and Fr Kevin – “My Child.”



Day 5 - Friday 14 Oct

- 5.1. Mass was celebrated by Fr Dave Clay and assisted by the Philippines community.
- 5.2. Gifts of tee-shirts from Philippines were gratefully acknowledged.
- 5.3. IET gratefully acknowledged the contributions of Cesar+Gilda and Fr Rafael, during their term, and they were presented with tokens of appreciation.
- 5.4. Fr Tery shared a document on Sacramental Marriages being distributed in Canada; and which he would be sending to the ORC with a suggestion to be adapted for the Revised Outline.
 - 5.4.1. Joseph+Terri shared that, in Singapore, they prepared a document on Sacramental and Inter-Faith Marriages as well as one on Infant Baptism, and these handouts were left on the chairs of participants for them to read.
- 5.5. IET proposed that Team C undertake these tasks:
 - 5.5.1. To request Regional Coordinators to send any documents to be included as Resource documents, and to translate these documents and send to IET for archival purposes. (Task List #23)
- 5.6. Since the East Asia Meeting will begin on Fri afternoon, Joseph+Terri invited the Executive Committee members to meet with the East Asia teams this evening after dinner.
- 5.7. There being no other matters, the meeting was closed with the Friday prayer being prayed in English, Spanish and French.

Minutes recorded by Joseph+Terri Kwok



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Task List (as at Oct 2010)

s/no.	Team	Task	Status
1.	IET	To continue following up possibility of Vatican recognition with the Pontifical Council for the Laity.	IET is waiting for a response from the Vatican after resending the documents by FedEx. IET will send a personal letter to the Vatican.
2.	Mexico Team	Forward copy of KARYGMA document to Steve+Claudia.	CLOSED!
3.1	Resource Team	Translate the resource materials from Central Supply into Spanish, and share translations with US. - Include a list of resources that are available in English and Spanish to the IET.	ONGOING.
3.2	IET	To post the list on the ICEE website	IET
4.	IET	Update handbook: a. New voting rules b. Portfolio re: Committee members c. Suggested Contributions d. Reporting period for Statistics e. Site for meetings.	CLOSED!
5.	East Asia Team	Send outline for 2-day non-residential weekend (old Outline) to IET as resource.	CLOSED!
6.	Finance Team	June 2011 - reminder to All Regional Coordinators to send the reconciliation accounts of expenditure by end-July; and we can prepare the cheques by end-Aug.	Regions to send by April 2012!
7.	Stats & Comms Team	Send reminders (in Oct & Nov) to all Reg Coord to respond to East Asia if they are attending the 2011 meeting in Manila.	CLOSED!
8.	Steve+Claudia	Source for Spanish-speaking couple (or two) to assist with workshop of the new Outline.	CLOSED!
9.	Executive Committee	Prepare a document describing how the new Outline will be completed.	CLOSED!
10.	Steve+Claudia	To find out the schedules when the US workshopping sessions for the New Outline are being conducted and inform the regional	CLOSED!



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		coordinators.	
11.	Don+Mary Wagner	Will investigate the status of the outreach to Puerto Rico.	IET to follow-up
12.	Outline +Resources Team	Will contact all Regional Coordinators especially those not present to inform them of the release of the new Outline and the timeline.	CLOSED!

Task List (as at Oct 2011)

s/no.	Team	Task
1.	IET	To contact the respective S. American National Teams to get an update from them; and to begin dialog with the S. America North Regional Team about advisability and feasibility of unification of S. America North and S. America South.
2.	IET	To send a communiqué to all regional teams that all teams and communities have to write according to the Revised Outline (and remain faithful); however IET recognizes that communities have to work with the local bishop (and be under Episcopal Authority).
3.	Team C	Cesar+Gilda to obtain a copy of the DVD on NFP in Spanish to be included as a resource item.
4.	IET	Communicate to all regional teams reminding them that it is ok for a presenting priest to share more of the outline than it asks of him, but the priest and couple(s) must still be aware of the time allotted for the talk. If the priest presents 'more' of the talk, then the team couple(s) would present 'less' (rather than reduce the writing and dialog time allotted for the participants). The presenting team needs to determine before the presentation who will do what and mark their scripts accordingly.
5.	IET	Will review and revise (update?), if necessary, the document on the role of the priest and send to all regional coordinators.
6.	Team C	To clarify with Ecuador what is the "Wedding Imagination" exercise that they conduct on their weekends.
7.	IET	To address and answer each region's request/query that was presented in the respective regional reports.
8.	IET	To contact Don+Mary Wagner and find out the status of the outreach to Puerto Rico.
9.	Team A	To obtain from Cesar+Gilda Liranzo the email address of Fr Adonis in Puerto Rico, and forward the email address to IET, to forward to whoever is responsible to outreach to Puerto Rico.
10.	IET	To clarify with Uriel+Janeth (Central American & Sp-Speaking Caribbean coordinators) what they mean by "improve

		<p>communication” in their regional report, as quoted below:</p> <p>“It is planned to establish a mechanism to improve communication between regions and countries not only among members of each. This could enhance the experience and the experience of each and placed at the service of others, as well as recruitment methods, such as keeping active longer couples teams, recruiting priests for the real experience of a relationship intersacramental, etc.”</p>
11.	IET	To request that Mexico send a representative to the ICEE Board Meeting from 23-27 Jul 2012 in Boston, recognizing that their National Convention will be held from 27-29 Jul 2012.
12.	IET	To resend to Europe (Spain), the Workshop Training powerpoint; in response to their request.
13.	Team A	To send to IET the French translation of the Revised Outline to be included as a resource document.
14.	Team A	To prepare a Glossary of the Terms used in the Stats report.
15.	Team C	To translate the Attachment 2 (personality powerpoint) and Attachment 5 (Enrichment Outlines), that was provided in the Outline & W/E Resources report of the outgoing team of Cesar+Gilda & Fr Rafael; to be included as resource documents.
16.	Team B	Joseph+Terri will extract from the past accounts and provide the cost to the IET
17.	IET	Prepare a reply to Central America regarding their request for funds for Cuba, with a statement that ICEE suggests that Cuba share financial responsibility; and that funds from ICEE will begin to be reduced annually to allow Cuba to become independent and to encourage regional financial support.
18.	IET	To follow up on the suggestion by Cesar+Gilda to confirm what the Vision and Mission Statement and Objectives of EE are as a movement and to include these in the ICEE Handbook and on the ICEE website.
19.	Team A	To put a “Note” in their “Weekends Around the World” requesting Communities to send news and information to the common email address “ICEE_News@hotmail.com” to be shared with other communities.
20.	Team A	To request Regional Teams to send their “skype” addresses for distribution; to facilitate contact.
21.	IET	To invite Regional Teams to discern in 2012, if it is necessary to define a handover date for Teams, in case the Board meeting does not take place in Oct.
22.	IET	To invite Regional Teams to bid to host the Executive Committee



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		meetings in 2013 and 2014, and the Board meeting in 2015.
23.	Team C	To ask Regional Coordinators to send any documents that should be included as Resource documents, and to translate these documents and send to IET for archival purposes.

International Executive Team: Steve+Claudia Schulz & Fr Tery Runstedler
Team A (Stats & Comms): Bernard+Ginette Charbonneau & Fr Kevin Maloney
Team B (Finance & Secretariat): Joseph+Terri Kwok & Fr Ambrose Vaz
Team C (Outline & W/End Resources): Cesar+Gilda Tavaréz & Fr Rafael Cruz
Outgoing
Team C (Outline & W/End Resources): Herbert+Monica Rubio & Fr James Dukowski
Incoming