

Diocese of Oakland Cursillo – English Speaking Section

Meeting Name:	October Secretariat Meeting		
Meeting Facilitator:	Heidi Shelton		
Meeting Date/Time:	Tuesday, October 27, 2015, 7:35 pm (PST) to 9:19 pm (PST)		
Meeting Location:	Corpus Christi Catholic Church, Piedmont		
In Attendance:	Heidi Shelton	Dave DeMent	Rafael Palacios
	Craig Wilson	Mary Kessler	
	Louie Archuleta	Jackie Palacios	

Topic	Presenter
Opening prayer	Rafael Palacios
➤ September minutes approved	Heidi Shelton
• Treasurer Update – Current Balance \$4,469.54	Heidi Shelton
Current Business:	
➤ School of Leaders <ul style="list-style-type: none"> ▪ October meeting attended by 2 ▪ Craig Wilson to remind Nita Volker to send out with prayer requests 	Craig Wilson
➤ Men's October Weekend "Be Not Afraid" <ul style="list-style-type: none"> ▪ 31 candidates made the weekend ▪ Strong music team 7-8 people ▪ All rollo went over allotted time 	Dave DeMent
➤ Women's November Weekend "Surely the Presence" <ul style="list-style-type: none"> ▪ Last team meeting has been held ▪ 29 candidates ▪ 45 team members; 22 kitchen, 18 rollo room, 5 music ▪ Ester Garcia serving as assistant chef 	Jackie Palacios
➤ Storage Room <ul style="list-style-type: none"> ▪ Missing items were returned to the storage room 	Dave Dement
➤ Raise suggested weekend donation to \$125. <ul style="list-style-type: none"> ▪ Reviewed budget March 2013 to present. ▪ With cost of weekends increasing discussed to increase to \$150 ▪ Discuss and vote during November meeting. 	Heidi Shelton
➤	
New Business:	
➤ Remind core teams they are invited to attend secretariat meetings to provide updates of the upcoming weekend planning	Heidi Shelton
➤ Coffee pots need to be replaced.	
Closing prayer	Heidi Shelton

Next Secretariat meeting: November 24, 2015 7:30 p.m. at Corpus Christi Church

Action Item	Volunteered	Comments
Communications Chair Open		Looking for candidates
School of Leaders	Craig Wilson	Check availability for SOL January-May 2016
Outreach to transitional deacons and seminarians to become Cursillistas	Al Limberg	3/16 Met with Fr. Richard Mangini; will work on setting up meeting with all 2/17 Will discuss with Frs. Leo Edgerly, Dan Danielson and Richard Mangini
Contact Fr. Pat to find out if key for the storage is the same as the door key.	Rafael Palacios	
Descriptions of Positions and By Laws on website	Heidi Shelton	
New sponsor application to be update on website.	Heidi Shelton	
Discuss process for men's core team selection	Dave DeMent	Dave to meet with Louie Archuleta and Danny

		Vargas. Present information at November secretariat meeting
Men need priority list for selection of teams	Heidi Shelton	Contact Rich Goddu about previous list
Replace coffee pots	Dave Dement, Louie Archuleta	Price out coffee pots
Email November meeting reminder	Mary Kessler	Now and week before meeting.
Update Core Team Information	Mary Kessler	Include reminder of attendance at secretariat meeting.
Send out updated core team information	Mary Kessler	Send to Louie Archuleta and Rafael Palacios

2015 Upcoming Events

Event	Dates	Location	Notes
Region XI Fall Encounter	October 30-November 1, 2015	Ryan Center, Fresno California	
Women's #329 "Surely the Presence"	November 5 – November 8, 2015	Holy Redeemer Center	Core Team Rectora: Jane Long Vice Rectoras: Rosemary Medeiros, Geno Salcedo Chef: Estela Navarro Assistant Chef: Ester Garcia Music: Jeanine Sims Spiritual Advisors: Fr. Aidan McAleenan, JoAnn Evans, Sharon Chipman
School of Leaders	November 11, 2015 7-9 p.m.	St Joseph Basilica, Alameda	
Combined 4 th Day	November 15, 2015 2-4 p.m.	Corpus Christi Church, Piedmont	
Secretariat Meeting	November 24, 2015 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
School of Leaders	December 9, 2015 7-9 p.m.	St Joseph Basilica, Alameda	
Secretariat Meeting	December 22, 2015 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	

2016 Upcoming Events

Event	Dates	Location	Notes
Secretariat Meeting	January 26, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
Secretariat Meeting	February 23, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
Secretariat Meeting	March 22, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
Secretariat Meeting	April 19, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
Men's #330	May 12-May 15, 2016	Holy Redeemer Center	
Secretariat Meeting	May 24, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
Women's #331	May 26–29, 2016	Holy Redeemer Center	
Combined 4 th Day	June 5, 2016		
Secretariat Meeting	June 28, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectoria Conference Room	
Men's #332	October 20–23, 2016	Holy Redeemer Center	
Women's #333	November 3-6, 2016	Holy Redeemer Center	
Combined 4 th Day	November 13, 2016?		