

Diocese of Oakland Cursillo – English Speaking Section

Meeting Name:	November Secretariat Meeting		
Meeting Facilitator:	Al Limberg		
Meeting Date/Time:	Tuesday, November 24, 2015, 7:30 pm (PST) to 9:10 pm (PST)		
Meeting Location:	Corpus Christi Catholic Church, Piedmont		
In Attendance:	Al Limberg	Dreana Alaniz	Craig Wilson
	Heidi Shelton	Rich Vivrette	Mary Kessler
	Jane Long	Sharon Chipman	Geno Salcedo
	Estela Navarro	Dave DeMent	Lynda Conlow
	Louie Archuleta		

Topic	Presenter
Opening prayer	Dave Dement
➤ October minutes approved	Al Limberg
• Treasurer Update – Current Balance \$5,905.82	
Current Business:	
➤ Women's November Weekend "Surely the Presence"	Jane Long
• Team pulled together well	
• More secretariat members needed to serve on Saturday	
➤ Raise suggested weekend donation to \$150.	Heidi Shelton
• 2015 expenses \$27,288.35	
• 2015 income 25,988.00	
New Business:	
➤ Decorum at meetings	
• Need to practice more active listening	
➤ General Meeting	
• Reviewed secretariat positions up for elections	
▪ Treasurer	
▪ Cursillo Weekend Chair	
▪ Communications Committee Chair	
• Schedule general meeting for February 21, 2016 2-4 p.m.	
➤ Core team committees	
• Men's - Louie Archuleta, Dave Dement.	
• Danny Vargas is stepping down	
• Reach out to Larry Hopwood and Rafael Palacios if interested in joining the men's committee	
• Women's – Heidi Shelton, Mary Kessler, Linda Hopwood, and Jackie Manibuson	
➤ Registrar	
• Max for weekends is 32 candidates	
• Defer remaining applications to next Cursillo weekend	
• Discuss role further when registrar is present at the meeting	
➤ Regional and National	
• Al to forward national newsletter to Heidi for posting to website	
• More people need to attend regional encounter	
• Al provided regional encounter dates through 2018 and national date for 2016	

<ul style="list-style-type: none"> ➤ SOL <ul style="list-style-type: none"> • Poor attendance at SOL meetings • Suggested to hold SOL before women's/men's teams meetings ➤ Secretariat retreat <ul style="list-style-type: none"> • AI to select 3 Saturday options for a secretariat retreat ➤ 2017 Weekend Retreat Dates <ul style="list-style-type: none"> ▪ AI to talk to Fr. Pat about dates 	
Closing prayer	

Next Secretariat meeting: December 22, 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	Request to change locks to protect Cursillo supplies from unauthorized use by other events.
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
Update Core Team Information	Mary Kessler	Include reminder of attendance at secretariat meeting and add combined group reunion speaker information to core team information sheet
Send out updated core team information	Mary Kessler	Send to all secretariat
Provide 3 weekend options for secretariat retreat	Al Limberg	Email to members of secretariat
National newsletter	Al Limberg	Send to Heidi for posting on website
Reserve Corpus Christi for general meeting on February 21	Mary Kessler	
2017 Cursillo weekends	Al Limberg	Set dates with Fr. Pat

2015 Upcoming Events

Event	Dates	Location	Notes
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, Rectory Conference Room	

2016 Upcoming Events

Event	Dates	Location	Notes
Secretariat Meeting	January 26, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Secretariat Meeting	February 23, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Secretariat Meeting	March 22, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Regional Encounter	April 8-April 10, 2016	Fresno. CA	
Secretariat Meeting	April 19, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Men's #330	May 12-May 15, 2016	Holy Redeemer Center	Rector: Vice Rectors: Chef: Assistant Chef: Music: Spiritual Directors:
Secretariat Meeting	May 24, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Women's #331	May 26-29, 2016	Holy Redeemer Center	Rectora: Mary Kessler Vice Rectoras: Dionne Cola, Chef: Assistant Chef: Music: Spiritual Directors: Sharon Chipman, Leo Edgerly
Combined 4 th Day	June 5, 2016		
Secretariat Meeting	June 28, 2016 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
National Encounter	August 4 – August 7, 2016	Lewis College, Chicago, IL	
Men's #332	October 20-23, 2016	Holy Redeemer Center	Rector: Vice Rectors: Chef: Assistant Chef: Music: Spiritual Directors:
Regional Encounter	October 21- October 23, 2016	Fresno. CA	
Women's #333	November 3-6, 2016	Holy Redeemer Center	Rectora: Vice Rectoras: Chef: Assistant Chef: Music: Spiritual Directors:
Combined 4 th Day	November 13, 2016?		

2017 Upcoming Events

Event	Dates	Location	Notes
Regional Encounter	March 17 – March 19, 2017	Fresno, CA	
Regional Encounter	September 15 – September 17, 2017	Fresno, CA	

2018 Upcoming Events

Event	Dates	Location	Notes
Regional Encounter	April 13 – April 15, 2018	Fresno, CA	
Regional Encounter	September 28 – 30, 2018	Fresno, CA	