

Diocese of Oakland Cursillo – English Speaking Section

Meeting Name:	August 2017 Secretariat Meeting Minutes				
Meeting Facilitator:	Heidi Shelton				
Meeting Date/Time:	Tuesday, August 22, 2017, 7:30 p.m.- 8:56 p.m.				
Meeting Location:	Corpus Christi Catholic Church, Piedmont				
In Attendance:	Heidi Shelton	Mary Kessler	Nita Volker	Jackie Palacios	Estela Navarro
	Patrick Devine	Louie Archuleta	Kelleen Bush	Geri Tong	
	Al Limberg	Marlene Wilson	Bob Lanuza	Laura Nakamura	
	Barbara Gross	Craig Wilson	Wayne Leandro	Roberta Santiago	
	Denise Jin	Dreana Alaniz	Rafael Palacios	Jim Vigallon	

Topic	
Opening prayer	Heidi
<ul style="list-style-type: none"> ➤ Review and approve June meeting minutes ➤ Review and approve July meeting minutes 	Barbara Gross/Bob Lanuza Nita Volker/Marlene Wilson
<ul style="list-style-type: none"> ➤ Treasurer Update – Current Balance \$ 11,556.31 	Mary Kessler/Heidi Shelton
Current Business:	
<ul style="list-style-type: none"> ➤ Jackie Palacios to provide team and candidate roster as well as combined 4th Day flyer for both Men’s and Women’s weekends. ➤ Cursillo Men’s #336 - Update Rector: Bob Lanuza Vice Rectors: Jackie Richardson, Ramon Urbina Chef: DJ Ogorchock Assistant Chef: Shawn Meade, Bryan Baldrige Music: Ben Palacios Spiritual Advisors: Deacon Ron Huran, Fr. Patrick O’Brien <ul style="list-style-type: none"> • Need pilgrims guides, crosses and bibles. All have been ordered for both men’s and women’s weekends ➤ Cursillo Women’s #337 - Update Rectora: Estela Navarro Vice Rectoras: Trish Ratto, Rachel Gomez Chef: Alizu Urbina Assistant Chef: Marlene Wilson, Denise Jin Music: Kelleen Bush Spiritual Advisors: Kathleen Kennedy, Fr. Leo Edgerly <ul style="list-style-type: none"> • 22 working the kitchen. A lot of new people working in the kitchen • Rollo room team now complete ➤ School of leaders <ul style="list-style-type: none"> • Focus on do SOL one on one with core teams before their core team formation meetings begin <ul style="list-style-type: none"> ○ Order Leader’s and Cursillo manuals as needed ➤ Review action items 	

New Business:

- Discuss ultreya – August 20, 2017 2-4 p.m. Holy Redeemer, Upper Classrooms
 - Over 50 people in attendance
 - Good music and talks
- Look at scheduling next Ultreya in April 2018.
 - Try Saturday Ultreya
 - Earlier in the day 1-4:30
 - Mass option at location after Ultreya
 - Look for location for 4/14, 4/21, 4/28
- National Recap
 - Discussion of friendship and love of our message

Closing prayer

Al Limberg

Next Secretariat meeting: September 26, 2017 7:30 p.m. at Corpus Christi Church

Action Item	Volunteered	Comments
Outreach to transitional deacons and seminarians to become Cursillistas	Patrick Devine	7/25 Patrick Devine to get list of transitional deacons from Fr. Neil Clemens.
Apostolic Plan	Heidi Shelton	8/22 Heidi to give to Al for review 5/23 Heidi to submit 4/25 Al to send Heidi current plan. Update and submit
Weekend binder	Heidi Shelton	Remove agape Add cleanup to the schedule
Open 4 th day list	Heidi Shelton	Provide previous list of open 4 th day groups to Post Cursillo committee
Parish liaison list		Collect names of parish liaisons from candidate applications
Combined 4 th Day 2018 & 2019	Heidi Shelton	Reserve Holy Redeemer
General Meetings 2/11/2018 & 2/10/2019	Heidi Shelton	Reserve Holy Redeemer
Holy Redeemer stoves	Craig Wilson	Discuss with Fr. Pat replacing stoves by Oakland Cursillo for reduction of rental cost
Air mattresses	Craig and Marlene Wilson	Purchase new air mattresses
Ultreya Write up for Flocknotes	Heidi Shelton	

2017 Upcoming Events

Event	Dates	Location	Notes
Regional Encounter	September 15 – September 17, 2017	Fresno. CA	
Secretariat Meeting	September 26, 2017 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Men's #336	October 5 – October 8, 2017	Holy Redeemer Center	Rector: Bob Lanuza Vice Rectors: Jackie Richardson, Ramon Urbina Chef: DJ Ogorchock Assistant Chef: Shawn Meade, Bryan Baldrige Music: Ben Palacios Spiritual Advisors: Deacon Ron Huran, Fr. Patrick O'Brien
Women's #337	October 19 – October 22, 2017	Holy Redeemer Center	Rectora: Estela Navarro Vice Rectoras: Trish Ratto, Rachel

			Gomez Chef: Alizu Urbina Assistant Chef: Marlene Wilson, Denise Jin Music: Kelleen Bush Spiritual Advisors: Kathleen Kennedy, Fr. Leo Edgerly
Secretariat Meeting	October 24, 2017 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Combined 4 th Day	October 29, 2017 2-4 p.m.	Holy Redeemer Center, Oakland Upper Classroom	
Secretariat Meeting	November 28, 2017 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	
Secretariat Meeting	December 26, 2017 7:30 p.m.	Corpus Christi Church Piedmont, Rectory Conference Room	

2018 Upcoming Events

Event	Dates	Location	Notes
General Meeting	February 11, 2018		
Regional Encounter	April 13 – April 15, 2018	Fresno, CA	
Men's #338	May 31 – June 3, 2018	Holy Redeemer Center	Rector: Vice Rectors: Chef: Assistant Chef: Music: Spiritual Advisors:
Women's #339	June 7 – June 10, 2018	Holy Redeemer Center	Rectora: Vice Rectoras: Chef: Assistant Chef: Music: Spiritual Advisors:
Combined 4 th Day	June 24, 2018	Holy Redeemer Center. Oakland Upper Classroom	
Regional Encounter	September 28 – 30, 2018	Fresno, CA	
Men's #340	October 11 – October 14, 2018	Holy Redeemer Center	Rector: Vice Rectors: Chef: Assistant Chef: Music: Spiritual Advisors:
Women's #341	October 18 – October 21, 2018	Holy Redeemer Center	Rectora: Vice Rectoras: Chef: Assistant Chef: Music: Spiritual Advisors:
Combined 4 th Day	October 28, 2018	Holy Redeemer Center. Oakland Upper Classroom	

2019 Upcoming Events

Event	Dates	Location	Notes
General Meeting	February 10, 2019		
Men's #342	May 9, - May 12, 2019	Holy Redeemer Center	Rector: Vice Rectors: Chef: Assistant Chef: Music: Spiritual Advisors:
Women's #343	May 16 – May 19, 2019	Holy Redeemer Center	Rectora: Vice Rectoras: Chef: Assistant Chef: Music: Spiritual Advisors:
Combined 4 th Day	June 2, 2019	Holy Redeemer Center. Oakland Upper Classroom	
Men's #344	October 10 – October 13, 2019	Holy Redeemer Center	Rector: Vice Rectors: Chef: Assistant Chef: Music: Spiritual Advisors:
Women's #345	October 17 – October 20, 2019	Holy Redeemer Center	Rectora: Vice Rectoras: Chef: Assistant Chef: Music: Spiritual Advisors:
Combined 4 th Day	October 27, 2019	Holy Redeemer Center. Oakland Upper Classroom	