

Diocese of Oakland Cursillo – English Speaking Section

Meeting Name:	October 2017 Secretariat Meeting Minutes				
Meeting Facilitator:	Heidi Shelton				
Meeting Date/Time:	Tuesday, October 24, 2017, 7:34 p.m. - 9:05				
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	Patrick Devine
➤ Review and approve September meeting minutes	Patrick Devine/Bob Lanuza
➤ Treasurer Update – Current Balance \$ 15,150.31 <ul style="list-style-type: none"> ○ Beginning balance not listed as same as September closing. Need clarification before approval 	
Current Business:	
➤ Cursillo Men’s #336 - Recap 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. Aidan McAleenan 12 Candidate 4 tables of 3 Went well with Fr. Aidan serving for the men’s weekend for first time Constant reminder to attend 4 day meetings.	
➤ Cursillo Women’s #337 - Recap 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 2 table professoras dropped Thursday morning, had 5 tables Chef had an emergency Saturday evening, left and returned later that night Leftover food donated to City Team.	
➤ Review action items	

New Business:	
➤ Use P.O. Box as contact info with Holy Redeemer rather than Lay director’s home address. ➤ Starting up School of Leaders/Cursillo School in January. Cursillo School to be part of the first core team meeting. ➤ Starting an outreach to open churches to start Ultreyas for their community. Craig will work on coordinate parish list ➤ Work Days at Holy Redeemer –Not going to do at this time ➤ Ongoing and back-up priest for men’s Cursillo.- Mary to send list of priests to Bob Lanuza	

<ul style="list-style-type: none"> ➤ Brother Dan has asked Louie and Patrick to lead the memorial service preparations for Fr. Pat. <ul style="list-style-type: none"> • Sunday, November 19 from 1 p.m. – 4 p.m. • Celebration of life, potluck and sharing memories • Invite Fr. Pat's 2 sister • As Br. Dan to invite Retrouvaille, Marriage Encounter, exercise and day care groups that worked with Fr. Pat • Marlene and Craig in charge of setup and decorations ➤ Change signature lines on application ➤ Need to consider hearing assistance devices for candidates with hearing loss 	
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Closing prayer	Heidi Shelton
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Next Secretariat meeting: November 28, 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	9/26 AI has reviewed. Heidi to submit. 8/22 Heidi to give to AI for review 5/23 Heidi to submit 4/25 AI to send Heidi current plan. Update and submit
Parish liaison list	Craig Wilson	Collect names of parish liaisons from candidate applications
Create Cursillo email address	Heidi Shelton	➤ Create email address for Cursillo – laydirectorOakland@gmail.com
Update Application	Denise Jin	Make suggested updates to work applications
Create men's call list	Bob Lanuza	Reach out to Rich Vivrette. He was working on creating a list.
Confirm 2018 weekend dates and sign contracts	Patrick Devine	Meet with Br. Dan to confirm 2018 weekend dates and sign contracts

2017 Upcoming Events

Event	Dates	Location	Notes
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	