

September 2019 Secretariat Minutes

Meeting Name:	September 2019 Secretariat Meeting Diocese of Oakland Cursillo – English Speaking Section				
Meeting Facilitator:	Mary Kessler				
Meeting Date/Time:	Tuesday, September 24 2019, 7:30				
Meeting Location:	Corpus Christi Catholic Church, Piedmont				
In Attendance: Present in Bold	Bob Lanuza	Denise Jin	Nita Volker		
	Mary Kessler	Heidi Shelton	Kelleen Bush		
	Andrea Limb	Shawn Meade	Craig Wilson	Anne Black	
	Geri Cooney	Marlene Wilson	Robertta Santiago	Geri Tong	
Quorum Not Present					

Topic
Opening prayer
<ul style="list-style-type: none"> Reviewed August Meeting minutes Treasurer Update – Geri Cooney on vacation. From email report: Balance : 24,164.81
Current Business:
<p>Fall Cursillo Weekends:</p> <ul style="list-style-type: none"> Men’s Oct 10-13 Song: Brother. Theme: God is My Refuge 9 Candidates at this time Rector: Ramon Urbina Vice: DJ Ogorchock, Luigi Bonaccini Chef: Bryan Baldrige Assist Chef Jackie Richardson, James Douglas Spiritual: Fr. Bart Hutcherson, Deacon Charlie Silvernale Music: Ben Palacios Liturgy Elias Arroyo, Mike Verceles Craig to check on apron’s and Filipinos Women’s October 17-20 Song: I’m available to you. 7 Candidates at this time Rectora: Jo Ann Evans Vice: Vicki Barnett, Karen Whitaker Chef: Anne Black Assist Chef: Heidi Shelton, Sharon Chipman Spiritual: Sr. Marian Castelluccio, Fr. Aidan McAleenan Music: Kelleen Bush

- **Combined 4th Day October 27th, 2-4 PM Anne, Nita and Kelleen Planning.** Have a basic outline. Nita to email Rector/a to speak as well as two speakers. Music from the 2 weekends.
- **Weekend Commissioning: 10/10 6:30, dinner 5:30 and 10/17 6:00, dinner at 5:00**
- **Serving dinner for women's Cursillo 10/19 5 :30**
- **Filipino men's Cursillo singing September 29. 7:00 am**
Presentation of crosses. Craig to make sure we have enough crosses.
- **Adobe Professional for Registrar:** Denise Jin. Will vote on next meeting
- **Song Book Update:** over 300 songs have been compiled. Still in progress
- **Storage Update/discussion**
Donor to purchase and deliver, heavy duty storage boxes, stack 4 high. Rolled on dollie. We need to Inventory and pack boxes. They will deliver to mini storage unit in Alameda. Will prepay charges. Will then deliver for the next Cursillo.
Concerns:
 - Will we be able to access between Weekends?
 - How large are bins, will they be too heavy?
- **Craig to ask Br. Dan if we can have round tables.**
- **Possible Future Locations Updates**
 - **St Joseph's in Alameda.**
 - Steve Mullin out of town. Has initial proposal
 - Saturday will do walk a through, but only 3 of 4 spaces are available. Gym not available (has showers and kitchen), but has alarm system so may not be able to access on Saturday.
 - *Parish center:* former convent, 1 shower. Possible for Rollo room to sleep (church)
 - *Notre Dame Hall:* Food service for High school. If nice day benches and chairs in the quad. (HS)
 - *Learning center:* Next to hall, part of grade school. Ideal for Rollo room. Also has kitchen (GS)
 - *Gym:* Candidates sleep? Has large kitchen, showers (HS)
 - *Church*
Craig, Mary, Andrea, Denise (9 am, meet to learning center across from church)

Brochure: discussed which picture

Music chairperson position is open. Voting position.

Communications member: have not been attending. Are they aware that they are supposed to attend meeting. Mary to follow up. Brochures to parishes, communicate with catholic voice

Sharon's idea: ongoing idea to build retreat center on current Diocese property.

Closing Prayer

Next Secretariat meeting: October 22, 2019 7:30 p.m. at Corpus Christi Church

2019 Upcoming Events

Event	Dates	Location	Notes
Secretariat Meeting	September 24, 2019 7:30 p.m.	Corpus Christi Church, Piedmont	
Walk through at St. Josephs	September 28 th , 9-10 am	St. Joseph's in Alameda	
Filipino Men's Breakfast Singing	September 29 th , 7:00am	Holy Redeemer	Arrive by 7:00am
Kairos	First week of October		
Men's #344	October 10 – October 13, 2019	Holy Redeemer Center. Oakland	Rector: Ramon Urbina Vice: DJ Ogorchock Chef: Bryan Baldrige Assist Chef Jackie Richardson, James Douglas Spiritual: Fr. Bart Hutcherson`, Deacon Charlie Silvernale Music: Ben Palacios Liturgy Elias Arroyo, Ramon Urbina Jr.
Women's #345	October 17 – October 20, 2019	Holy Redeemer Center. Oakland	Rectora: Jo Ann Evans Vice: Vicki Barnett, Karen Whitaker Chef: Anne Black Assist Chef: Estela Ortiz, Sharon Chipman Spiritual: Sr. Marian Castelluccio, Fr. Aidan McAleenan Music: Kelleen Bush
Secretariat Meeting	October 22, 2019 7:30 p.m.	Corpus Christi Church, Piedmont	
Combined 4 th Day	October 27, 2019	Holy Redeemer Center. Oakland	
Review New Rector/a Manual	November 9, 2019	Corpus Christi	Mass: 8 am Manual Review 9am-3pm
Secretariat Meeting	November 26, 2019 7:30 p.m.	Corpus Christi Church, Piedmont	