

Diocese of Oakland Cursillo – English Speaking Section

<b>Meeting Name:</b>	Secretariat Monthly Meeting			
<b>Meeting Facilitator:</b>	Shawn Meade			
<b>Meeting Date/Time:</b>	Wednesday, August 27, 2024, 7:00 p.m.			
<b>Meeting Location:</b>	Corpus Christi Catholic Church, Piedmont			
<b>In Attendance:</b>	<b>*Shawn Meade</b>	*Mary Kessler		
	<b>*Geri Cooney</b>	<b>*Therese Perez</b>	*Evelyn Isidro -	
<b>Present Bolded</b> *Voting Position	<b>*Cathy Romero</b> <b>Andrea Limb</b> Edwin Badua Denise Jin	<b>*Louie Archuleta</b> <b>Bob Lanuza</b> Danny Vargas	<b>*Craig Wilson - ZOOM</b> Marlene Wilson	<b>* Kelleen Bush</b> Rich Vivrette

<b>Topic</b>
<b>Opening prayer: Shawn Meade</b>
<b>Approved meeting minutes with corrections:</b> for July 24, 2024
<b>Treasurer’s Report submitted in advance by:</b> Mary Kessler.  7/31/24 Bank Stmt Balance \$17,724.97 August donations to date: + \$4, 030.00 Ck 1296 All Saints Ultreya <u>-\$400.00</u> 8/27/24 Bank Balance \$21,354.97
<b>Lay Director’s Report:</b> Shawn Meade  <b>Palanca:</b> Shawn spoke with Mary Kessler regarding Palanca. We are listed on the national calendar and have begun to receive Palanca. Mary Kessler set up an email address for the Palanca. Shawn to talk with Mary Kessler about printing Palanca. Shawn to message status. Andrea proposed the Secretariat can process (paste on colored paper) last minute arrivals on Thursday after the commissioning. However, it would be good to get a jump start on the Palanca before Thursday.  Open Positions. Mary had said she would write up descriptions of the Palanca chair as well as other open positions to try to attract others to help.  Louie Archuleta to reach out to Edwin Badua regarding Palanca from Elk Grove.
<b>Associate Lay Director’s Report:</b> Geri Cooney  No activity to report.

<b>Current Business:</b>  <b>School of Leaders:</b> No update  <b>Region XI Fall Encounter is scheduled for October 11-12, 2024 at St. John Vianney Church in Walnut Creek, \$45 cost.</b>  <b>Open Secretariat Positions: No Update</b> <b>Secretary</b> – until we get a volunteer for this position, the Secretariat will rotate among themselves to take the minutes each month <b>August – Andrea Limb, Sept. - Cathy Romero, Oct. – Mary Kessler.</b> Continue to look for a permanent volunteer.
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**Palanca Chair** – See lay Director report.

**Upcoming Weekends:**

- **Cursillo Weekend Committee:** Craig Wilson is currently out-of-state and unable to do the usual shopping for the weekends. Bob Lanuza to do an inventory and will purchase non-food items.
- Craig purchased and sent to Louie the Crosses, Pilgrim Guides, Bibles. He has yarn for the crosses and will bring to the commissioning.
- **The Filipino community** will be coming to both the Men's and Women's weekends this year.!
- COMMISSIONING: 5:30-6:00 For dinner. Ramon and Alizu Urbinawill be making Lasagna soup for men's commissioning. Craig will bring lumpia.
- Side rooms at St. Elizabeth Seton are off limits this year. That area is not in the contract.
- Women's weekend in need of Priests for reconciliation.

**2024 Cursillo Core Teams:**

**Men's Team #350:**

Rector: Louie Archuleta  
Vice Rectors: Riqui Lopez & Carl Schober  
Chef: Shawn Meade  
Assistant Chef: Miguel Cardenas  
Music: Frank Manibusan  
Spiritual Advisor: Fr. Ramon Urbina  
Asst. Spiritual Advisor: Deacon Earl Johson

**Women's Team #351:**

Rectora: Sam Kraft  
Vice Rectoras: Francine Peters and Ronnette Pueliu  
Chef: Jackie Fetty  
Assistant Chef: Nina De Mello & Angela Lanuza  
Music: Kelleen Bush  
Spiritual Advisor: Fr. Ramon Urbina  
Asst. Spiritual Advisor: Sharon Chipman

**Cursillo Representatives:** Therese Perez is working on identifying Cursillo representatives for each parish in the Oakland Diocese and encouraging them to promote the upcoming weekends to recruit sponsors and candidates. She emailed a sample notice to put in bulletin. About 20% of parishes have a Cursillo representative. There was a suggestion to add the name of the Cursillo Representative in the Clergy section of the Sponsor Form" - this will help us identify more representatives.

**New Business:**

Shawn proposed that we purchase a freezer, a fridge and a propane grill for use on the weekends. Currently we have been borrowing these items from team members. No guarantee that we will always be able to borrow them.

Price estimates:

- Freezer approx \$300
- Fridge under \$1000

Ice machine was left at Holy Redeemer. One suggestion for ice was to have all team members bring one gallon freezer bag of ice.

Bob Lanuza volunteered to take inventory of the storage unit and dispose of items we do not use

**Closing Prayer: Kelleen Bush**

### **2024 Upcoming Events**

<b>Event</b>	<b>Dates</b>	<b>Location</b>	<b>Notes</b>
Secretariat Meeting	August 28, 2024 - 7 p.m.	Corpus Christi Church, Piedmont	completed
Men's Weekend	September 12-15	St. Elizabeth Ann Seton, Pleasanton	completed
Women's Weekend	September 19-22	St. Elizabeth Ann Seton, Pleasanton	completed
Secretariat Meeting	September 24, 2024 - 7 p.m.	Corpus Christi Church, Piedmont	
4 <sup>th</sup> Day Reunion	September 28, 2024 – 2-4 PM	Corpus Christi Church, Piedmont	
Secretariat Meeting	October 22, 2024 - 7 p.m.	Corpus Christi Church, Piedmont	
Secretariat Meeting	November 26, 2024 - 7 p.m.	Corpus Christi Church, Piedmont	
Secretariat Meeting	December	NA	No meeting scheduled