

**Diocese of Oakland Cursillo – English Speaking Section**

<b>Meeting Name:</b>	Secretariat Monthly Meeting Minutes		
<b>Meeting Facilitator:</b>	Geri Cooney		
<b>Meeting Date/Time:</b>	Tuesday, October 28, 2025 7:00 p.m.		
<b>Meeting Location:</b>	Corpus Christi Catholic Church, Piedmont – Gibson Center		
<b>Secretariat Positions:</b>  <b>Names in Bold were in Attendance:</b>  * indicates Voting Position  <b>Quorum = 6 voting members</b>	<b>Geri Cooney *Diocesan Cursillo Coordinator</b>	<b>Mary Kessler *Treasurer</b>	<i>Kathy Armada Tammy Cortez <b>Palanca</b></i>
	<b>Andrea Limb *Associate Diocesan Cursillo Coordinator</b>	<b>Therese Perez - Zoom *Communications</b>	Kelleen Bush Rich Vivrette <b>*Music</b>
	Lorey Panetta <b>*Secretary</b>	<b>Evelyn Isidro - Zoom *School of Leaders</b>	
	<b>Bob Lanuza *Pre-Cursillo</b>	Kelli Jackman <b>*Cursillo Weekend</b>	<b>Cathy Romero - Zoom</b> Estela Ortiz <b>*Post Cursillo</b>
	<b>Denise Jin Registrar</b>	<b>Shawn Meade Past Lay Coordinator</b>	Fr. Leo Edgerly <b>Spiritual Advisor</b>

<b>Topic</b>
<b>Opening prayer</b> - Geri Cooney
<b>Review and Approve Past Meeting Minutes</b> <ul style="list-style-type: none"> <li>for meeting held on September 23, 2025 submitted by Lorey Panetta approved with the following changes: <ul style="list-style-type: none"> <li>Post Cursillo: remove Emmie Pangillnan, add Michelle Gomez;</li> <li>Upcoming Events: delete July 8 through October 28 events.</li> </ul> </li> </ul>
<b>Financial Report</b> - Mary Kessler <ul style="list-style-type: none"> <li>Cash balance at 9-30-2025 is \$30,069.00.</li> <li>Reclass \$600 Misc. expense to Women’s Candidates income – this is a refund of candidates that did not attend due to COVID exposure.</li> <li>Men’s Chef Miguel Cardenas needs to turn in food receipts to support the \$2,000 given to him in advance of the weekend. Mary will reach out again</li> <li>Mary to follow up on two checks that were deposited then returned to us by the bank – for non-sufficient funds and account closed.</li> <li>Mary suggests we accept payments via Venmo. She will check out the logistics to see if our organization is eligible to use Venmo in the future.</li> </ul>
<b>Diocesan Cursillo Coordinator Report</b> - Geri Cooney <ul style="list-style-type: none"> <li>Region XI meetings – Region XI includes California, Nevada and Hawaii.</li> <li>Rae O’Rourke is the Coordinator for Region XI</li> <li>The Secretariat position title has changed from Lay Coordinator to Diocesan Cursillo Coordinator per National Cursillo By-Laws dated November 16, 2024</li> </ul>
<b>Associate Diocesan Cursillo Coordinator Report:</b> - Andrea Limb <ul style="list-style-type: none"> <li>Nothing to report</li> </ul>

**Past Lay Coordinator Report** - Shawn Meade

- Led the discussion on Precursillo portion of the Pastoral/Apostolate Plan
- Precursillo is a time period following Postcursillo Combined 4<sup>th</sup> day and before the next weekend
- It is the time to generate enthusiasm". Prayer, Planning, Perfect Energy
- Make a Friend, Be a Friend, Bring a Friend to Christ.
- Cursillo Communities in Parishes should be hosting Ultreyas to create enthusiasm.
- Spread the enthusiasm via Flocknote, 4<sup>th</sup> Day Groups, OCIA, parish Ministry Fairs and Festivals

**Pre-Cursillo:** - Bob Lanuza

- 2026 Weekends are: Men's September 10-13; Women's September 17-20 at St. Elizabeth Seton
- Men already have their Core Team in place
- Mary Kessler et al will start putting together the Women's Core Team

**Post Cursillo:** - Cathy Romero

- The Combined 4<sup>th</sup> Day on Saturday, Sept. 27 at St. Raymond, Dublin was a success with a lot of attendees and good speakers. Kelleen did a great job leading the Music Team.
- Cursillo T-Shirts – no need to order more during this down time of activity
- Spring Ultreya – Saturday, April 11 possible locations: Holy Rosary in Antioch Mary Kessler will check out availability, St. Raymond in Dublin Geri Cooney will check out availability

**Weekend Supplies:** - Kelli Jackman

- No report submitted

**Communications Report:** - Therese Perez

- Therese will compose a School of Leaders flyer to the new Cursillistas; Denise Jin will send flyer
- Therese will compose the annual November newsletter

**Music Team Report:** - Kelleen Bush

- No report submitted

**Registration:** - Denise Jin

- Nothing to report

**School of Leaders:** - Evelyn Isidro

- October School of Leaders meeting had only 5 people in attendance
- November meeting will speak on The Mystery of the Church and School of Leaders Part 3.

**Palanca:** - Kathy Armada/Tammy Cortez

- No report submitted

**Other Business:**

- Next meeting is November 18 at Corpus Christi to assemble the annual newsletter. Pizza Party!
- Geri is responsible for planning the Annual General Meeting scheduled for Saturday February 7

**Closing Prayer:** Andrea Limb

cont'd

## 2025 Upcoming Events

Event	Date	Location	Notes
School of Leaders	Tues. Nov. 11 – 7:00 pm	ZOOM	
Secretariat Meeting	Tues. Nov. 18, 2025 - 7 p.m.	Corpus Christi Church, Piedmont	Stuff envelopes
School of Leaders	Tues. Dec. 9 – 7:00 pm	ZOOM	
Secretariat Meeting	December 2025	N/A	No meeting
Annual General Meeting	Saturday, February 7, 2026	TBD	