

# Minutes for ACTS Core Team Meeting

December 5, 2011 at Mary Immaculate Rectory

## Opening Prayer

Brief moment of silence followed by a prayer led by Susan Castillo.

## Review of Last Month's Minutes

Sandy mentioned that there was an error in the second paragraph and motioned that we accept last month's minutes with that correction and Andrew seconded that motion.

## Prayer Exercise

Deacon Ken read a the story of St. John of the Cross followed by an excerpt from one of his books, "The Ascent of Mt. Carmel." The theme of the excerpt was that everything that God wants to tell us has been revealed in Christ.

## Open Floor to Non-Core

The following issues were brought to the attention of the Core:

- ✧ **Roberto Pernudi:** He mentioned that perhaps we could choose one crucifix to use for every retreat instead of picking new ones each time. Sandy motioned that we discuss it at next month's meeting.

## Coordinator Reports

Each member of the Core gave an update:

- ✧ **Retreat Support:** Sandy stated that she thought she and Laurie did a pretty good job with Send-Off, Candlelight, and the Reception. Laurie added that many women came out to support during Candlelight and that she thinks that we should ask for volunteers for clean up after each of these events. There were reports that the families did not receive the letters with very much time in advance of the retreat and that the letter did not say anything about Candlelight or Love Letters. Rosie said perhaps we as the Core should discuss these things during each retreat preparation so that we are sure these things are taken care of and to relieve the stress on the directors. Tom explained that he thought the retreat went very well and that everything flowed smoothly. Carmen asked that Tom and Andrew both bring reports to the Core during retreat support to keep us up-to-date. Deacon added that the Core team is not in charge of the retreat, but Carmen mentioned that we need to be provide all assistance possible to the directors and their team. Rosie said we should be reaching out to the directors just to let them know that we are available to help out. Deacon added that our director had to step in mid-way through the process and that had a big impact on preparation. Tom explained that we have a learning curve and that we are going to make mistakes and we learn from them. Deacon stated that in Rancho Cucamonga the previous director is a co-director on the next retreat to help assure that there is someone with experience on team. Andrew brought up the idea of using a gant chart with a sort of timeline that he would like to work on so that we can provide it to the director during retreat preparation.
- ✧ **Communication:** Ricky explained that he has received the contact information from Robert for all of the new retreatants bringing the master list to a total of 305 people, including those who have unsubscribed from email updates. Lastly, he asked if items purchased for retreats should be purchased by team members and later reimbursed or if we should give the director a check for the budgeted amount.
- ✧ **Music:** Rosemary mentioned that she had spoken to a spanish couple in english and just from seeing the bus pull up they were interested in going on the retreat. She also stated that there were not as many families at Candlelight as we have seen before. There were many things that were different because of lack of communication between teams, but we are learning from each experience. She explained that she had also spoken to Fr. Porfirio about facilities at Mary Immaculate. The reservation form is due by the 16<sup>th</sup> of December. Deacon added that we can also check the availability of the other parishes. Lastly, she mentioned that Fr. Porfirio also said that the parishes will not be providing scholarships, so ACTS will be responsible for paying those. Rosie added that perhaps we can send out an email asking if anyone who donated money for the Walk-a-thon to contact a Core member so they can receive their decal. Ricky added that Fr. Victor will be limiting pulpit talks starting 2012 at Mary Immaculate.
- ✧ **Fundraising:** Rosie would like to create a calendar for fundraising events and she wants to address fundraising for the upcoming women's retreat. She wants to try and come up with something that we can

easily replicate without requiring too much energy from our community. Perhaps a Bunko night and Casino turn-around. She also wants to set a fundraising goal. Carmen suggested that we raise \$1000 per retreat for about \$5000 per year with two big fundraisers per years with a small fundraiser for each retreat.

- ⤴ **Pastoral:** Deacon Ken said aside from all the little details, the retreat was amazing. Rosie thanked Deacon for his homily at the welcome home Mass.
- ⤴ **Supplies:** Danny will be taking inventory on January 14<sup>th</sup> at 8am. Carmen and Susan will meet him on Saturday, December 10<sup>th</sup> to get the plastic dishes for Agape to be washed. Rosie suggested we ask the community through the email newsletter to bring in anything used from the retreat.
- ⤴ **Spiritual:** Susan explained that she wants to set up bible studies, since the pastors won't allow small faith communities. Deacon mentioned that Fr. Steve Conserva is the area superior and he has stated that small faith communities without leadership are not an option. Rosie encourages Susan to speak with Fr. Steve about the options. Sal added that after retreatants come off of the retreat they need to be fed and that we need to provide them with the opportunity for further formation. Tom explained that we cannot do anything without the support of our pastors.
- ⤴ **Finances:** Sal said that we have over \$15,000 in savings and over \$1000 in scholarship funds. Our current liabilities are around \$12,000 including the money put forward by the parishes. The fundraiser for Tuke's birthday raised about \$1,900.

### **Website Proposal**

Ricky has proposed that we create a website for our tri-parish ACTS community. Ricky passed out an outline for the website and said he would put together the website using a template he has for \$300. Deacon Ken added that there should be a person or two from the Core to assure that blog content and comments be properly moderated. Tom expressed that he would like Ricky to contact ACTS Missions for their input before creating the website. It was unanimously decided that Ricky create a website after contacting ACTS Missions and providing proper oversight and moderation.

### **New Business**

Deacon Ken requested that the Core send a letter to Bishop Gerald Wilkerson thanking him for his presence along with a stipend. Andrew volunteered to write the letter.

### **Communication**

Carmen explained that we need to keep our lines of communication open, especially within the Core. When asked please respond letting the sender know that we have received the message.

### **Meeting Evaluation**

We skipped the meeting evaluation due to lack of time.

### **Next Meeting**

The meeting will be held January 9<sup>th</sup>. Sandy will do the opening prayer and Rosemary will do the closing prayer. Susan will be bringing the snacks.

### **Closing Prayer**

Led by Tom Elsey.