

ICF Executive Committee
Meeting Minutes
May 8, 2015

The meeting was called to order by GP Bob Basuino at 4:48pm at ICF office in Oakland.

Opening Prayer –Led by Msgr. Cardelli

Roll Call –in attendance: Bob Basuino, Deborah Rodondi, Roselynn Jarrett, David Botta, Franklyn Lopes and Msgr. Cardelli

Conference Call: Andy Pappani

Excused: Leonard Zasoski, Vince Piro and Jane Dianda

Meeting Minutes: Approved as April 10, 2015 as presented Correction on name spelling.

Communications:

- ICF acknowledgement for Providenza Fund donation get well wishes for Theresa Dianda, Marco Galeazzi and Mary Alesi
- ICF acknowledgement for Cooleys Anemia donation in memory of Fabiola DiPaolo
- Save the date notice for the 75th Anniversary of St. John's Seminary September 12
- Donation request from the L'Italo-Americano
- Request from Archdiocese of San Francisco to place ad in business Directory

Spiritual Director – Msgr. Cardelli

- Talked about his branch and their pasta primavera dinner.
- David Botta reported that Msgr. Milani was at the 90th for Branch 4 & 5...in good spirits.

Grand President – Bob Basuino

ATTENDED:

- April 12-SF Bishops Day
- April 25- Br. 4 and 5's 90th Anniversary
- May 7th-Monterey Initiation

Grand Treasurer –Roselynn Jarrett

- Reviewed 2015 budget to date, line item being added for testimonial dinner...this does not affect the approved budget
- Found that we pay \$38 for digital voice...if that is an answering system we should utilize it...Roselynn Jarrett to check into this further.

Deputy Chairperson –Leonard Zasoski Deborah Rodondi read report

- District Deputies were instructed at the last conference call to review the various handouts and to report back any changes, deletions or additions that need to be made.
- Also looking at a restructure of meeting attendance for districts with a great distance to travel, possibly attending meeting every other month.
- Still looking into term limits for deputies.
- Rose Jarrett and David Botta would like to be included with the District Deputies as they oversee the deputy program for Contra Costa at this time.
- Bob Basuino reported that Los Banos branch sent a letter that Marco Galeazzi went to their meeting and they referred to him as the District Deputy and was giving them advice on how to move forward.

Apostolate Ways and Means- Franklyn Lopes

- Nothing to report at this time
- Seminary night-get your reservations in.

By-Laws and Rituals-David Botta

- David Botta received a proposal from Manteca...he called President and Marco Galeazzi letting them know that it is not a legal proposal. It pertains to CC Statutes the running of CC members, therefore not a by-law change.
- Roselynn Jarrett presented a by-law change regarding the fining of branches not attending convention. This would change the fine from \$150 per day to \$800 per delegate and that the fine is to be paid within 60 days of the fine being levied into the Central Council general fund.
- Roselynn Jarrett submitted a by-law change regarding the annual convention section article 3A
- David Botta working on proposal to change when creating a new branch start with 35 instead of 25 members...proposal will come from committee
- Discussed a by-law regarding when branches have meetings. Many branches don't meet in the summer...right now the by-law states 9 meetings a year. By-law committee to create proposal that skipped meetings cannot be consecutive.
- Proposed change of Statutes regarding central council committees: Deborah Rodondi mentioned the proposal did not address members at large. Roselynn Jarrett suggested add member at large with 2 year term limit. By-law committee to rework proposal.
- By-law committee also drafting a proposal reworking description of workshop committee.

Expansion – David Botta

- Mount Shasta closed and sent everything in.
- David called Fr. Amaral and left message if he wants to discuss a possible branch.
- Left message for Fr Ochetti in Upland
- Lou Mages called David Botta letting him know that in Simi Valley on July 18-19 they are going to set up table to see if can get interest in a branch.

Finance Report-Roselynn Jarrett

- Reconciling is getting behind-to get with Dave Rose on that. Roselynn Jarrett found that there is no contract with Dave Rose. Roselynn Jarrett will work with Patty Smith on what to put in the contract and also ask for input from past treasurers then ask Dave Rose for additional information for the contract.
- Patty Smith to follow up with Paula the CPA on the filing for an extension.
- Still deciphering the Franchise Tax Board information. The big thing is the selling of calendars and the need to charge sales tax. A message has been left with the Franchise Tax Board. Deborah Rodondi suggested to make it a CC daily raffle and the calendar is your raffle ticket.
- Nina looked into the hospitalization annual distribution to the CC funds. The actuary Mr. Yee stated that we should not let the principal go under 400k. Evidently it was the CC that came up with the 4%. So we can revisit the amount we pull out. The 4 percent was because that would not interfere with the principal.

- Next Finance meeting Friday June 5 at 3pm. Roselynn Jarrett has invited Patty Smith to participate in the meeting. Since she is the financial person in the office she should participate in the meeting.
- Roselynn Jarrett feels maybe we should implement that the office staff attend the CC meetings and take a day off elsewhere during the week.
- Bob Basuino stated we need to come up with rules and accountability for attending meetings...last minutes excuses are not acceptable, should notify at least 48 hours in advance. Will address this in June. Also if you run for an office do so only if you can make the commitment to it.
- David Botta made motion seconded by Franklyn Lopes to set up a fund for the Nepal victims of \$250. PASSED Will give information to Charlene Kramer and have her forward to Michelle Feldman so it is in the June Bollettino.

Live to Give – Jane Dianda- not present

Public Relations - Vince Piro-not present

- Bob Basuino received email /Conversation with Terry Post from Branch 31 Los Banos. Branch article is not always in Bollettino. Why are they overlooked? They say they are sending it in on time. Bob Basuino to find out what email address they use, what months were missing and see what Michelle Feldman has on record.
- Deborah Rodondi brought up that all of us need to be attentive to messages we receive. If someone emails you something it takes a matter of seconds to type thanks and hit the send button...this way the person that initiated the email knows it has been received. As both Deborah Rodondi and Roselynn Jarrett pointed out we may be volunteers but we are running a business and we need to act accordingly. This is also something Michelle Feldman was to start doing when she received articles for the Bollettino...this would allow the individuals to follow up on the article in a timely manner so that it is not left out of the Bollettino.

Scholarship – Deborah Rodondi

- April 20th judged 1st year scholarships.
- Committee members felt that it is important to recognize Districts, etc with certificates at convention.
- A total of 83 students with family members in ICF applied. Of the 179 scholarships given out 81 went to students with family members in ICF. 2 were not selected as their GPA was less than 2.9...well below our requirements.

Task Force –Leonard Zasoski / Deborah Rodondi read the report

- Regarding committee guidelines a full report will be given at the June CC meeting.
- To date the Strategic Plan presentations have been given at Blessed Sacrament, Santa Rosa and Fresno. Various Districts are lined up for the months of May through August.
- The Monday after each presentation the committee meets to review what worked and what needed adjusting. There are worksheets that the participants fill out after each segment. The worksheets are designed to have the members attending look at areas within their branches that need help in meeting the criteria outlined in the core values of our plan. By doing this the members become an interactive part of strengthen their branch and it is also a way for the strategic plan oversight committee to monitor and assist in their progress.

UNFINISHED BUSINESS Follow up on monthly punch up list if not covered above:

- Bob Basuino thanked Msgr. Cardelli on his guidance on the letter sent in response to Tony Arredia in Chicago. Letter has been sent via the postal service to all parties concerned. As of today has received no response.
- Bob Basuino brought up the proposal from Lisa Crudo regarding the play Late Night Catechism. Deborah Rodondi did a 1 page worksheet with all the information from Lisa Crudo and added additional information. The committee reviewed and discussed at length. The Executive committee agrees that it is a good idea, but feels that it should go before the CC in June for final approval. Deborah Rodondi said she would email the worksheet to Lisa Crudo for her to tweak; also to instruct Lisa Crudo to send to CC members prior to the meeting so they have a chance to review the information.

NEW BUSINESS

- Bob Basuino received a notice of probate for the Joseph J Liotta Trust listing ICF as a possible beneficiary. The notice was addressed to the ICF Cooleys Anemia fund.
- Mary Zadra started at Visitation Valley Branch 259 now is at Br 1; would like to nominate Vic Arnaudo for an award of recognition. She is not able to put together the packet from awards committee, hoped we could just give him recognition at convention. We can't do that as it would conflict with our awards. Bob Basuino to keep letter and work on doing it for the Grand Presidents Award for next year.
- Roselynn Jarrett mentioned that maybe CC needs to step back from soliciting from other CC...it gives unfair advantage.

ACTION ON COMMUNICATIONS –

- Archdiocese of San Francisco directory dies for lack of motion
- Donation request from L'Italo-Americano dies for lack of motion

GOOD OF THE ORDER

- Deborah Rodondi gave save the dates August 9 Branch 6 90th Anniversary, Oct 24 Branch 7 90th anniversary, Sept 19 San Mateo Districts 50th Anniversary
- Bob Basuino mentioned 50th Anniversary for Br 191 is June 28...invites have gone out.
- June 13 CC meeting is at Our Lady of Grace in Castro Valley

CLOSING PRAYER Msgr. Cardelli

MEETING ADJOURNMENT: 7:49 pm by GP Bob Basuino. Next executive meeting July 10, 2015 at St. Francis Cabrini in San Jose 4pm

*Respectfully submitted,
Deborah Rodondi, Grand Secretary*