

Central Council Meeting Minutes DRAFT
Saturday October 17, 2015
Castro Valley, CA

The meeting was called to order at 11:00 a.m. by Grand President Leonard Zasoski.

Opening Prayer: led by Msgr. Cardelli

Salute to Flag/ICF Pledge: Salute to the Flag was led by Steve Fuentes. Grand President Leonard Zasoski led the ICF Pledge.

Roll Call of Officers and CC Member: Excused: Jim Friebe, Nina Malone.

CC Life Members Emeritus and Members Emeritus present: Bob Acquistapace, Carmen Kilcullen, Jerry Delfino, Pat Mages.

Introductions: Grand President Leonard Zasoski welcomed guests from visiting branches.

CC Meeting Minutes: Minutes for June 13, 2015 approved as presented.

Communications

- Thank you note from the Archbishop of Chicago and Fr. Presta for our Providenza Fund donation.
- Thank you note from the Director of Priestly Formation on behalf of Bishop McElroy for our Providenza Fund donation.
- Thank you note from the Bishop of Fresno for our Providenza Fund Donation.

Reports

Spiritual Director- Monsignor Daniel Cardelli

- Thanked the outgoing officers of Central Council, Districts and branches for jobs well done. Looking forward to a successful year in membership and grow spiritually closer to Jesus and fellow human beings, which is the whole purpose of the ICF, with the emphasis on the Catholic. We're always in his prayers and Msgr. Cardelli remembers us in his masses. If we need to seek Msgr. Cardelli out, he's available via e-mail, phone, or letter.

Grand President – Leonard Zasoski

ATTENDED:

- Executive Committee Meetings on September 11 and October 2.
- Chicago Strategic Plan and Bishop's Day on Sept 19 and 20. There were 60 members at the workshop.
- San Diego Bishop's Day on September 27.
- Finance meeting on October 2.
- Fresno Bishop's Day on October 4,
- Santa Rosa Bishop's Day on October 11.
- Lauren Kilcullen represented him at San Mateo District's 50th Anniversary.
- Andy Pappani presented the banner to Br .442, Pleasant Hill, on the occasion of their 2nd Anniversary.

TO ATTEND:

- Br. 7's 90th Anniversary.
- Las Vegas Bishop's Day.
- Br. 443's opening.
- Bob Basuino's testimonial.
- Sacramento Bishop's Day.
- Santa Clara Valley Bishop's Day.

Grand Treasurer –Deborah Rodondi

- Thanked Roselyne Jarret for giving us a better understanding of our finances. Met with UBS, they reported that our diversified portfolio weathered the downturn of the market fairly well.
- Two bonds will be coming up from the Silva trust, as we need only one for 2016. The other will be reinvested. Deborah distributed the UBS report
- For the 2015 budget, January to September, so far everything is looking good.
 - **Income:** Per capita we have 500 delinquent in dues; Bollettino ads are down; liability insurance payments just starting to come in; we have done better than projected on the golf tournament and the cruise commission. Convention raffle is down by \$1,500. Late Night Catechism it is too early for any figures; all convention figures are not in; no novelties sold this year. Actual total income at a good place.
 - **Expenses:** Bollettino mailing is up by about \$1,950; Branch liability is up but Central Council liability is down; Central Council expenses are down by about \$5,200, Central Council lunch/dinners down by \$672, Grand President expenses down by \$1,820; postage is down by \$2,245, thanks to our office staff using email and the website portals for much of our information. Committees' bills were not available although Heritage will have some once the Italian Festas are done. Total expenses so far are on budget.
 - 2016 proposed budget will be discussed after all committee reports; in case any changes need to be made due to committee reports.
- We're on track for both income and expenses for the year. Mike Cannady has a concern with per capita because it's down. Deborah Rodondi said we have about 500 delinquent members, which is the reason for the decline.

Deputy Chairperson – Andy Pappani

- Nov. 1 – deputy meeting via teleconference.
- Br. 4 – has a full slate of officers.
- Br. 435 – has president and all officers.
- Br. 118 – will continue, might merge with 111, but will go on until their money runs out.
- Br. 40 – will go to their meeting next Thursday.
- Br. 38 – will stay open. Talked to the President.
- Br. 290 – doesn't want to have anything to do with the San Francisco District.
- Br. 5 – problem getting officers. Mike Rossi and Gerry Delfino are going to their officers' meeting on Monday. Andy Pappani is going to the meeting on Thursday.
- Br. 206 – closed. Vince Piro and Franklyn Lopes went to the meeting. Vince Piro pleaded with the branch to stay open, However the branch voted 5 – 4 to close. Vince Piro said most of them will be transferring to Monterey or Capitola. The office will be sending them letters. Andy thinks we'll keep active members. Maybe wait a year or two and then revisit. Part of the reason for closing was leadership problems.
- Br. 441 – Des Plaines – closed. Sent all regalia to office
- Br. 439 – waiting to see what happen with convention fine.
- Br. 236 – will stay open to the end of the year.
- Andy Pappani is discussing splitting Chicago into two areas for District Deputies – North and South areas, due to the distance. He hasn't determined how many branches would be in each area. May try to split-up Central Coast, also.
- Tucson – will be reassigning the district deputy.

Committee Reports

Workshop – Andy Pappani

- Went over letter that goes out in presidents' packets. Will form a letter and send out to district presidents and deputies about having a workshop. Andy encouraged all Central Council members to please push the workshop in their areas. Will have one workshop – deputies, general and strategic plan. Will split into areas – North, South, East, West.

Ways and Means – Lisa Crudo

- Late Nite Catechism has not done as well as hoped. Lisa's not sure what else we could have done to promote the event. The committee decided at this time to postpone the show. If we cancel, we will lose deposits. Tentative dates: March 6, Feb 28 or April 3. Lisa Crudo has to check with venue and production before we decide on a date. Sent e-mails, etc. to all the parishes, Catholic Voice, etc. Might look at a lower price, next time. Will have a shorter website, next time. Lisa thanked Denise Antonowicz for her help and the people who brought raffle prizes, etc., we will use them at the new date.
- Calendar Raffle (Daily Raffle Book) – likes the way it came out. For 2017 calendar – the committee is thinking of making it more interactive – have heritage stories from members.
- Golf Tournament – Leonard Rossi is in charge. Made over \$8,500 at the July 2015 tournament. The date for 2016 is July 22, 2016 – Laguna Seca Golf Course. We need lots of raffle prizes to be donated.
- Night at the Seminarians – Pat Mages is to look at a venue in Southern California to balance the location. June will be the date.
- Cruise – Looking at Caribbean Cruise in Nov. 2016 or Hawaii from LA or SF. It's vacation, fun and makes money.
- Mike Rossi asked about producing an ornament, again. Lisa Crudo said the committee hadn't looked into it. We still have 90th anniversary ornaments. Looking at ways to sell those. Lisa Crudo will look into a new ornament. Roselynn Jarrett said the company that makes ornaments also does magnets, which might be an alternative.
- Theresa Helfand said it's difficult to find statues of Mother Cabrini or St. Elizabeth Anne Seton to have at the branches. Lisa Crudo will look into it.
- Grand President Leonard Zasoski said without Ways and Means, we'd be operating with more of a deficit. With the events and calendar, the members are getting something for their money. He encouraged everyone to try to promote at our branches and Districts.

Task Force – Vince Piro

- Primary goal of the committee is the strategic plan. Will offer a lot of other support to the other committees. Strategic plan workshops at Orange, San Diego, Santa Clara and Tucson by the end of the year. Had four districts schedule workshops immediately after the Convention workshop.
- Part of Strategic Plan is to look honestly at ourselves. Vince discussed the Strategic Plan evaluation (see packet). We were probably overly ambitious for the first year; however, he sees several positive trends. We're moving forward – not moving fast enough. Carmen Kilcullen reported that Cloverdale created a new brochure and picked up six new members. Theresa Helfand said that St. Francis Borgia is putting in an ad in the parish bulletin. She asked if we can get a new poster to put in churches. Roselynn Jarrett said the template exists. Vince Piro said to bring the idea to Nina Malone to update it. Donna Raffanti said their parish started a ministry fair and the branch participated. Bob Acquistapace said to have a good relationship with the pastor right away. Br 75, Cloverdale, got the new pastor to join right

away. Grand President Leonard Zasoski said we're working on reestablishing the connections between CC and members, branches and pastors, etc.

12:00 P.M. break for lunch. Resumed meeting at 1:00 P.M.

Scholarship – Franklyn Lopes

- The committee received an e-mail from Los Angeles members re: increasing 1st year scholarships to \$500. The committee met and is keeping it at \$400. Bob Acquistapace said Br. 198, Santa Rosa, gave an extra \$200 to each winner thus increasing the overall scholarship to \$600. This way, the recipients are still part of the ICF program. The scholarships were still advertised as \$400. Anne Interrante said it's been at \$400 for 19 years, thus the branch sent the e-mail. David Botta said when we increased to \$400, we lost scholarship donations because of the increase. Vince Piro asked if we've had a drop in applications because of the amount. Deborah Rodondi said no, we haven't received a drop. Problem is with 2nd, 3rd, and 4th year scholarships as we receive lots of applications and have much fewer scholarships to give.

Public Relations – Lauren Kilcullen

- Apologized for the delay in the October Bollettino. The committee met this morning, and the Editor worked out a printing schedule for 2016. This should have the Bollettino online and delivered to members right around the beginning of the month.
- Lauren Kilcullen discussed some of the survey results. 200 total responses have been received. 55% of the respondents were in favor of decreasing the Bollettino to 6 months and 45% were in favor of keeping it at 11 months. 71% of respondents were in favor of a \$2.00 increase to per capita or dues and 29% were not in favor. The column / article that is read the most are the branch articles. The second most read column is the monthly calendar winners.
- A new webmaster has been hired, Aaron Del Monte, of Elk Grove. His parents belong to the ICF and he is familiar with the organization. Aaron will be working with Richard Interrante to transition to the new website design.

Membership – Nina Malone / Grand President

- In Nina Malone's absence, Grand President Leonard Zasoski said there is much information from membership. Eddie Leonard brought Br. 36's brochure, which shows the local branch information and is a good recruiting tool for new obtaining new members.

Live to Give – Bob Basuino

- Bob thanked Jane Dianda and Laurice Levine.
- The committee decreased the budget from \$400 to \$200. By May 1, everything will be ready for the Convention blood drive.
- The committee is going to redesign the brochure.
- Roselynn Jarrett suggested people walk in the BAT walk on Oct. 31 for Cooley's Anemia.
- Jane Dianda said 25 units of blood were donated at the Convention. This is more than the previous year. 31 people showed up to the blood drive. If any branch wants to hold a blood drive, please contact the committee. We should try to promote blood drives at our branches.

Hospitalization – Dante Galeazzi

- In 2003, we had 1,200 members in the hospitalization plan. In 2015, we have 405 members. We need more participation and the program needs to be promoted at branches. In Touch – needs to have an article, so the deputies have talking points for the branches. At the office, we

have pamphlets, etc. The brochures need to be visible. A suggestion is to have a rack at the office. The committee would like a table at the convention or be able to discuss the hospitalization in front of the delegates. Updating the form – Nina Malone started it and the committee will continue to update the form.

- The committee motioned to give \$35,000 from the hospitalization plan to the general budget, which represents 3.93% of total fund. Motion passed. No second as from committee.

Heritage – Denise Antonowicz

- The committee has an aggressive agenda, this year. With the help of the district presidents, going to send out Heritage Highlights to the branches. The focus on successful branches' heritage programs.
- Denise stressed that if the branch meetings are going too long, it's not the fault of the heritage chairperson. Do not delete the heritage portion of the meeting.
- The committee is finding out about other parades, etc. in each district in which we can participate.
- Would like a workshop at the Convention. Russ and Louise Vento will have a booth at the Convention.
- Start thinking about people you know who have truck company with a flat bed, that we can build the parade float on the flat bed. The float is ready to go; we just need a flat bed. The truck is needed for 2 days. A 16-foot flatbed is what's needed. Leonard Zasoski said he may be able to obtain a truck to use. Theresa Helfand said the ICF children were in Harry Karay's float in Chicago for the Columbus Day Parade.

Gifts of Love – Steve Fuentes

- Thanked Pat Mages for giving him the binders.
- Bob Acquistapace told the story about him telling Margie Pettibone with Santa Rosa Catholic Charities about Gifts of Love and Catholic Charities submitting an application and being awarded \$2,000 for bed bug proof mattresses. This stimulated other branches to download the form to get funds. Pat Mages said in August there were more donations given to local people and ICF people.

Expansion – Anne Interrante

- Thanked Carmen Kilcullen and David Botta for their dedication the past few years.
- David Botta said the Br. 443 Simi Valley will open November 6. Anne Interrante, Pat and Lou Mages spent a lot of time doing the initial organization. David Botta suggested sending the branch a congratulations card from other branches. The branch will open with 50 members and there are other people interested. Pat Mages said there was another branch previously at the parish, which closed a few years ago. It's an instance of re-visiting parishes where branches have closed.
- Each committee member has been assigned to specific regions, some containing several districts. Within each of these regions, they have several tasks – find potential sites for branches, assess the opportunity, identify local branch members to help with expansion, and work as a team through the process of opening a branch. The goal is to increase the number of locally trained members to assist with future expansion. Another task of the committee is to develop guidelines and training for opening a branch – from identifying an opportunity all the way through inauguration and ongoing support.
- Out of our 18 districts, 8 districts have leads, some districts have multiple leads. Each Expansion Committee member has a goal to open one branch during their term. As we get more local members trained in expansion, we can increase these goals.

- As you can see, the committee has an aggressive plan and they plan to succeed! They are also looking to all Central Council members to offer assistance when asked for their expertise, support and ideas. It will take all of us to expand the Federation.

Convention' Director's – Roselynn Jarrett

- Thanked Steve Fuentes for eight years as Director.
- Roselynn is looking forward to being the new Convention Director.
- Convention Surveys are in our packets. The committee is going to focus on feedback on workshops, programs, etc. The final budget from the Las Vegas Convention will be presented in February.
- The Fresno District is very excited to welcome the delegates. The Convention Committee will meet in January. Roselynn Jarrett will be meeting with the district in January. Roselynn Jarrett has ideas about theme, parties, etc. She would like to have a table for each committee at the convention with information, etc. If your committee wants a workshop, please let the Convention Directors Committee know and they will decide on the workshops.
- Dante Galeazzi mentioned the Stockton District was concerned about the fining process. Grand President Leonard Zasoski said the Executive Committee is looking into it.

By-Laws & Rituals – David Botta

- The by-law books are out at the printer. Charlene Kramer is waiting for any changes from today to print out the new statutes.
- Statute Changes:
- Chapter VI, Article 3 – B: Article 3 – Providenza Seminary Scholarship Fund – B. The Central Council shall allocate one dollar and 50 cents (\$1.50) of the yearly Apostolate Dues to maintain the Fund. Additionally, voluntary donations to the fund will be accepted. (deletes the administration fee) Motion Passed. Mike Rossi asked what the administration fee had been. Deborah Rodondi said it was \$1,750.
- Chapter VIII, Article 4: Central Council Members shall attend the Annual Convention as a delegate-at-large with the right to vote, to be re-nominated for a position on the Central Council and to nominate prospective members for the Central Council. In the event of an emergency that causes an elected Central Council Member to ask to be excused, said Central Council Member will submit a letter, an e-mail or make a phone call, etc. stating his/her desire to run for the Central Council. A Central Council member eligible could also be nominated for a Central Council office in absentia by submitting a letter. The Central Council Parliamentarian will make the final decision. Motion passed.
- Chapter III, Article 12 – A and B: Article 12 A. The Grand Sentinel shall see to it that no one takes part in a meeting who has no right to do so. B. The Grand Sentinel shall serve no more than two (2) consecutive one (1) year terms. Motion amended by Mike Rossi and Vince Piro to add “Grand” to Sentinel. Amendment passed.

Awards – Dante Galeazzi

- We had fantastic winners at the last convention. The committee is trying to get a celebrity as an award nominee. This process may take up to two years.
- The committee is thinking of doing a Youth Award for 14 – 20 years old and changing the Young Adult award to 21 – 39 years old. The youth award would be given at the local installation.
- We need to start now to get award winners, as it takes a while to get all the letters, applications completed, etc. Committee members will call the district presidents to follow up.

- Theresa Helfand thinks the name for the Young Adult award implies that they're immature. Committee will take it under advisement. Anne Interrante suggested having the age from 18 – 39 for Young Adult Award.

Apostolate & Charity – Leonard Rossi

- The committee is continuing with what was done in the past and adding an emphasis about the branch's charitable contributions to their parishes. Financial as well as volunteer services. Jane Dianda asked to add blood drives to the apostolate charity report.

Finance Committee – Deborah Rodondi

- The next Finance meeting will be February 12th at 2:00 P.M.
- A reminder that the office is waiting for a few expense vouchers for convention. If CC members do not intend to submit one, please let the committee know.
- Providenza Fund Donations for 2016
 - The committee moved to keep the donations the same as 2015. Deborah doesn't expect the Districts to change in their placement on the chart, but the membership numbers will be finalized on December 31, 2015. Districts with 1 to 250 members will receive \$1,000, 251-750 members will receive \$1,500, 751 members and more will receive \$2,000. Motion passed.
- The committee moved to increase the convention registration fee from \$200 to \$225. (Last raised on October 13, 2012 from \$175 to \$200). Leonard Rossi asked if the increase in registration fees will be used to help pay for the added expenses of the Convention. Deborah Rodondi said yes, they would. Motion passed.
- The Finance Committee reviewed the accounting procedures and motions that the following changes be made (All motions are from committee, unless otherwise noted):
 - Grand President's Reimbursements:
 - Page 1 - paragraph 5: In addition, the Grand President receives \$100.00 stipend per month for miscellaneous expenses. This reimbursement begins in September of the year in which he/she is elected to office and ends in August the following year. Motion Steve Fuentes / Lauren Kilcullen that it is a stipend and the Grand President gets a 1099 for tax purposes. Motion passed.
 - Reimbursements for Central Council Member and Members at Large (appointed by the Grand President):
 - Page 1 - Hotel reimbursements for travel of 100+ miles round trip and 200+ miles round trip. The hotel rate increases to a maximum of \$125 plus tax for one-night lodging. Motion Passed
 - Page 2 – Stipends – eliminate the \$75.00 per day stipend for Expansion Committee members. Motion passed.
 - Page 3 – Expense Vouchers: Please submit expense vouchers and receipts to the ICF Office within 30 days of event. After 30 days, the expense will not be reimbursed. Motion Vince Piro / Steve Fuentes. Motion passed.
 - General Procedures:
 - Page 3 – Administration Fees: Due to the passing of the vote to eliminate administration fee for Providenza Fund, delete Providenza Fund-5% fee.
 - Gifts and Donations:
 - Page 7 - Branch Anniversary – Those branches that celebrate 90 years of service receive a Certificate of Merit and a donation in their honor to the Providenza Fund in the amount of \$50.00. Motion passed.

- All Central Council members will receive the updated Accounting Procedures Manual at the February 2016 Central Council meeting and will have to sign that they have received it and read the manual.
- Deborah Rodondi discussed the proposed 2016 budget.
- Grand Sentinel Franklyn Lopes escorted all non Central Council (guests) out of room as the rest of the budget was discussed.
- The finance committee moves that we put in place a 2-year plan on the office staff (Charlene Kramer and Patty Smith) salary. On January 1, 2016 to receive an additional week of vacation and a 1% salary increase. On January 1, 2017 to receive a 2% increase in salary. The last raise was January 1, 2013 at 2%. Carmen Kilcullen asked when the last time the office staff had evaluations. Deborah Rodondi said it's been a long time. Patty Smith has worked for the ICF for 15 years and doesn't remember having an evaluation. Steve Fuentes asked a question – why not 2% increase for 2016? Deborah Rodondi said this is a good faith that we appreciate them, but we can't afford the full 2% for 2016. Deborah Rodondi said they will be doing evaluations, soon on the employees. Executive committee is looking at all the office procedures and looking at streamlining procedures for the office. Grand President Leonard Zasoski will discuss with the office staff their compensation for 2016.
- Bob Acquistapace asked what proposal the Public Relations committee is going to do about deficit of the Bollettino. Public Relations committee is going to be looking at the deficit and decide what to do - either a per capita or dues increase or a decrease in issues or something else.
- Grand Sentinel Franklyn Lopes escorted the non Central Council (guests) back into the room.

Unfinished Business

None.

New Business

- Roselynn Jarrett made a recommendation about the Central Council directory, to keep it as a letter size document with all the Central Council contact information and District Presidents, Deputies, etc. when we receive that information in early 2016. This will decrease costs, as we won't have to print the booklet that has been printed in the past.
- Grand President Leonard Zasoski gave Pat Mage's her plaque for CC Emeritus. Marco Galeazzi will receive his at his District Installation. Pat Mage thanked everyone for their support and she will continue to work for the ICF.
- Future Central Council meeting locations will be out in the next few weeks. Dates will be through October 2016.
- Committee Guidelines – please keep them updated. Mike Rossi said Charlene Kramer will update the new guidelines.
- GoTo Meeting – use it when you need to do, as it saves money. Will use it for a meeting with Committee Chairs in the future. Grand President Leonard Zasoski uses e-mail. Make sure he has an e-mail address for each Central Council member that we check regularly.
- Grand President Leonard Zasoski encouraged everyone to keep the momentum moving.
- Online portal (on website) – make sure your branch presidents are using it. Pres., 1st VP and 2nd VP all should be looking at it. Roselynn Jarrett suggested changing the name from President's Portal to Officer's Portal.

Action on Communications

None.

Good of the Order

- Leonard Zasoski welcomed new Central Council member, Donna Raffanti.
- Laurice Levine – BAT Walk on Halloween – Bringing Awareness to Thalassemia. Laurice will distribute ICF brochures at their literature table. The walk is at UC Berkeley. Children’s Hospital Christmas Party is Dec. 2. Invitations will be going out soon. Door prize for \$50 Peet’s Coffee won by Andy Pappani.
- Bob Acquistapace thanked everyone for prayers etc. for Kathy Acquistapace.
- David Botta thanked everyone for their prayers.
- Lisa Crudo thanked everyone for their prayers.
- Carmen Kilcullen congratulated Leonard Zasoski on conducting an excellent meeting.
- Andy Pappani reminded everyone about Bob Basuino’s Testimonial on Nov. 7.
- Roselynn Jarrett attended Joe Donato’s funeral. Bishop Pepe said that he had to learn how to get used to not having Joe around. There was a large ICF presence at the funeral. In addition to the Bishop, there were eight priests at the Mass.
- Anne Interrante said the RSVP deadline is November 1 for Br. 443 Simi Valley’s inauguration on November 6.

Closing Prayer: Led by Msgr. Cardelli

The meeting adjourned at 3:35 p.m. by Grand President Leonard Zasoski.

*Respectfully submitted,
Lauren Kilcullen
Grand Secretary*

- Next Meeting: February 13, 2016 at Holy Angels, Br. 19, Colma, CA