

**Executive Committee APPROVED**  
**Meeting Minutes**  
**May 13, 2016**

The meeting was called to order by Grand President Leonard Zasoski at 6:20 PM.

**Opening Prayer** –Led by Msgr. Cardelli.

**Roll Call. In attendance:** Msgr. Cardelli, Leonard Zasoski, Andy Pappani, , Lauren Kilcullen (via phone), Deborah Rodondi, Leonard Rossi **Excused:** David Botta, Steve Fuentes, Vince Piro, Bob Basuino

**Meeting Minutes:** April 16, 2016 minutes were approved written.

**Communications:**

- Thank you from Archbishop Salvatore Cordileone for the \$2000 Providenza Fund Donation at the Archdiocese of San Francisco Archbishop's Day.
- Letter from Mundelein Seminary showing an artist's representation of their renovated Dining Hall and Bookstore.
- Request for advertisement in the Archdiocese of San Francisco Directory. Prices range from \$625 for an eighth page ad to a full page ad at \$1,895.

***Spiritual Director – Msgr. Cardelli***

- Msgr. Cardelli says everything is going well and he is looking forward to increased growth and new life in the ICF.

***Grand President – Leonard Zasoski***

- Grand President Leonard Zasoski thanked Andy Pappani for going to Chicago and conducting their installation.
- Leonard Rossi will attend Br. 10's 90<sup>th</sup> Anniversary and make the presentation.

**Events Grand President Leonard Zasoski will be attending:**

- Br. 444, Ranch Palos Verdes, opening on May 22.
- Finance Committee meeting on June 3 in the ICF Office.
- Executive Meeting on June 3 at 4:30 PM in the ICF Office.
- Central Council meeting on June 11 in Castro Valley.

***Grand Treasurer –Deborah Rodondi***

- The budget is close to where we need to be, at this time. The Bollettino advertisement revenue is higher. More supplies are being sold to the branches.
- Expenses for Central Council lunches and dinners have decreased, which is good.
- The Expansion Committee will probably go over budget, which is a good thing, as more branches are being opened.
- The cost of supplies and printing has decreased.
- The postage has increased. There might be a hold over bill from the previous year. Deborah Rodondi will investigate.
- The per capita from the branches is starting to come in to the office.

***Deputy Chairperson – Andy Pappani***

- Br. 419, Sacramento, voted to close. There were 42 members in the branch, including eight children, and 21 voted to close. One member voted to stay open. The office will send letters to the members with suggestions of other branches for the members to transfer to if they wish. The Blessed Sacrament District wants to go back and try to revive the branch at a future date.

- Andy Pappani is receiving the district deputy reports. Kathy Acquistapace, Santa Rosa District Deputy, and Forrest Price, San Diego District Deputy, always send in reports. Fran La Torre, East Bay District Deputy, also sends in a very good report.
- Andy Pappani will contact Central Coast, Fresno and Los Angeles to encourage them to send in current deputy reports.
- Andy Pappani is working with Chicago to get deputies. He will be talking with Gene Gillette.
- Andy Pappani is keeping an eye on which branches can't get convention delegates, so we can help them find delegates. Leonard Rossi asked if we've heard of any branches that are not sending delegates. Andy Pappani said, not yet. He's going to contact the District Deputies. Deborah Rodondi said that the branches that don't send delegates probably don't have branch deputies. Andy said that's why he wants to contact the District Deputies.
- A deputy meeting will be scheduled soon.

## **COMMITTEE REPORTS:**

### ***Expansion – Anne Interrante – Grand President***

- What is the deadline for a new branch to open to be able to register to go to this year's Convention? If they open by July 31, they can attend this year's convention with the Central Council paying for the president to attend.
- Anne Interrante asked if the new branch with co-presidents can send both as delegates with the Central Council paying for both delegates for the first year. The Executive Committee voted yes to send both as delegates with the Central Council paying.
- St. John Fisher, Br. 444, Rancho Palos Verdes will open May 22 with 55 adults and 10 children as members.
- Church of the Transfiguration, Br. 445, San Jose will open on June 18 with 37 members. Jim Jones will be the branch deputy and Mike Rossi will oversee the branch.
- St. Luke, Stockton's tentative opening is July 9. The branch will use their previous number, Br. 138. Currently there are 24 members.
- St. Anthony, Casa Grande, Br. 446's informational meeting is May 5 and the organizational meeting is tentatively scheduled for May 26. This branch will have members that are snowbirds who leave Casa Grande for cooler climates during the summer. If there is enough interest to start a branch, the inauguration may be delayed until September or October when the snowbirds return.
- St. Joseph, Upland. This is previous Branch 216. 20 members were present for the informational meeting on April 26. They are not sure if they want to keep old number or have a new number.
- Potential possibilities include St. Edward, Dana Point and St. Christopher, San Jose. Andy Pappani made contact with pastor in Dana Point and Mike Rossi will contact the pastor at St. Christopher.
- Andy Pappani said we have to develop "Why Do I Want to Join the ICF." The expansion committee has great materials, but doesn't really answer that question.

### ***Membership - Nina Malone – Grand President***

- Grand President Leonard Zasoski, Task Force and Membership Committees sent a letter to the branches to encourage them to have a membership drive by the end of June. When the letter first was sent, there were 8 responses. Now 30 branches have responded with what they're doing. The Committee is looking at getting the deputies involved.
- The Committee will have a meeting on Monday, May 16 and give each member of the Task Force and Membership committees ten branches to call ask what they're doing for membership? Leonard Rossi said we need to contact the district presidents and deputies. Andy Pappani said that we've done that. Deborah Rodondi said the district meeting is a good place to get a response from all the branches as they're usually all in attendance.

### ***By-Laws and Rituals-David Botta***

- No report.

### ***Finance Report-Deborah Rodondi***

- The next Finance Committee meeting is June 3 and the committee will be going over the voucher for the Convention.
- Deborah Rodondi is checking two office machines – one that folds and stuffs papers into envelopes and one a postage machine. We lease the folding and stuffing machine, which costs \$1600 a quarter. Deborah Rodondi is going to find out how much the office uses the machine for stuffing and when the lease is up. If the machine is not used that much, it may not be worth renewing the lease. Andy Pappani said the machine may have a counter on it that can be checked for usage.
- Deborah Rodondi said that many branches do not send in their quarterly financial reports. She is going to divide up the branches between the finance committee members and have them contact the branches to have them send in their quarterly report.
- A question has developed regarding the per diem at \$25 for special projects that take more than 8 hours. This is in the Accounting Procedures. A voucher was submitted for \$25 for the expansion committee. Is expansion a special project? The wording is confusing as to whether it's a special project or committee work that does not have a per diem? Deborah Rodondi will bring to the finance committee for review and maybe bring it to the Central Council meeting. It was suggested to eliminate it in the new accounting procedures in October. A question asked if the 8 hours included drive time.

### ***Public Relations – Lauren Kilcullen***

- The website is ready to review. Lauren Kilcullen will arrange a timeline for the Grand President and Public Relations Committee to review the website. The feedback will be given to Richard Interrante to give to Aaron Del Monte
- The November Bollettino PDF has been taken down from the website. Michelle Feldman will delete the photo that was called into question as a possible copyright infringement and resend the corrected PDF to Richard Interrante to upload back onto the website.
- Grand President spoke to our attorney regarding the letter we received about the copyright infringement of the photograph of Pope Francis in the November 2015 Bollettino. Our Attorney, Michael Descalso, looked at the letter and said the evidence that the company owned the photo is probably strong enough that if we didn't pay them, they could sue us or if we wanted more proof from them, we could sue them. The attorney's advice is to pay the fine and to do more due diligence when having photos reprinted. Grand President Leonard Zasoski thought it was more prudent to pay the fine at this point. We sent a letter asking for more information and the company responded back and reduced the fine to \$87.50. Grand President Leonard Zasoski had Patty pay the fine.
- Leonard Rossi complimented the committee on timeliness and interest of the Bollettino.

### ***Task Force –Vince Piro – Grand President***

- The Task Force is working with membership committee.
- The committee will do a year-end review of the Strategic Plan.

### **UNFINISHED BUSINESS**

- Cooley's Anemia – Grand President Leonard Zasoski talked with Laurice Levine. She will make a presentation at the June Central Council meeting regarding with how much she will be involved in Los Angeles Children's Hospital and what the doctor in Los Angeles would be using our donation for. Laurice sent an e-mail that said she will be quitting Oakland Children's Hospital in late June or July. Consequently, she won't be there to watch where our donation will be going. Laurice suggests giving the donation to Los Angeles this year or split between Oakland and Los Angeles. Dr. Coats in Los Angeles would start an outreach program by the end of the year. Right now, Los Angeles doesn't have an outreach program. They receive much money for research, but not a lot for outreach. Grand President Leonard Zasoski doesn't think we should split the donation, this year, between the two hospitals. At the June meeting, the Central Council would decide on the National Charity and if it's Cooley's Anemia, then decide if we're sending the donation to Los Angeles or Oakland or splitting the donation. If it is decided

to give the donation to Los Angeles, Grand President Leonard Zasoski and Leonard Rossi, Apostolate Charity Chairperson would go to meet with Dr. Vichinsky at Oakland Children's Hospital to let him know that the donation is going to go to Los Angeles instead of Oakland. Msgr. Cardelli asked who the check is made out to. Deborah Rodondi said the check is made out to Children's Hospital and Research Center (last year). It was decided that the Central Council should decide on National Charity and that the recommendation to send the donation to Los Angeles Children's Hospital should come from the Apostolate Committee.

- Late Nite Catechism has been moved to August 27. The production company is going to help market it more to their existing database.
- Night for Seminarians – June 25. Right now, there are two reservations. Pat Mages is the chairperson and will need help with set-up, serving, etc. from the Central Council.

### **NEW BUSINESS**

- Convention workshops – Grand President Leonard Zasoski is doing the last few appointments this weekend for Open Forum and Spiritual Workshop.
- The Convention Committee would like to purchase two screens and an LCD projector for the Convention. Deborah Rodondi said the cost is about \$1000 and would come from the supply budget, as the screens and LCD projector can be used by other committees, not just the Convention Committee. Grand President Leonard Zasoski may have a less expensive vendor for the screens and LCD projector. Motion by Debbie Rodondi/Andy Pappani to purchase the screens and projector for no more than \$1000. Motion passed.
- Branches to be excused at the Convention. The office should start getting the requests in July. Grand President Leonard Zasoski will develop a letter and send to Deborah Rodondi to see if it covers what information we want to know from these branches. We will decide to fine or excuse as much as we can at the Executive Committee level.
- Convention Awards. We have submissions for all except the Grand President Award. If we don't have any submissions, then we'll look at previous submissions for the Award.
- Phone System. Grand President Leonard Zasoski will contact Gary on Monday to implement the new phone system.

### **ACTION ON COMMUNICATIONS**

- Archdiocese of San Francisco Directory – no.

### **GOOD OF THE ORDER:**

- Msgr. Peterson, former Grand Chaplain passed away. Motion by Leonard Rossi/Andy Pappani moved to donate \$100 to Msgr. Peterson's charity that is listed in his obituary. Motion passed.

**CLOSING PRAYER** led by Msgr. Cardelli.

**MEETING ADJOURNMENT:** 8:43 PM by Grand President Leonard Zasoski.

Next Executive Committee meeting is June 3, 2016 in the office.

*Respectfully submitted,*

*Lauren Kilcullen,  
Grand Secretary*