

Our Lady of Guadalupe Catholic Church
Pastoral Council Meeting
Minutes: August 13, 2025

- I. **CALL TO ORDER:** 6:56 p.m. Elsa Rivera called the Pastoral Council meeting to order.
- II. **Opening Prayer:** Father Pedro Castillo
- III. **Attendance:** Ramón González, Ramón Gómez, Joseph Montoya, Ashley Villarreal, María Ortiz Leonides, Gabriela Olivares, Beatriz Banda, Rose Ann Salinas, Rafael Torres, Milissa Cuéllar, Cal Cobos, Tanya Yáñez, Sharon Briceño, Pam Corn, Father Pedro Castillo, Seminarian John Ungarino and Father Saji Lukose.
Absent (Excused): Albert Banda, Suzie Plyler, Sylvia de la Rosa
- IV. **Public Comment:** Isabel Camarillo, Director of Religious Education, gave an update on the new online registration process utilizing Microsoft Forms for Religious Education classes. This new process is more streamlined and helps keep the process organized. It will also help the office staff access registration information when parents call to inquire if they are registered. She assured us the system is secure and keeps parent information secure. Isabel is working on having all the forms available in English and in Spanish. Also, one of the questions asked to parents on the form is if they would be willing to volunteer. Again, a great way to stay organized and track potential volunteers.
Nora Saldaña Mokarzel, a member of the Legion of Mary, notified the Parish Council she was donating a 3 foot statue of Mary to the Jamaica Auction. She is very devoted to our parish and wants to bring back the Legion of Mary to OLG.
- V. **Approval of July Minutes:** Ramón Gómez made a motion to accept the July minutes. Ramón González seconded it. Motion carried unanimously.
- VI. **Financial Report:** Pam Corn presented the collection report and indicated there is a slight increase over the same time last year. The Finance Council recommends increasing the Repairs and Maintenance budget to cover the expenses for the Family Life Center AC, repair dome, and repairing the kitchen from the fire damage. Tanya Yáñez reported they will get several quotes for the needed repairs. In addition, the Finance Council will create a Facilities Committee to help identify parish needs and prioritize projects.
- VII. **New Business:** Father Castillo commissioned new Pastoral Council members.
 - a. Review and update the Pastoral Council Bylaws
 - b. Election of Vice-Chair and Secretary/Recorder: Ramón Gómez nominates Joseph Montoya for Vice Chair. Gabriela Olivares seconded it. Motion carries unanimously. Elsa Rivera nominated Ashley Villarreal for Recorder. María Ortiz Leonides seconded. Motion carried unanimously.
 - c. Upcoming Pastoral Council Retreat, September 13th: Elsa will be reaching out to the Diocese of Austin regarding assistance in facilitating our retreat. We will set a date once we know availability.
 - d. Plan the Upcoming Town Halls scheduled for September 10th and 20th: Topics to cover: Updates on facilities
Adult Formation
Improved Communication
Children's Program

Will provide parishioners the opportunity to submit their questions prior to the Town Hall meetings so we can be prepared to answer them.

VIII. Old Business (submitted in Addendum):

- a. Adult Formation: Elsa motioned to allow Stephan Castro and Audrey Castro to move forward with the planning of the Adult Formation curriculum for Advent, Día de los muertos/All Saints Day, and the Feast of Our Lady of Guadalupe. Ramón Gómez seconded it. Motion carries unanimously.
- b. Parish Master Plan and other Projects: Finance Council will create a Facilities Committee to advise Pastoral Council on needs of parish.
- c. Sound System Update: Carlos González, Father Castillo, Carolina Cisneros, and Ramón Gómez met with Andy, from BAi Acoustics & AV Design. BAi will reach out to several vendors for bids on the project and get those quotes to us to decide. We should hear back in about a month.
- d. Social Service Committee Update: There will be a meeting August 19th to learn more about St. Vincent de Paul and what is needed from us. There was discussion about the amount of documentation that may be required (i.e. status) that may discourage participation for fear of being identified.

IX. Pastors' Comments:

Father Castillo is asking for feedback regarding announcements. Typically, they are done at the end of the Mass, but could consider making two at the beginning of the Mass, two during the middle of the Mass, and at the end.

The Office Second Floor Remodel: Men's Spanish ACTS Small Faith group is willing to donate their labor and some material. The church would be responsible for buying materials needed. Cal Cobos is coordinating this project.

Father Saji commented on how generous our parish is. In the short time he has been here, he has noticed some growth. Almost every Mass, new members stand up to be recognized.

X. **Last minute announcements:** Sharon Briseño made sure we all heard the news that long time loyal parishioner Salvador Hernández had passed away.

XI. **Next Meeting Date and Time: September 10, 2025, 6:30pm - Town Hall Meeting in lieu of Pastoral Council meeting.**

XII. **Closing Prayer: John Ungarino, Summer Seminarian**

XIII. **Adjournment: Meeting adjourned at 9:07 p.m.**

Respectfully submitted by: Ramón Gómez