

Our Lady of Guadalupe Catholic Church
Pastoral Council Meeting
Agenda February 11, 2026

- I. **CALL TO ORDER:** 6:34 p.m. Elsa Rivera called the meeting to order.

- II. **Opening Prayer:** Father Pedro

- III. **Attendance:** Milissa Cuéllar, Gabriela Olivares, Rose Ann Salinas, Ramón González, Ashley Villarreal, Elsa Rivera, Father Pedro Castillo, Mary Alice Tenorio, Joseph Montoya, Calixto Cobos, Rafael Torres, Beatriz Banda, Tanya Yáñez. María Ortiz Leonides (excused absence).

Guests: Sylvia De La Rosa, Amelia (Melly) Mendoza, Sergio Martín, Jacob Grabendike, Judy Maya

- IV. **Public Comment:** On behalf of Social Justice Ministry, Melly Mendoza and Sergio Martín came to ask for support to have a community meeting that they would like to invite everyone to take action in, praying for the people in our government to treat the immigrant community justly, call our representatives requesting they treat the immigrant community justly and provide any possible assistance/resources to our immigrant community here. They are aiming to have it in the first week of March. One of the ideas suggested was to have a candlelight vigil or Stations of the Cross.

Father Pedro mentioned that the Bishop will help to send resources. The priests from the Diocese of Austin plan on coordinating a Holy Hour to pray for the vulnerable and our immigrant brothers and sisters. This Holy Hour is to be done at the same time at all parishes across the diocese.

Judy Maya had concerns about many Sunday kitchens not having sponsorship. She suggested we assign the open Sunday kitchens to the ministries/groups who haven't signed up yet. She said to communicate what weekends are open and request people to sign up for them.

- V. **Approval of January Minutes:** Motion to approve January minutes. Joseph, first motion. Elsa, second motion. The motion passed unanimously; the January minutes were approved.

- VI. **Financial Report:** Tanya reports we're short about \$7,000 currently. We have been consistently short about \$1,000 a month on our Sunday collections, which we thought would be caught up in December 2025, but didn't. The income from Sunday kitchens is also short by about \$3,300. This is due to several Sunday kitchens not being sponsored in the second half of 2025. We are ahead in fundraisers by \$6556 due to our All Saints/All Souls event. We are ahead by \$6,000 in fees from services such as marriages, baptisms and funerals. We are over budget on expenses by \$40,000 due to salaries as we went from 1 part time admin to full time, and we have a full time RE director. In addition, we are over budget by \$30,000 in repairs and maintenance. Due to these items, we are down by a total of \$62,000.

VII. New Business:

- A. Presentation from Solutio Software: Jacob Grabendike (20 min for presentation, 10 min for Q&A)

Jacob, from Solutio, gave us a small background on the company mission to build up the Catholic Church through effective communication solutions and providing valuable marketing opportunities for parish communities and desire to improve digital communication within the Church. It would take about 6 to 7 months from a signed contract to launch a new website. Solutio has their own servers so they are able to keep our website safe from digital attacks of hacking. Anything we want to have on our website is possible for them to design based on consultations and would be an automatic fit for computers to phones. The company doesn't want the churches to pay for anything. So, to make it completely free to the churches, Solutio reaches out to our sponsors to be featured on the website. But, if we don't want them to reach out to our sponsors, based on our church size (we would be a medium sized site), our cost would be around \$6,500.

B. Liaisons to Ministries - Joseph

To be able to offer more support and direct communication from someone on the council to our ministry leaders. Assign everyone on the council to be a liaison to all our ministries.

C. Retreat or Spiritual Gathering with All Ministries - Joseph

Be able to have retreats or spiritual gatherings to have the ministries to work together and get to know each other as ministry groups.

D. Stewardship Committee Update

Tanya Yáñez and Sylvia De La Rosa, along with other members of the Stewardship Committee, went to a meeting with the Diocese. The committee's number one priority is to fix our database and update the active and inactive membership. In addition, it will focus on streamlining recurring e-giving. The Austin Diocese Stewardship office recommended a 3 weekend approach to introducing a stewardship campaign to the OLG community. The office also advised that OLG's main money source should be coming from the offertory at our Masses NOT from Jamaica. The committee will look into creating a ministries book. The next Stewardship Committee meeting will be February 25th.

VIII. Old Business (submitted in Addendum):

A. Committee Updates

1. Social Services Committee (Elsa)

- a. Update on proposed rezoning case: the application was withdrawn. Thank you to all who signed the petition, made phone calls, emails, etc.
- b. Members of City Council held a town hall with APD Police Chief Lisa Davis to discuss the APD policies that affect our immigrant community. We learned there was a mass upload of administrative warrants that were difficult to distinguish, which caused issues at first. Now, they know how to tell them apart. If there is an administrative warrant, the officer can choose to inform their commander, who will in turn make the decision on the action. APD is not focusing on immigration; they are focused on protecting the community. When there is a crisis, they are being redirected to other services that help in those areas.

- c. Catholic Charities was at this event, and we asked if we could have a “know your rights” session or a session where we can work on creating plans in the event that something occurs. Elsa will get feedback from the community to determine what they want.
 - d. We also spoke with an APD community liaison and will be working with her to help provide information to our community. She understands the concerns and wants to help.
- 2. Religious Education Committee (Joseph and María)
- 3. Health and Safety Committee (Rose and Rafael)
- 4. Communications Committee (Elsa and Beatriz)
 - a. We need to work on creating a communication distribution via email that comes from the church similar to the email distribution we have for the Pastoral Council. The current email distribution does not go out to all church members. We need a better process for managing church communications.
- 5. Stewardship Committee (Tanya) - Addressed in New Business.
- 6. Facilities Committee (Cal)

It will create a tiered list based on what’s needed most. Then, assess what is most needed into tiers. On Feb. 21st, there will be a pulpit talk and a bulletin notice to reach out to the community for volunteers for the committee. It will also create a capital campaign for church upkeep and repairs.
- 7. OLG 120th Anniversary Committee (Joseph)

B. Parish Projects

- 1. Sound System Update: Equipment and materials are on order. They estimate 10-12 weeks, but could be up to 16 weeks, to get all equipment and materials delivered. Once received (Feb. 23rd - March 9th), they will start installation. Installation should take a week. They are projecting to finish installation no later than March 27th and have it ready by Easter Sunday.
- 2. 2nd Floor Project and Progress: Cleanup is needed. Need to replace missing cameras.
- 3. HVAC replacement (Family Life Center) – Request to Diocese for help to select a vendor has not been sent due to Father Pedro being out and having to catch up. DRE would like to use the space upstairs for more classes. We will need a new AC to do this.
- 4. Kitchen Boiler & handler line replacement is in process. They are finding other pipes needing replacement as the work is being done.
- 5. Keys/ Re-Key

IX. **Pastors’ Comments:** Father Pedro would like to have the priorities list for what’s recommended from Cal and the Facilities Committee. Father put emphasis on the time, treasure, and talent which are important to put into the church from our community. The goal is to have this list completed by the Pastoral Council’s April 8th meeting. We will check in with Cal at our March meeting.

X. **Last minute announcements:** Rose has invited Walt from St. Ignatius to come to our next meeting to give a presentation on the grief support programs. Reminder ... the Liturgy meeting will be March 4th. Joseph, on behalf of the rosary group, confirmed a Rosary Mass will be celebrated May 17th, at 10:00 a.m., for recommissioning. The rosary will start at 9:30 a.m. Elsa suggested moving our meeting time from 6:30 p.m. to 6:45 p.m. to accommodate Fr. Pedro. There is a new daily Mass schedule on Wednesday, and Mass will be celebrated at 6:00 p.m.

XI. Next Meeting Date and Time: March 11, 2026, at 6:45 p.m.

XII. Closing Prayer: Father Pedro

XIII. Adjournment: 9:16 p.m.