

## **St. Joseph Fundraising Committee Meeting #5 Minutes - 12/8/25**

Members Present: Pete Zenner, Nancy Zenner, Candelaria Escobar, David Ehler, Dwayne David, Felipe Pacheco, Erika Rivera, Eugene Holub, and Benito Costilla, Members absent but had RSVP'd they could not attend were Jean Darby and Martha Jeffcoat. Also absent were Julia Cardona, Kenny Svrcek and Zeneida Kelley. Maria Santellano came in to let us know that Father John would not be attending tonight's meeting. Guests attending on behalf of the Finance/Records committee were Craig Snow and Thomas Alejandro.

Pete Zenner called our meeting to order at 7:23 PM. He started the meeting with a prayer. He asked if everyone had received the minutes and asked if there were any corrections or additions. None were noted. David Ehler made a motion to accept the minutes as written and Dwayne David seconded the motion. Pete then stated that we would change up the order of the committee reports since we had guests present for the finance/records committee. He welcomed Craig and Thomas.

- **Financial/Records** - Benito reported that besides Thomas and Craig that he had several people that have responded to his email and invitation to help on this committee. Since he is new to this area, he is looking for people to help in an advisory role to make sure that the committee is doing everything correctly. Pete shared that he had talked to Rita Juergens at the Ladies Society Bazaar on Saturday and that she had helped with this in the past and had records that she hopes have been transferred over to her new computer that will be helpful. Thomas Alejandro stated that because the KC's have the beer license, the sell of beer must go through the KC's. They will purchase the beer, sell the beer and then when they deduct the cost the church will need to pay for the rental of the hall and utilities, they will cut a check to the church if there are additional profits from beer sales. The meal sales can go through the church. The Knights do not need to be involved with the meal. Craig asked what the job would entail for the records portion of the committee. Pete mentioned with the games that tickets would be sold to use for the games booths rather than money. When a game booth closed down, the tickets would be counted and recorded to show how many tickets were sold for each booth and determine what the net profit or loss was for each booth. Craig wanted to know if they would need to be there all day or mainly at the end. It was discussed that tickets from the booths and money could be kept locked up in the office at the KC Hall, so mainly towards the end of the festival. We would need to have a table set up at the front of the hall that sells tickets for the meal and then a different colored ticket for the games. We will also have someone selling additional raffle tickets here, until the time that the raffle takes place. Benito says that he plans on having a meeting at the end of the week on

Friday or Saturday or perhaps early next week with the committee. It was mentioned that before they had a table to sell tickets by the back door where the games were set up so the kids weren't running through the hall to get more tickets. Nancy suggested that we look into having a square or card reader so people could use credit cards. Problems in the past had been the WIFI. Possibly have a MIFI and check with Rita Juergens to see if we could possibly borrow Lindsey Lillard's to use. Dwayne said that he would check with the fire dept. on the set up they use for their fundraiser.

- **Auction** - Benito Costilla stated that he had met with the Auction subcommittee last Friday from 7:30 - 9:30 PM. Zeneida Kelley has agreed to co-chair the auction committee and she and her husband, Sean met along with Wesley Janak. Benito stated that his sister and her husband might also be willing to help with the auction. Wesley has asked Garrett Reed to be our auctioneer and he has volunteered his services. Dwayne David said that he had talked with John Fisher and he had agreed to volunteer his services as well. After some discussion, the committee came to the conclusion that it would be to our benefit to have both gentlemen available to be auctioneers. Dwayne said he would explain the situation to John Fisher. Benito discussed that large ticket items would be sold in the live auction and we would limit the number of items so that the auction is only about an hour. Auction committee will need bid catchers, which Wesley has volunteered to be one. We also need records people to record who buys items, the cost and how they pay. We need personnel to hold up and show off items to the crowd. Additional volunteers are needed when people are ready to check out and pay. Nancy suggested that we purchase bidders paddles to be able to keep track of who purchases items. David Ehler said he thinks we should also accept bids from the floor from people who have not registered for a bidders paddle. There was also discussion about whether to have a silent auction versus have items that you purchase tickets to put in the bucket for the item that you hope to win. Pros and cons for each were brought up. We decided to ultimately let the auction committee decide what they wanted to have. Pete and Nancy suggested that we find the talented people in our parish that could make home made items such as picnic tables, porch swings, wooden crosses, metal yard crosses, homemade noodles, peanut brittle, kolaches or other baked items to be sold at the auction. It was mentioned that Marty Ehlman (sp) (Lexington parish) is a very good craftsman/carpenter. We discussed the letter from the church that would be used to show to business owners when we go two by two to try and secure donations for the auction/raffle. A copy of the letter that was written with the help of CHAT GPT, was shared with the committee. Nancy has listed herself as a contact person but was more than happy to let it be someone else if they volunteered to do so. No volunteers came forward.

- **Publicity** - Nancy shared the announcement information to go into the church bulletin for this next weekend's mass. She emailed a copy to Benito, Julia and Erika, who are being asked to translate into Spanish so both English and Spanish announcement can go into the bulletin. Pete read the script that would be shared at all masses this weekend. **He highly encouraged all committee members to try and attend all the masses so that they can be introduced. Putting a name with a face will help build relationships and show that we are united to work together.** Eugene stated that he would be out of town this weekend and won't be able to attend the masses. This script was sent to Benito, Erika and Julia to translate into Spanish for them to use at the 11:30 AM mass. Benito said that he should be here this weekend and could do the presentation at the 11:30 AM mass. A sign up sheet for committees was also presented. Pete asked if we should have this in Spanish as well. It was decided that we should have a Spanish copy as well. This was also sent to Benito, Erika and Julia for translation.
- **Raffle** - David Ehler/Felipe Pacheco - David shared the sample raffle ticket that he's gotten a quote for. He explained that plans were to offer 10 gift cards to include (1) one \$1,500 gift card (2) (3) two \$1,000 gift cards and 7 \$500 gift cards. Each ticket would sell for \$10.00 each. On the stub to turn in there is space for Name, address, City, zip code, telephone number and seller of the ticket. Tickets will be numbered. They had decided to print 2,000 tickets and they are trying to decide how many to put in an envelope for each parish family. They are thinking 10 tickets that they can sell to others or choose to buy them themselves. He has added a disclaimer on the ticket about bonus prizes so if we have other things other than the gift cards, we can add them to the raffle. We discussed that in the announcement for the bulletin and the speech to the congregation that we would ask parishioners to donate money of any amount to raffle ticket gift cards. Nancy asked the committee if on the sign up sheet, should we just put name, phone number and not include a spot for amount to donate? We will not have them write on the paper how much they want to donate. Someone from the raffle committee can check with them to see how much they want to give. We decided that if they choose to donate and want to go in with other families and want their name on the raffle ticket we could do that or we could list it as from St. Joseph parishioners or anonymous. Lauren Williams has volunteered to help make a spreadsheet on the computer to list parish families and what tickets they are given as well as the money returned so we know what tickets are still out.

**\*After the meeting, Nancy checked back in minutes and we had agreed to call our festival the St. Joseph Mayfest Festival (see minutes from 11/10/25). We discussed it with Father today (12/9/25) and he is fine with**

**that. SEE SAMPLE RAFFLE TICKET AT THE END - change name to reflect St. Joseph Mayfest Festival instead of St. Joseph's Church Festival.**

- **Entertainment** - Erika said that she did not have anything to report on their committee tonight. Julia was not present.
- **Games** -Neither Martha nor Jean was able to attend the meeting. They are still exploring their options on what game booths to have.
- **Meal** - Dwayne said that they had not gotten together on the meal yet. He said that Father had gone to the nursing home to visit Mamie and Nick and had told them that he didn't see a problem with having more than one meal. Dwayne asked for input from the committee and we all agreed that we need to stick with one meal. Perhaps we might decide that later in the afternoon to make hamburgers or something but the main meal would only be one choice. He asked Erika to translate that to Candelaria and she was in agreement with one meal. They will get together with a translator and decide on the exact menu for the meal.
- **Risk Management/Security** - Pete Zenner said that he and Kenny had not formally met but that Kenny didn't foresee a problem with getting a contract for security with MCSO. They did want to try and find someone to serve as the Risk Manager and Tim Kelty, our City Manager, was thought to perhaps be a good candidate for that position. Pete will take the letter from the diocese by and talk with him and see if he is interested in serving in that capacity.

Nancy handed out copies of the check request form and the Texas sales and Use Exemption Certification to all fundraising committee chairpersons. She gave two of each to David Ehler as he is already working on getting raffle tickets done.

Pete asked if there was any new business or questions that anyone had. There were none.

**Action items:** (1) **Nancy** sent bulletin announcement and script as well as committee sign up sheet to **Benito, Julia and Erika** to translate into Spanish. (2) **Each committee co-chair** needs to come up with a list of businesses that we think we should visit to ask for donations and to especially include people with whom you have already developed a relationship with and that you will personally go and visit them. We don't want more than one person visiting the same business, trying to solicit a donation. (3) **Eugene** will check with Maria to see if the church has a receipt system for someone making a donation to the church. Nancy asked Craig Snow what they presently do for CASA. He said

they send them a thank you letter that has the 501c3 number on it along with the amount of the donation. (4) **Pete** will check with Tim Kelty about serving as our Risk Manager for the Festival. (5) **Nancy** will prepare a sign up sheet for those that wish to donate to the raffle and send to Benito and Julia to translate into Spanish.

Pete closed the meeting with a prayer and meeting was adjourned at 8:55 PM. Next meeting date is set for Monday, Jan. 5 @ 6 PM in the RE Building.

Submitted by Nancy Zenner

No. 1001	Ticket Price - \$10 Each	No. 1001
Name: _____	<b>St. Joseph's Church Festival</b> <b>Drawing to be held May 3, 2026</b> <b>Rockdale K of C Hall • Rockdale, Texas</b>  10 Prizes to Be Given Away: 1.) \$1,500.00 Gift Card      6.) \$500.00 Gift Card 2.) \$1,000.00 Gift Card      7.) \$500.00 Gift Card 3.) \$1,000.00 Gift Card      8.) \$500.00 Gift Card 4.) \$500.00 Gift Card      9.) \$500.00 Gift Card 5.) \$500.00 Gift Card      10.) \$500.00 Gift Card  <i>Plus additional Bonus Prizes</i> <i>Need not be present to win.</i>	
Address: _____		
City: _____ Zip Code _____		
Telephone #: _____		
Seller: _____		

