

Auction Sub-Committee Meeting Minutes
St. Joseph's Catholic Church Fundraising Committee

Date & Time: 12/5/25 @ 7:30 PM – 9:30 PM

Notes:

1. Attendance: Wesley Janak, Benito Costilla, Zeneida Kelley, and Sean Kelley.
2. Announcement: Full Fundraising Committee will meet on Monday, December 8th after the 6 PM mass (approximately at 6:30 or 7 PM).
3. We found an Auctioneer – Mr. Garrett Reed (Friend of Mr. Wesley)
4. Discussing Organizing Live Auction (Hour Length) and Silent Auction (2 to 3 Hours):
 - a. Setting up Hall
 - i. Stage or Front Center area for Auctioneer and display of auctioning items. (Wireless Microphone & Speakers)
 - ii. Isolated Table area to display and hold auction items (x2 Volunteers to watch Auction area).
 - iii. Will need (x1) volunteer who can accept money for bids (Possibly member of the Finance and Records Committee).
 - iv. Need two to three (2-3) volunteers to help transport and show auction items.
 - v. People can sit in general area within the KC Hall. Bid Catchers will help to identify bidding. No need for separate or sectioned off bidding area for people to sit.
 - vi. Make or purchase numbered cards for items. After final bid name of person who won bid writes names on card and they pay money at the end of the live auction or when person decides to leave.
 - vii. Auctioneer can help announce donated item donated by (Keep track of what item was donated by what business or donor).
 - viii.
 - b. Silent Auction for Smaller Items (in case of several smaller items are donated).
 - i. Country store area.
 - ii. Display items on tables in area with paper with list of blank spaces for names and bidding amount.
 - iii. Write time limit on paper for bidders to write in bidding amount or at end of live auction.

- iv. Silent Auction should be limited to certain number of items to prevent too much traffic or lower bids due to too many items. Large quantities of items can be set aside for raffle tickets.
 - v. Auctioneer can help announce end times of silent auction items.
- c. Bid Catchers (x3) – Job duty help the Auctioneer identify bidders. Mr. Wesley and Mr. Garrett will try to find Bid Catchers to volunteer.
- 5. Collection of items:
 - a. Request Logo, proper description, company name for recognition, and retail value of donated item.
 - b. Obtain letter from committee to show potential donors to help explain cause and to help donor with potential tax write off.
 - c. Create a sponsorship poster or display.
 - d.
- 6. Potential Donor List:
 - a. (Can also accept monetary donations to purchase items for Auction).
 - b. USA Technologies – Donate the Calf?
 - c. Manuel Imports – Items
 - d. Rockdale General Store – Items rocking chairs or other items.
 - e. Whiteley Feedstore – Feed or other items.
 - f. Donated Gun for Auction or Raffle.
 - g. Rockdale Meat Market –
 - h. Thorndale Meat Market -
 - i. Nappa –
 - j. O'rileys –
 - k. Auto Zone –
 - l. Dollar Tree -
 - m. Texas Propane –
 - n. Walmart –
 - o. Tracker Supply – Kayak or other items
 - p. 7 Bar BBQ – Donate Meal for Family or 4
 - q. Maricella's Bar & Grill –
 - r. Banda's Taqueria –
 - s. Corona's Mexican Restaurant –
 - t. Julio's Mexican Restaurant –
 - u. Cocina Familiar -
 - v. Caffey Corner –
 - w. Clayton HVAC –
 - x. Three Ps Ice Cream –

- y. Mine Service –
- z. Run Florist Run –
- aa. Becky's Sandwich Shop –
- bb. Moon Brew Coffee Shop –
- cc. Piano Bar –
- dd. Custom Tack – Bought Valhalla (Twins) they do leather products.
- ee. McDonalds
- ff. Pizza Hut
- gg. Families can donate to purchase Calf and meat processing and auction sections. Mr. Wesley talk to Dime Box and David Ehler. (USA Technologies).
- hh. Handy Man Businesses – Jeff Zapata, Ruelas Handy Man,
- ii. Rockdale Building Materials
- jj. Perry & Perry Builders
- kk.

Action Items:

1. Find Bid Catchers
2. Find Volunteers to talk to potential donors and collect donated items.
3. Find all needed volunteers ask Mrs. Holub and Mrs. Snow for help finding volunteers for day of Auction to show and display auction items.
4. Schedule day for volunteers to visit potential donors. Likely will be on Saturday mornings during January, February, and March.
5. Make plan for Advertising Event + Auction – Radio, Social Media, Credit Union, General Store, Restaurants, Newspaper, Flyers at local businesses (Donor's Businesses) and Local Churches.
6. Set targets for funds raised. Target can be based on number of items. Can also look at historical data to help determine a baseline or goal to beat.
- 7.