

## Fundraising Committee Meeting # 10 - March 7, 2026

**Members Present:** Benito Costilla, David Ehler, Dwayne David, Jean Darby, Martha Jeffcoat, Erika Rivera, Felipe Pacheco, Tim Kelty, Father John, Eugene Holub, Kenny Svrcek, Pete and Nancy Zenner. **Members Absent:** Julia Cardona, Candelaria Escobar, and Zeneida Kelley. Guests present: Rita Juergens - Finance and Records committee, Minnie Pesl.

The meeting was opened with a prayer @6:31 PM before we ate a dinner meal. Eugene Holub made a motion that we accept the minutes from the meeting on 2/19/26 and David Ehler seconded the motion. Minutes were approved as written.

Committee reports were given.

**Risk Management/Security:** Pete stated that he had sent an email to the Risk Management contact at the Diocese, Michael Scarpato, as well as his colleague, Bianca Prado-Espinoza, who handles the event insurance and had cc'd Benito, Kenny, Tim, Erika, Julia and Father in the email. He shared with the group the answers he received in the email. Amusement rides are permissible under the conditions outlined and they shared the template agreement. According to Erika, the person who has the bounce house and mechanical bull does not have his own insurance. Tim Kelty sent a text message to Nathan Bland regarding whether the vendor with bounce house/mechanical bull ride could possibly purchase one day insurance. It was felt that if the parishioner was donating the use of his equipment that they would probably want us to pay the cost of the insurance. Answers about the 50-50 raffle was vague and Pete gave the print out on raffles to Jean and Martha to read over. Mr. Scarpato gave us the name of Ione Voor ([ione-voor@austindiocese.org](mailto:ione-voor@austindiocese.org)) to contact with questions. Another question was in regard to the gift card raffle prizes and tax paperwork. A handout entitled "Do I Need to file Form W-2G" was included from Ron Walker. Questions about using the Knights of Columbus liquor license - Answer was provided that if the K of C has sufficient insurance to cover the alcohol liability, we should be okay. Pete asked Kenny how much liability insurance that the Knight's had and Kenny said that Tom Alejandro handles that but he believes that it is \$600,000. Mr. Scarpato copied his colleague, Bianca, who can advise us on how this may figure into the Special Events insurance application. Outside entertainment of dancing groups and a band require a contract to sign. As

long as musical style is not hip hop or rap, the Special Events insurance carrier will underwrite those things. (See Performing Artist Agreement). The special events insurance application is available online with the password GuardianAngel. Pete shared the form on safeguarding cash at Festival handout with Rita Juergens to read over and we felt that we were in compliance there. We discussed hiring security for the day of the festival. Kenny stated that MCSO deputies charge \$70/hr with a minimum of 4 hours. Kenny felt that we could hire one deputy for 5 hours (1-6 PM) and that would be sufficient. Tim Kelty checked with Captain Stephen Goodrich with the Rockdale PD and they charge \$50/hr and might possibly donate their time. Kenny said he would check to see if the KC Hall would allow Rockdale PD to work security but stated that if someone had to be arrested, that it would be MCSO that would do that, not Rockdale PD. Pete felt it was important that security be onsite until money was counted. Nancy asked Rita Juergens what the protocol had been in the past of what they did with the money after the festival. She stated that the last festival, she was still employed at Citizens National Bank and she was able to take it to the bank and lock it up overnight. Rita said we could make a night deposit but we would probably need at least 10 locking bags. There is a small safe at the Knights of Columbus Hall. Rita would talk to the President of the bank and see what possible arrangements we could make for the money the night of the festival. We discussed the need for having a Square or something to accept credit card payments. Benito will check into this. I asked Rita if we could possibly borrow her daughter, Lindsey Lillard's for the festival. She will check with her. It was determined that we would probably need two. One for meal tickets and one for auction or game tickets. We also discussed that there is no WIFI at the KC Hall so it will require a hot spot or a MyFi. Eugene stated that he has portable Starlink equipment that would cost \$65 for the month. Kenny stated that there was a place close to Rockdale Federal Credit Union where you could get a Square. The Knight's had checked into it and decided not to get it. Someone stated that the Square costs \$300. Benito said that he would check into Square.

Pete feels it would be beneficial to have Kenny, Tim, himself and Father John on a conference call with Mr. Scarpato at the Diocese, to see what they need to do to proceed with securing event insurance and get additional questions answered. He realizes that coordinating between everyone's schedule and getting through to Mr. Scarpato at the Diocese seems like a difficult task.

Pete also brought up parking at KC Hall. Do we need teens and some adults to park cars? Should we check with the pastor of Harvest Bible church who adjoins the KC Hall and have Father Boiko reach out to see if after their service concludes, can we use their area for overflow parking? It was agreed that we should rope off the front of the hall for handicapped parking as we have very few handicapped spaces. We will not have a drive through line. You may purchase dinners to take home but patrons will need to come inside to purchase them.

**Raffle:** David and Felipe updated the committee on the raffle. Eugene gave them the numbers of tickets that had been given out as of Thursday of last week was 2,370 tickets given out. A total of 232 tickets had been sold- we shared that we made our first deposit last Tuesday in the amount of \$4,320.00. Pete shared that this included a check that Mari & Patrick Webber had made. After talking with Ms. Webber, they are okay with being recognized but asked that we not disclose the amount donated. They said that the money donated could be used however we felt it needed to be used. We will add them to our scrolling donation board. Eugene has set up a spreadsheet to track each individual raffle ticket by number and by who sold it. We will use this to come up with our parishioner that sells the most tickets. Nancy & David will continue to make weekly deposits for raffle tickets and will meet this next Tuesday at 10 AM at the church office.

**Finance/Records:** Benito Costilla, chair, and Rita Juergens were present. Rita had asked to have input on purchases of cash boxes. Rita stated that they need like a teller's cash drawer for meal tickets. For game tickets, they need a smaller cash box that can hold the money. Nancy asked how much start up cash she suggested that we get. She stated that she had her sheet from 2019 and the start up money then was \$2300. Now would probably need up to \$3,000. We discussed using a Square in more detail as many people don't carry large amounts of cash or a check book anymore. It is important to keep meal and game transactions separate for bookkeeping purposes. Tickets should be different colors. Father stated that most Hispanic families would pay by cash. Older people might have checks. Rita stated that we need to give the bank plenty of time to secure the gift cards for the raffle. They have to order them. We asked if the parishioner that sells the most tickets needs to be a gift card or can it just be a check from the parish? Rita said she felt it could be either. We also agreed that the person that sells the grand prize ticket (\$2500 gift card)

should get a prize. After discussion a motion was made, seconded and approved to give that parishioner who sells the grand prize ticket, \$100.

**Auction:** Benito said that the auction committee was unable to meet last Sunday as planned. He is going to try and contact some of the volunteers and set up a training about the procedure for going to businesses to seek donations. We will go in groups of two. He passed around the form of businesses and asked committee members to sign up to go to businesses where they already have a relationship with owner, manager, etc. Paperwork - letter from Father John as well as receipt of charitable donations was handed out to those who volunteered. Timeline for approaching businesses is anytime now up until April 1st. Depending upon the value of items donated, the auction committee will decide what goes into the live auction and what goes into the silent auction. Some things may also be combined into baskets to be auctioned. There will not be a country store this year. Nancy asked David Ehler if he knew the owner of 44 Farms to see if we could possibly get some steaks donated. Pete asked Father if he and Benito could speak from the ambo to the congregation about possible auction items that parishioners could donate or make.

**Entertainment:** Erika shared the email that Julia had sent with questions. The dancing performances would be inside the hall. We discussed whether we would need two DJ's. Julia had written down mass from 9 - 10:30 AM and DJ inside from 10-12. Nancy stated that we would not want the DJ setting up during the mass. Czech performers from West are available and would require a \$200 donation to cover their costs to rent a bus and for travel. The group discussed this and whether we wanted to pay that money. The other two groups are a Folklorico group and Aztec dancers who will donate their time. Nancy made a motion and it was seconded by Dwayne David to pay the \$200.00 for the Czech dancers. Nancy asked Erika if she knew if they wanted the money up front or whether we could give them a check the day of the festival. She will have Julia check with the sponsor. The contract from the Diocese will also need to be completed. We also asked here to find out how many dancers there would be so we could fix up special meal tickets for them. Eugene stated that the Communities in Concert Band has 15 members and they would play and only ask for meals for each of them. He assured us that they did not play hip hop or rap music 😊

**Games:** Jean Darby & Martha Jeffcoat have decided upon a list of games. They asked about the process to order things for prizes from Oriental Trading and Amazon. Father said that the church has an Amazon account. He told them to come up with a list of items that they want to purchase along with the cost and meet with Benito on a Wednesday night to turn in form to Maria. It was also suggested that they check with Bonnie Holub about ordering things from Oriental Trading. Pete asked that they try to do this before the next meeting. They plan on asking for donations for cakes for cake walk, plants for plant walk, and RE students have been asked to provide 2 liter bottles of soda for the ring toss. They also have an overabundance of stuffed animals so they have thought about doing a stuffed animal wheel, similar to the cake walk. They have met with Brenda Gonzalez and she will oversee the Impact students who will help with the outside games. Dolores Maciel has asked to sell religious items and she will donate 50% of her proceeds to the Mayfest festival. The ladies may need some things built and asked our grandsons could help with that. Pete stated that some of the KC's could probably help as well.

**Meal:** Dwayne stated that he had asked Candelaria to get a group of about 10 women that would help with cooking and clean up. She has not been to several meetings. We had asked Benito earlier in the day to try and contact her and see if she was going to attend the meeting (she didn't answer his call and isn't at the meeting). Felipe and Father said that she has expressed frustration with not being able to understand what is being said in the meetings, despite other bilingual members helping to translate. Father told her that she needs to speak up if she has questions or needs translation. Nancy asked Felipe and Father to try and talk with her at Mass to see if she wants to continue being part of the committee or if we need to find another co-chair to help Dwayne plan the meal. We will have 1/2 BBQ chicken and a piece of sausage, along with German potatoes, charro beans, pickles, onion and bread. Nancy asked if dessert would be included and it was decided that the dessert would be purchased with ticket(s). Nancy made a motion and it received a second from Jean that dessert would not be included as part of the meal. Motion carried.

**Publicity:** Eugene shared the sample flyer that he had made. Suggestions for changes were made. It was suggested that we make copies to send with volunteers that visit businesses to see if they will post them in their establishments. We will share with Chamber of Commerce Director as well

as put it on our church website and Facebook page. Nancy stated that she had also reached out to Rodney Lewis at Rockdale Signs and Photography about the cost of a tablecloth or banner that has our new logo on it. He had asked that I email him the details and he would get back to me the next day. When I didn't hear back from him, I sent another email on Saturday. This could be used when we visit other parishes to sell raffle tickets or at the Festival itself. Nancy & Pete will check with Father Stephen about selling tickets at Holy Trinity in Corn Hill. We asked if anyone had any connections in Elgin, Cameron, Lexington, Caldwell and no one else responded. Eugene has plans to have scrolling TV screens that recognize those that have made donations for the festival. Benito says he has a projector and screen as well but needs to try it at the KC Hall and see how it works with the lighting there. Tim Kelty asked who would be able to join him on a Tuesday morning for the radio show to be interviewed? Benito's job doesn't allow him to be available on a Tuesday. Pete & Nancy Zenner said they would do it and for Tim to let us know when to be there.

**Old Business:** Both masses on the weekend of the festival, Saturday May 2 and Sunday May 3rd will be at the KC Hall. 5 PM on Saturday and 9 AM on Sunday. Nancy still voiced concerns about our elderly parishioners traveling to the KC Hall and turning left with the traffic on 79. Pete suggested that we check with the Tx Dot representative to see if we could possibly have a portable sign for the weekend to slow traffic in the area of the KC Hall.

**New Business:** (1) It was suggested that we have t-shirts for the committee members to wear on the day of the Festival. Nancy suggested that we use our new logo on the back and have St. Joseph Catholic Church, Rockdale, TX on the front. She volunteered to check into the cost of getting t-shirts made. (2) We need to come up with a wish list sign up for parishioners for items that could be donated for the festival i.e. boxes of chicken, potatoes, large jar of pickles, onions, bread, cakes for cake walk, desserts for meal, plants for plant walk, and anything else we might need.

## **Action list:**

- 1) Tim Kelty will check with Rockdale PD on security costs as well as follow up with Nathan Bland about event insurance for owner of bounce house and mechanical bull ride for festival.
- 2) Pete will reach out to Thomas Alejandro to find out if the Knights insurance is adequate and can have that information for the application for event insurance with the Diocese.
- 3) Eugene will make changes on the Save the Date flyer before he leaves on Thursday.
- 4) Felipe/Father John will talk to Candelaria about her status of continuing to serve as co-chairman for the meal committee.
- 5) Pete and Benito will come up with information to share with parishioners next weekend, March 14 & 15th and to be put in the bulletin.
- 6) Nancy will check with Run Florist Run and Brittany Bell about prices for t-shirts for the committee members and possibly making extra shirts to sell at the festival.
- 7) Nancy will prepare a wish list for parishioners to sign up to donate items or money to pay for items for the festival.
- 8) Benito will check on obtaining a Square for credit card transactions.
- 9) Tim/Pete will reach out to appropriate personnel at the Diocese of Austin to get more answers on risk management issues.
- 10) Kenny will check with KC's about using Rockdale PD instead or in addition to MCSO for security.
- 11) Rita and Benito research cash box options for use at the festival.
- 12) Rita will check with President of Citizens National Bank about money deposit options after the Festival is over.
- 13) Nancy will check contact information for pastor of Harvest Bible Church for us to use their parking for overflow parking after their Sunday services have concluded on May 3,, 2026.

**Next meeting will be Thursday March 19, 2026 @6 PM at the KC Hall.** Father John led us in a closing prayer and the meeting adjourned at 9:00 PM.

Submitted by Nancy Zenner

