



St. Augustine Catholic Church

Parish Pastoral Council (PPC)

3700 Callan Boulevard

South San Francisco, CA 94080

Tel. No.: (650) 873-2282 | Fax No.: (650) 873-1356

e-Mail: staugustineppc.ssf@gmail.com

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45th PPC Meeting Minutes | Summary and Action Plans:

Thursday, 29 May 2025

Summary:

The meeting focused on planning St. Augustine's 55th foundation anniversary gala and discussing the parish's financial situation in relation to the archdiocese's bankruptcy. Various parish activities were reviewed, including formation events, jubilee year celebrations, and emergency preparedness planning, along with updates on the parish hall renovation project. The conversation ended with discussions about volunteer opportunities, the Matthew 25 awardee selection process, and the upcoming annual appeal schedule, while also acknowledging parishioner contributions and recognizing dedicated ministry members.

St. Augustine's 55th Foundation Anniversary Gala Update:

Location: South San Francisco Conference Center

Date: Saturday, 27 September 2025

Time: 6:30PM to 12MN.

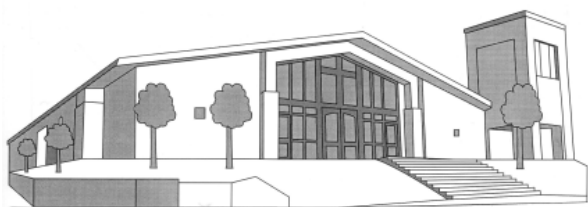
Malou Cu presented details of the event, including a \$150 per person ticket price, with children's tickets at \$50, featuring a live band, DJ, and various performances. It has also been discussed to strategize and maximize attendance, including advertising to other churches and using the event as a benefit for the Parish Hall renovation, without requiring formal pledges due to current economic conditions.

***Action item(s):

- Malou to follow up the following:
 - ✓ *Ticket design and distribution timeline. (Gary Palomo)*
 - ✓ *Poster creation using the finalized invitation design for church vestibule and entrance.*
 - ✓ *Coordination with ministry heads for ticket sales and event promotion.*
 - ✓ *Discuss clergy attendance and sponsorship with Father Ray.*
 - ✓ *Arrange chair rentals in an emerald, green color scheme.*
 - ✓ *Confirm with Father Ray about making a fundraising appeal during the event.*
 - ✓ *Coordinate with Judy at Conference Center regarding child ticket pricing.*
- Vivian to confirm with Joel regarding Praise and Glorify's participation and Communication Ministry to assist with advertising once invitations are ready.
- Rita to create sponsorship form for clergy and parishioner support and explore technology options for credit card donations during the event.
- The group agreed to explore options for credit card donations and discussed the need to accommodate clergy attendance without charging them

Communication alignment on parish hall renovation impacted by Archdiocese's bankruptcy and litigation.

- Discussion on bankruptcy situation affecting the archdiocese, with Father Ray explaining that while St. Augustine is not directly named in the claims, we are still part of the archdiocese and must proceed carefully with fundraising. The building committee presented a revised proposal for renovating the parish hall bathrooms, with architectural fees/soft cost of \$64,000 (*architectural fee of \$41K with initial payment of \$5K and engineering/ structural payment of \$23K*) and total construction costs estimated at around \$1 million. Redefine the project and scale it back; revised scope is renovating the restrooms; Greg sent the proposed comprehensive plan involving multiple phases, site assessment, code compliance and initial cad renderings, oversight during the construction process.



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***Action item(s):

- The committee will proceed with the bathroom renovation project, which includes new stalls for both men and women, while being mindful of code requirements and city approval.
- Continuing our activities, raising some funds, not bigger scale, find that balance of information that we communicate, and emphasize our role as being part of the archdiocese (not a separate entity) as a continued statement.
- Deacon Nestor coordinates with Greg regarding bathroom renovation specifications and code compliance.
- Father Ray to review and sign architectural proposal for bathroom renovation. *(Deacon Nes and Fr. Ray will run this again with the Building Committee.)*

Santacruzian Update:

- See the attached financial report from the coordinator (Cleo C.), excluding the expenses of the said event.
- There will be a 4:30 Mass and members of the entourage will be part of the procession (rosary), highlighting the importance of devotion in finding the cross through Queen Helen. There would be a procession with the blessed mother on a carriage, (no blessed sacrament). Sagala will have a small break to freshen themselves and begin the formal introduction and coronation of the reinas. There's a private reception with families at the hall.

EM & Readers Training/certification:

***Action item(s):

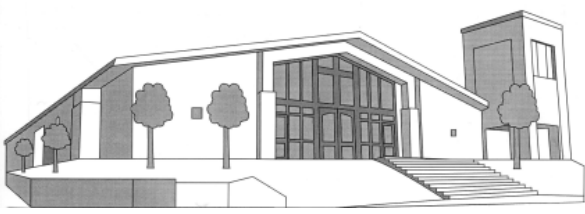
- **1st Formation Event** – Deacon Nestor discussed the upcoming formation event for Eucharistic Ministers and Readers which will include training, certification and commissioning of Eucharistic Ministers and Readers on June 21st tentatively from 10AM-2PM at the Parish Hall and in the afternoon in the church. This offers a needed and starting point for all the ministries, these two ministries impact the liturgy group.
- Deacon Nes to follow up with ministry heads about contacting new ministry members.
- Deacon Nes to prepare curriculum and show to clergy and finalize by next week.
- Deacon Nes is currently in the process of recruiting deacons to serve as instructors, which are ideal choice as deacons are formed in liturgy and pastoral services, bridge between the clergy and laity; more insight into the EM and Readers are all about.

Jubilee Year Update: *Focused on June, July, and August:*

- **June is Jubilee of Clergy:** a good example is product of a vocation cross; June 7th will be his ordination at St. Mary's and June 8th mass for Deacon Leandro "Paulo".
- **July is Jubilee of Mental Health Awareness:**
July 27 (Sun) 2pm to 5pm - Hope & Healing Workshop
(Understanding Depression, Anxiety, And Dementia & Cultivating Hope to Foster Recovery & Healing)
- **August is Journeying with Saint Augustine Parishioners:**
August 23 - Liturgy Feast of Saint Augustine and Fiesta Celebration
August 30-31 - Jubilee Overnight Pilgrimage (local).
 - ✓ *Self-guided Pilgrimage Visit to Mission Churches and Sunday Mass*
 - ✓ *\$130 per person includes Bus and Accommodation. (Food not included)*
 - ✓ *Limited to 50 participants on a first come, first served basis.*
- Vivian reported on the success of the Alpha program and its potential inclusion in adult formation. The group also discussed emergency preparedness planning in September.

***Action item(s):

- The need for a separate meeting to coordinate the St. Augustine feast day celebrations on its 55th anniversary celebration, including a reception and festival; **Parish Pastoral Council meeting is scheduled for June 5th to finalize details.**



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August Feast Day Committee (PPC):

The meeting covered several key topics related to parish activities and planning.

*****Action item(s):**

- PPC to plan activities for St. Augustine feast day (August 23-28).
- Kate to forward retreat meeting minutes to PPC members to backtrack the original plans for the anniversary.
- PPC to hold a special meeting on June 5th to plan the 55th anniversary reception and festival.
- PPC to develop criteria for identifying and recognizing dedicated volunteers.
- Father Ray to confirm availability of Augustinian priests for feast day masses.
- The group also addressed issues with the parish hall kitchen, with Rita planning to update the shared policies for its use.

New Business:

- The conversation ended with John being elected Chapter President of the Chapter of Saint Francis, which qualified him to attend the Supreme Convention in Washington, DC, with all expenses paid. John expressed gratitude for the support from his council and mentioned that 9-7-1-4 was one of his top-performing councils.
- PPC members to identify and secretly vote for Matthew 25 awardee.



ST. AUGUSTINE CATHOLIC CHURCH

2025 SANTACRUZAN

FINANCIAL REPORT

DESCRIPTION

AMOUNT

Gross Total Ticket Sales

\$151,764.29

Gross Ticket Sale Per Reyna

Vicky Palomar \$23,050.00

Aleczia Trinidad \$21,859.74

Pauline Uy \$18,393.00

Christmas Tiletile \$16,399.33

Marijoy Angeles \$14,165.00

Carina Santos \$11,550.00

Mariah Tolentino \$11,103.74

Cherry Pie De Veyra \$7,265.00

Fe David \$6,920.00

Glenna Agbayani \$5,069.00

Angelica Tubig \$4,149.74

Marites Santiago \$3,927.74

Joanne Aguinaldo \$3,368.00

Michelle Silva Llana \$2,544.00

Myhoa Starr \$2,000.00

Total \$151,764.29