

Dormition of the Theotokos Orthodox Church  
Parish Council Meeting  
July 14, 2013

The following Council members were present: Fr. John Cox, Meg Downing, Jim Kalemba, Karl Rusnak, Ruth Cornwell, and Andrew Nelko.

1. Opening Prayer
2. Review of Prior Meeting Minutes
  - a. Minutes from the June 16, 2013 Parish Council Meeting were approved as amended.
  - b. Amended version has been provided to the Council members.
3. Financial Reports
  - a. The June 30, 2013 Financial Report was approved as submitted.
  - b. Karl has the action to add budget numbers and building fund summary to future monthly financial reports.
4. Father John's Report
  - a. Key points from recent OCA Ministries Conference:
    - i. FOCUS: New Orthodox organization that operates in US. Its purpose is to help people get jobs and housing in low income areas. Looking for gaps in services where additional support is needed. Fr. John to investigate need in the Norfolk area.
    - ii. Fr. John spent time with the people that run the OCF organization.
    - iii. Fr. John exploring possibilities to become a Real Break leader.
  - b. Special Project – New Cross and Fans
    - i. Working with a carver to create new cross & fans.
    - ii. Product should be available in a few weeks.
    - iii. No commitment at this time to purchase these items once they are completed.
  - c. Monthly Panikhida
    - i. Starting monthly panikhida in September.
    - ii. Service will be to remember those whose passing anniversaries are in the current month.
    - iii. Service will be held on either Wednesday or Saturday.
5. Growth & Development
  - a. New Facility
    - i. No new locations to discuss this month.
  - b. Expansion of Current Facility
    - i. In further discussions with Jerry, he indicated that due to various city regulations regarding setbacks along with the fact that the “road” behind the church is owned by the city, it would be complicated to expand the current facility.
    - ii. Jerry and Bayview UCC made a counter-proposal for the Dormition Church to buy the chapel area and associated property from Bayview

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UCC. Parish Council to give this proposal additional consideration and to discuss at August Council Meeting.

- c. Building Fund
  - i. The Building Fund collection in July continued to be strong.
  - ii. Council discussed proposal from Kris regarding publishing a thermometer type graphic indicating target for building fund and current status. Decided to hold off on this action and see how the monthly collections do over the next few months. Fr. John will continue to report to parish the amount collected in the monthly calendar.
  
- 6. Religious Education
  - a. No new topics to discuss this month.
  
- 7. Old Business
  - a. Exterior Maintenance
    - i. Jerry confirmed that Bayview UCC will install a new door and cover all costs.
    - ii. Bayview UCC is looking for another contractor to do the flashing repairs. (The first contractor withdrew.) Scraping and painting will be done by Dormition parishioners.
  - b. Frame “epitaphia” of the Virgin Mary
    - i. Meg has someone who builds shadow boxes. She will see if he is interested in making the frame.
  - c. Parish Council Nominating Committee
    - i. Discussed possible candidates for the nominating committee.
    - ii. Fr. John to ask these candidates if they are interested in participating.
  - d. Insurance Policy Change
    - i. Policy has been updated to include the new liability coverage for council members.
  - e. Kids Room
    - i. Fr. John purchased some furniture at Ikea.
    - ii. Cost estimates at this time indicate the budget for upgrades will probably be exceeded when all the purchases have been completed.
  - f. Fall Parish Social Outing
    - i. Fr. John to ask for assistance in planning the event from parishioners not on the Council.
  - g. Plan for Vigil for Dormition
    - i. No progress this past month.
    - ii. Past discussions & actions:
      - 1. Plan to hold a social pot luck event after church on Sunday, August 18.
      - 2. Fr. John to ask Bayview UCC if their hall would be available on this date.

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3. Need to post a sign up list for food; church will provide main course.
  4. Fr. John to look for volunteers to take care of the kids so parents can socialize.
8. New Business
- a. Exploring the process of providing a cost of living increase for Fr. John.
    - i. Meg to talk with Fr. David for guidance.
  - b. Fr. John will be forming a team to provide the services necessary for a performing a traditional Orthodox funeral.
  - c. Fr. John has submitted comments on the draft Diocesan Bylaws.
  - d. FEMA Guidelines for Houses of Worship
    - i. FEMA has published a guide for developing emergency operations plans for houses of worship.
    - ii. Fr. John to review and then discuss at a future board meeting.
    - iii. Parish Council eventually needs to develop an action plan for various emergency scenarios.
9. Next Council Meeting will be held on Sunday, 8/25/13.
10. Closing Prayer / Adjournment