

**Parish Council Meeting Minutes**  
**January 15, 2017**

- I. Opening Prayer (*Oh Heavenly King*)
- II. Review/Approve December 2016 Meeting Minutes
- III. Financial Reports
  - A. ~\$10,000 in the red for 2016.
  - B. Borrowing money from the Building Fund to cover expenses (\$13,840.00)
  - C. EOY Financial Report for 2016 (to be voted on at Annual Meeting)
  - D. Spending plan for 2017
    - 1. 1.4% raise for Fr. John
    - 2. Cox Business Internet (\$75.00/month)
    - 3. Live Watch Security (\$40.00/month)
    - 4. Janitorial Services (\$180/month)
    - 5. Honoraria increase (\$1,000)
  - E. Sheppard Ave. Renovation and Funds
    - 1. Renovations and Associated Costs (\$174,744.00)
    - 2. Funds Available (\$177,900.00)
    - 3. Funds owed to Dormition Orthodox Church (\$13,840.00)
    - 4. Work billed (\$80,275.00)
    - 5. Work Balance (\$94,469.00)
- IV. Growth and Development
  - A. Internet and security for new building
    - 1. Fr. John will work from the church office
    - 2. We do not need a phone for now
    - 3. Get something other than ADT (preferably a company with non-proprietary equipment and no annual contract)
  - B. Parking lot light -
  - C. Resurface parking lot quote – on hold
  - D. Exterior Cross/Sign
    - 1. Moderate sign (\$2500-\$3000)

- 2. Monument sign (\$5000-\$7000)
- 3. Exterior Cross – waiting on estimate
- E. Need to create a punch list of items we need for the new church – Fr. John
  - 1. Some of the items we could use are not in the budget
  - 2. Need to take up a special collection
- F. We have 36 chairs.
- G. HVAC is in; waiting on natural gas connection
- H. Drywall is in work
- I. St. Paul’s water needs to be separated from ours; both buildings on the same meter.
- J. Move in March?
  - 1. Need a couple boxing days in February
  - 2. We might be able to begin putting boxes in the building before we take possession
- V. Fr. John's comments
  - A. Annual Meeting presentation – stewardship
  - B. A healthy parish budget – what are our goals as a parish?
    - 1. Salaries – not more than 50% of the budget (currently 66%)
    - 2. Operations
    - 3. Ministries – should be a third of the budget (Currently 1-2%)
- VI. Education
- VII. New Business
  - A. Bookstore – Carl is not on board – does not want to be the treasurer for a bookstore
  - B. Electronic donations/payments
    - 1. Recommendation to move away from Paypal
    - 2. Need to invest in Parish accounting software (ParishSoft?)
  - C. Date for next meeting – to be decided by the next council
  - D. Annual meeting
    - 1. Rolling off – Kris Carlson, Ben Andrus
    - 2. Can run again – Adele Martin
    - 3. Candidates – Needs to be sacramental participants, over eighteen, in good standing
  - E. Coffee Hour schedule –
    - 1. Few people signed up for November and December

2. People aren't signing up
3. People aren't looking at the online schedule
4. Matushka had to get food every Sunday
5. For Lent, should get donations for bagels and such

F. Calendar

1. Get someone to add coffee and reader's schedules
2. Share the calendar
3. Add the text for the readings

G. Sunday of Orthodoxy - Williamsburg

VIII. Old Business

IX. Close Meeting (*It is Truly Meet*)

HOLY DORMITION ORTHODOX CHURCH				FINANCIAL REPORT			
OPERATING BUDGET				UNRESTRICTED FUNDS			
<b>Opening Balance 1/1/15</b>		<b>4,889.46</b>		<b>Summary</b>		<b>DEC</b>	<b>YTD</b>
<b>Total Loans and Receipts</b>		<b>86,425.35</b>		Unrestricted Income	5,614.00		86,425.35
<b>Total Disbursements</b>		<b>88,225.09</b>		Total Disbursements	8,280.65		88,225.09
<b>Final Closing Balance, 12/31/16</b>		<b>3,089.72</b>		Bld Fund Offerings	200.00		4,695.00
				Bake Sale Proceeds	0.00		3,594.50
				Restricted Offerings	0.00		2,158.96
				<b>Disbursements</b>			
<b>Receipts</b>				<b>Church Operations</b>		<b>Actual</b>	<b>Budgeted EOY</b>
				Rent	6,900.00		6,900.00
				Mortgage and DOS MDP	1,796.66		0.00
				Utilities - Gas	889.42		1,300.00
				Utilities - Electric	1,832.07		1,000.00
				HRSD Sheppard Ave	420.97		0.00
				Telephone	1,273.27		1,260.00
				Insurance	729.50		1,600.00
				Church Supplies	2,129.58		2,300.00
				Tithes - DOS	7,408.20		8,975.00
				Checks Bank Fees	106.71		50.00
				Honoraria	500.00		750.00
				Books	457.08		350.00
				Travel	2,160.37		2,500.00
				Web/Printing/Office supplies	130.89		500.00
				Church School	290.51		500.00
				OCF	121.37		200.00
				Continuing Education	100.00		200.00
				Community Assistance	212.28		300.00
				Parish Outing/Picnic	95.40		400.00
				Miscellaneous	218.52		200.00
				<b>Total Church Operations</b>		<b>27,772.80</b>	<b>29,285.00</b>
				<b>Priest Salary/Housing/Pension</b>			
				Salary	39,144.00		39,144.00
				Priest Housing	13,896.00		13,896.00
				Priest Pension	7,412.29		7,426.00
				<b>Total Salary/Housing/Pension</b>		<b>60,452.29</b>	<b>60,466.00</b>
				<b>Total Disbursements</b>		<b>88,225.09</b>	<b>89,751.00</b>
				<b>Total Receipts and Loans less</b>			
				<b>Total Disbursements</b>		<b>(1,799.74)</b>	<b>0.00</b>

**DORMITION ORTHODOX CHURCH  
PROPOSED SPENDING PLAN 2017**

<b>Receipts</b>		<b>Disbursements</b>		
Offerings	86000.00	<b>Church Operations</b>	<b>Per Month</b>	<b>Per Year</b>
Candles	2300.00	Rent Bayview	575.00	1,725.00
Misc/Other	730.00	Managed Debt	1,470.00	17,640.00
<b>Total</b>	<b>89030.00</b>	Utilities -Gas-Bayview	110.00	330.00
		Utilities Gas Sheppard		1,000.00
		Utilities - Electric Bayview	30.00	90.00
		Utilities - Electric Sheppard		1,500.00
		HRSD Sheppard Ave	140.00	1,680.00
		Telephone	106.00	1,271.00
		Internet/ Security	62.50	750.00
		Insurance Bayview	120.00	360.00
		Insurance Sheppard	170.00	2,050.00
		Church Supplies		2,300.00
		Checks Bank Fees		50.00
		Honoraria		750.00
		Books		350.00
		Travel		2,500.00
		Web/Printing/Office supplies		500.00
		Church School		500.00
		OCF		200.00
		Continuing Education		200.00
		Community Assistance		300.00
		Parish Outing/Picnic		400.00
		Miscellaneous		200.00
		Tithes - DOS		(8,903.00)
				<b>Tithes offset managed Debt and are a negative disbursement</b>
		<b>Total Church Operations</b>		<b>27,743.00</b>
		<b>Priest Salary/Housing/Pension</b>		
		Salary	3,322.00	39,864.00
		Priest Housing	1,158.00	13,896.00
		Priest Pension	627.20	7,527.00
		<b>Total Salary/Housing/Pension</b>		<b>61,287.00</b>
		<b>Total Disbursements</b>		<b>89,030.00</b>

## Sheppard Avenue Property

### Renovations and Associated Costs

Initial Renovation Estimate	158,858.00	(adjusted for Nave ceiling tile cc
Change 1 Drywall Nave Ceiling	8,678.00	
Change 2 Beam in Fellowship Hall	7,208.00	
<b>Total</b>	<b>174,744.00</b>	

### Funds Available

Cash on deposit NFCU	20,900.00
Cash on deposit DOS	114,880.00
Loans on deposit DOS	42,120.00
<b>Total</b>	<b>177,900.00</b>

### Funds Owed to DOC

Loan to DOC Operations	13,840.00
<b>Total</b>	<b>191,740.00</b>

**Worked Billed as of 12/31/16** 80,275.00

**Work Balance** 94,469.00