

**Dormition of the Theotokos, O.C.A. Regular Parish Council Meeting Minutes**

**Meeting held in the Parish Social Hall of Dormition of the Theotokos, O.C.A.**

**736 Sheppard Ave., Norfolk, VA 23518**

**February 23, 2019**

*These draft minutes are subject to approval at a subsequent regular parish council meeting of Dormition of the Theotokos, O.C.A.*

The meeting convened at 4:47 PM following the opening prayer, "O Heavenly King". Present for the meeting was The Reverend Father John Cox, Anastasia Ellis as Senior Warden, Kevin Combes as acting Secretary, Karl Rusnak as Treasurer, Diane Blischak, and Jack Damon (via FaceTime).

**A. Financial Reports (attached)**

Karl Rusnak presented oral financial reports, indicating that our church is operating in the black, despite that January was a weak month for cash offerings.

**A.1 Motion Blischak/ Combes- To accept the Treasurer's Financial Reports as presented. CARRIED.**

**B. Father John's Comments**

Father John presented oral comments in which he covering his recent pastoral conference in Georgia, led by Father Chrysostomos of Koutloumousi Monastery on Mount Athos. The pastoral conference was wonderful, and Fr. Chrysostomos' words were inspiring. Father John reported that the Archbishop is well and strong, as is the Diocese of the South.

Next, he informed the Parish Council that the Appalachian Deanery will meet beginning March 3, 2019, in Kingsport, Tennessee, which Father John will be attending. He will return later that week.

Father John then informed the Parish Council that the site of the 20<sup>th</sup> All-American Council, held in 2020, is Baltimore, MD.

Father John next mentioned that the Orthodox Christian Fellowship (OCF) has been restarted, and so his activities with that organization will resume.

Next, Father John turned his attention to what is happening in the life of our parish. He is currently leading a book study on the book How (not) to Be Secular, by James K.A. Smith, which study seems to be going well.

He reports that he is receiving a growing number of inquiries from non-orthodox people about the faith, and that we are seeing a growing number of visitors to our church. Father John then took this opportunity to address the need to improve our approach to capturing contact information. He said that we, as a parish, do a good job of welcoming visitors, but that we need to explore discrete methods of collecting contact information for follow up. He would like to see greeters established to welcome visitors and to provide general security. This task of greeting should be thought of as a job to be taken seriously.

Father John Informed the Parish Council that our current Communion wine supplier has apparently gone out of business, and so he is searching for another supplier.

### **C. Additional Business**

The council turned its attention to the building and beautification efforts. The wood for the planned Altar Table is at the parish wood shop at the Martin residence. This wood must be left to acclimate before it can be milled and used for constructing any of our furnishings. It was noted by Father John that the designer of the Altar Table, Iain Thorp, worked at least 40 hours on the design without financial compensation. He was hired to design the iconostasis at \$30 per hour.

Anastasia Ellis then gave oral reports on the progress of the Stewardship Committee and the Beautification and Hospitality Committee established in January at the Regular Annual Parish Meeting. It was determined that the council liaison for the Stewardship Committee will be Diane Blischak. The liaison for the Beautification and Hospitality Committee will be Anastasia Ellis. The Stewardship Committee has two volunteers, Ben Andrus and Steven Cummings. Anastasia Ellis plans to ask Natalie Bradford to be the third volunteer on this committee. The Beautification and Hospitality Committee has the three volunteers required, Mark Mills, Meg Walsh, and Kathy Wilkins.

As a first project for the Stewardship Committee, Anastasia Ellis discussed sponsoring a shelter through [forkidsva.org](http://forkidsva.org). Her goal is to get started in the first week of the 2019 Lenten season.

Anastasia Ellis then led discussion of our fund raising efforts. The Spring Bake Sale will be moved from the earlier date of May 11, 2019 to April 13, 2019. She has plans for adding a Kielbasa and Pysanky Egg sale to coincide with the April 13 Bake Sale.

### **D. Council Positions**

The Parish Council discussed filling the various council positions for the 2019/2020 Parish Council. It was decided that Anastasia Ellis will remain as Senior Warden, Karl Rusnak as Treasurer, and that Kevin Combes will become the new Secretary, with Diane Blischak as the Secretary alternate.

**E. Adjournment**

The council members set the next Regular Parish Council Meeting date as March 23, 2019 at 4:30 PM.

The meeting was closed with prayer, "It Is Truly", at 5:37 PM.

Respectfully submitted,

Kevin Combes,

Secretary

**DORMITION OF THE THEOTOKOS ORTHODOX CHURCH  
FINANCIAL REPORT**

<b>UNRESTRICTED FUNDS</b>							
<b>Opening Balance 1/1/19</b>		<b>9,480.94</b>					
<b>Total Receipts</b>		<b>7,131.00</b>					
<b>Total Disbursements</b>		<b>10,053.35</b>					
<b>Closing Balance, 1/31/19</b>		<b>6,558.59</b>					
<b>Receipts</b>				<b>Disbursements</b>			
	<b>Actual</b>		<b>Planned EOY</b>	<b>Church Operations</b>	<b>Actual</b>		<b>Planned EOY</b>
Unrestricted Offerings	5,029.00		107,933.00	Managed Debt Payment	0.00		3,945.00
Candles	102.00		3,000.00	Tithes - DOS	1,265.35		11,128.00
Misc/Other	0.00		350.00	Utilities Natural Gas	244.91		1,400.00
Anonymous Gift	2,000.00			Utilities - Electricity	162.62		2,500.00
				HRUBS	242.85		2,100.00
<b>Total</b>	<b>7,131.00</b>		<b>111,283.00</b>	Telephone	100.28		1,210.00
				Internet/ Security	140.22		1,590.00
				Insurance	956.06		4,000.00
				Church Supplies	377.00		3,000.00
				Checks Bank Fees	0.00		50.00
				Honoraria	350.45		1,000.00
				Books	0.00		400.00
				Travel	383.10		2,000.00
				Web/Printing/Office supplies	0.00		100.00
				Church School	0.00		500.00
				Youth Activities	0.00		500.00
				OCF	15.00		200.00
				Continuing Education	0.00		500.00
				Community Assistance	150.00		300.00
				Parish Outing/Picnic	0.00		300.00
				BLD Repair and Maintenance	0.00		3,000.00
				Legal and Corporate	0.00		150.00
				Hospitality	0.00		1,200.00
				Miscellaneous/ Other	162.39		200.00
				St Anne Priest Support	250.00		3,000.00
				Clergy Brotherhood	0.00		250.00
				<b>Total Church Operations</b>	<b>4,800.23</b>		<b>44,523.00</b>
				<b>Priest Salary/Housing/Pension</b>			
				Salary	3,450.00		42,560.00
				Priest Housing	1,158.00		13,896.00
				Priest Pension	645.12		7,904.00
				Priest Health Insurance	0.00		2,400.00
				<b>Total Salary/Housing/Pension</b>	<b>5,253.12</b>		<b>66,760.00</b>
				<b>Total Disbursements</b>	<b>10,053.35</b>		<b>111,283.00</b>

  

<b>Net Assets</b>	
<b>Cash Deposits</b>	
Unrestricted Funds	6,558.59
Bld/Beautification	44,476.32
Church Friendly Loans	28,002.31
Sunday School Fund	922.82
Programs/Philanthropy	16,376.25
<b>Total</b>	<b>96,336.29</b>
<b>Real Estate</b>	
Sheppard Avenue Property	460,000.00
<b>Total</b>	<b>460,000.00</b>
<b>Accounts Payable</b>	
Mortgage Debt	137,644.39
DOS Debt	934.68
Church Loan Principal	20,000.00
<b>Total</b>	<b>158,579.07</b>
<b>Net Assets 1/31/19</b>	<b>397,757.22</b>