

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

March 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 4:32 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 Secretary, Karl Rusnak as Treasurer, Diane Blischak, and Jack Damon.

A. Review/Approve Previous Meeting Minutes

A review of the Minutes of the Regular Parish Council Meeting held February 23, 2019 was conducted and corrections made.

A.1 Motion Blischak/ Rusnak- To accept the previous meeting minutes as amended. CARRIED.

B. Financial Reports (attached)

Karl Rusnak, the Treasurer, presented his oral report for March and indicated that the church expenses are tracking as expected.

B.1. Motion Damon/ Ellis- To accept the Financial Reports as presented. CARRIED.

C. Father John's Comments

Father John spoke briefly about the Appalachian Deanery retreat and said it went well. Absent from the retreat was Fr. Sam Gantt due to illness, and Fr. Adam Sexton who was not able to get away. A memoir of Fr. William Mills was read by the retreat participants.

The latest book study is over. Participants went through the book How (not) to Be Secular, by James K.A. Smith.

On Holy Saturday the catechumen Mathew will be brought into the church. Father John is hopeful of potential new catechumens.

Our Communion wine supplier, from whom we get Nama Roussos Communion wine, seems not to be out of business after all. We will not need to find another supplier.

Father John is ordering purple and clear candle cups for Pascha.

The church Amazon Prime free trial has been extended one month. Bio-degradable paper cups and plates have been bought.

The down payment for the Bishop's Vestments has been made.

Father John wants more gold and green vestments for the altar servers. The funds to purchase will come from the Building and Beautification Fund.

Father John moved the Service of Holy Unction out of Holy Week to March 29, 2019.

Father John has no new classes planned for our parishioners until the Fall.

Diane Blischak suggested a key registry be made up in order to keep track of the church keys. Anastasia Ellis volunteered to create it.

Father John mentioned that sometimes the front door to the church does not completely close and lock automatically. He asked us all to be mindful of this.

Father John will be attending a retreat at Saint Basil the Great Orthodox Church in Hampton, VA on March 30, 2019.

D. Additional Business

The council discussed the latest design concept of the Iconostasis and it was decided to ask our designer, Iain Thorp, to modify the current design to accommodate larger 11x14 inch Festal Icons, instead of the current design size of 8x10 inches. It was also decided to use special fasteners, which would cost about \$1500, to install the Iconostasis in order to make it easier to take down when we eventually move out of this building.

The Stewardship Committee Lenten project, For Kids: Adopt-a-Family, is underway and all council members are asked to promote it. Council members were also asked to promote the upcoming Bake Sale on April 13, 2019. The orders for kielbasa to be obtained at Komensky's are due by March 31, 2019. Diane Blischak, the Stewardship Committee council liaison, will design visitor welcome cards in order to collect contact information for visitors likely to return.

The council took the decision to set up electronic channels for tithing, such as PayPal, ApplePay, and ACH electronic debit, for those who wish to use it.

The Beautification and Hospitality Committee has palms on order for Palm Sunday. The flowers for Pascha are being considered. On March 30, 2019 the planned for landscaping project will begin at 10:00 AM. Volunteers such bring their own tools.

E. Adjournment

The council members will set the date and time of the next Regular Parish Council Meeting via email.

The meeting adjourned at 5:37 PM with the closing prayer, "It Is Truly".

Respectfully submitted,

Kevin Combes,

Secretary

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

UNRESTRICTED FUNDS	
Opening Balance 1/1/19	9,480.94
Total Receipts	12,076.13
Total Disbursements	17,751.99
Closing Balance, 2/28/19	3,805.08

Receipts

	Actual	Planned EOY
Unrestricted Offerings	9,844.13	107,933.00
Candles	232.00	3,000.00
Misc/Other	0.00	350.00
Anonymous Gift	2,000.00	
Total	12,076.13	111,283.00

Disbursements

	Actual	Planned EOY
Church Operations		
Managed Debt Payment	0.00	3,945.00
Tithes - DOS	1,265.35	11,128.00
Utilities Natural Gas	487.00	1,400.00
Utilities - Electricity	322.98	2,500.00
HRUBS	420.32	2,100.00
Telephone	100.28	1,210.00
Internet/ Security	280.44	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	109.86	400.00
Travel	859.46	2,000.00
Web/Printing/Office supplies	0.00	100.00
Church School	10.25	500.00
Youth Activities	45.00	500.00
OCF	32.10	200.00
Continuing Education	0.00	500.00
Community Assistance	173.27	300.00
Parish Outing/Picnic	0.00	300.00
BLD Repair and Maintenance	16.05	3,000.00
Legal and Corporate	0.00	150.00
Hospitality	0.00	1,200.00
Miscellaneous/ Other	95.88	200.00
St Anne Priest Support	750.00	3,000.00
Clergy Brotherhood	0.00	250.00

Net Assets

Cash Deposits

Unrestricted Funds	3,805.08
Bld/Beautification	44,296.95
Church Friendly Loans	28,107.32
Sunday School Fund	922.99
Programs/Philanthropy	16,376.25
Total	93,508.59

Real Estate

Sheppard Avenue Property	460,000.00
Total	460,000.00

Accounts Payable

Mortgage Debt	137,204.79
DOS Debt	1,865.44
Church Loan Principal	20,000.00
Total	159,070.23

Net Assets 2/28/19	394,438.36
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Total Church Operations

Priest Salary/Housing/Pension

Salary	7,094.00	42,560.00
Priest Housing	2,316.00	13,896.00
Priest Pension	1,290.24	7,904.00
Priest Health Insurance	400.00	2,400.00

Total Salary/Housing/Pension

Total Disbursements

Total Disbursements	17,751.99	111,283.00
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