

**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**

**August 3, 2019**

The meeting convened at 4:03 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, and Diane Blischak. Apologies of absentee was Jack Damon.

**A. Review/Approval Previous Meeting Minutes**

A review of the Minutes of the Regular Parish Council Meeting held June 29, 2019 was conducted and corrections made.

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

**B. Financial Reports (attached)**

Karl Rusnak, Treasurer, then delivered the financial reports, after which the parish council discussed introducing another option for giving to the church, the website Tithely. Anastasia Ellis introduced the idea, arguing that online giving is the future, and that so many churches are now using the service. It was decided by the parish council to open an account with Tithely, since it is free for the contributor to use, and will not add an expenditure to Dormition of the Theotokos' annual budget. Father John will set up the account and Jack Damon will be asked to introduce it during the announcements following Divine Liturgy once the account is in place.

**B.1 Motion Combes/Blischak- To accept the Financial Reports as presented. CARRIED.**

**C. Fr. John's Comments**

Father John then made his comments. He pointed out that Father John Diamantis must still be officially attached to Dormition of the Theotokos. Until he is, he is a "guest" priest.

The Clergy Brotherhood is in recess for the Summer.

It was reported at the 2019 Diocesan Assembly that the diocese is in good shape, good order. The Diocesan Assembly next year will be hosted by Dallas. Father John then said that the Dean will require our parish to resume sending a lay delegate to the Diocesan Assemblies, the parish to pay for the lay delegates expenses.

#### **D. Additional Business**

The parish council then discussed the Bishop's Visit. Father John has reserved a room for the bishop at Delta Hotels by Marriott near the Norfolk airport. Father John then updated the parish council on the status of the new altar table, which Roy Martin is building for the church. Roy informed Father John that the altar will be ready in time for the Bishop's Visit. It is planned that the bishop will bless this new addition for our church furnishings.

The Fall Bake Sale is planned for October 19, 2019 from 9 AM to 2 PM, with Vespers to follow at 3 PM. There will be no Advent Cookout this year to coincide with the Bake Sale.

#### **E. New Business**

The parish council then discussed the coffee fellowship which follows Divine Liturgy, specifically the food items currently being offered by those who contribute them. It has been suggested by some that what is offered is a full brunch instead of a light repast to accompany coffee, and that is not in keeping with the spirit of the coffee fellowship. After some discussion, the parish council decided not to alter the coffee fellowship as it is currently conducted, believing it encourages more people to stay to socialize.

Diane Blischak volunteered to coordinate with John Moxen the pick-up of the back packs filled by our parishioners as a parish charitable giving project this year. The back packs will be presented to children in need at the start of the school year.

Diane Blischak has organized a church grounds clean-up for the morning of August 10, 2019 in preparation for the Bishop's Visit.

The parish council then discussed the need to get bids this October and November, 2019 for termite treatment in advance of the 2020 budget.

#### **F. Adjournment**

The council set the next Regular Parish Council Meeting date as September 21, 2019 at 4:00 PM.

The meeting closed with prayer, "It Is Truly", at 5:21 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>59,987.77</b>				
<b>Total Disbursements</b>		<b>63,775.60</b>				
<b>Closing Balance, 7/31/19</b>		<b>5,693.11</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	44,022.77		107,933.00	Managed Debt Payment	1,906.02	3,945.00
Candles	1,965.00		3,000.00	Tithes - DOS	5,298.34	11,128.00
Misc/Other	0.00		350.00	Utilities Natural Gas	1,075.88	1,400.00
Anonymous Gift	14,000.00			Utilities - Electricity	1,495.32	2,500.00
<b>Total</b>	<b>59,987.77</b>		<b>111,283.00</b>	HRUBS	1,298.58	2,100.00
				Telephone	783.36	1,210.00
				Internet/ Security	981.54	1,590.00
				Insurance	2,907.06	4,000.00
				Church Supplies	2,270.67	3,000.00
				Checks Bank Fees	94.61	50.00
				Honoraria	850.45	1,000.00
				Books	189.82	400.00
				Travel	2,703.26	2,000.00
				Web/Printing/Office supplies	0.00	100.00
				Church School	10.25	500.00
				Youth Activities	124.16	500.00
				OCF	32.10	200.00
				Continuing Education	200.00	500.00
				Community Assistance	173.27	300.00
				Parish Outing/Picnic	0.00	300.00
				BLD Repair and Maintenance	245.29	3,000.00
				Legal and Corporate	125.00	150.00
				Hospitality	0.00	1,200.00
				Miscellaneous/ Other	160.83	200.00
				St Anne Priest Support	1,750.00	3,000.00
				Clergy Brotherhood	0.00	250.00
				<b>Total Church Operations</b>	<b>24,675.81</b>	<b>44,523.00</b>
				<b>Priest Salary/Housing/Pension</b>		
				Salary	24,829.00	42,560.00
				Priest Housing	9,506.00	16,296.00
				Priest Pension	4,764.79	7,904.00
				<b>Total Salary/Housing/Pension</b>	<b>39,099.79</b>	<b>66,760.00</b>
				<b>Total Disbursements</b>	<b>63,775.60</b>	<b>111,283.00</b>
<b>Net Assets</b>						
<b>Cash Deposits</b>						
Unrestricted Funds	5,693.11					
Bld/Beautification	41,103.00	ESTIMATE				
Church Friendly Loans	28,531.30	As of 6/30/2019				
Sunday School Fund	483.65					
Programs/Philanthropy	16,372.25					
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<b>Total</b>	<b>92,183.31</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	134,792.50	As of 6/30/2019				
DOS Debt	2,044.16	As of 6/30/2020				
Church Loan Principal	20,000.00					
<b>Total</b>	<b>156,836.66</b>					
<b>Net Assets 5/31/19</b>	<b>395,346.65</b>					

