

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

September 28, 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 Warden, Kevin Combes as Secretary, Karl Rusnak as Treasurer, and Diane Blischak. Absent was Jack Damon.

A. Review/Approval Previous Meeting Minutes

A review of the Minutes of the Regular Parish Council Meeting held August 3, 2019 was conducted.

A.1 Motion Rusnak/ Ellis- To accept the previous meeting minutes as presented. CARRIED.

B. Financial Reports (attached)

Karl Rusnak, Treasurer, then delivered the financial reports. He reported that Dormition is \$3300 in the red YTD due to traditionally low giving over the Summer. He temporarily delayed payment of our Managed Debt Payment and Tithes to the Diocese of the South in order to meet our operational expenses. He also noted that the Travel line item under Disbursements did not reflect a reimbursement check from Dallas.

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

C. Fr. John's Comments

Father John then made his comments. The Arch Bishop, through the Chancery, has issued the following instructions to all parishes :

- 1) Set up a formal pledge system, including a membership and pledge form to be filled out by our members.

- 2) A copy of the Annual Budget is to be sent to the Diocesan Treasurer 30 days in advance of the start of the New Year.
- 3) A copy of the approved Regular Monthly Council Meeting minutes is to be sent to the Dean.
- 4) The Year End Financial Reports and Annual Parish Meeting Minutes are to be sent to the Chancellor, the Diocesan Treasurer, and the Diocesan Secretary (diocesan administration).
- 5) Send to the Diocesan Secretary any background checks we do on people for whom this is appropriate.
- 6) Nominate lay delegates for the All American Council and Diocesan Conventions.

The Clergy Brotherhood has resumed meeting after the Summer break. The Orthodox Christian Fellowship is on hold. Father John wants to restart the Orthodoxy on Tap meetings and open it to all, instead of the former young adult orientation.

The Movie Club that was recently established has been popular and drawing good attendance.

Father John then noted that Orthodoxy 101 classes and a class on the Atonement is coming up soon. These classes are being led by Father John and Seraphim Hamilton.

Father John is looking for someone in the parish to assist him in keeping the parishioners in our growing parish involved and connected.

D. Additional Business

The parish council than discussed our Iconostasis build. Our parish workshop is too small for the task, so bids are to be taken to outsource the job.

Anastasia Ellis will roll out a greeting card fund raiser for the Building and Beautification fund.

The Fall Festival headed up by the Hospitality Committee is planned for October 26, 2019 from 11:00 AM to 4:00 PM.

E. Adjournment

The council set the next Regular Parish Council Meeting date as October 19, 2019 at 11:00 AM.

The meeting closed with prayer, "It Is Truly", at 5:27 PM.

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		59,987.77				
Total Disbursements		63,775.60				
Closing Balance, 7/31/19		5,693.11				
Receipts				Disbursements		
	Actual		Planned EOY	Church Operations	Actual	Planned EOY
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
				HRUBS	1,298.58	2,100.00
Total	59,987.77		111,283.00	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
				Total Church Operations	24,675.81	44,523.00
				Priest Salary/Housing/Pension		
				Salary	24,829.00	42,560.00
				Priest Housing	9,506.00	16,296.00
				Priest Pension	4,764.79	7,904.00
				Total Salary/Housing/Pension	39,099.79	66,760.00
				Total Disbursements	63,775.60	111,283.00
Net Assets						
Cash Deposits						
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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Total	92,183.31					
Real Estate						
Sheppard Avenue Property	460,000.00					
Total	460,000.00					
Accounts Payable						
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					
Total	156,836.66					
Net Assets 5/31/19	395,346.65					

