

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

Meeting held in the Nave of Dormition of the Theotokos, O.C.A.

736 Sheppard Ave., Norfolk, VA 23518

November 23, 2019

The meeting convened at 6:58 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, Diane Blischak, and Jack Damon.

A. Review/Approval Previous Meeting Minutes

A review of the minutes of the Regular Parish Council Meeting held October 19, 2019 was conducted.

A.1 Motion Rusnak/ Blischak- To accept the previous Regular Parish Council Meeting minutes as presented. CARRIED.

B. Review/Approval Previous Meeting Minutes

A review of the minutes of the Special Parish Council Meeting held October 27, 2019 was conducted.

B.1 Motion Rusnak/Ellis- To accept the previous Special Parish Council Meeting minutes as presented. CARRIED.

C. Financial Reports (attached)

Karl Rusnak, Treasurer, then presented the financial reports ending October 31, 2019.

C.1 Motion Damon/Combes- To accept the Financial Reports ending October 31, 2019 as presented. CARRIED.

D. Review/Approve 2020 Spending Plan

Karl Rusnak, Treasurer, then presented the spending plan for 2020. It was decided that the Community Assistance line item will be allocated to a charitable organization for ease of administration. The Stewardship Committee will determine the charitable organization to which it will be allocated. The Books line item is intended for the purchase of books that will serve the parish community.

D.1 Motion Damon/Blischak- To accept the 2020 Spending Plan as amended and submit it to the diocesan officials. CARRIED.

E. Father John's Comments

Father John then made the following comments:

There have been a number of catechumens and inquires brought in for instruction on the faith.

We now have white coverings, but are still lacking Green and Purple.

Cecilia Saksen has started an Instagram page for Dormition of the Theotokos church.

A Deanery retreat is planned for this winter.

Father John Diamantis is now officially attached to Dormition of the Theotokos church.

Father John Cox has planned to vacation after Christmas.

F. Additional Business

The bids solicited from Premier Millworks and Lumber Company, Inc. and Heritage Woodworks to build the iconostasis did not meet or beat the bid submitted by Paul Chadwick of Signature Woodworking; therefore, it was decided by the parish council to accept Mr. Chadwick's bid. Wording for a formal contract was worked out for Mr. Chadwick to sign. It was also decided by the parish council to introduce a funds drive in early January for the express purpose of helping to fund the iconostasis.

F.1 Motion Damon/Blischak- To accept the bid offered by Paul Chadwick of Signature Woodworking to build the iconostasis according to contract specifications. CARRIED.

The parish council then briefly discussed the Advent Happenings going on at the church. A flyer listing all of the activities was posted in the social hall.

The parish council then scheduled the next Regular Parish Council Meeting for December 14, 2019 @ 11:00 AM.

G. Adjournment

The meeting closed with prayer, "It Is Truly", at 8:08 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	86,969.57
Total Disbursements	91,667.51
Closing Balance, 10/31/19	4,783.00

Receipts

	Actual	Planned EOY
Unrestricted Offerings	64,482.57	107,933.00
Candles	2,407.00	3,000.00
Misc/Other	80.00	350.00
Anonymous Gift	20,000.00	
Total	86,969.57	111,283.00

Net Assets

Cash Deposits	
Unrestricted Funds	4,783.00
Bld/Beautification	36,708.75
Church Friendly Loans	28,961.68
Sunday School Fund	484.08
Programs/Philanthropy	16,376.25
Total	87,313.76

Real Estate

Sheppard Avenue Property	460,000.00
Total	460,000.00

Accounts Payable

Mortgage Debt	132,851.91
DOS Debt	2,040.14
Church Loan Principal	20,000.00
Total	154,892.05

Net Assets 10/31/19	392,421.71
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Disbursements

	Actual	Planned EOY
Church Operations		
Managed Debt Payment	2,727.04	3,945.00
Tithes - DOS	8,206.92	11,128.00
Utilities Natural Gas	1,142.21	1,400.00
Utilities - Electricity	2,531.83	2,500.00
HRUBS	1,946.11	2,100.00
Telephone	1,015.68	1,210.00
Internet/ Security	1,402.20	1,590.00
Insurance	3,876.56	4,000.00
Church Supplies	3,503.84	3,000.00
Checks Bank Fees	106.61	50.00
Honoraria	850.45	1,000.00
Books	510.38	400.00
Travel	2,758.52	2,000.00
Web/Printing/Office supplies	96.30	100.00
Church School	107.60	500.00
Youth Activities	124.16	500.00
OCF	115.20	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	1,020.29	3,000.00
Legal and Corporate	125.00	150.00
Hospitality	268.85	1,200.00
Miscellaneous/ Other	233.18	200.00
St Anne Priest Support	2,500.00	3,000.00
Clergy Brotherhood	250.00	250.00
Total Church Operations	35,792.20	44,523.00
Priest Salary/Housing/Pension		
Salary	35,470.00	42,560.00
Priest Housing	13,580.00	16,296.00
Priest Pension	6,825.31	7,904.00
Total Salary/Housing/Pension	55,875.31	66,760.00
Total Disbursements	91,667.51	111,283.00

