

Christ the Savior Orthodox Church
4rd Quarterly Parish Council Meeting
Sunday December 17th, 2023

The meeting was opened with a prayer led by Father John at 11:30 am.

In Attendance:

- Rector: Fr. John Parsells.
- Council: Justin DeArmitt, Cheryl Kokkinos, Beth Dunbar, Joe Dunbar, Joanne Bushman, Pat McAlpin, Mirona Bendfeldt, Ginny Borodulia
- Virtual Attendees: Tom Mathews, Georgianne Mathews

- Also attending: Daria Parsells, Nissa Nancy Hall, Marian Ridge, Matushka Emily

Agenda:

- Review of Previous Minutes
- Report of the Rector
- Report of the Senior Warden
- Report of the Junior Warden
- Report of the Treasurer
- Old and New Business
 - Long-term planning committee
 - Diocesan Benefactors Ambassador
 - Children's safety
 - 2024 Budget
 - 2024 Council Membership

Review of Previous Minutes

Father John invited the meeting participants to amend or approve the minutes of the 3rd quarterly parish council meeting, which were taken by Secretary Vera, distributed via email.

Motion to accept the minutes: Beth

Second: Cheryl

Vote: All in favor

Report of Rector

Father John presented the rector's report (see handout). For expediency, Fr. John said the Rector's Report referred to the last page and Fr. Noted:

- Sunday attendance: averaging 92 people for 2023 (a record high for the parish).
- Transfer of Responsibilities to Choir Director. Fr. John read the section (see handout). As noted in the report, Fr. has been doing these duties for 17 years & the contracting Choir Director, Alexis, has agreed to take over the responsibilities. Alexis has been fulfilling the tasks successfully during the trial months of November and December.
- Fr. John thanked those who participated in the Pre-Christmas Clean up on 12/16 & Cheryl for organizing the clean up. He will formally thank everyone next Sunday.

Report of Senior Warden

- Justin had no written report but thanked everyone for helping with the Pre-Christmas clean up as well.

Report of Junior Warden

- Cheryl had no written report but also thanked everyone for their help with the Pre-Christmas clean up.

Report of the Treasurer

- Barbara was out of town but had a written reports prepared. The P & L and Balance Sheets were reviewed. The report had data through Nov. 30th but Quick Books will finalize at year end. It is estimated that the church has \$9,000 of expenses to be paid by the end of 2023 and this amount needs to be raised to balance the 2023 books; however, there are three Sundays and Christmas Day to still collect. Justin pointed out we are in better shape this year than last year as we had some significant maintenance expenses last year. Fr. John pointed out that the OCA assessment increased, which led in part to our deficit. Nevertheless, we may be able to reach our goal.

Motion to accept the Report of Treasurer: Mirona

Second: Justin

Vote: All in favor

Old Business:

Report of Long-term Planning Committee

- Tom indicated that we have been trying to determine what our next steps are and that we need to have a meeting with the LTPC to determine the next step in the process. He discussed where we are from 2019 as for the county approval, we are good. Ed Lawson-septic system and capacity was surveyed and approved by the county. We have enough septic capacity currently, and space for a new septic area, so we can build the church on

the property. The parish center was approved for up to 5,400 square feet. The next question is if we want to build a new church, where would it go on the property and how much square footage would we impact into possible wetland areas. Also, we need to determine how much additional parking we would need and where would it be. Since the county inspection, the state of MD has a separate environmental department and has stepped in on wetlands. Tom is not certain what requirements will be from the state. Based on Tom's discussion with Ed Lawson (in charge of septic), Frank Lynch (surveyor) and Spencer Rowe and/or Kevin Retinger (a wetland delineator), he recommends an in-person meeting. Some of the individuals are traveling through the holidays so the meeting will not be until 2024. We hope to have some presentation ready for the Annual Meeting

- Pat asked if we should possibly consider expanding this chapel. Fr. John commented that we have discussed this before and have already agreed on trying to move forward with a separate building. Fr. John noted a couple of points regarding proper church architecture and not being able to use the church while under construction.
- Joanne recommended that at the Annual Meeting we present a short recap of what has been decided thus far with regard to the future church building. It would be beneficial for everyone to understand what has been voted on and chart the course of what comes next.

New Business:

Diocesan Benefactors Ambassador position

- Diocesan Benefactors Ambassador position – We confirmed we will make the ambassador role available as an option parish-wide. We reiterated to make the availability of this position known and open to the whole parish body at the upcoming annual meeting.

2024 Budget

- Fr. John brought the Budget to our attention saying the Budget was emailed out and hopefully everyone had a chance to review it. It has data through Nov. 30th and updated projection numbers. Fr. John will talk to Barbara to review the budget prior to our last meeting of the year. We can make changes before the end of the year.
- Ginny had some questions regarding the category of "Supplies" in P & L and what they were for. Fr. John explained different supplies are needed in each category and is shown in the budget report. Itemization of each supply transaction in detail (Altar, Bookstore, Candles, Choir, Kitchen) would be too labor intensive.
- Ginny asked about insurance and if the pool and if our insurance was higher because of the pool. Fr. John explained our pool is not a community pool, it's considered private and we have umbrella coverage.
- Ginny inquired about the trash pick up and why it is so expensive. Fr. John said we have been using the same trash company for several years and prices across the board are increasing.
- Ginny inquired as to whether or not we have a maintenance budget to cover things she is noticing such as breaking down of exterior window trim and sidewalk areas that are

getting worn looking. Fr. John said we have tried in the past to keep about \$1,000 as a line item for maintenance saving but it has been difficult to do it when we have a deficit budget. We do have approximately \$12,000 in a CD that is for an emergency situation. Fr. John welcomed any donations that people would like to give to apply to a maintenance account.

- Ginny inquired about the transfer of compensation from the priest's salary to the contracted choir director line item. Fr. John explained that the description of new responsibilities was outline in the rector's report and will be part of the job description sheet for the choir director position.
- Nissa Nancy brought up the topic of Stewardship and suggested we have a speaker come in to talk with us about the topic of "Stewardship", Fr. John said stewardship can mean different things to different people. It can mean offerings to the church, tithe, talents, etc. We want to move people forward along spiritually so that whatever we call it, we are practicing it. Fr. John reminded that last year he encouraged the parish council and the parish to read a book on Stewardship by a neurologist so we are trying to educate as best we can. It will be a ongoing education.

Safety In The Parking Lot

- Ginny wanted to revisit the issue of safety in the parking lot. We all agreed that we are open to any ideas that would help ensure the safety of our children. We also agreed that all of us should take responsibility for keeping an eye on all children. For example, we can all tell the children when we are leaving the parking lot and to please go onto the grass while we are backing out. Fr. John asked Ginny if she would want to make a proposal as to how we should address safety in the parking lot and we would welcome it and discuss it. Fr. John said he could make a statement at the Annual Meeting regarding parking lot safety.

Motion to Accept Budget: Joanne

Second: Justin

Vote: All in favor

- **Setting the date for Annual Meeting & Election of New Council Members**
 - Council Members coming off are: Ginny, Pat & Joanne
 - If anyone would like to suggest a new council member, you can ask them if they would be open to it and let Fr. John know.
 - January 21st date for last Parish Council meeting to quickly confirm Budget
 - January 28th date for Annual Meeting suggested

Motion to Accept Dates for Meeting Dates: Justin

Second: Joe

Vote: All in favor

Motion to Adjourn: Pat

Second: Justin

Vote: All in favor

The meeting closed with a prayer at 11:32 pm with prayer.

Respectfully submitted,

Beth Dunbar sitting substituting for Vere Yevsukov