

Christ the Savior Orthodox Church
1st Quarterly Parish Council Meeting
Sunday March 10, 2024

The meeting was opened with a prayer led by Father John at 11:55 am.

In Attendance:

- Rector: Fr. John Parsells.
- Council: Barbara Kaloroumakis, Ioana Davidson, Zach Davidson, Georgiana Wright, Beth Dunbar, Tom Mathews, Mirona Bendfeldt, Edward Hill, Marian Ridge, Anastasia Bakie, Cecilia Wyant, Vera Yevsukov.
- Virtual Attendees: Georgianne Mathews.
- Also attending: Nissa Nancy Hall, Pat McAlpin, Rebecca Hill, Elizabeth Keeln.

Agenda:

- Review of Previous Minutes
- Report of the Rector
- Report of the Senior Warden
- Report of the Junior Warden
- Report of the Treasurer
- Old Business
 - Long Term Planning Report
- New Business
 - Electing Senior Warden and Treasurer
 - OCA Policy, Standards, and Procedures on Sexual Misconduct
 - Renovation in Multi-Purpose Room
 - Safety of Children in the Parish

Father John beginning the meeting by welcoming new council members.

Review of Previous Minutes

- Father John invited the meeting participants to amend or approve the minutes of the annual parish council meeting, which were taken by Daria Parsells, distributed via email.

Motion to accept the minutes: Beth

Second: Tom

Vote: All in favor

Report of Rector

Father John presented the rector's report (see handout).

- Sunday attendance: averaging 91 people in 2024.

Report of Senior Warden

- Senior Warden Justin is currently in California for military service and training. No report currently.

Report of Junior Warden

- Junior Warden Cheryl out sick today. No report currently.

Report of the Treasurer

- Barbara presented the Balance sheet and Profit and Loss (see handouts).
- Beth asked why the PayPal total was shown as a negative value; Barbara stating that this is an error: it is not in fact negative. Per Father John, when we first entered PayPal into QuickBooks the starting balance was not accurate and for that reason it is a little bit off now.
- Anastasia asked whether the church has extra streams of income (e.g. virtual candle sales through website) or investment accounts.
 - Father clarifying that we though we do hold the tradition of the Paschal Luminary donations, we do not have anything of that nature that is ongoing, nor do we have investment accounts currently. The church did have a CD at one point. We do have a money market in BB&T for the building account; we cannot touch this money. Funds from PayPal are transferred into our main operating account at PNC. Farmers Bank of Willards is our emergency fund.
- Pat posed a question: when we receive donations for building fund, what account do they go into? Per Barbara, the donation goes to BB&T checking, unless someone specifies for the donation to go into savings. Some funds come in through Tithely, which are then transferred to the operating account at PNC. From this account, they can get then transferred to BB&T.
 - Per Father John and Barbara: the total donation amount for building fund is around \$12,000. The operating account currently holds \$29,000, with \$8,000 for the building fund which will be transferred over to BB&T; there was already \$4,000 in that account. The \$12,000 amount does not include donations from the last week. Counters from this week stated that there were many more donations towards the building project. Subsequently, after we transfer the money over from the operating account to BB&T, there will probably be around \$21,000 remaining in operating account, which is great. Per Father John, we are headed in the right direction.
- Mirona expressing thanks to Barbara for her service as Treasurer. Father John commending Barbara for her work and dedication, completing her term as treasurer on the council for a second time.

- Father John taking time to acknowledge and thank Justin for his service as Senior Warden, though he was not able to be in attendance today. Justin has done a phenomenal job serving in many different capacities. In particular, Justin is commended for his ability to prevent division and to keep the everyone unified as members of the church.

Motion to accept the Report of Treasurer: Mirona

Second: Zach

Vote: All in favor

Old Business

Long Term Planning Report

- Tom has been in communication with Frank Lynch (surveyor) as of two weeks ago. Tom has also been in contact with Spencer Rowe (wetland delineation specialist). Frank takes information from Spencer and creates the plans, submitting for permits through the county. Since we are close to the halfway mark for raising funds for Phase One, we should be ready to move forward. His work will take about 6-month period.
 - The ballpark figure was set at around \$15-25k, but realistically, the value is more than likely closer to \$15k; we should be ready to proceed.
 - The wetland delineation is the lesser portion of the overall cost of the project.
 - They will mainly work on land that is designated for the new temple, but the current church property will also be revisited.
- Father John stating that we have reached \$12,000 in about a month and a half. He suggested that the council can vote to have authorization today to begin their work, as it is a lengthy process. Cash flow and projections are good, but it is the parish council's decision to proceed because of the scope of this project.
 - Per Tom, Frank was encouraging and positive about the project – eager to help. Tom offered to call Frank on Wednesday to continue with moving forward.
 - Margaret clarifying whether the Phase 1 is to be a 6-month project and whether its cost will be \$15,000.
 - Father John answering that per Frank, the cost will not be \$25,000. It is much more likely to be close to \$15,000. Father John asked the council and Tom whether we have raised enough money to begin the work.
 - Tom stating that we have enough money to do so. He will get clarification on how payment works exactly when he speaks with Frank this upcoming week.

Motion for LTPC to move forward with the project: Tom

Second: Beth

Vote: All in favor

New Business

- Election of Senior Warden and Treasurer. These positions are for 2-year terms; they become signatures on church accounts together with the Priest. See job description outlined in church by-laws.
 - Treasurer: Mirona nominated Ioana. Ioana accepted.
 - Senior Warden:
 - Mirona asked if the positions can be occupied by a husband and wife, intending to nominate Zach. Father John that the by-laws do not allow this.
 - Barbara nominating Tom: Tom is concerned that he is back and forth often; he also has many other projects on the horizon.
 - Barbara nominating Edward: Edward stating he has been here for a short time and would like to get more familiar before serving in a position like this.
 - Georgianne nominated Marian, who declined.
 - Zach nominated Cecilia.
 - Barbara nominated Georgianne.
 - Georgiana nominated Mirona.
 - To determine between Cecilia, Georgianne, and Mirona, a silent vote was cast.
 - Silent vote in favor of Georgianne for Senior Warden (votes cast by 12 council members. 3 members were absent today)

- OCA Policy, Standards, and Procedures on Sexual Misconduct
 - Must be signed before leaving today

- **Motion** that the Parish Council adopt and abide by the OCA Policy, Standards, and Procedures on Sexual Misconduct: Cecilia
Second: Tom
Vote: All in favor

- Renovation in Multi-Purpose Room
 - Tom has been working on the design for renovations. He has estimated the cost for materials to be around \$3-5k, not including labor. Per Tom, his labor is no charge. He has been in communication with Justin as well regarding the project.
 - Father John distributing copies of Tom's concept drawings and floor plans (see handouts)
 - Plans for floor-to-ceiling built-ins; seats with file cabinets below; seven-foot unit with double drawers (counter height); and more. Cecilia and Mirona asking about details. Discussion ensued regarding details of materials, staining, sourcing (Home Depot vs. lumber supplier), as costs for materials are rising dramatically.

- Per Tom, this can be tackled in pieces. Between Tom, Roy, and Justin these details (staining, polyurethane coverage) can be worked out. Tom stated that we will need an electrician to come in and move electric boxes; this job needs to be completed up to code for safety.
 - Per Father John, we have received about \$2,000 towards the renovation. After purchasing a new printer and laptop with the funds, there is about \$1,500 remaining.
 - Nissa Nancy asked if the room would still be used for Sunday school. She also inquired whether the space would be large enough, following the renovation.
 - Father John agreeing that room will be smaller following the redesign, but the space will be more efficient and more functional. It will continue to be used for Sunday school post-renovation. The room is currently in a state of disarray.
 - Tom adding that drawers are necessary to organize the many files for different liturgical seasons and choir needs.
 - Nissa Nancy bringing up the fact that the usual collection baskets have vanished. We are currently using a small container for money collection. Will the new room be organized in a manner that can allow for better storage and less confusion?
 - Tom responding that the room will be outfitted to make a place for things like money baskets. There will also still be tables and chairs in the room.
 - Tom plans to have an update on the project at the next council meeting.
- Cecilia bringing up questions on behalf of Pat (who had to step out early):
 - Are we encouraged to sing during church, or is this only the duty of the choir?
 - Father John stated that everyone is encouraged to sing. They are welcome to do so unless they do not want to. That being said, we want the singing to be in conjunction with the choir for harmony. Alexis would be the person to speak to in terms of developing choral talents for the service of the church. Discouraging congregational singing is not in alignment with Orthodox principles.
 - Can we get the parish's children to be a part of cleaning up kitchen, tending to the icons and candles? Pat offered to help show them how to do it.
 - Father John said that this brings up larger question of safety with children. There was a substantial discussion regarding children's safety at the annual meeting. To continue to address this, Father suggested the formation of a committee who would create guidelines for children's safety (around the pool and on parish grounds).
 - Discussion ensued regarding who might be willing and best suited to tackle this endeavor.
 - Committee members: Father John, Georgianne (as Senior Warden). Zach, Nissa Nancy, Cecilia, Georgiana, and Mirona volunteered to be on the committee as well.

- Per Father, the goal for the committee would be to draft a document of guidelines that would instruct parishioners on rules, procedures, and policies to ensure children's safety.
- Cecilia suggesting meeting of committee prior to next council meeting.
- Father John will send out an email to draft the document in advance of the next council meeting (before opening of pool Memorial Day weekend). It would be the duty of the parish council to review this document.
- Anastasia suggested creating a list of duties for the children (e.g. vacuuming after Saturday's Vespers). Father John clarifying that the purpose of the committee and the document will be mostly to offer a safety perspective. He asked committee members to draft the document with a "less is more" intention; that is, to outline what is necessary, but no more than that to avoid over-imposing measures.

Motion to accept formation of committee: Cecilia

Second: Barbara

Vote: All in favor

- Scheduling subsequent quarterly meeting: Father John will schedule the meeting about a month prior; likely towards the end of April. The new committee may need to schedule a special meeting prior to the next parish council meeting.
- Father John will post the new counting schedule and distribute it via email soon. If there is a weekend that you cannot count, please let Father John know.

Beth moved for adjournment, Ioana second, approved. The meeting closed with a prayer at 12:55 pm.

Respectfully submitted,
Vera Yevsukov, Secretary