

Christ the Savior Orthodox Church
2nd Quarterly Parish Council Meeting
Sunday June 30, 2024

The meeting was opened with a prayer led by Father John at 11:35 am.

In Attendance:

- Rector: Fr. John Parsells.
- Council: Ioana Davidson, Zach Davidson, Beth Dunbar, Joe Dunbar, Tom Mathews, Georgianne Mathews, Justin DeArmitt, Mirona Bendfeldt, Edward Hill, Marian Ridge, and Vera Yevsukov.
- Also attending: Andrew Wu, Nissa Nancy Hall, Rebecca Hill, and Adrienne Slate.

Agenda:

- Review of Previous Minutes
- Report of the Rector
- Report of the Senior Warden
- Report of the Treasurer
 - PNC Savings Account
- Old Business / Other Reports
 - Renovation of Multi-purpose Room
 - Long Term Planning Report
- Miscellaneous
- New Business

Review of Previous Minutes

- Father John invited the meeting participants to amend or approve the minutes of the annual parish council meeting (March 10, 2024), which were taken by Vera Yevsukov, distributed via email.

Motion to accept the minutes: Beth

Second: Ioana

Vote: All in favor

Report of Rector

Father John presented the Rector's Report (see handout).

- Attendance: Father John mentioned uptick in attendance (averaging 105 people per Sunday now).

- Father John thanking Nissa Nancy for her diligence in taking and sharing data of the attendance for all services.
- Georgianne Mathews gave a presentation on Safety Guidelines in Father John's absence that went well. A second meeting addressing the guidelines headed by Dana Wyant was also held. Some suggestions were made during Dana's presentation to make the guidelines stricter; Father John stating that this will be reviewed.
- St Tikhon's Camp: as a parish, Christ the Savior has sent by far the most children (15+) to the Summer Camp. The cost of the camp was graciously covered by the Archdiocese of Washington.

Report of Senior Warden

- Senior Warden Georgianne expressing gratitude for parishioners' participation and interest in the safety guideline meetings. She also expresses appreciation for how people are making changes in the way that cars are parked in the parking lot.
 - Father John thanking Georgianne for coordinating, drafting, and presenting the safety document.
- Georgianne is looking for a report to be made by the Outreach Committee soon. Though, Margaret (head of the committee) is absent today, Georgianne states that she will ask Father about a future time to report regarding Outreach Committee's work.

Report of the Treasurer

- Ioana presented the Balance sheet and Profit and Loss (see handouts). All has been reconciled through the end of May 2024. The net operating income shows that we are currently in the black for the operating (+ \$419.79).
- Regarding the **Building Fund**: Ioana organized the spreadsheet to show the contributions coming in via Checks and via Tithely. The donations currently total \$21,500, showing that we are very close to our goal of \$25,000 for Phase 1.
- Father John stating that looking at data from the first 5 months of 2024, we are on track for operating costs, and we have raised \$21,500 for the building fund. Parishioners have been generous in both accounts, and Father expresses his thanks for this.
 - Father stating that eventually, when we transfer the \$21,500, this amount will go into the operating (not savings) account. Ioana asking when this money will be transferred. Father responding that there is no set time to do this: whenever the Treasure thinks it is expedient to do so.

PNC Savings Account

- Ioana addressing the PNC savings account (ending in 7067 on the Balance sheet). Ioana states that when she was reconciling bank statements in QuickBooks, she noted that this account required a minimum balance of \$5,000 to be maintained at all times in order to avoid a \$12 monthly fee. We have been charged this fee monthly, as our total in the account was \$808.22. Ioana made a transfer into the account to meet the minimum balance of \$5,000 to avoid another application of this fee for the month of July.

- As a long-term solution, Ioana recommends closing this account, and perhaps opening a CD account for interest accrual instead. She invites discussion and recommendation from the council.
- Father John agreeing that that he is not sure we would want to keep \$5,000 in this account; that we could likely find a higher interest savings account for these funds. He does state that he is unsure we could rollover these funds into a CD without approval in an annual meeting.
- Georgianne asking whether this PNC account serves a purpose. Father John clarifying that it used to, but no longer does. Justin and Georgianne stating that we should close this account.
- Justin suggesting closing the PNC savings account. Ioana clarifying that the formal motion is to move \$5,000 over (originally placed to avoid the monthly fee) into the Truist account (at BB&T). Ioana stating that she would be able to do this.

Motion to close the PNC Savings Account: Tom

Second: Justin

Vote: All in favor

- Nissa Nancy asking clarifying question regarding roles of each bank. Some discussion ensued regarding the reasons for why we utilize several different banks.
 - Father John stating that the building accounts are now at Truist (formerly BB&T): we have an operating account and savings account; the savings cannot be touched unless we have a parish meeting and spending is blessed by Metropolitan Tikhon. At Farmer's we have a savings account in the amount of \$12,000+ that is earmarked for emergencies.
 - Ioana stating that entire current activity (profit and loss) is completed through PNC checking.
- Georgianne made the suggestion to place brief, clarifying comments on the balance sheet by each account for transparency. Ioana agreeing that this would be helpful and plans to do so.
- Father John stating that the church's PayPal account was recently closed, as the credentials used to establish the account many years ago no longer meet PayPal's re-validation standards. New documents could be used to create a new PayPal account but we cannot link it to our PNC checking account, which is tied to the old closed account. This, together with the success of Tithe.ly, makes using PayPal undesirable. Marian asking where the Paypal donations are going now. Father answering that those donations are no longer possible through Paypal (and we have removed removed the Paypal donate button from our church website), but people can continue to donate using Tithe.ly.

Motion to accept the Report of Treasurer: Beth

Second: Marion

Vote: All in favor

Old Business / Other Reports

Renovation in Multi-Purpose Room

- Tom reporting that overall great progress has been made with the project. He expects to complete the installation around the end of August. He has been sourcing materials and modifying design to save on costs (e.g. use of ¾” shelves). Tom asks whether we anticipate the need to add electrical outlets into the credenza; if so, he will need to know soon for planning purposes. He has not yet started construction of the bookcases. He will be calling for volunteers to stain and paint the wood for the project soon.
 - Current furniture in the room needs to come out. Georgianne is welcoming suggestions to move this along (perhaps consider the use of Facebook Marketplace); Georgianne reiterates for council members and for all that the furniture it is free for taking/donation.
 - Father John stating that Tom’s work so far looks great. Georgianne sharing with the council that a circumstantial space was unexpectedly provided for Tom to utilize for these builds, just across the street from Onancock. Georgianne giving glory to God for this amazing opportunity.
 - Tom stating that Georgianne has been a great help in the project as well.
- Nissa Nancy asking about the total cost of the renovation. Tom stating that projected cost before beginning the renovation was \$3,000-6,000. Currently the cost is around \$4,400. Nissa asking whether we should tell community about the cost, to help cover the project in full. Father stating that an anonymous donor has already volunteered to cover the remainder of the cost for the project in full; that being said, it may be a good opportunity to ask the community to contribute to this cost as well. Father opening discussion to the council.
 - Edward stating that it is a good idea to make parish aware of the spending on this project, so that people might be able to donate if they choose. He suggests that this could be advertised on the weekly email bulletin. Father John adding that we could place a thermometer online to show progress towards the goal.
 - Mirona asking clarification question regarding the purpose of parish-wide donation if a donor has already offered to cover the cost in full. Father responding by saying that this person donated the funds so that the project could go forward without delay, and that this could be an opportunity for us to give back by being appreciative and charitable to the donor, too.
- Council agreeing that the church website and the weekly bulletin emails will advertise for donations to renovate the multi-purpose room. Ioana clarifying that a new category will be made in Tithely for this purpose, too.
 - Motion to place call for donations in email and on website: Beth
 - Second: Edward
 - Vote: All in favor

Long Term Planning Report

- Tom giving an update regarding LTPR. Spencer Rowe has been paid for wetland delineation. Tom has moved forward to working with Frank Lynch; he is in process with the survey; and a new map has been made. Tom will reach out to Frank mid-July for a check-in. The project is very involved with the state and county; and Tom states that Frank is a great person for the job, as he is very well connected with others in the county.
 - After some questions from council members, Father John reiterating that we have raised almost \$25,000 for this project, but that we do not have a formal bill for this yet. Given projections, Tom and Father John agreeing that the bill will likely total less than the expected \$25,000.
 - Beth asks whether we are thanking people for their generosity and help with this project? Tom stating, he did express his gratitude personally to Spencer and to Frank.
 - Father John thanking Tom for his reports.

Motion for LTPC to move forward with the project: Tom

Second: Beth

Vote: All in favor

Miscellaneous:

- Nissa Nancy stating that at a previous meeting, there were concerns about space in the church for children. Particularly, not having a place to take them. Mirona seconding that there is a lack of space for the children. Father stating the plan for the new church includes utilization of increased space for the children. In addition to future plans, Father states that he is trying to get children more involved in the altar, and that Alexis is doing so with the choir to provide them a meaningful space, too.

New Business

- PNC Savings account (see in Treasurer's Report above)
- Scheduling subsequent quarterly meeting: Father John will schedule the meeting about a month prior: likely for September or October.

Mirona moved for adjournment, Zach second, approved. The meeting closed with a prayer at 12:30 pm.

Respectfully submitted,
Vera Yevsukov, Secretary