

Saint Mark Orthodox Church
Semi-Annual Parish Meeting Agenda
Sunday May 22, 2016

Saint Mark Parish Council
2016

- I. OPENING PRAYER AND CALL TO ORDER
 - II. MINUTES OF PREVIOUS MEETINGS 11/22/2015
 - III. RECTOR'S REPORT
 - IV. PRESIDENT'S REPORT
 - V. TREASURER'S REPORTS (April YTD)
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Michael Thompson, President
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Warren Miller, Vice President

Matthew Nimmer, Treasurer

Paula Zabela, Secretary

Justin Barber

Martha Baxtresser

John Bilyeu

Paulina Masick

Skip Mersereau

Michael Mihailov

Karen Phinney

Debbie Sieff

VI. OLD BUSINESS

- 1) Iconography Update
 - 2) Review and Update of Parish By Laws
 - 3) Security System
 - 4) Other old business
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VII. NEW BUSINESS

- 1) Painting the Nave
 - 2) Other New Business
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IX. ADJOURNMENT AND CLOSING PRAYER



Saint Mark Orthodox Church

Archdiocese of Washington DC – Orthodox Church in America

Semi-Annual Parish Meeting – Sunday, May 22, 2016

Past Meeting Minutes from the 11/22/15 Annual Parish Meeting

OFFICERS: Father Gregory Safchuk, President Michael Thompson, Vice President Warren Miller, Treasurer Matthew Nimmer, and Secretary Paula Zabela.

COUNCIL MEMBERS: Justin Barber, Skip Mersereau, Karen Phinney, Debbie Sieff, Michal Mihailov, Konstantin Lyubimov, Martha Baxtresser.

I. OPENING PRAYER:

Father Gregory led the opening prayer at 11:35AM

II. PREVIOUS MEETING MINUTES:

The May 17, 2015 Semi-Annual Parish Meeting Minutes were reviewed. Shirley Dean made a motion to accept the minutes, Tina Parrish seconded. Motion carried.

III. RECTOR'S REPORT: Fr. Gregory Safchuk

Father indicated his report is in the annual packet, hopefully everyone has read it. The issues of concern were presented in the packet. If anyone has a question of the pastoral nature, Father stated he would now address them.

IV. PRESIDENT'S REPORT: Michael Thompson

Michael Thompson explained all his comments are also in the annual packet. Michael asked if anyone had questions from the floor. He thanked everyone for their hard work and generosity over the past year.

V. TREASURER'S REPORT: Matthew Nimmer

YEAR-TO-DATE:

Matthew presented the highlights of his report, year to date first; profit/loss January through October 2015. We are on track to exceed last year by 3.5%.

We have a gain of \$53,000.00 through October. \$50,000.00 of that sum is designated iconography.



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2016 BUDGET:

Proposed budget income – Matthew has not increased the amounts for anticipated revenue. Matthew asked if anyone had any thoughts on that subject. Bazaar income line remains the same as well.

Expenses January through October 2015 were increased collectively by approximately \$20,600.00 from 2014. The primary contributions to that increase came from electrical usage, general facility maintenance and office operations.

Matthew asked if there were any questions or thoughts on the report? Shirley Dean noticed that we have not increased the flower budget in years; the cost of flowers has gone up so she proposed we increase the flower budget by \$500.00. Shirley motioned we amend the budget to \$3,000.00. Pat Ihnat seconded. Motion carried.

Michael Thompson asked if there was any other budget line items to be discussed? There were none.

Motion to accept the Budget as Amended was made by Mark Phinney, and seconded by Shirley Dean. Motion carried.

VI. OLD BUSINESS:

1) ICONOGRAPHY UPDATE: Fr. Gregory Safchuk

We are just about to begin the completion of iconography phase 2. The iconographers are scheduled to arrive next weekend. Father recommended that they rent a car for their transportation needs. Date of completion is scheduled for Christmas Eve. The amount spent last year on iconography was approximately \$60,000.00. Our contract with Dimitri and company was \$45,000.00 for phase 1. The additional funds spent were for scaffolding, lighting, T&C Construction for their work on the circle. We will pay \$60,100.00 at the satisfactory completion of phase 2. We have collected to date, \$105,211.56. This should cover contract cost and incidentals. Thank you very much for your generosity. Inscription we are proposing to have over the Icon of the Ascension (last beam above the altar) is “Heaven and Earth are full of thy Glory, Hosanna in the Highest”. Father stated these words are very appropriate to our worship and gathering.

Paul Dean, President of Saint Mark Chapter of the Fellowship of Orthodox Christians in America, presented a check in the amount of \$3,000.00 which was realized through the fundraiser Chari-Tea. Father accepted the check on behalf of Karen Phinney, iconography committee chairperson.

Question was asked regarding the preparation of meals for the iconographers as previously done. A sign-up sheet will be supplied for donation times (speak with Matushka Sasha). In addition, monies will be given for meals to ease parishioner contribution and help with their dietary restrictions.



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2) OTHER OLD BUSINESS- BAZAAR UPDATE: Tina Burpee

One change to the Agenda: Tina Burpee will speak regarding this year's bazaar and also plans for next year. Tina thanked everyone for their participation; she specified that this year was the first in 35 years that every line on the volunteer sheet was filled. On December 6th, we will have a post bazaar meeting, perhaps the teen room. The only negative comment was regarding closing time. The amount raised was approximately \$31,000.00, down from \$36,000.00 in 2014. Tina stated that one of our patrons commented "our parish had the most friendly people, talking and smiling". Tina was thanked for her leadership and was given a round of applause.

VII. NEW BUSINESS:

1) ELECTION OF COUNCIL MEMBERS: George Freimann

We must elect four council members and re-election of our auditors. George Freimann presented the slate. John Bilyeu and Paulina Masick will fill the vacancies held by Chris German and Konstantin Lyubimov. Skip Mersereau and Debbie Sieff agree to remain on council. Michael Thompson asked for any nominations from the floor? Shirley Dean made a motion to accept the nomination as presented, motion seconded by Tammy Jacobsen. Motion carried.

2) ELECTION OF AUDITORS: George Freimann

Auditors– George Freimann stated that Lori Hottle and Jack Albert will remain as auditors. No nominations were made from the floor. Motion to accept the nomination as presented, made by Mark Phinney, seconded by Tammy Jacobsen. Motion carried.

3) AUDITORS REPORT 2013 & 2014: Jack Albert and Lori Hottle

The report covers calendar year ending December 31, 2014. Jack shared procedure; basically you do not check every entry on the books you do it on an analytical basis and so forth to determine if the financial statement which you see for December 31, 2014 are free of any mistakes. They uncovered one entry which was suggested to the treasurer, Michael Hydock. The entry was sanctuary iconography, in the amount of \$60,000.00 should be capitalized on the balance sheet as an asset. Lori Hottle explained that they adjusted financials for 2014. They went back and made the entry retroactive so that 2014 has been adjusted. The adjusted financials are available for your review. Jack stated that this (2014) was Michael Hydock's last year as treasurer; he did a great job maintaining the records; many thanks to Michael.

Jack asked if there were any questions from the floor, there were none. The auditors were given a round of applause.



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4) REVISION OF PARISH BYLAWS:

Lastly, the revision of Parish Bylaws. Dimitri Datch and Don Truitt are working on this. We must transition our bylaws into the language of the OCA bylaws. The reason is a revision has been made by the national OCA stating bylaws were written in liturgical language vs legalese. Dimitri and Don will modify our bylaws into legal terms. A review of that modification will be presented in May at our Semi-Annual meeting for parish review.

5) OTHER NEW BUSINESS:

Barbara Freimann asked if the Parish Council has looked into a security system in light of our recent break-in. Father explained that we are looking into various systems. A committee will investigate the various systems available to determine the best system for our needs. Larissa asked if we have pictures or a video of our assets. We do have a video produced by Renee Jones of all our assets.

Matthew Prentice asked if we had a solution to the abandon vehicle in our parking lot. Our legal team will be consulted.

Regarding emails, Deacon Matthew explained that Sharon Spaulding is working on a solution to the problem of our Friends list. Everything should be operational in the near future.

David Jefferson questioned Skip Mersereau about the status of the new liturgy books. Skip indicated a draft has been completed and it is being proofed.

Michael Thompson stated the 2016 pledge packets will be available next Sunday, November 29th.

Another question was regarding the “missing pews”. They are being repaired and should soon be ready to be installed.

VIII. ADJOURNMENT & CLOSING PRAYER:

Shirley Dean moved to adjourn the meeting, seconded by Tammy Jacobsen. Motion carried.

Father Gregory closed the meeting with prayer at 12:20 PM.

Submitted by,

Paula Zabela
St. Mark Church Secretary



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Pastor's Address

Dear Brothers and Sisters in Christ,

Christ is Risen!

We have much to give thanks for. Glory to God for another wonderful Lenten and Paschal season! I'd like to officially give thanks to all who have helped make everything to go so well. We deeply appreciate the time and effort that choir members and directors have put in. The results have borne witness to it! Thank you to our bread bakers, flower arrangers, decorators, cleaners, fixers, handmaidens, servers and cooks. As the Church School season draws to a conclusion, I offer gratitude to our coordinator, and to all those who taught, assisted and came up with wonderful ideas for crafts and projects for our children. Our parish council continues to navigate the busy waters of parish administration, planning and finance. Thanks to all who served on the Iconography Committee and helped bring about the beautiful conclusion to the second phase of our icon project. Finally thanks to all of you who continue to support the work of this blessed community of St. Mark Parish by your prayers and generous gifts. Thanks also to our dedicated chapter of the FOCA for all of their support both social and financial.

It was our joy to receive Sarah Borger, Eric Williams and Abby Carter during the last few weeks. Our Lord continues to bring new members and catechumens to our church. May He continue to bless our efforts to foster church growth and nurture the faith of all those who seek Him here. As we leave the liturgical intensity of the Lenten and Paschal season, and turn the corner once again to a more minimal schedule of services, may we rise to the challenge of maintaining the fervency and sincerity of faith in our hearts and minds. Although we may become for a while again, a weekend or primarily "Sunday morning" parish in terms of our gathering, may we never become Sunday morning Christians only, but strive always to integrate the richness of the Gospel and our Worship into our daily lives bearing witness to our Lord and His love and truth to those around us.

I look forward to meeting with you all to discuss our progress and plans for the future at this semi-annual meeting. Please plan to prepare for and participate in it. Thank you very much.

With joy in the Risen Lord,

Fr. Gregory



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President's Report

Dear Brothers and Sisters,
Christ is Risen!

On May 22nd we will hold our Semi Annual Parish Meeting. We will have an update from our Iconography Committee about future options and some recommendations for us to consider going forward. In addition, we will have a discussion about painting the nave of the church and what it should cost. Finally, there will be an update on security options for the building.

The last 6 months have been busy as usual at St. Mark with the completion of the iconography, the removal of the abandoned car, tree trimming, gutter repairs, and boiler room drain repairs, additional lighting for our iconography, and outreach to such great causes as Stepping Stones and the Shady Grove Pregnancy Center. Although our agenda is not too long please plan to attend to ensure we have a quorum and to review the read ahead materials so we can have a timely meeting.

In closing, I would like to thank everyone for their continued generosity both in giving and time which makes St. Mark Church able to do all that it does for our community and the community at large.

In Christ,

Michael L. Thompson
St. Mark Parish President



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Treasurer's Report

Dear Brothers and Sisters in Christ,

Christ is Risen! Indeed He Is Risen!

For security reasons, the St. Mark treasurer's report with full financials will be available in the hard-copy read-ahead packet only. Please pick up a printed copy for review!

Your brother in Christ,

David Rodak
St. Mark Administrator