

St. Nicholas Parish Council Meeting

Approved Minutes

9 February 2012

Members in Attendance: Barbara Rhenish, Walter Alesevich, Suzanne Tolstoy, Michelle Smith, Clare Nobles, Ann Alaoglu, Marina Poutiatine, Irina Burgener, Mark Pietrzykoski, John Stepanchuk and Ken Mitchell.

Absent: William Corcoran, Marilyn Swezey, Peter Vlasov

Clergy in Attendance: Father Valery Shemchuk and Fr. Denis Bradley

Meeting began at 7:03

Opening Prayer by Father Valery

Review of Agenda for the meeting:

Added to Agenda Communication items

Agenda accepted by President and Council

Discussion of January 2012 Minutes:

Decided to postpone minute approval until later when completed.

Acting Dean's Report:

Discusses a parishioner who on Jan 29th was killed in accident, but received communion Sunday before. Husband and 4 children survive the parishioner. She was active over ten years at St. Nicholas. Her death is a deep tragedy for her family

Indicates that St. Nicholas Web Site is now functional with an active donor feature. People are using this now to donate. The question is how donations become recorded into the finance books.

Decision is to forward the donation amount to the Treasurer.

Action Item Required: Should send out on announce this donate feature is available.

Old Business:

The Maslenitsa.

Almost 200 registrations have been submitted. There is hope for 250. This is fewer than the past, where registration exceeded 350 people. Since the affair is President's Day weekend, it may have contributed to less registering. Some members of the council have contributed and others still may contribute.

Action Item: Suzanne asked for updates during the week to ensure seating is available.

New Business:

The 2011 Audit.

The Auditing Committee has started the audit. They have a series of questions they are putting to John Stepanchuk. There is still an issue of cleaning up the pledge and membership lists. The Committee is finalizing their charter for what they are to do. They are doing years 10 and 11. There was some discussion on the Discretionary Fund by John. Father Denis and Fr. Valery will work together on this area.

Action Item: The Council will ask another clergy or the Assistant Treasurer to review the Discretionary Fund account.

Committee Reports:

Communications.

We will reinstitute sending welcome cards out to people who come as visitors. Plan to have professional cards created. Our friends at St. Luke Methodist in DC are asking if we have any cooking projects.

History and Archives.

No report.

Budget and Finance.

Reported income and expenses for January.

Did not get information on recent pledges, do to technical glitch, but now have it. Will report this information next month. Will keep reporting to Council on expenditure and income against the budget. Can also do comparison to selected previous years.

Updates signature cards. John will continue to sign checks until transfer changes.

Discussion.

Barbara asked about the money taken and given to the choir. Walter asked what happens to the money someone donates directly to choir after a wedding. How to manage the money that is given to the choir? Action Suzanne emphasized a process should be in place to allow time for items to be prepared such as special candles and other items. We need to have financial procedures on how the money is processed for areas such as the choir and other donations.

Michelle will follow through on dioceses assessment. We had hospitality expenses and we need to see what was spent. Possibly misclassified.

Action Item: Remand to Communications Committee to develop procedures and forms for handling baptisms, weddings, and money to church and choir. Clergy will take care of wedding bands and report back how this will be handled.

Stewardship.

Marina asked if the census figure/assessment has been sent off to Washington Diocese.

Sent out to committee chairs the names of volunteers for the standing church committees. Our Fall Bazar is well volunteered. There is no

telephone tree. candle counter, bread baking, vestment mending, candle counter staffing. (Note: Svetlana M. is now back)

Facilities.

No report, but Mark was named chair.

Father Valery indicated that an issuance assessor sent report on what needs to be fixed on church property.

Action Item: Who will reply to the insurance. Note- Mark and George Na. will work up response.

Mark discussed about the stairwells and the current conditions around the outside of the church. We need to figure out what it will cost to meet the items. It was noted that a budget line was submitted for some repairs. Thus, it was decided a prioritization needs to take place between the list submitted by Catherine V. and the insurance findings.

Father Denis questioned about the shed storage units around the church. It was noted that these are somewhat of eyesore and danger. Something to think about. Maybe utilize the rectory garage for storage

Legal and By-Laws.

Jonathan is working on the kitchen issues. Walter will work on other main issues. Maybe Nina S. can work with Verizon. This was based on our issue with Verizon bill and ending service.

Meeting Adjourned at 8:23

Closing Prayer

Next Meeting 15 March 2012 7PM