

**St. Nicholas Parish Council Meeting**  
**Recorded Minutes**  
*21 August 2014*

**Members in Attendance:** Claire Nobles, Elena Panomarenko, Peter Vlasov, Mark Pietrzykoski, Paul Moser, Ken Mitchell, Sharon Osmolovsky, Ivan Andonov (Deputy), and Walter Alesevich (Deputy)

**Clergy in Attendance:** Metropolitan Tikhon, Father Valery Shemchuk, and Father George Kokhno

**Members Absent:** Suzanne Tolstoy, Nino Burjanadze, and Michele Smith

**The Meeting began at 7:05 PM with a quorum present.**

Everyone sang the Opening Prayer.

**Approval of Agenda:**

Claire N. asked for approval of the agenda. Walter A. offered a motion to approve the meeting agenda. A second was offered to the motion. Then a vote was taken and was unanimous in favor of approval.

**Approve Minutes:**

Claire N. then asked for an approval of the July Minutes. Sharon O. made a motion to approve the July minutes. A second was offered. A vote was taken and there were eight votes in favor of the motion and one abstention. The motion passed to approve the July minutes.

**Metropolitan Tikhon's Report:**

The Metropolitan indicated he was pleased and happy with the good work of the Cathedral's clergy. He also stated he was pleased with all the good work of Claire N. and all the members of the PC. He then noted he was happy to again be joining the PC again. He said he had to apologize that his very busy schedule has been keeping him from attending more frequently. The Cathedral still remains an important priority for him and he wants to help out as much as he can. He spoke about the work of the strategic plan and said he was happy with the on-going work of the Working Group. The Metropolitan mentioned he wants to continue to see the Cathedral stabilize. He further stated he would like to see if the differing viewpoints among parishioners could be assimilated into a broad consensus that would allow the Cathedral to pursue strong strategic goals. He also said he would like to see some strengthening of the administration side of the Cathedral. He then thanked Michele S. for all her work as the Parish Treasurer.

**Father George Kokhno's Report.**

Fr. George thanked the Metropolitan for joining us. He said we are all working hard to implement your direction for the church and we understand your very busy schedule.

Father Valery Shemchuk's Report.  
No Report.

### **Old Business:**

Strategic Planning Working Group Projects.

Ken M. explained the projects. He said the main idea behind the recommend projects is to allow people in the parish to become involved who have not normally been very much involved with the Cathedral's work. Fr. George said he agreed with these ideas. Walter A. said he liked the idea of the projects. Sharon O. said that the project making use of language training is good and it really can work in many different ways depending on interests. Paul M. said as we start these projects we do need to try and get people involved who have not been involved with church work. Sharon O. agreed that on some projects it can trickle outside the church and we can invite others in our work. She noted there is a group in DC involved in English/Russian language conversations and that we might approach them to use our Cathedral as their venue.

The PC accepted the following four projects and recommended to start with the first two listed.

1. *Program for those in their twenties who are currently attending services at St. Nicholas*
2. *English/Russian Language proficiency classes*
3. *Internal Fund Raising Projects*
4. *Program to develop possible new choir members (both services)*

Gift Corner Update.

Fr. George said that the cabinets were all installed. The lights still need to be installed and probably some painting need to be completed - then everything will be finished.

Fall Bazaar Update.

Claire N. said that Mary Jane Maxwell has performed well in getting the Fall Bazaar project organized and underway. Claire N. said that we had the second bazaar organization meeting and we will have an announcement this coming Sunday to continue recruiting for volunteers. The PC had already voted on and passed the bazaar budget. Paul M. has created some promotional materials that are ready to be put up. Claire N. thanked Paul M. for redesigning the logo for the Fall Bazaar.

Church Photo Directory Update.

Claire N. said that she and Peter V. have begun to get people involved with the project. Claire N. said that Dan Schuresko had suggested there might be a problem with putting parishioner's personal information out on the Internet. Claire N. said that we need to inform parishioners that they need to decide what they want to have in the directory and what they are willing to share on the Internet. Mark P. said let us ask other parishes what they do in terms of what parishioners share and possible legal issues. Peter V. said we could set up a password protection system. Claire N. said we need to do more research on all of this before moving ahead.

## **New Business:**

Nominations/Vote for New Parish Council Treasurer.

Claire N. said that Michele S. had to resign as the Parish Treasurer due to her work requirements and schedule. Plus she is now in process of leaving. Michele S. will, however, remain on the PC until the end of the year.

Fr. George recommended that Elena P. would be a good replacement for the position of the Parish Treasurer. Claire N. then said that she would be very grateful if Elena P. would agree. Elena P. indicated that she would agree to taking on the position. Ken M. then called for unanimous consent be given for Elena P. to be named Parish Treasurer. The PC gave unanimous consent. Elena P. will start September 1, 2014. It was also agreed that Elena P. would keep both roles (Stewardship Chair and Treasurer) for now. It was also agreed that Michele S. would handle the finances for the Fall Bazaar. Paul M. offered to help with the Stewardship work.

## **Committee Reports:**

Budget & Finance.

Michele S. submitted the following for this month's (as of July 31, 2014) report.

Operating	\$ 28,694
Reserve	<u>\$255,422</u>
<b>Total Operations</b>	<b>\$284,117</b>
Basement Renovation	\$ 17,685
Major Repairs	\$ 66,757
Property Acquisitions	<u>\$201,197</u>
<b>Total Facilities</b>	<b>\$285,639</b>
<b>Gift Corner</b>	<b>\$ 88,351</b>
<b>Long Term Endowment</b>	<b>\$ 57,162</b>
Clergy Discretionary Fund	\$ 3,239
Benevolent Fund	\$144,382
Shandor Memorial Fund	<u>\$ 1,396</u>
<b>Total Benevolent &amp; Education</b>	<b>\$149,016</b>
<b>Total of All Funds</b>	<b>\$864,285</b>

Stewardship.

Fr. George indicated Elena P. had given a very good talk on stewardship at the recent coffee hours for both 1<sup>st</sup> and 2<sup>nd</sup> services on the role of stewardship at the Cathedral. Her talk was beneficial as several volunteers came forward to help with the coming Fall Bazaar.

#### Personnel—Staff Compensation Comparison.

Nino B. has been doing work on surveying the local area churches on clergy compensation and other staff compensation to help us set some benchmarks as to what our compensation should begin to strive towards. The results show our priests are not as well compensated in comparison to others in the area such as at St. Mark (OCA) and St. Mary (OCA-ROEA).

#### Facilities.

Mark P. indicated that additional help and support will be needed to undertake the numerous projects now facing the Facilities Committee. He said he had a meeting with Allen and Richard, who were our basement renovation consultants. Together they developed a significant list of items in need of repair or upgrading. The concrete steps on the north side of the church, major cracks also on other sidewalks, repairing stones on the church building, roof and dome repair are all examples. We might need an overall property assessment as well. Many of the repairs need to be done sooner rather than later. We need to figure out how to raise additional major repair funds for these projects.

Ivan A. offered to give some help for this effort. Claire N. said that Richard offered to help. Claire said she would work to find additional help for Mark P. Claire also thanked Mark P. for all his time and effort on the facilities work.

Mark P. added that there was an issue with the air conditioning in the church hall basement. He said that we need to keep the thermostat at 72 degrees or above to prevent future problems. Ivan A. said we might consider investing in some remote control/digital equipment to allow the thermostats to be controlled and adjusted from off sight.

#### Legal and By-Laws.

Walter A. said that on September 5, 2014 the committee would be meeting on the Cathedral's Standing Rules. He also stated that on September 15, our lawsuit with the trailer renting vendor is to take place in Richmond, Virginia. Our lawyer, however, is close to reaching a settlement with the litigants and that could end the litigation and avoid a trial. The Parish Council noted, that a good lesson needs to be drawn from this experience -- the important lesson is that we need a point of contact person on site at the Cathedral to be responsible for receiving deliveries and whoever is committing the church for deliveries should let the office know in advance what is coming and at what times.

There was then a short discussion on the need to have an on site person to take care of incoming vendors.

Walter A. made the motion to adjourn at 8: 25PM

Everyone sang the Closing Prayer.

**Next Meeting: 18 September 2014 at 7PM**

*These minutes have been prepared and submitted on September 17, 2014 by Council Secretary Ken Mitchell.*

*Approved:*

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*President of the St. Nicholas Cathedral Parish*

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*Priest for the Cathedral*

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*Date*