

St. Nicholas Parish Council Meeting
Recorded Minutes
21 November 2013

Members in Attendance: Claire Nobles, Walter Alesevich, Sharon Osmolovsky, Nino Burjanadze-Willsea, Marina Poutiatine and Elena Panomarenko (via conference call), Mark Pietrzykoski, John Stepanchuk, Suzanne Tolstoy, Paul Moser, and Ken Mitchell

Members Absent: Peter Vlasov, Michele Smith, , and Paul Grenier (Deputy)

Clergy in Attendance: Father George and Father Valery

Visitors: Alexander Moskolenov (Iconographer)

The Meeting started at 7:08AM with a quorum present.

Father George offered the Opening Prayer.

Claire N. asked for approval of the Meeting Agenda. The agenda was reviewed. Walter A. asked for a motion of approval of the agenda. A second was offered. All present voted to approve the agenda.

Claire asked for approval of the October Parish Council Meeting minutes. Discussion on the minutes occurred. Marina P. asked that the vote for approval on the minutes be tabled until she had time to review. The Council agreed. The vote on the minute's approval was tabled.

Father George Kokhno's Report.

Fr. George discussed the recent meeting of the Archdiocese Assembly at St. Mathew's Orthodox Church. He said it was a good and successful meeting. Major news included the appointing of Fr. John Vitko as the Archdiocese Chancellor. The Archdiocese is now beginning to function as an organization and setting some direction. The view is now everyone in the archdiocese needs to work together in unity. Importantly, the Cathedral's debt issue was mostly resolved with a decision reached in our favor in terms of the dues money we owed the Archdiocese.

Father Valery Shemchuk's Report.

Fr. Valery said the priests are trying to continue visiting those who are homebound or confined. We continue to visit those who are not able to come to the Cathedral any more.

Parish President Report.

Claire thanked the two priests for their visits to the sick parishioners. She also spoke about the Archdiocese Assembly and said she was pleased the Assembly was able to vote on the budget which came out favorably for the Cathedral. Our delegation pointed out that our final debt over the last couple of years was not of our own making. We got roughly \$14,000 that was owed us by the Archdiocese from expenses covered for the former Metropolitan. She said we told the assembly if they paid us the \$14,000, we would then be able to start paying our dues again. We also received \$5,000 from the OCA Metropolitan Council, again related to our expenses we covered for the previous Metropolitan.

The Assembly decided to set up a diocesan benefactor's fund, to support the needs within the Archdiocese, help provide mission support and possibly support some of the activities for the youth.

Walter A. added some more details about the reimbursement – we did not pay any dues (that added up to about \$25,000) thus the assembly giving us the \$14,000 worked out well for the Cathedral.

Additionally, Claire said that the Metropolitan seeks to strengthen connections among the churches in the Archdiocese. She also said that Walter A. made a nice presentation to the assembly on FOCA, which is a national based fund and is also at the diocesan level. The fund will be more active to support mission work within the Archdiocese. She said that we also greeted Fr. Constantine White and Fr. Deacon Sergus Miller; both were here formerly at the Cathedral. They wished all of us well too. The day of the assembly was the name day of St. Mathew, which of course is the name of the church hosting the assembly. St. Mathew's parishioners did a very good job of hosting.

Commission of Icon for 9/11.

Father George reported that an Icon has been developed to commemorate "9/11" by Mr. Alexander Moskolenov. It centers on the Mother of God who takes those souls of the wreckage under her protection. It also displays the Twin Towers, St. Nicholas Church (is this our St. Nicholas? In which case it should be St. Nicholas Cathedral), Statue of Liberty the U.S. Capitol, and a few others. All of these symbolize freedom, but yet did not protect these souls on that tragic day of "9/11" (what do you mean by these last words?). Mr. Moskolenov says he can do another

sketch of the proposed icon that will focus on symbols for the DC area instead of the New York symbols. Some thought the icon should focus on Washington, DC symbols such as the Capitol, the White House, the Pentagon, etc. The iconographer said he has two icons developed so far with the New York symbols.

Father George said we are trying to figure out how we can commission this icon. Claire said she likes the one with the Twin Towers and asked if we can commission both icons. Everyone agreed to ask Mr. Alexander Moskolenov to prepare a DC version that would also keep the Twin Towers in the background. This then became the Icon Proposal.

Old Business

Fall Bazaar Update.

No update from Nino B.; we have published the final totals in the bulletin.

Strategic Planning Working Group Update.

Ken M. indicated that Part One of the Group's work had been completed as scheduled and that the process of work and doing this via telephone conference worked very well. Also he indicated that we would begin Part Two and that we would try to involve the parish more into the process by having discussions during the coffee hour to interact and have feedback.

New Business

Plans for Maslenitsa.

Suzanne T. said the date has been set for Feb 28, 2014. There is a "Kickoff meeting at St. John the Baptist (ROCOR-MP)) tomorrow night at St. John. Both parishes are truly equal partners in this project. She said we both work well together in a tight symbiotic relationship. The theme this year is the 'Faberge egg'. We are looking for items for the silent auction. Last year this auction netted us \$9,000. Suzanne T. asked everyone to contribute what you can toward this cause. She also asks everyone to come and attend. Fr. George said the Cathedral is happy to help on this activity. Claire N. said that what Suzanne T. and Marina P. have accomplished with this for the last 15 years has been fantastic. But we need to begin looking for new leaders on this activity. We have gained a good skill in doing a large-scale fundraiser.

Plans for St. Nicholas Day.

Ksenia Panomarenko has set the date on Dec. 7th for the St. Nicholas Day Feast Liturgy for Children. There will be a lunch, crafts, and a project to fill stockings for the homebound, and visit by St. Nicholas. Ksenia P. has developed a play

around the life of St. Nicholas. Mark P. said we need to encourage families with their children to come to the Liturgy. Claire said we need to encourage everyone to attend our church's Saint day.

Request to Use Cathedral's Facilities.

(Rectory, May 2014; and Cathedral, February 1)

We have a request from a group of men who attended Georgetown University and lived in the Rectory, to use the porch of the rectory for a reunion on May 30, 2014. The PC asked Walter A. to develop a mini contract to protect us from any liability or damage. Then also, a church group is coming here for a tour this coming Feb. and they have requested ask to have a lunch here at the Cathedral. Last year we prepared them a lunch. The PC said ok to this proposal. Suzanne T. mentioned she also has a group coming in March that would like to use the Cathedral facilities.

Need to Have Prospora Workshop/ Baking Sessions.

Claire mentioned Ala Lowe no longer consistent in coming and making prospora for us. Nadia Kosheleva is continuing to make them, but now has more commitments that limit her time. Maybe we should start regular baking sessions. Mark P. said there is a problem with baking ahead and putting the prospora in the freezer for storage. Fr. George said we need to identify a chairperson and then recruit volunteers. We need to set this as an on going activity.

Security.

Issues of purchasing cameras. What to do? Move this topic to facility committee discussion.

Church Property.

Mark P. indicated that Sasha was going to throw away our freezer and some other items. Additionally, the top is missing for barbeque cooker. When things leave the Cathedral campus, someone needs to be in charge of tracking these items. Another example is that vestments go to the dry cleaners and then no one knows what is going on. People do things and do not communicate to others what is going on. Who decides what gets thrown away -- how do we communicate this issue? We need a system for Cathedral property. Fr. George said we should provide a communication to everyone on how to manage church property. We should require people to sign a note of some kind when they take charge or borrow church property or items. Do not throw away without approval.

Fr. Dmitry Plaque.

There was a discussion about approving the wording of the plaque for Fr. Dmitry, the late and former Dean of the Cathedral. Claire asked the Council to approve the wording to go on his plaque (which she read to the Council). The initial reaction was that the wording was too lengthy. It should be comparable for the one already established for the late Fr. Arkady. Fr. George said we need a small committee to continue to refine the wording.

Committee Reports

Stewardship.

Marina P. said we need to get out the pledge letter and she had sent a draft to Michele S. but had not heard back from her. She indicated she had worked with Claire N. to finalize the letter for the parishioners that would accompany the pledge information. However, she would also need to have the letter run by Stewardship Committee.

Personnel.

Nino has set up a meeting to discuss Sasha's possible departure and the search for a successor on Dec. 1

Budget & Finance.

Walter A. said the Budget & Finance Committee is preparing the material for 2014 fiscal year budget and is hoping to have a balanced budget proposal for the PC, but it is still too early yet to know. Fr. George said the committee agreed to take a conservative approach and assume we will have 10% less actual operating funds. Michele S. is making calculations based on the Archdiocese budget just passed. Marina P. said we plan the budget projections based on the pledge commitments.

Though Michele S. was not in attendance, she did submit to the PC the latest financial figures. Some of the highlights included were – as of October 31, 2013:

Operating Revenue Funds Balance \$97,218.85

Reserve Funds Balance \$157,614.51

Total Operations Funds Balance \$254,833.36

Total Facilities Fund Balance \$271,234.99

Gift Corner Funds Balance \$80,741.01

Long Term Endowment Fund Balance \$56,140.81

Benevolent & Education Fund Balance \$117,408.59

Total of all funds Balance \$780,358.76

Facilities.

Mark P. said latest project on repair center around the Rectory -- to make things easier to walk around the lot. He is also trying to develop a flower garden with fresh blooms.

Mark P. is also setting up shelving in the church kitchen. Mark said we need gutter cleaning after the leaves fall – this is needed for the whole campus. We need to find a good contractor and have them come out and give an estimate for the Rectory and Annex.

Legal and By-Laws.

Walter A. said we would need a new registered agent for service processing for the church with the District. The former Parish President, Barbara Renish had been our agent for service processing. Make legal agreement for the renting of the rectory.

Sharon asked about when the auditing process is to take place. John S. said the 2011 had been completed. But no audit has been done for the year 2012.

Communications Committee

Nino B. is requesting we find a chair for the committee temporary. She agree to look for someone

Claire mentioned we need to better organize the candle counter schedule and the issue of getting a key for the cash drawer to be available during the services.

Suzanne T. asked about the gift corner renovation. She was told that work would commence soon and that she would receive an updated version of the plans.

Walter A. made the motion for the meeting to adjourn. A second was given. There were no objections.

The meeting adjourned at 8:35PM.

The Closing Prayer was sung by all.

Next Meeting set for 19 December 2013 7PM

These minutes have been prepared and submitted on December 19, 2013 by Council Secretary Ken Mitchell.

Approved:

President of the St. Nicholas Cathedral Parish

Priest in Charge of the Cathedral

Date