

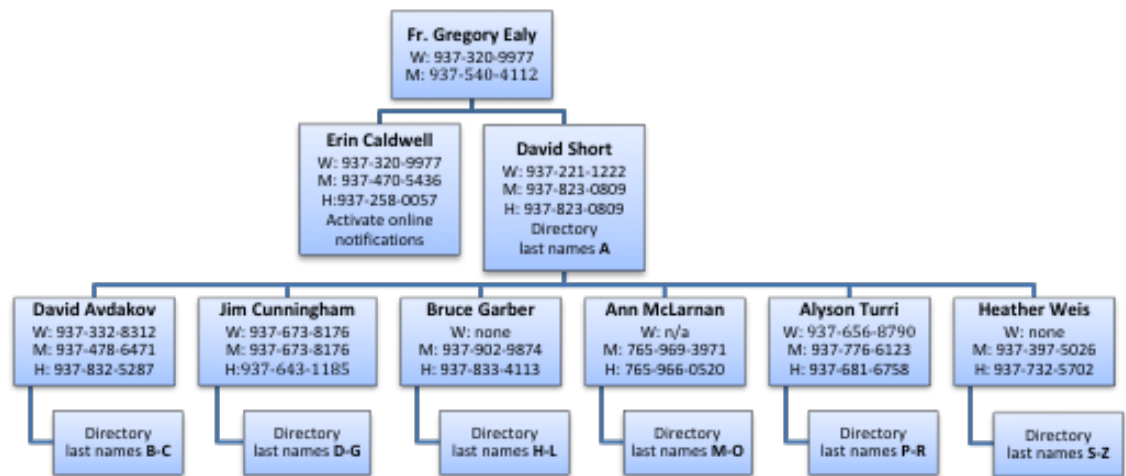
Required attendees	Fr. Gregory Bruce Garber Ann McLarnan Heather Weis David Avdakov Alyson Turri David Short James Cunningham
Optional attendees	David Abshear Erin Caldwell
Bold were present	

Agenda/Notes

- **Opening Prayer:** O Heavenly King
- **Discuss coronavirus concerns**
 - We will yield to Fr. Gregory for liturgical direction.
 - **No report at this time – waiting for bishop/synod.**
 - The areas that we will discuss are the following:
 - I recommend that we reserve our Charity line item in the budget for the support of any families in our Parish that may be impacted by income issues related to their employment being impacted. We should come up with a way to get the word out on this reserve. We may also want to put a call out for other people who are not impacted to consider a donation to this fund.
 - **Discussion – set up as needed with request form – questions on not helping other charities – April on is available for open charity – March is set aside for Lima Parish – offer to put out request to the rest of the congregation – use bulletin and email.**
 - **Bruce and Erin to work on verbiage. David will send verbiage in Policies and Procedures to Bruce.**
 - **Approved.**
 - Below is the phone tree that we have established for an emergency situation in the Parish. I recommend that we come up with a plan to initiate the use of this to reach out to the members of our Parish on at least a weekly basis. We can use this to:
 - Share what we are doing to respond within the recommendations of our hierarchy.
 - Ask how people are doing and if they have any needs.
 - Just let people know that we are here for them.

Parish Phone Tree

Any organization that has more than two members needs a way to relay information effectively. Emergencies and unscheduled cancellations will at some point affect any organization's plans or activities. One method to get the message out is to use a conventional phone tree. This is not the ideal option, since the line of communication can be broken at any time, but since St. Paul's does not have an automated system, the following phone tree will be used when needed.



- Discussion on phone tree – about 16 people per caller – reach out to each weekly – some discussion on people not wanting to be called and the amount of time it takes. Remarks that the situation dictates this – perhaps expanding the tree. Discussion on use of technology touch – many parishioners may not have this so phone is best. Dn. David asked for clarification of his role in this. Remark was made on asking how we can expand his role during our contacts with parishioners. David Short has a spreadsheet of names to contact. David Short will put together a message asking for volunteers to add for calling and to give parishioners an opportunity to opt out.
 - Agreement that this might be a good idea.
 - David Abshear added to the call tree bringing the list down to 13 people per caller.
 - Solicit additional people to be a part of the phone tree.
- **Please come prepared to discuss other ways that we, the Parish Council, can serve and meet the needs of our Parish membership.**
 - Discussion on streaming our service – challenge with bandwidth at church. Perhaps recording the service and then upload. Liturgy is 2 hours so challenging. Victor Weis said it is not possible to stream – too slow. Suggested cellular/4G and he could test it. David Short inquired about audio only – Victor said possible with low quality audio. Recording the service, take to another location, then upload so available about one to two hours after service.
 - Discussion on the proposal in place for internet upgrade – said 3 to 4 months lead time.
 - Fr. Gregory said he has an app called Typika that can be used to share as well – stated it was primarily for prayer. Fr. Gregory said some churches and monasteries stream Orthodox services. Erin will email Typika link to all and find out who needs hard copy info mailed due to tech issues.
 - Alyson Turri suggested we use audio teleconferences for educational groups -Investigate recording and uploading.
- **If we have time, we will cover the following items:**
 - **Last Meeting Minutes** (attachment 01-2020-02-18 February Meeting Notes-Final)
 - Approved
 - **Financial Report** (attachment 06-January Financials)
 - Approved
- **Investment discussion**
 - David Avdakov Suggested we up investment to \$10,000.

- All yes, except Bruce.
- Process will be put in place, but the final investment decision of the extra \$5,000 will come after everything is set up.
- **Facility**
 - Roof repaired and library ceiling painted.
 - Security on cell service now.
 - David Short will investigate getting parts for the oven doors and fixing them ourselves.
- **Fr. Gregory Comments**
- **We put all other items on the original agenda on hold until future meetings.**

Action Items

Action Item	Responsible	Due Date
Outstanding		
<ul style="list-style-type: none"> ● Check with Joe Kormos on possibility of doing a Parish Planning Workshop this fall, including cost, timing, and preparation. <ul style="list-style-type: none"> ● Email sent/received on 02/08. ● David Short awaiting response 	David Short	04/21/20
<ul style="list-style-type: none"> ● Parish Council representatives on the committees will work with their committees to set up a charter. <ul style="list-style-type: none"> ● Education, Social, and Risk Management Charters completed 	All	04/21/20 In Process
<ul style="list-style-type: none"> ● We will put planning on our agenda for February, please come prepared with ideas of what we should be focusing on for the year. <ul style="list-style-type: none"> ● Push out to March 	All	04/21/20
<ul style="list-style-type: none"> ● Provide more details for Cell phone connectivity and ADP quote. <ul style="list-style-type: none"> ● System update 02/28/20. 	Bruce Garber	Completed
<ul style="list-style-type: none"> ● Church cleaning day AND Lazarus Sunday – combo proposed – clean after liturgy. 	Erin Caldwell	04/21/20
<ul style="list-style-type: none"> ● Remove Administrative Committee from Policies and Procedures and update Administrative Appendix. <ul style="list-style-type: none"> ● Refer to attachments (<u>04-Committees Overview</u> and <u>05-Parish Organization 2020</u>) 	David Short Erin Caldwell	Completed
<ul style="list-style-type: none"> ● Review possibilities for having an additional legal discussion for parishioners. 	David Avdakov	04/21/20
<ul style="list-style-type: none"> ● Review Bylaws and update Policies and Procedures to accommodate having Parish Council candidates share about themselves after liturgy. <ul style="list-style-type: none"> ● This is not in the Bylaws or the Policies and Procedures. ● Recommended change: <p>1.3.2 Parish Council Membership (11/13/2016, revised 3/31/2020)</p> <p>Parish Council eligibility and term requirements are as outlined in the Parish Bylaws. It is recommended that candidates for election to the Parish Council be introduced to the Parish prior to the annual meeting and be given the opportunity to share why they are interested in being a member of the Parish Council.</p> 	David Short	04/21/20

Action Item	Responsible	Due Date
<ul style="list-style-type: none"> Work with Betty Gould to secure materials for Dayton Performing Arts and present during fellowship hour. 	David Avdakov	04/21/20
<ul style="list-style-type: none"> Follow up with the investment of \$5,000 in stocks. 	David Avdakov	Completed
<ul style="list-style-type: none"> Establish an Investment Committee. 	David Avdakov	04/21/20
New		
<ul style="list-style-type: none"> Provide verbiage from Policies and Procedures on charitable giving to Parishioners. 	David Short	Completed
<ul style="list-style-type: none"> Notify Parishioners of availability of funds if needed. 	Bruce Garber Erin Caldwell	As soon as possible
<ul style="list-style-type: none"> Add Dn. David to phone tree. 	David Short	Completed
<ul style="list-style-type: none"> Distribute call list to Parish Council. 	David Short	Completed
<ul style="list-style-type: none"> Begin process of calling Parishioners. 	All Parish Council and Dn. David	In Process
<ul style="list-style-type: none"> Distribute link to Typika. 	Erin Caldwell	Completed
<ul style="list-style-type: none"> Investigate getting parts for the oven doors. 	David Short	04/21/20