

2020-02-18: PC February Meeting

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

Outstanding Action Items (see below)

Consent Decision Items

- **Last Meeting Minutes** (attachment *01-2020-01-25 January Meeting Notes-Final*)
- **Financial Report** (attachment *02-December Financials*)
- **Miho Child Care Reimbursement** (attachment *03-Miho child care (Mark Pearson)*)
 - **Miho Ealy will keep track of hours/cost for reimbursement and submit to Treasurer.**
- **Approval**
 - **Motion:** Ann McLarnan
 - **Second:** Alyson Turri
 - **Approval:** Unanimous

Ministries and Committee Reports (**Bold** is lead and *Italic* is Parish Council representative)

- **Administration - Erin Caldwell, Ann McLarnan, Janine Elash**
 - **No report – Erin led discussion on the need for this committee as she is paid staff.**
 - **Parish Council agreed that this was not a committee and that the Policies and Procedures will be updated accordingly.**
- **Education - Kerrie Wiese, Alyson Turri, Laura Short, Heather Weis, Dn. David,**
 - **First meeting and establishing sub committees – school, youth, adult, curriculum development.**
 - **Working on charter.**
- **Facility - John Brausch, Bruce Garber, Dominic Barone,**
 - **Discussed internet service upgrade – Spectrum – use VoIP for phone service as the standard land line would be removed (attachment *05- STP InternetUpgradeProposal 2020-02-11*. Facility Committee authorized to proceed at will.**
 - **Roof repair approved via email discussion.**
 - **One of the ovens needs to be replaced – not durable – high repair cost – Bruce will look into replacing – perhaps both units.**
 - **Ovens are left on... need church closing checklist to ensure off or new ones with auto off.**

- Discussion on coffeemaker and amounts prepared – comment on waste.
- Discussion on microphone for clergy – batteries need to be sorted out. Use power strip to ensure charger is plugged in correctly and purchase alkaline for back up.
- **Missions and Outreach** - *David Short*, Rich Helferich, Maria Brausch, Matthew Jobst
 - Committee starting up.
- **Risk Management** - *Bryan Edwards, David Short*, Diane Helferich, Jeff Wiese
 - Chairmanship transitioning to Bryan Edwards.
 - Jeff Wiese remaining on committee.
 - Meeting quarterly at this time.
- **Social** - Erin Caldwell, Alyson Turri, Heather Weis, Miho Ealy
 - Reviewed past year activities.
 - Focusing on quarterly.
 - 2020 social events planned out.
 - Women's and Men's night outs being better communicated.
 - Interest in additional ballroom dances.
 - Some discussion on pinewood racing day – Jim Cunningham will explore.

New Business

- **David Avdakov Suggestions** (attachment [04-David Avdakov Suggestions](#))
 - Item 1:** Victoria Theatre Tickets
 - Discussed group sales discounts for Dayton Performing Arts – early access to tickets as well – David Short mentioned the bulletin board could be used to contact Betty Gould – not the actual bulletin. We could also announce during fellowship hour.
 - Item 2:** Charity for families midyear
 - We give funds to families in need for Christmas – could we give in July as well – have this in place of the external charity for church families in need? Discussion on how to discern whom the families are. Discussion that the Christmas fund is above and beyond the monthly amount. The funds are already available as part of the charity budget item.
 - Item 3:** Inviting a law firm to discuss additional legal options
 - Discussion on inviting other law firms to discuss estate planning with a different strategy than Gudorf – specifically Transfer on Death and Payable on Death and Medical Power of Attorney. David Avdakov will investigate further.
 - Item 4:** Introduction of Parish Council candidates
 - Allow people running for council speak to the parish. David Short will explore the bylaws for process.
 - Discussion on approaching potential new members – Priest and Bishop have input and final say.
 - Item 5:** Investment of Parish assets in stocks
 - Recommendation that church invest \$5000 into a large cap US ETF (IVV) with a discount firm such as Ameritrade – these funds are currently in a cash position – discussion also regarding the amount of \$ in a cash position in accounts – discussion on further investigation into broader considerations – perhaps form a committee. David Avdakov proposed the above \$5000 invest.
 - **Motion:** David Avdakov
 - **Second:** Alyson Turri
 - **Approval:** Unanimous
- **Facility Committee:** proposal to use a cell phone link for our alarm system to report problems to the AT&T monitoring group. This will replace the very unreliable land line now in use. (Bruce is getting calls about test failures weekly)
 - Bruce will work on this further and refine for next month - not on this month's consent at this point.

- **Fr. Gregory Comments**
 - Remarked on great visit with Fr. Vladimir Klimzo.
 - Currently have 16 inquirers for membership and may be adding another class (third) for 4 additional people.
 - Baptisms, Lent, adding another inquirers class
 - Will be traveling for 10 days in May. Fr. Silviu will fill the pulpit.
 - Readers workshops went very well – 25 people interested

Planning Discussion - Due to time constraints this will be discussed next month

- Develop Goals for the year
 - Revisit Education of the Parish (Alyson)
 - Conduct a Parish Planning event (in the Fall with Joe Kormos)
 - Plan for Feast Events.

Announcements

- **02/29** - Serving at St. Vincent DePaul & Ladies Maslenitsa Event
- **03/01** - Forgiveness Vespers, 12pm
- **03/02** - Great Lent Begins/Canon of St. Andrew, 6pm
- **03/03** - Canon of St. Andrew
- **03/04** - Liturgy of the Presanctified Gifts at Annunciation Greek Church, 6pm
- **03/05** - Canon of St. Andrew
- **03/06** - Vespers, 6pm
- **03/11** - Liturgy of the Presanctified Gifts, 6pm
- **07/13-17** - Vacation Church School

Adjournment: St. Simeon's Prayer

Action Items

Action Item	Responsible	Due Date
Outstanding		
Review frequency of Social events and coordinate with Fr. Gregory. <ul style="list-style-type: none"> • Clarified action item. • Reviewed attendance at 2nd Saturday – decided to have quarterly. • Discussed advertising men’s night out. 	Alyson Turri	Completed 02/18/20
Consider having a supply of materials available in the fellowship hall and in the cry room for coloring and drawing. This will be passed on to the Education Committee for review and implementation. <ul style="list-style-type: none"> • Supplies now in parish hall. • Will have signs for kids and info to let all know what is there. 	Alyson Turri	Completed 02/18/20
Provide description of Parish Council meeting format. <ul style="list-style-type: none"> • Sent in email past week. 	David Short	Completed 02/07/20
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	03/17/20
Prepare bulletin notification for Sunday announcements. <ul style="list-style-type: none"> • Would like to revisit before moving forward. 	David Short Fr. Gregory	Completed 02/18/20

Action Item	Responsible	Due Date
<ul style="list-style-type: none"> Do we really need this? Agreed to not implement. Discussion on length of announcements – if too long make mention but do not put in place a policy. 	Erin Caldwell	
<p>Pull committee material from the Policies and Procedures and to send it to the Parish Council for review. The review will be for relevance, roles, and participation.</p> <ul style="list-style-type: none"> Resend to members In process with committees. Erin asked if we need a committee for administration? Discussed appendix in by laws and roll these tasks into this... covered. 	David Short	Completed 02/08/20
<p>Send the Risk Management Committee Charter as a sample and a template for each committee to use.</p> <ul style="list-style-type: none"> Done Resend to Bruce. 	David Short	Completed 02/08/20
<p>Parish Council representatives on the committees will work with their committees to set up a charter.</p> <ul style="list-style-type: none"> Push out to March. 	All	03/17/20
<p>We will put planning on our agenda for February, please come prepared with ideas of what we should be focusing on for the year.</p> <ul style="list-style-type: none"> Push out to March. 	All	03/17/20
<p>Remind the Parish Safety Team and the Greeters to move conversations out of the narthex, if possible.</p> <ul style="list-style-type: none"> David Short talked to the team. 	David Short	Completed 02/08/20
<p>Remind the choir to enter the sanctuary more quietly.</p> <ul style="list-style-type: none"> Going well. 	Ann McLarnan	Completed 02/04/20
New		
Provide more details for Cell phone connectivity and ADP quote.	Bruce Garber	03/17/20
Church cleaning day AND Lazarus Sunday – combo proposed – clean after liturgy.	Erin Caldwell	03/17/20
Develop form for Fr. Gregory/Miho to submit reimbursement request for childcare.	Bruce Garber	Completed 02/19/20
Remove Administrative Committee from Policies and Procedures and update Administrative Appendix.	David Short Erin Caldwell	03/17/20
Review possibilities for having an additional legal discussion for parishioners.	David Avdakov	03/17/20
Review Bylaws and update Policies and Procedures to accommodate having Parish Council candidates share about themselves after liturgy.	David Short	03/17/20
Work with Betty Gould to secure materials for Dayton Performing Arts and present during fellowship hour.	David Avdakov	03/17/20
Follow up with the investment of \$5,000 in stocks.	David Avdakov	03/17/20
Establish an Investment Committee.	David Avdakov	04/21/20