

**St. Michael's Parish Council Meeting
August 21,2018**

Present: David Lebo, Christian Sam, Jeff Curry, Julia Ritter, Sara Armanious, Gus Flizanes, Valerie Flizanes, Ed Sam, Fotini Wetzel, Pete Papas, Don Yoder, Veronica Fennell, and Melanie Bell

Excused: Carol Patton, Jillian Crowe, Fred Charles

Clergy: The Very Reverend John Nosal

I. Opening Prayers and Father John's remarks to the Parish Council:

Father John spoke about a podcast on Ancient Faith Radio about evangelism and requested that the PC listen to the podcast as continuing education. He asked that the PC be ready to discuss it at the October PC meeting. Father also explained that he is striving to speak with clarity about St. Michael's financial situation when he speaks to parishioners while making phone calls. There was a discussion about the purpose of his calls and different approaches.

II. Chairman's Remarks:

David Lebo reiterated Fr. John's remarks about the AFR evangelism podcast and also encouraged the PC members to listen to it for discussion at the October PC meeting.

III. Minutes and Agenda:

Chris S. made motion to accept the minutes with one addition, 2nd Jeff C, all in favor, motion passed.

IV. Financial Report:

Chris Sam presented the Statement of Financial Income and Expense and the Statement of Financial position July,2018. He noted that, although attendance has been light over the summer, collections have been higher than expected. Currently the deficit is -\$33,756.22. He said that, barring any capital expenses, the deficit may be less than is projected in the budget. The significant non-recurring expenses in July were rental of the pavilion for the Parish picnic which was \$90.00, the parking lot lights replacement by Robbins Electric which was \$620.93 and an increase in Clergy Insurance which was \$300.00 (this is paid to the Archdiocese. It was previously \$900.00 and now is \$1200.00).

Don Y. motion to accept the financial report Melanie B. 2nd, all in favor motion passed

A discussion followed concerning the distribution of funds for camp scholarships and the possible discrepancy in the diocesan assessment amount about which Father John is to make an inquiry.

V. Vital for Tonight:

A. Stewardship Team Report:

Pete Papas reported that the next Stewardship team meeting would be on Tuesday, September 18 at 9 AM. They began their meetings on February 15,2018 and have met eleven times. After updating the Ministry Teams document and passing the document to the Parish council, they have been focusing on the October Pledge Drive. In addition to the Kick-off Sunday with Father's talk and a bulletin announcement, a pledge month sign and the mailing of Pledge envelope, the team will continue to focus on Stewardship through November/December. They are planning a "Stewardship Corner" on the parish website which will be updated throughout the year and inquire about the possibility of establishing an online donation capability.

B. Mediterranean Buffet:

Pete Papas reported that the MB planning team had met five times beginning on April 24. and the last meeting was August 7. The “inside set-up” and final preparations for the MB will be on Saturday, September 8. He reported that several new things have been added to the MB menu and advertising campaign. Kibbee and walnut cake were added to the menu and billboard ads (which ten people have committed to purchase) as well as a digital sign by Parkwood on Rt. 30. were added to the advertising efforts. “Welcome to the Orthodox Church” leaflets will be distributed. He listed the following as things which still need to be done: some street signs still needed to be placed, coolers were still needed, flyers still needed to be displayed in neighborhood stores etc., and people still needed to volunteer.

Gus Flizanes added that he will oversee insuring that the restrooms are clean and that tree branches are trimmed.

C. Bequest Allocation:

After learning of the verbal wish expressed by Christine Gudzan that some of her bequest donation be used to pay some of St Michael’s mortgage, the PC council passed the following motion:

Chris Sam made motion to pay \$2,000 against the parking lot mortgage by the end of August, 2018
Jeff Curry 2nd , all in favor motion passed

D. Social Media Photos and Video:

The PC continues to discuss the use of social media for St. Michael’s. Currently the only things being visually recorded remain the reading of the Epistle, the Gospel and the Sermon.

VI. Current Business:

A. Action Items List (please see last page)

B. Short Term Investment Proposal (Bequest)

Chris Sam and Jeff Curry in their capacities as Treasurer and Assistant Treasurer researched several financial instruments which would allow St. Michael’s to earn more interest than it is currently earning at First National Bank (.55%). After reviewing several options they recommended to the PC that St Michael’s buy U.S. Treasury bills. T-bills are among the highest yielding investments available for short term funds that have no fees, are very liquid with flexible terms and are very safe because they are backed by the U.S. government. Current rates on T-bills approximate 2.0%

Julia Ritter made motion to authorize Chris Sam and Jeff Curry to make short term investments in U.S. Treasury Bills not to exceed three (3) months and in an amount which never allows the general fund to fall below \$20,000.00 2nd Gus Flizanes 7 yes, 0 no, 2 abstentions, motion passed

C. Facility Maintenance:

Gus Flizanes reported that the dimmer switch in the narthex which controls the chandelier had broken and was replaced. Work continues on the ceiling of the altar server room. Gus also presented three estimates for sealing the parking lot. It is recommended that this be done every three years. The lowest estimate was given by Sealer King. After discussion the PC asked Gus to inquire about the quality of Sealer King’s product versus the higher estimate companies. Sealer Kings’ estimate also included painting new parking lines and a fire lane in the back of the church building. The PC will meet briefly after Divine Liturgy on 8/26/18 to decide about the sealing.

D. Reformat "in house" envelopes (see Action item list)

E. Advent Wreath furniture:

Fr. John reported that the furniture for the Advent wreath will be ready for Advent, 2018

F. Power Church upgrade: TABLED

VII. New Business:

Telephones:

After discussion it remains the consensus that one phone with multiple handsets is the most cost effective option.

VIII. Parish Ministry Teams Reports:

PC vice president, Veronica Fennell continues to work on revitalizing the parish ministry teams. Parish security is a new team.

A. Parish Security:

Don Yoder reported that he contacted Westmoreland County 911 to ensure that St. Michael's had the correct numbers for first responders.

B. Food on the Hill:

Gus Flizanes reported that FOH served 15 people in August. They currently have \$1,239.00 in their account.

C. Antiochian Women:

Valerie Flizanes presented the AW Income/Expense report for 6/30/18 through 7/29/18. Their available funds as of 7/29/18 is \$5,254.88. She reported that Connie Volchko continues to work on the collection of donated school supplies for distribution by the IOCC and cooking for the MB is completed. Valerie also asked that the rental agreement for the social hall be revised.

D. Scrip Gift Card Fundraiser:

Fotini Wetzel reported that the total raised through scrip cards since the start of the program is \$573.51. The total amount in gift cards purchased by St. Michael's parishioners and the AW is \$18,575. The rate of return is 3.09%

E. Church School:

The first day of Church School will be September 2. There will be no Church School on September 9 because of the MB. Fotini Wetzel reported that the Church School is still in need of teachers, both full-time and substitute. She provided the volunteer clearances website and the dates that Church School will be in session. They are working on the curriculum for 6th-8th graders and the high schoolers.

Chris Sam made motion to adjourn. 2nd Jeff Curry, all in favor motion passed

The next PC meeting will be 9/18/18 at 7:00 PM. The executive council meets at 6:30 PM

Respectfully submitted by Melanie Bell

Action Item List

Parish Council promise made 9/19/17:

David Lebo to schedule meeting with Debbie to review PowerChurch/Quick Books

Parish Council promise made 3/27/18:

Council members who have not returned parish membership forms

Parish Council promises made 7/24/18:

Father John to continue with parish membership forms follow up calls.

All PC members to review annual audit/findings report draft submitted by Jillian Crowe, the video statement, the list of parish safety points submitted by Don Yoder, the document submitted by Ronnie Fennell "Without Fear of Evil: Safety and Security of the Faithful".

Parish Council promises made 8/21/18:

Julia Ritter will work on redesigning donation envelopes

PC will watch AFR evangelism podcast recommended by Fr. John and David Lebo

PC will review health insurance for Fr. John's dependents.

Fr. John will inquire about Diocesan assessment regarding any discrepancies in the amount.

