

Holy Trinity Greek Orthodox Church  
Parish Council Meeting  
November 15, 2017

Father Paul Christy opened the meeting with a prayer.

**Call to Order** by President Mary Winstead at 7:05PM

**Members Present:** Joanna Biliouris, John Demos, Leslie Dombalis, Steve Flaherty, Maria Hicks, Jason Kekas, David Kouba, Sydney Langford, Bob Lyford, Harry Nicholas, Costa Panagos, Jim Riley, Mary Wehbie, Mary Winstead.

**Member Absent:** Pavlos Pavlides

**Reading of the Minutes:** Mary Wehbie

Minutes sent electronically in advance of the meeting. Executive session minutes read. Motion to approve by Steve Flaherty. Second Harry Nicholas. Motion carried.

**Kitchen Proposal:** Chris Pappas, Jeff Winstead, and Burt Michaud.

Chris Pappas solicited 10 individuals/companies to determine interest in our kitchen renovation project. He had responses from 3 firms who were interested and who agreed to present a quote for the project. One company has since withdrawn its proposal. Callahan Contractors, recommended by Jimmie Ellison, expressed an interest but has not submitted a bid by the 3PM deadline. We have one bid in hand from Salisbury Moore.

The following points were discussed and questions answered.

- Chris worked with Rich Thompson from Salisbury Moore in the past in a percentage-based process. He found him reputable and capable.
- Chris is unable to act as general contractor due to time constraints. Jeff, Burt and Chris will oversee the project. They will rotate so that someone is on site each day throughout renovation to monitor work being done.
- The bid is broken down into two parts. One is for the outside for a cost of \$149,112. The other part is for the interior at a cost of \$48,100. Total cost is \$197,212.
- There are other areas to be addressed as we proceed with the renovation. One is the plumbing. We currently have a circuitous plumbing route that requires frequent servicing. This will have to be addressed so that pipes run directly to manhole. Alternate routing will cost \$12-13000.
- Orange fencing to protect the work area has been requested at a cost of \$291.
- 14% change order overhead and profit is included.
- Time frame is 10 weeks. This is fair and equitable, but will be weather dependent.
- Proposals obtained from Airmakers. Stoner Electric did not make bid.
- The cost to test concrete compaction and soil is \$790.
- Some of the tiling will have to be removed. There is 95% probability that tile will have asbestos and will have to be removed with a process to protect workers at a cost of \$2500.
- Chris offered specifics of indoor work which include a 12x 18 addition with bifold door pantry, 3 compartment sink, space for dishwasher, framed opening from addition to outside, demolition, hand sink, 4 burner stove, cook top, stainless steel tabletop, roller doors, pushing existing wall out 3.5 feet to expand area, cabinets, increased storage and shelving, new ceiling, LED florescent lights, second water heater, and a new hood extension over stove.
- The net cost is \$218,000 plus a 10% contingency.
- We are adding about 200 square feet on the outside.
- Chris notes that the project is a renovation in which systems have to be redone: electrical is approximately \$26,000; HVAC \$32000, and plumbing \$25000 at a cost of \$82,000.
- The loading area is not level and needs some work to change the angle.

Bob Lyford addressed the finances available for the project.

- Paragon Festival/Special Event and Paragon Festival Square have a total of \$308,000. If \$100,000 is left for seed money in the accounts and \$25,000 is used from other account \$183,000 remains available.
- Property and Facility Maintenance has \$117,000. If \$80,000 is left there is \$37,000 available.
- This leaves \$240 for the project. There is no wiggle room.

Chris Pappas notes that Callahan Contractors has not turned in proposal. We have only one bid in hand. He inquired whether we should we allow extra time for an additional bid. He is well reputed and has been involved in many good projects. PC agrees by consensus to wait one additional day for proposal from Callahan.

Discussion followed about the directive from General Assembly regarding the renovation. John Demos notes that it was to obtain and present bids and this is the action we should take. Joanna Biliouris adds that money available for the project should also be presented.

Recommendation made that that we present the proposal as presented by Chris to the General Assemble with PC support by Harry Nicholos. Second Joanne Biliouris. Motion carried. One abstained with the preference that the proposal be made and presented to GA for vote. He did not feel PC support or lack of support was relevant to the directive from the general assembly.

**Treasurer's Report:** Bob Lyford. Bob presented Balance sheet and P/L Statement for October. The numbers are significantly improved. Stewardship income was \$85,000. This included for \$30,000 from the Demetriades family. At this time we are ahead of budgeted number. All expenses are on target except we are behind in ministries. GOYA uses money allocated in December. St. John the Merciful has turned in request for \$2800 line item. November and December remain difficult to predict. Stewardship kickoff is pushed back to December. To date \$364,000 is pledged. John estimated that there is \$80,000 in pledge money outstanding.

Clergy Laity income is in a restricted fund. We owe a huge debt of gratitude to Mary Christy who worked with the Metropolis Council to share in the profits.

Sydney Langford reported that one member did not realize that online giving has to be set up again each year. John reports that better communication will occur next year. Sequential letters will be sent next year, 3 weeks in a row. Another glitch was discovered in the quarterly statements. This has been resolved.

Motion to accept Treasurer's report by Harry Nicholos. Second Sydney Langford. Motion carried.

Mary thanked Bob for how he presents reports with clarity and explanations.

**Festival Report:** Jason Kekas

Total gross income was \$400,684, the highest ever. We are awaiting payment for two ads. There were additional expenses for advertising. Expenses to date are \$247,000. Capital expenses included a new brazer and grills at a cost of approximately \$10,000. Profit was \$161,000 before capital improvements. \$151,000 after the purchase.

Payment of \$16,000 to Habitat for Humanity has not been paid to date. Payment of \$1200 to Rubicon has been made.

Clergy Laity passed a resolution during Clergy Laity Conference to give an undetermined amount of festival proceeds to Diakonia Retreat Center. Jason reports that many members who work countless hours on the festival are opposed to payments to the Diakonia Center. He prefers individuals who want to donate should do so. Discussion followed. Jason recommended giving \$500. Discussion followed.

Sydney Langford reports that there has been some misinformation in the community. The new church onsite is paid for. There is a debt on the land, which is approximately **\$1.2 million**. Several members

who visited the Retreat Center spoke of the beauty, peace and beauty of the facilities. Father Paul reminds the PC that we have no validity as a church without the bishop. Metropolitan Alexios encourages communities and individuals to visit the Center and see what is being built. There is an incorrect perception that he is building all for himself. He is building it for his people. There was not a donation amount mandated and as such we as a PC can decide how much to give. John Demos reiterated that he has heard similar concerns from individuals who work the entire weekend. It is recommended that an explanation is given about what is being paid for and what has been paid for.

Joanna notes that \$1000 is not so much (less than 1%) compared to what we made and what we are keeping in our own community.

Motion to give \$2000 to Diakonia Retreat Center by Joanna Biliouris. Second David Kouba. Motion carried. One abstained.

Donations from Festival will be as follows: \$3200 to Homes for Our Troops, \$1200 Rubicon, \$16000 Habitat for Humanity and \$2000 Diakonia Retreat Center.

**Election Committee:** Stephanie Starr and Emma Paradises are unable to serve. George Kapetenakas will chair. Tressa Fakiris and Anita Lyford nominated to serve by Harry Nicholas. Second by Steve Flaherty. Motion carried.

**Rental house** is now vacant. Color Spectrum made recommendations and estimate for repairs. Ted Caporal's company, A1 Handyman Home Improvement evaluated and prepared estimates. Color Spectrum estimate was \$2370. A1 Handyman was \$800 with numerous add on items. Leon Kythas reviewed with Ted and both agree repairs need to be made.

Motion to allocate up to \$2400 for repairs at the discretion of Leon Kythas by Harry Nicholas. Second by Jason Kekas. Motion carried.

**Father's Comments:** Father Paul Christy

- In discussing hot water heater in the kitchen, Father realized that he could use one in the altar. He will investigate the cost. It will be beneficial for Baptism as well.
- Father has been in communication with the Durham Bulls to have a Greek night. They suggested Friday July 27 as Greek Heritage Night. Father envisions the Choir singing the National Anthem, Dancers performing, sale of Greek pastries, etc. Additional information will be provided in January when new board presided.
- November 30 is the Feast of St. Andrew. Father has been granted permission to pray a Liturgy at Central Prison with Andrew. Rob will attend. David Kouba will look into getting permission.
- Stewardship Kickoff is December 17. Packets will be available in the Hall on December 3 and 10.
- PC Seminar and elections dates and times will be announced. Durham and Fayetteville will join our group.
- Glendi: Details to be determined and communicated.

**President's Comments:** Mary Winstead

- Community Meeting: November 29<sup>th</sup> at 7pm neighborhoods in the community near the church have been invited to discuss our desire to close French Drive. Dennis Kekas will present a power point presentation. There has been a collaborative effort between city and state and we would like to have neighbors on board.
- David Ford sent a thank you card for allowing him to invest funds with his company.
- Pavlos Pavlidis will be moving to Houston. PC will cover his duties for the year.
- PC will provide bagels for coffee hour on Sunday for GA Meeting.
- Mary Winstead received an email about a raffle on Sunday. Discussion followed. Fundraising is limited and such efforts should go through PC.

**Old Business:**

- Joanna Biliouris has been proofing the bulletin for the past several years. She inquired whether anyone would like to have this task. David Kouba volunteers and will work with Joanna in transition.
- Harry Nicholas will continue to manage the square.
- Mary Wehbie asks that procedures be put in place for use of the kitchen. Philoptochos ladies have had to clean trays, towels and drink containers that were left by other groups.
- Mary Winstead encourages PC to be present and supportive at General Assembly meeting. Jim will set up microphones for use by speakers from the floor.
- Mary Winstead has been looking into security measures. Discussion and possible training to follow .

**Motion to adjourn** by Steve Flaherty at 8:35PM.

Respectfully submitted,

Mary Wehbie