

Holy Trinity Greek Orthodox Church
Parish Council Meeting
February 20, 2018

Opening Prayer: Father Paul Christy opened the meeting with a prayer.

Call to Order: President Mary Winstead called the meeting to order at 7PM.

Members Present: Leslie Dombalis, Steve Flaherty, Jason Kekas, Jim Klemes, Leon Kythas, Sydney Langford, Bob Lyford, Jim Riley, Steve Ryan, Mary Wehbie, Mary Winstead.

Member Absent: Maria Hicks, John Demos, David Kouba, Costa Panagos.

Guest: Ed Maness

Minutes: Mary Wehbie

Minutes sent electronically in advance of the meeting. Motion to approve the minutes by Jim Riley. Seconded by Bob Lyford. Motion carried.

Treasurer's Report: Bob Lyford

Bob reviewed the Balance Sheet. He notes the following. Paragon Bank has been purchased by Town Bank, and has been reflected in the monthly statements. He reflected this change on the balance sheet. On 2/22/18 the CDAR money placed for 6 months is due and the Edward Jones is due 3/2/18. Interest will be received when CD is matured and added to the CD amount when it is rolled over. The Old Town Property and Facility Maintenance has the funds that will be used for the kitchen addition. Vallas Memorial money is noted at \$17,000. The family will decide how to use the money. Stewardship income is ahead due to \$15,000 brought in from last year.

Stewardship allocation breakdown by the month discussed. See handout. This is reflected on the P/L. Without \$15,000 carryover, we would be right on budgeted amount. Expenses are on track to budget. Ministries use money at different times throughout the year. Net ordinary income is \$42,000, approximately \$15,000 over budget. Bob reviewed process of reallocating building fund money from single account to secured accounts. A committee made recommendations for allocations.

Motion to accept the Treasurer's report by Steve Flaherty. Seconded by Jason Kekas. Motion carried.

Vallas Property: Mary Winstead

Ted Vallas's family approached Father Paul regarding Mrs. Vallas' property. The tax value is approximately \$600,000 for the larger piece and \$100,000 for a smaller plot. It is in a family limited partnership with Ted Vallas as the named partner. The parish will have to decide whether we are interested in purchasing the property. The PC agreed that money donated specifically to Phase 1 of the Capital Campaign has been donated for the specific purpose of construction of the sanctuary and will not be available for land purchase. Jason feels it is important to obtain any property next to the church property as it becomes available. Consensus from PC is to wait for word from the family with an asking price. We have asked for right of first refusal in the past, but it was never given in writing. Chris Pappas contacted our architect. For an hourly rate he could evaluate whether it is feasible to build on the Vallas property.

General Assembly Meetings: Mary Winstead

General Assembly is March 11. Mary requested agenda items be spoken or sent to her.

Pascha Picnic: Mary Winstead

The organizing committee-Anna Kouba and Francesca Panagos would like to have the picnic across the street. PC voices concerns about safety, with children and elderly crossing the street. Electricity needs to be worked out. Father will ask Anna to come to next meeting to address concerns.

Landscaping Contract: Mary Winstead

Davis Landscaping contract is up for renewal. Fee increase is from \$423 to \$645. Brian Schwartz is moving and will have a different position within the company. Mary inquires whether we should get quotes from other companies. Bob Lyford can offer names for those we can approach. Jim Klemes will report back.

Pews Proposal: Mary Winstead

Mary presented a proposal for repair or replacement of the pews in the sanctuary. While preparing to build a new sanctuary we continue to have the issue of maintaining an aging church. Agenda items on hold for guest to the meeting.

Church Security: Ed Maness:

Mary introduced Mr. Maness, a retiree from NC State patrol and national expert in church security. He discussed the need for security in a facility such as ours. He addressed the following.

- One area that needs to have supervision or observation is high profile areas such as the parking lot. Observe whether individuals are on the property without reason.
- We live in a time when it is necessary to lock doors. Leaving doors opened is an issue. This is counter to what many expect of a church. They would like the doors opened and church easily accessible. Mr. Maness recommends use of a security swipe card. Each member is issued a card to access the building. They can even be programmed to allow an individual access during certain hours on certain days.
- Members of the church are the eyes of security and should report suspicious activity to a security officer. He recommends that someone patrol the area and be extra eyes and ears. Raleigh city officer may direct traffic; their presence also serves as a deterrent.
- Maintenance for security systems is expensive and may be cost prohibitive. A less expensive, but effective alternative might be installing cameras at strategic locations. Additional lighting may also be helpful. Cameras need to be watched.

The first step is to form a committee with the committee head having good program development skills. The core of individuals who make up the team is key to success. Ushers become the first line of security. The ushers or welcoming committee are familiar with the people who are entering the building and will immediately recognize someone out of the ordinary. These individuals may go to the parking lot to assist, greet, or perhaps offer directions to those arriving and observe the area. It is best to recognize threats outside the facility before they ever reach the sanctuary. Use radio communication and remain low profile. Firearms may be used if necessary by highly trained individuals. Team may cover certain zones during services and for events or services during the week. He notes that medical emergencies are the most common occurrence in which assistance is needed. He

recommends that medical teams rotate on a monthly schedule to ensure assistance is available at all times.

The next step is to complete an assessment. Spend 3-4 days talking, observing, asking questions and listening to information provided. Small children are the most valuable commodities. All efforts must be made to ensure their safety.

Start small and build the program. Holy Trinity begin by physical monitoring of the premises. Assess camera placement and who is monitoring the cameras. Investigate door security and initiate a card system. He notes that people do not lose them as often as one might expect. Retired EMS and law enforcement are a good place to start in forming committee members.

He provided a handout of how to establish the team. He answered questions and Mary Winstead thanked him for sharing his expertise.

Kitchen Renovation Mary Winstead

Kitchen renovation is due to be completed on March 22. Work may occur on Saturday.

Pew proposal discussion resumed. Various viewpoints were expressed including thought that replacing the pews is too expensive. (\$70,000) Sydney Langford is in favor of repairing and refurbishing the pews with an "adopt a pew" approach to solicit donations. Mary Winstead notes that there is money in the memorial of Mrs. Vallas that is available. Father Paul recommends waiting at this time and PC agrees to table this matter at this time.

Dishwasher proposal: Mary Winstead

Mary asked Toula Capetanos whether the money in the Capetanos Kitchen Fund can be used to purchase a new coffee urn. Toula said that she would like to buy the commercial dishwasher for the new kitchen. George Kapetanakis explored options, including rental or purchase. He recommends the rental proposal. The Capetanos Kitchen Fund will pay for "rough in" cost to prepare the dishwasher for installation. Toula is agreeable to using approximately \$4500-\$5500 but no final number is determined. Mary will discuss the details with her when the estimates are complete.

Discussion followed. Jason notes that this is a tall commercial dishwasher and can run 6 large sheet pans through in minimal time. Service is included in the rental fee. The cost to buy is over \$10,000. Jim Klemes inquired whether there are issues with the sewer system. It is not thought so if proper maintenance is scheduled and completed. Leon Kythas likes the option. In the event that the cost is higher than the amount Toula agrees to cover, are we able to pay the difference? Bob Lyford notes that money is available in the event it is needed. Discussion followed regarding advantages of renting vs. purchasing. Leslie Dombalis notes that restaurants in general rent equipment such as this. Owner of Mayflower, Mr. Chicklistas has one in his restaurant and he stated that it is easy to run and maintain.

Motion made by Steve Flaherty that Holy Trinity will cover any overage on the installation and rental for one year at a cost of \$125 per month. Seconded by Leon Kythas. Motion carried.

Washer and Dryer: Mary Winstead

The washer and dryer were moved out of the rental house since new tenants did not need them. They are in good shape and in the basement. Chris Pappas said they can be placed in

the utility room. Jim Klemes expressed concern about this location due to items already in this room. Discussion followed. Motion to install washer and dryer at an estimated cost of \$1500.00 installation. Jason notes that festival fund can cover cost. Mary will email PC when estimate is done.

St. John the Merciful Dinner: Mary Winstead

SJTM would like to hold a dinner/dance fundraiser in the hall on October 20. PC is in agreement to the event.

Lenten Lectures: \$850 is budgeted and Father often gets donations. Mary Winstead inquires whether PC would provide food, as kitchen is not in use. PC is agreeable. In general meals will be potluck.

Priest Comments: Father Paul Christy

Father assembled a Funeral Service booklet that provides an English translation. He has had 2 Baptisms with hot water from the altar and it has gone well.

President comments: Mary Winstead

Mary reviewed literature about President's meeting on March 10 in Atlanta. She is unable to attend. Jim Klemes will attend.

Archangel Michael nomination form. Please send recommendations and reasons to Father Paul.

We received notification from City that alarm went off recently. Be careful of following proper procedure, as we will be charged when police arrive.

In Palm Beach they have red vigil candles and they are very nice. They are the same price as the white. PC would like to order a box and see if we like them.

Amalia Kythas would like to come to meeting to discuss the deposit. She is spending lots of time to deal with the bank to clarify errors. In the interim, please be very careful and accurate in making the deposit.

Bob Lyford discussed cash availability in the event General Assembly agrees to purchase land from Vallas family. Motion to move \$615,000 from CDARS accounts into savings account. Edward Jones investments of \$615,000 that just matured are to be rolled over into short-term accounts until a decision is made on the Vallas property by Mary Wehbie. Seconded by Leslie Dombalis. Motion carried.

Discussion followed about pros and cons of purchasing land. Other options were discussed. Money will be available as we gather information.

New Business: Christians Caring for Creation would like plant herb garden. PC is in favor of this project.

Motion to adjourn by Sydney Langford at 8:54PM.

Closing Prayer: Father Paul Christy.

Respectfully submitted,

Mary Wehbie

