

Holy Trinity Greek Orthodox Church
Parish Council Minutes
Tuesday, October 16, 2012

Call to Order: President Mark Langford called the meeting to order. Father Paul led us in prayer.

Members Present: Toula Capetanos, John Demos, Jimmy Ellison, John Fakiris, David Ford, Fotis Fotiu, Penny Gallins, Eve Kantner, Jim Klemes, Leon Kythas, Mark Langford, Don McEnteer, George Pappas, Helen Perros.

Members Absent: Evan Bundros.

Mark read two notes from Rhonda Milkovich thanking (1) the Parish Council for the icon of the Hospitality of Abraham and (2) the Holy Trinity Family for the gift card. She said she considered it a blessing to be able to give something back to the community and to grow spiritually.

Reading of the Minutes: A motion to accept the minutes of the previous meeting was made by Jim Klemes and seconded by Fotis Fotiu. Motion carried.

Treasurer's Report: Don McEnteer reported:

- Total revenues for Sept. were \$38,053 (French Dr. rent of about \$1,100 not yet reconciled) compared to \$26,533 for Aug. (including said rent). Budgeted monthly rev. is \$42K; YTD actual mthly average is \$36.8K. Stewardship for Sept. was \$35K, \$1K over budgeted amt. YTD actual mthly Stewardship average is now \$32.1K. Total operating expenses for Sept. were \$41,940. Budgeted mthly expenses are \$42K; YTD actual mthly are \$43K. Net loss for Sept. \$(3,887).
- YTD revenue at \$332,040 was unfavorable to budget by \$(45K), but favorable to 2011 by \$22K.
- YTD expenses at \$389,258 were unfavorable to budget by \$11K and to 2011 by \$77K (irreg. priests' salaries till June 2011).
- YTD Net income is unfavorable to budget by \$(57K).
- Operating Checking Acct. has \$201,319 but actual operating cash is \$11K, balance to be transferred to Festival Acct.; Capital Campaign Acct. has \$1,696,418; Fest. Acct. has \$38,722, but about \$190K will be transferred from Operating Checking Acct.; Prop. & Fac. Maint. Fund has \$9,665 (\$1,024 went on repairs); Memorial Fund has \$32,328.
- Projected end-of-year cash balance: \$17.3K.

Don said we have eaten into the surplus we had at the end of 2011 but we should have money in the bank at the end of the year. John Demos said the uptick in Stewardship should continue in October. Eve Kantner made a motion, seconded by John Demos, to accept the Treasurer's Report. Motion carried.

Mark said that Penny Gallins and Don McEnteer have worked hard to ensure a smooth transition in the church office since Rhonda left. Helen Perros said this is true of Mark too.

Parish Business:

a. Stewardship update: John Demos said we now have 280 pledging families and \$341,550 in pledges, the highest amount ever. Stewardship Kick-Off is on Sunday, Nov.18. The packages will be available for pick-up in the Fellowship Hall on Nov. 4 & 11. As we saw last year, we save on postage and the face-to-face contact is beneficial. The 2012 goal was a 10% increase in the number of pledges and in the amount pledged. Our 2013 goal is 100% participation in all areas of Stewardship. We will stress the totality of Stewardship, that it's more than simply a matter of meeting the budget. The Stewardship survey has been helpful. We had a great response: 96 out of 300-400, or a 25-35% response rate, which is higher than the average response rate of 10-25%. The survey results (attached to Minutes) show a very healthy parish family that is doing things right, but we can improve. Fr. Paul sees the survey in this way and the Parish Council should also. Those who give more are oversampled, but this is not surprising. John highlighted noteworthy percentages and elaborated on comments made at the end of the survey by 18-19% of the respondents. A discussion followed. Since the survey provides valuable information, its results should be made available to all. Fr. Paul said he wants to have a good relationship with everyone. He's visited homes and businesses to get to know people. We should talk to him, go out for coffee with him, if we're struggling with anything. He thanked John Demos for his good work. Mark also thanked John for the excellent report: it gives us a baseline for next year.

b. 2013 Budget: Don said the Budget Committee met twice. In addition to Fr. Paul, it consisted of 9 PC (Don, its Chair; Toula Capetanos; John Demos; John Fakiris; David Ford; Penny Gallins; Eve Kantner; Mark Langford; Helen Perros) and 5 non-PC members (George Kapetanakis; Amalia Kythas; Sophia Myers; Elaine Noulis; Beba Zevgolis). The Committee discussed the budget at length and how to make up its \$41K shortfall. The Parish Council has to decide how to present the budget to the General Assembly. Do we say stewardship has to increase to \$441,110 (Option 2) or ask the General Assembly to approve taking \$41,110 from the Festival Acct. (Option 1)? Mark asked everyone to express his or her opinion one by one. After each spoke and further discussion, David Ford proposed, and John Demos seconded, that we propose Option 2 with the caveat that we will take funds from the Festival Account if we run out of money. Motion carried; 3 opposed.

c. Update on Office Manager: Penny said that Kelly Barton is a quick study. Her previous position was basically the same. She's used to juggling the kind of tasks the church office handles. Her salary is \$33K and her hours are 8-4:30 with an hour for lunch. Her email address is htraleighoffice@gmail.com.

d. Security: keys and codes: Mark gave the PC a list of all those who have a code and a key. Andia Xouris also needs these for girls' volleyball practice on Tuesday nights. Are there any objections? No.

e. 75th Anniversary Celebration: Mark said we need PC to help set up on Saturday, Oct. 20, at 9 a.m. It should take about 2 hrs. On Sunday PC should be ready to help. Meg Economy has asked the dancers to serve but we might also be needed. 260 tickets have been sold. Nobody is to go into the Hall until the Liturgy is over. Fotis said we're hiring a washer but that 2 PC are needed to serve in the kitchen. Toula and Helen volunteered.

f. November General Assembly: Mark gave the PC the Agenda for the Assembly and asked Jim Klemes and Jimmy Ellison to present their Repairs & Maintenance spreadsheet to the Assembly. Mark said the PC Elections will be on Dec. 9. He gave the PC a list of those who are eligible (Toula Capetanos, John Demos, Eve Kantner, Leon Kythas, Don

McEnteer) and ineligible to run (Jimmy Ellison, Jim Klemes, George Pappas). Toula said she needs a nomination form before the Assembly because she won't be here. Mark said there will be a nomination form and notice of the election in the next Newsletter. Tamara Costa will send out photos and short bios of the candidates before the Election.

g. 2012 Greek Festival: Mark gave the PC a sheet with this year's gross revenue. We don't know the net income yet as invoices are still coming in. Harry Costa will give us the net income at the General Assembly. We estimate we made 7½% more than last year.

h. Use of Kitchen for Lost Sheep Ministry 12/15/12: Deacon Gavriolo will cook here during the day for this Ministry run by Reverend Philip Brickle. The Deacon and Holy Trinity's St. John the Merciful Outreach works with this Ministry.

Comments/services/events/other: Father Paul said:

- We are looking forward to our 75th Anniversary on Sunday. The Committee has been working hard.
- The Parish Directory is almost ready. We tried to provide it on the same day, but it will be out the following week.
- In regards to the projected budget deficit for 2013, let's be careful how we speak and not use words of poverty. When our Lord asked the Disciples to feed the multitudes, their response was something like, "our budget is only 5 loaves and 2 fish!" The miracle of the Multiplication of the Loaves shows that we cannot put limits on the Lord. He is invested in His own Church and looks favorably on us and provides for us when we put forth our efforts in a faithful spirit.
- The resilience of the Orthodox Church was beautifully expressed by Fr. Lev in his 1937 funeral homily for Archimandrite Irénée Winnaert, founder of the Orthodox Church in France: "O strange Orthodox Church, so poor and weak; with neither the organization nor the culture of the West, staying afloat as if by a miracle in the face of so many trials, tribulations and struggles; a Church of contrasts, both so traditional and so free, so archaic and so alive, so ritualistic and so personally involved; a Church where the priceless pearl of the Gospel is assiduously preserved, sometimes under a layer of dust; a Church which in shadows and silence maintains above all the eternal values of purity, poverty, asceticism, humility and forgiveness; a Church which has often not known how to act, but which can sing of the joy of Pascha like no other."

New Business:

a. Toula said:

- St. Barbara's is having a mini festival Oct. 26-27: proceeds to go toward its operational needs.
- Save the date: March 16, 2013 is when our Dessert & Dance event will be.
- Candles, can we recycle them and get them for a better price? Fr. Paul said that we might want to get in touch with the Diakonia Center's candle factory.

b. Jimmy Ellison said he has tins of olive oil from Greece for sale.

c. Penny thanked Jimmy, John Fakiris, George Pappas and anyone else who worked on the entrance wall and railing. Helen said they did a tremendous job over several weekends.

d. Fr. Michael said he was at OCF at NC State tonight. Attendance has improved. Nearly all came to the last meeting. There are 5 solids and 1 maybe. John Mahfouz in the OCF head office is working on getting 10 kids for the trip to Honduras. They will fundraise in their parishes. The estimated cost is \$1,400. Dakota Starr from our parish is going. Kathy

Knezevic has been doing a great job in OCF. We may need drivers to bring students to St. Barbara's next week and to Holy Trinity next Thursday for the Liturgy for St. Demetrios. We will host the OCF Thanksgiving Dinner again this year. Last year's was the best.

Adjournment: A motion to adjourn was made by Jim Klemes, seconded by Eve Kantner.

Closing prayer: Father Paul led us in prayer.

Respectfully submitted, Helen Perros

Holy Trinity Greek Orthodox Church
Profit Loss vs Budget
October, 2012

	Budget 2012	Oct 2012	Actual Y-T-D	Prior Y-T-D	\$ Change	% Change (Act/Prior)	% of Income	YTD Budget	% Change (Act/Bud)
Ordinary Income/Expense									
Income									
4000 - Contributions Income									
4100 - Pledges, Stewardship	410,000.00	25,320.10	318,772.44	296,283.68	22,488.76		85%	341,666.67	
4101 - Tray	14,500.00	1,152.06	10,978.01	11,046.45	-68.44		3%	12,083.33	
4102 - Rental Income	14,000.00	1,255.50	4,771.04	3,050.82	1,720.22		1%	11,666.67	
4103 - Flowers	4,000.00	0.00	2,707.00	3,850.00	-1,143.00		1%	3,333.33	
4104 - Candles	35,000.00	1,587.07	25,623.61	26,878.34	-1,254.73		7%	29,166.67	
4105 - Christmas Card	3,000.00	0.00	0.00	0.00	0.00		0%	2,500.00	
4106 - Christmas Offerings	1,300.00	0.00	0.00	0.00	0.00		0%	1,083.33	
4107 - Easter Offerings	4,600.00	0.00	2,575.00	3,992.00	-1,417.00		1%	3,833.33	
4108 - Fundraisers	10,000.00	0.00	385.68	0.00	385.68		0%	8,333.33	
4109 - Miscellaneous	7,500.00	6,351.77	7,437.73	4,088.68	3,349.05		2%	6,250.00	
Total 4000 - Contributions Income	503,900.00	35,666.50	373,250.51	349,189.97	24,060.54	6.9%	100%	419,916.67	
Total Income	503,900.00	35,666.50	373,250.51	349,189.97	24,060.54	6.9%	100%	419,916.67	-11.1%
Expense									
5100 - Salaries									
5109 - Priest Compensation	112,786.00	9,390.82	93,908.20	46,954.10	46,954.10		25%	93,988.33	
5110 - Priest's Social Security	16,500.00	1,263.12	12,631.20	6,250.00	6,381.20		3%	13,750.00	
5111 - Clergy Benefits/Health	22,740.00	2,038.00	20,001.00	14,066.05	5,934.95		5%	18,950.00	
5114 - Assisting Priests	0.00	0.00	0.00	2,250.00	-2,250.00		0%	0.00	
5115 - Office Manager	34,000.00	2,714.25	28,214.40	28,115.55	98.85		8%	28,333.33	
5116 - Payroll Expenses	2,621.00	208.41	2,264.37	2,195.13	69.24		1%	2,184.17	
5117 - Choir Director	10,800.00	900.00	9,000.00	9,000.00	0.00		2%	9,000.00	
5118 - Custodial Services	25,000.00	2,083.32	20,833.04	20,833.20	-0.16		6%	20,833.33	
5119 - Workers Comp Insurance	1,995.00	0.00	546.00	2,896.00	-2,350.00		0%	1,662.50	
5120 - Associate Priest Compensation	49,128.00	4,094.00	40,940.00	16,376.00	24,564.00		11%	40,940.00	
5121 - Social Security	7,517.00	628.02	6,280.20	2,505.68	3,774.52		2%	6,264.17	
5122 - Benefits/Health Insurance	22,740.00	1,988.00	19,601.00	12,128.81	7,472.19		5%	18,950.00	
5124 - Interim Priest Stipend	0.00	0.00	0.00	12,000.00	-12,000.00		0%	0.00	
5125 - Interim Priest Housing/Other	0.00	0.00	0.00	8,757.41	-8,757.41		0%	0.00	
5127 - Visiting Priests	400.00	0.00	0.00	3,620.00	-3,620.00		0%	333.33	
Total 5100 - Salaries	306,227.00	25,307.94	254,219.41	187,947.93	66,271.48	35.3%	68.1%	255,189.17	-0.4%
5200 - Utilities									
5201 - Power/Water/Gas/Waste	34,000.00	2,580.73	26,925.38	28,910.47	-1,985.09		7%	28,333.33	
5202 - Telephone	4,600.00	377.61	3,604.64	3,523.43	81.21		1%	3,833.33	
5203 - Alarm Systems	1,650.00	150.03	2,145.05	1,338.78	806.27		1%	1,375.00	
5204 - 1937 Fr. Drive Utility/Expenses	2,300.00	4.00	2,494.68	3,144.81	-650.13		1%	1,916.67	
Total 5200 - Utilities	42,550.00	3,112.37	35,169.75	36,917.49	-1,747.74	-4.7%	9.4%	35,458.33	-0.8%

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October, 2012

	Budget 2012	Oct 2012	Actual Y-T-D	Prior Y-T-D	\$ Change	% Change (Act/Prior)	% of Income	YTD Budget	% Change (Act/Bud)
5300 · Supplies									
5301 · Kitchen Supplies	850.00	0.00	1,098.11	1,125.58	-27.47		0%	708.33	
5302 · Church/Office Supplies	6,000.00	288.60	5,211.16	4,800.49	410.67		1%	5,000.00	
5303 · Computer	1,100.00	84.90	889.00	953.04	-64.04		0%	916.67	
5304 · Candles	8,500.00	3,484.80	11,795.12	8,622.51	3,172.61		3%	7,083.33	
5305 · Choir	1,200.00	0.00	852.91	190.00	662.91		0%	1,000.00	
5307 · Postage	1,700.00	0.00	1,199.81	1,416.49	-216.68		0%	1,416.67	
5308 · Flowers	2,200.00	0.00	2,134.80	2,294.41	-159.61		1%	1,833.33	
Total 5300 · Supplies	21,550.00	3,858.30	23,180.91	19,402.52	3,778.39	19.5%	6.2%	17,958.33	29.1%
5400 · Maintenance									
5401 · Building Maintenance	7,000.00	1,544.21	10,156.19	12,516.53	-2,360.34		3%	5,833.33	
5402 · Lawn	5,700.00	350.00	5,042.53	4,857.65	184.88		1%	4,750.00	
5403 · Cleaning Supplies	2,500.00	0.00	2,018.32	2,103.45	-85.13		1%	2,083.33	
5404 · Office Machines	7,000.00	532.39	6,164.02	5,938.92	225.10		2%	5,833.33	
Total 5400 · Maintenance	22,200.00	2,426.60	23,381.06	25,416.55	-2,035.49	-8.0%	6.3%	18,500.00	26.4%
5500 · Insurance/Ministries									
5501 · Insurance on Facilities	8,600.00	1,881.00	7,217.95	8,431.00	-1,213.05		2%	7,166.67	
5504 · Hierarchal Visits	500.00	0.00	0.00	286.93	-286.93		0%	416.67	
5505 · Archdiocese Support	58,008.00	5,267.00	52,670.00	48,340.00	4,330.00		14%	48,340.00	
5506 · Metropolis Support	1,800.00	150.00	1,500.00	1,500.00	0.00		0%	1,500.00	
5507 · Lecture Series	500.00	0.00	387.16	21.50	365.66		0%	416.67	
5508 · Clergy/Laity Conference	5,000.00	0.00	5,195.55	4,039.26	1,156.29		1%	4,166.67	
5509 · Selective Orthodox Ministries	200.00	0.00	0.00	0.00	0.00		0%	166.67	
5511 · Youth (Joy & GOYA)	6,000.00	343.00	654.74	1,543.75	-889.01		0%	5,000.00	
5512 · Vacation Church School	0.00	0.00	0.00	0.00	0.00		0%	0.00	
5513 · Charities (Min. \$1,000 spent)	800.00	0.00	674.07	67.00	607.07		0%	666.67	
5514 · Miscellaneous	3,000.00	347.45	2,123.95	2,392.06	-268.11		1%	2,500.00	
5515 · Stewardship	411.00	0.00	275.23	0.00	275.23		0%	342.50	
5516 · Archdiocese Pension Fund	12,000.00	1,000.00	10,000.00	6,950.00	3,050.00		3%	10,000.00	
5517 · Auto Lease/Expense	5,854.00	372.67	5,526.50	4,105.92	1,420.58		1%	4,878.33	
5518 · Sunday School	4,000.00	1,695.25	7,488.77	3,832.74	3,656.03		2%	3,333.33	
5519 · Archangel Michael	500.00	0.00	0.00	500.00	-500.00		0%	416.67	
5520 · Assoc. Priest Car Allowance	1,000.00	0.00	0.00	0.00	0.00		0%	833.33	
5521 · Merchant Fee Expense	0.00	969.53	3,078.13	2,158.14	919.99		1%	0.00	
5522 · Banking Fees (Online Giving)	3,000.00	572.02	1,579.55	878.39	701.16		0%	2,500.00	
5523 · Luncheon/Picnics	0.00	4,990.82	7,529.54	3,358.68	4,170.86		2%	0.00	
5524 · Gifts	200.00	0.00	0.00	0.00	0.00		0%	166.67	
Total 5500 · Insurance/Ministries	111,373.00	17,588.74	105,901.14	88,405.37	17,495.77	19.8%	28.4%	92,810.83	14.1%
Total Expense	503,900.00	52,293.95	441,852.27	358,089.86	83,762.41	23.4%	118.4%	419,916.67	5.2%

Holy Trinity Greek Orthodox Church
Profit Loss vs Budget
October, 2012

Net Income		0.00	-16,627.45	-68,601.76	-8,899.89	-59,701.87	-670.8%	0.00
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