

**St. Paul Greek Orthodox Church**  
**Parish Council General Assembly Meeting Minutes**

May 7, 2017

1. **CALL TO ORDER:** The meeting was called to order by President Alex Dadas at 12:15 p.m.
2. **INVOCATION:** Fr. Costas, presiding priest, administered the invocation led the assembly members with singing Xristos Anesti.
3. **GENERAL ASSEMBLY CHAIRMAN:** Pres. Alex asked for nomination for Assembly Chairman. Stephanie Ocker nominated John Trihas as the General Assembly Chairman and Tony Colovas seconded. All in favor. Motion unanimously passed.
4. **MINUTES:** Chairman John Trihas asked for the reading of the minutes of the November 20, 2016 General Assembly meeting. Stephanie Ocker moved that we dispense of the reading of the minutes and take a time to individually read them. Drew Wilson seconded. Stephanie moved that we accept minutes as presented and Chris Bodle seconded the motion. All in favor. Motion unanimously passed.
5. **FINANCIAL SECRETARY'S REPORT:** George Anagnostou reviewed the 2016 budget summary. He reviewed the income classes and reported that 2016 had an increase from 2015, due to profit from the 50<sup>th</sup> Anniversary celebration and increase in the festival net profit. Income from the festival and stewardship make up about 60% of total income for the church. There must be increase in stewardship to cover expenses.

George reviewed the operating expenses for 2016 stating there was an increase of spending due to the 50<sup>th</sup> anniversary and festival expenses.

Overall, he stated that we started 2017 better than we did in 2016 with a cash balance of \$222,075.

George stated that the parking lot project "Pave the Way" has brought in 2016 \$137,000 in revenue, not including actual pledges with expenses of \$23,000 for the architect and plans to get the project started. Funds transferred from the Michael Alex memorial fund for capital improvement was added to the parking lot fund for a balance of \$169,861.

George reviewed the ministry accounts which have been generating their own income.

Discussion followed.

George review the first quarter of 2017. He discussed the various income and expense categories.

This year \$151,000 has been received which is more that the first quarter of 2016. The biggest increase has been in stewardship with donations coming in earlier rather than at the end of a year.

Expenses are less this quarter than last and that is partially due to salary of a youth director rather than an assistant priest. The other is the Archdiocese payment is less this year than last year. He continued reviewing the expenses for the various accounts. The expenses this quarter are on target with budget. Discussion followed.

**HOME COMMITTEE:**

Michael Lignos reported that there are issues with the kitchen and bathrooms backing up and flooding. These items have been addressed for now. The pipes under the church are starting to rot and eventually they will need to be replaced.

Mike reported that the committee is working on changing the lights, including the fixtures where it is possible, with LED lights and will eventually save on electricity.

## **OLD BUSINESS:**

### **2015 Audit Committee Report:**

George Anagnostou reported the Audit Committee's recommendations for procedures and cash management. Check writing and bank reconciliation should be done by two separate individuals. The secretary will no longer do the reconciliation but will be the treasurer's duty. Two signers will sign checks. Cash receipts received in church office will be recorded in receipt book by the secretary. The financial secretary or treasurer shall reconcile the amount recorded in the receipt book and prepare the deposit for the bank. Checks and cash shall be properly safeguarded in a locked location. Stewardship checks are to be deposited in a timely manner. These procedures will be drafted to present to Parish Council.

For building capital improvement, the audit committee asked the Parish Council leverage an outside accountant to make sure the church is doing their accounting correctly. Consider depreciating the roof capital improvement; this is taken under advisement and will discuss with accountant.

The last item is to get current valuation and fair value of church property and the rentals. The finance committee will hold on this change as other projects are going on and may change valuation.

Festival gift cards balances that are left unused or partially used, after a period, will be donated back to the church.

Payroll and Taxes; it was suggested that a 1099 be issued for car allowances. This will be addressed to see what method is appropriate.

At the last parish council meeting it was approved to hire an outside accountant from Cunningham and Associates for monthly accounting review and support.

There will be a new Policies and Procedure manual/handbook prepared and kept in office. Discussion followed.

**ARCHDIOCESE APPEAL RESPONSE:** Michael Lignos reported that St. Paul received the Archdiocesan assessment for approximately \$82,000. Working with John Trihas, an appeal was submitted requesting a reduction. The recently received revised assessment was adjusted down to \$67,000. Mike and John sent out another appeal letter asking why the parking lot expense was not considered. Their recommendation was to reduce the assessment to \$50,000. They are awaiting a response. Discussion followed.

### **PAVE THE WAY:**

Chris Bodle and Thalia Marakas. Chris reported that as of this date, \$481,000 has been pledged by 45% of parishioners and \$366,000 has been collected. Chris thanked all the generous donors that have given. Chris also thanked the ministries that donated to the fund and those who had funds from memorials donated.

Chris with Thalia, thanked Susan Karas for her expertise and helping lead the way. They also thanked Rose Ellen Alex, Jean Wendland Porter, Jim Economou, Chris Cook, John Trihas, Arthur S. Karas, Matt Stames, Chris Boukis, and Dennis Diamond. With Fr. Costas' comment "We will Fix the Parking Lot" and his attending every meeting, had inspired many to donate. Chris and Thalia will give an estimate to PC on what they can raise by July 2017. Discussion followed.

Mike Lignos and John Trihas were contacted by the Mayor and Prosecutor of North Royalton regarding complaints from neighbors having flooding issues and what plans the church had for the parking lot.

A meeting was held with the Royal Valley homeowners' association, NEORSD, our church and the planning commission. The NEORSD will do a survey within a year.

John Trihas stated the church could not wait a year for NEORSD to complete the survey due to the severely poor condition of the parking lot yielding a significant pedestrian safety concern. To gain movement, Mike Lignos stated he told the city that there will be money put in escrow in our name and collect the interest for the future prospect of a retention basin. This will allow the church to proceed with a portion of the parking lot to be completed this year. The city agreed to this. We will put in escrow \$35,000 to \$40,000. An attorney will draw up a contract and agreement, to present to city for their approval. Arthur Karas explained the issues with the retention pond and water basins. Discussion followed.

George Anagnostou and the finance committee presented adjustments to the budget for the \$30,000 to set aside for the attorney fees. They are a combination of capital and operating funds that the money will come out: Parking Lot capital account, paint maintenance, furnishings, Greek School Dance program expense, St. Herman's, St. Mary of Egypt, Zoe house, IOCC, surplus s from budget, and estimating proceeds from Golf Outing.

Discussion followed.

Chairman John asked for a motion to approve the adjustments. Tony Colovas moved that we make the adjustment to the budget for \$30,000 for attorney fees. Kathy Nikolaou seconded the motion. All in favor. Motion unanimously passed.

**BYLAWS:**

Anthone Colovas reported that the changes to the Bylaws that were approved last November 2016 were submitted to the Metropolis and the response was received. The metropolis requested clarification on a few articles. The Bylaws committee responded to the Metropolis and are awaiting their response.

**NEW BUSINESS:**

Chairman John asked if there was any new business, no new business.

**ADJOURNMENT:**

Michael Lignos moved to adjourn the meeting and Susan Karas seconded the motion. Motion passed unanimously.

**BENEDICTION:** Fr. Costas gave the closing prayer. Meeting was adjourned at 2:25pm. Respectfully submitted,

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Kathy Nikolaou for Rhonee Trakas-Iula, Secretary

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Fr. Costas P. Keares, Presiding Priest

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Alex Dadas, Council President