

# Holy Apostles Parish Council Meeting

## Minutes

3/16/23 @ 7:30 PM

### Attendance:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Bell, Peter            | <input checked="" type="checkbox"/> Linardakis, Emilia |
| <input checked="" type="checkbox"/> Chechopoulos, George   | <input checked="" type="checkbox"/> Maragos, Jim       |
| <input checked="" type="checkbox"/> Chiganos, Terry        | <input checked="" type="checkbox"/> Milak, Steven      |
| <input checked="" type="checkbox"/> Dokos, Fr. George      | <input checked="" type="checkbox"/> Pappas, Patty      |
| <input type="checkbox"/> <del>Dranias, Valerie</del>       | <input type="checkbox"/> <del>Pepke, Chris</del>       |
| <input checked="" type="checkbox"/> Georgiou, Fr. Nicholas | <input checked="" type="checkbox"/> Pihos, Sandy       |
| <input checked="" type="checkbox"/> Kafkes, Lou            | <input checked="" type="checkbox"/> Pomrening, Norman  |
| <input type="checkbox"/> <del>Kirkeles, Nick</del>         | <input checked="" type="checkbox"/> Theotikos, Lena    |
| <input checked="" type="checkbox"/> Leider, Bill           |  |

- Call to Order:** Norm Pomrening
  - Called to order at 7:35
- Opening Prayer:** Father Dokos
- Recite Mission Statement:** Norm Pomrening
- Approval of Feb 2023 Minutes:** Steve Milak
  - MOTION by [Jim Maragos], seconded by [Bill Leider]:** To approve the [meeting minutes](#) from the Feb. 2, 2023 meeting.
    - Motion passes.
- Meeting Minute Sub-Committee Meeting Date:** Steve Milak
  - The sub-committee consisting of Sandy, Patty, Peter, and Steve will meet in person on 2023-04-03 before Compline to discuss if the [standing proposal](#) and/or other ideas are compliant with both IL State and by laws.
- Correspondence:** Steve Milak
  - The following correspondence was read -
    - Thank you from Fr. Doug Papulis for supporting Fr. Angelo and family.
    - Thank you of care packages from Lance Corporal Michael Linardakis, USMC.
    - Thank you from Dokos family for flowers and donation for Fr. George's mother's funeral.
    - Thank you from the International Committee of the Red Cross for donation to Ukraine relief. Funds raised were associated with our annual 5k race.
- Ecclesiastical Report:** Father Dokos
  - Fr. George presented on Spiritual Gems from St. John Climacus' Ladder of Divine Ascent.

## 8. Ministries

- a. Finance: Lou Kafkes
  - i. Lou presented the Cash Balances - Operating & Capital Accounts report.
    - 1. The Operating account cash balance has increased by \$189,704 year-to-date, primarily due to stewardship pledges and Dinner Dance profits. As of 2/28, the total Operating account cash balance, including monies parked to earn higher rates of interest, is \$881,121.
    - 2. The Capital account cash balance has increased by \$156 year-to-date. As of 2/28, the total Capital account cash balance is \$362,723.
  - ii. **[MOTION by Sandy Pihos, seconded by Bill Leider]:** To approve the financials subject to our accountant's review.
    - 1. Motion passes.
- b. Building & Grounds: Norm Pomrening
  - i. Door Operator
    - 1. Automatic door operator has been installed and tweaked three times.
    - 2. The door moves slowly, but building codes dictate it cannot move faster.
  - ii. Leaks
    - 1. Steve Savas is investigating roof leaks.
    - 2. Guidance for further comments/questions are to send directly to Steve Savas.
  - iii. Reserve Study
    - 1. The Reserve Study was sent out and highlighted the importance of past maintenance needs and emphasized the need for the future based on the current state of the building.
    - 2. \$400k per year over the next several years were estimated for maintenance.
      - a. When looking at past expenses over the years for similar maintenance, this was noted to be within reason.
- c. Technology: Steve Milak
  - i. General IT
    - 1. Priest computer equipment status -
      - a. Fr. Nicholas' computer is outdated.
      - b. Fr. George does not have a computer issued by the church.
      - c. Both priests do not have an external monitor.
      - d. **MOTION by Steve Milak, seconded by [Bill Leider]:** To approve up to \$3000 in order to improve the priests workstation situations.
        - i. Motion passes.

- e. An electrician was contacted to fix the receptacle above the narthex/nave door, which will allow for the removal of the extension cord hanging below the Pentecost mosaic for powering the livestream camera.
    - 2. Projects still on the to-do list -
      - a. Installation of the joystick for the livestream camera.
      - b. Re-routing of livestream data cable.
      - c. Cleanup of hanging data cabling in the multi-purpose room.
      - d. Installation of UPS protection for the network equipment in the office.
    - 3. Future projects under consideration -
      - a. Re-working the audio-visual cabinet in the multi-purpose room.
  - ii. Enhanced WIFI Project
    - 1. The WiFi access points continue to function well in the classrooms and conference room.
    - 2. A plan has been created for installation of a WiFi access point in the GOYA and multi-purpose rooms.
    - 3. Once these are complete, the priests' offices will be addressed.
  - iii. Data Audit
    - 1. Alicia Magas has agreed to take point on the data audit project.
  - iv. Google Docs
    - 1. All parish council members are asked to create a Google Account that will be used for collaborating on documentation related to church governance.
    - 2. This will improve the security model when compared to pre-existing processes as only certain people will have access to documents.
- d. Stewardship & Welcoming: Lou Kafkes
  - i. February Results
    - 1. Lou presented the February YTD stewardship results.
    - 2. Our 434 YTD pledges are EQUAL to the 434 we had received by the end of February 2022. We have achieved 58% of our 2023 Stewardship Goal to receive pledges from 750 families.
    - 3. Our \$548K pledged is 3% MORE than the \$534K we had received by the end of February 2022. We have achieved 48% of our 2023 Stewardship Goal to fund our entire operating budget of \$1,139K through pledges.
    - 4. Our \$368K collected is 4% LESS than the \$382K we had received by the end of February 2022.
    - 5. Our median pledge is \$800, EQUAL to the YTD February 2022 median pledge.

6. Our average pledge of \$1,264 is 3% MORE than the \$1,231 YTD February 2022 average pledge.
- ii. Events
    1. Stewardship and Welcome Committee groups have been merged.
    2. Fifth Saturday Serve calendar has been setup.
    3. Spring Fest will be setup for K-5th grade children on May 20th.
    4. Bingo event for the parish, is scheduled for May 13th.
    5. Other events are under consideration as well.
  - iii. Stewardship Workshop
    1. Lou attended a monthly Metropolis stewardship call.
    2. Topic was strengthening stewardship now and forever.
    3. Met. Nathanael emphasized making parishes healthy through engagement and connection, not only finances.
    4. The Metropolis has lined up seven strategic actions for execution in 2023.
    5. Met. Nathanel is offering Holy Apostles the time of a seasoned development professional, as a gift, to provide tailored workshops for strategic planning.
  - iv. Permanent Welcome Sign - Patty Pappas
    1. The Welcome Committee decided it would be a good idea to add a permanent welcome sign in the exo-narthex.
    2. Rough designs, as concepts, were presented to the parish council.
    3. The final sign would be envisioned as a bronze plaque.
    4. It was noted a permanent welcome sign will help anchor the greeters.
  - e. Ushering: Norm Pomrening
    - i. Holy Week Usher Sign Ups
      1. A general update on sign ups and the need for volunteers was emphasized.
    - ii. The Ropes
      1. Topic of "ropes" was discussed regarding when they are to be up vs. down.
      2. A change is that the center aisle will now be blocked for the majority of the service.
      3. A new ushering guide along with safety guidelines is under development.
      4. Ushers will no longer use the center aisle for seating.
  - f. Greek School: Lena Theotikos
    - i. March 25th Program
      1. The March 25th program is this coming Thursday.
    - ii. Greek Parade
      1. Holy Apostles will not be represented in the parade due to lack of attendees and the PTO not funding half of the float.
    - iii. Glow Event

1. A benefit event, only in context of the Greek School, will be undertaken.
- g. Youth Update: Father Georgiou
- i. General
    1. All of the youth ministries are doing well.
    2. Alexa Cussick is doing good work with the children.
  - ii. GOYA Trip
    1. There will be a lock-in event for the kids this coming weekend.
    2. A bake sale is being undertaken to help pay for the trip.
    3. It's believed 10-15 GOYANs will possibly attend the trip.
- h. Missions: Norm Pomrening
- i. The Project Mexico trip has 13 participants signed up.
  - ii. Roughly \$8200 has been raised for the trip which covers the participant fees.
  - iii. Additional expenses will be required for van rentals, tents, and other items needed.

## 9. Old Business:

- a. Dinner Dance: Lena Theotikos
- i. Earmarking of Net Revenue
    1. The final number of net money raised is roughly \$95k.
    2. **[MOTION BY Lena Theotikos, seconded by Bill Leider]:** \$30K to the operating budget, \$18k to reserve fund, and \$42k to building and grounds improvements.
      - a. Motion passes unanimously.
      - b. Note, the spirit of the motion was to set aside \$30k to cover a shortfall in the operating budget while the remaining amount was to be divided between the reserve fund (30% of remaining amount) and building & grounds projects (70% of remaining amount).
- b. Office Reorganization Update: Emilia Linardakis
- i. Sub-committee has met to discuss various office needs.
  - ii. New office thank you card samples were shared.
- c. Landscaping Update: Jim Maragos
- i. Presentation made by Jane Dilworth & Associates (Downers Grove, IL) on a landscaping plan covering the entire church property.
- d. HA Endowment: Jim Maragos
- i. A presentation was given on the background of the endowment fund efforts at Holy Apostles.
  - ii. In March of 2022 ideas on a fund were presented to the parish council.
  - iii. The goal of the fund is oriented towards a long term horizon of providing for future needs of the church.
  - iv. In July of 2022, HA delegates attended a session on how endowment funds have been created at Greek Orthodox churches.

- v. In January of 2023 Jim Maragos met with parishioners Jim Sotirakos and Gregory Arzoumanides to discuss proposals.
- vi. **[MOTION by Jim Maragos, seconded by Bill Leider]:** That Holy Apostles move forward on the exploration of an endowment fund that is solely for the long term benefit and use of Holy Apostles.
  - 1. Motion passes.
- e. Ministry Oversight & Parish Council Committees: Norm Pomrening
  - i. Assignments were sent out to parish council members.

#### **10. New Business:**

- a. Preparation for Parish Assembly: Norm Pomrening
  - i. Parishioners have expressed concern for the future of Holy Apostles and want a strong vision for the future.
  - ii. Work done over the last few years has clearly defined the operating needs of the church.
  - iii. Brick and Reserve studies have been undertaken to help make strides towards understanding capital improvement needs.
  - iv. The concept of an endowment fund also plays an important role in the vision of the long term care of the church.
  - v. A long term decline in number of stewards at Holy Apostles has been noted, which mimics trends of the country at large.
  - vi. There is hope that as a strong vision develops it will help turn the trend of declining stewardship.
  - vii. A holistic and well crafted vision is desired to be communicated at the General Assembly.
- b. Multipurpose Room Events: Norm Pomrening
  - i. Background was given on past parishioners wanting to use the multi-purpose room for personal events.
  - ii. The discussion was tabled.
- c. Help for Those in Need: Lena Theotikos
  - i. An idea was shared on the concept of a formal way to do benefits for people in need.
  - ii. It was shared that historically at Holy Apostles help for those in need was done behind the scenes.
- d. Safety Procedures: Patty Pappas
  - i. The document on emergency situations was examined.
  - ii. Specific content was shared around finding first aid kits and defibrillators.
  - iii. A new first aid kit was presented at the meeting that can be installed on the wall.
  - iv. It was also noted ushers are unaware of emergency evacuation procedures and an area where things should be improved.
  - v. Before Holy Week, ushers will be trained on emergency procedures in preparation for the larger crowds.
- e. Holy Week Parish Council Coordinator: Norm Pomrening

- i. Nick Kirkeles volunteered to take point on the coordination of Holy Week activities.
- ii. It was noted for Saturday evening more direction would be beneficial for people on where to stand.

11. **Next Meeting:** TBD

12. **Key Dates:**

- a. Greek School Program – 3/25
- b. Pascha – 4/16
- c. Fifth Saturday Serve – 4/29
- d. Parish Assembly – 4/23 (Moved to 5/21 subsequently)
- e. Greek School Glow Event – 5/7
- f. Bingo Night – 5/13
- g. Spring Fest – 5/20

13. **Closing Prayer:** Father Georgiou

14. **Adjourn:** Norm Pomrening

- a. **[MOTION BY Steve Milak, seconded by George Chechopoulos]:** To adjourn meeting.
- b. Meeting was adjourned at 10:28 pm.