



Annunciation Greek Orthodox Church

**Annunciation Greek Orthodox Church
Rochester, NY**

Parish Council Meeting Minutes

Date: July 9, 2018

Time: 7:00 PM EST

Location: Boardroom

Present: Father Angelo Maggos – Presbyter

PC Members: Alexia Georgiou, Demetri Kolokouris, Alan Makovsky, Kathy Markakis, Jim Stathopoulos, Eric Vangellow, Peggy Votsis, Van Zissis

Absent: Nicoletta Pinopoulos (vacation)

Call to Order/Opening Prayer: Meeting convened at 7:06 pm with a prayer

Fr. Angelo's Comments/Message: Fr. Angelo updated Parish letterhead and PC Agenda template. Fr. Angelo discussed his Bio and introductions were made with the PC members.

President's Comments: Jim mentioned that the security and door entrance codes will be changed in the next week and checked with Peggy on the progress. Peggy informed PC that the codes will be deleted/changed and new codes will be obtained for all pertinent parties.

Parish allocation will be reviewed and discussed at next PC meeting.

The Parish Council, along with Metropolis approval, discussed a severance package for Fr. Mot, who has one (1) month vacation still left from 2018 salary agreement. Additional to the one month vacation the PC will be allocating three (3) months severance for a total of four (4) months. This is contingent on Fr. Mot obtaining a pastoral position within the severance period, wherein the severance will be termed prior to the three (3) months and prorated as of Fr. Mot's new pastoral position start date. PC will include the terms of the severance in the upcoming Good News. Fr. Mot will also keep the mobile telephone number given to him under his employment at the Annunciation Greek Orthodox Church (AGOC) and have it transferred over to his personal account, as well as keeping the laptop that was given to him. **Motion to approve above terms for Fr. Mot's severance. Second motion was made. Motion passed unanimously.**

As discussed at previous PC meeting: We currently charge neighboring businesses for monthly parking. Quatella's lease is paid through June 2018. Contract ended in January 2018 and has been month-to-month since then. Quatella lease terms to remain same until parking lot is upgraded and the AGOC expands our parking lease services in order to maximize our location and gain additional revenue.

PC discussed in the coming months to have stickers for monthly parkers and tags for daily parkers and we can contract with a local tow company to monitor the parking lot for illegally parked cars and tow at car owner's expense. Also, there were many ideas on how to use parking kiosks to increase our parking lease revenue once parking lot is upgraded.



Annunciation Greek Orthodox Church

Meetings: Motion to approve the June 11th meeting minutes. Second motion received and motion passed unanimously. June minutes will be posted to the Metropolis portal. Next meeting will be August 6th, 2018 and Kathy will be on vacation and Peggy will be out of town on business. Tentative Fall General Assembly meeting for Sunday, October 21st, 2018. Tentative date for PC Elections to be in June 2019.

Festival Update: After all expenses paid, net proceeds estimated at \$70,000. Eric to assemble final report for Good News publication on the 15th of July. Eric to write an introduction to the report and explain that a couple of expenses and credits are known, but have not posted to the accounts as of today's PC meeting.

A lot of feedback from non-parishioners was received about the Greek Festival annual postcards not going out to area residences. Some of the Rochester community were not aware of the Festival being held as a result of not receiving the postcards. It was suggested that going forward the postcards not be left out of the marketing budget.

Website: Alexia emailed proposal to PC for review. A complete rebrand and overhaul of the AGOC website will be done and completed in about 4-6 weeks. Total contract will be \$4000. Design Company will be Georgiou. **Motion to approve proposal. Second motion made. Passed unanimously. **Alexia abstained from voting.**

Treasury Report: General Budget to be put together for Fall 2018 General Assembly meeting. Discussion around Special/Restricted Funds and having Alan & Eric look into researching how to update them to other types of operating funds that can be used in unrestricted manner. Also mentioned for Fr. Angelo and PC to reach out to families/legacies of Restricted Funds to change the accounts to Unrestricted.

There are a couple of restricted trusts/funds that are earmarked for Church maintenance only and need to be disbursed yearly. Alan suggested that PC obtains Trustee's interpretation on what the term "maintenance" includes and then determine where funds will be used thereafter. Jim and Fr. Angelo to speak to Trustee of one of these funds, in particular. Father Angelo has some ideas about installing cabinetry in the Church and Hall. **Would this type of improvements fall under the definition of "maintenance" for these Restricted trusts/funds?

Fair Share Stewardship:

January - May 2018 is approx. \$131,800.

January - May 2017 was \$134,250.

New Business/Open Discussion: A Parishioner had developed a Business Plan for the Church based on a 5, 10, 15 year completion schedule in order to increase revenue and outreach/awareness for the AGOC. It is a very detailed and strategic plan that the PC agrees should be built on and used to expand our Orthodox Community and extended Rochester Community involvement/outreach.



Annunciation Greek Orthodox Church

For example, perhaps the AGOC Hall/classrooms can house a Nursery/Pre-School Program for both Parishioners and non-parishioners. Another example would be to interact with the past Greek Festival charities throughout the year as apposed to just during the Greek Festival. Discussions will be made further on this topic in the coming months.

Action Items:

- Psaltis services during Holy Week: PC agreed to give Gianni T \$500 check for Holy Week services. Agree to give gift cards [to a restaurant] for Christine of \$100 and for Johnny Dedes of \$50. **Alexia and/or Eric to obtain gift cards with Business card.
- Guest Speaker was here in March. PC agreed to give \$200 Wegmans gift card as a thank you. **Alexia and/or Eric to obtain gift cards with Business card.
- Parking Lot: Taso to obtain 3-4 or more quotes for paving contracts.
- QuickBooks needs to be moved to the a cloud based program.
- Research HVAC companies to initiate a monthly/yearly maintenance contract with for regular maintenance on the Church building and grounds.
- Church Secretary: a few employment agencies were contacted in order to facilitate the hiring of a Part-time Office Assistant for AGOC. This will be done within the month as an Assistant is needed.
- Call tow company about agreement to monitor illegal parking and towing violators. Also, integrate stickers and tags into current month-to-month parking service leases.
- Maintenance: Mike Balta to touch up the paint in the classrooms for \$1400 (\$35/hrx40). Storm pipes need to be cleaned. Quote was obtained from both Gatti Plumbing and AP Plumbing. Suggestion was made to use Gatti.

Motion to adjourn. Motion seconded. Meeting adjourned at 8:55 pm with a closing prayer.

Jim Stathopoulos

Jim Stathopoulos
President

Angelos Maggos

Fr. Angelo Maggos
Presbyter

Nicoletta Pinopoulos

Nicoletta Pinopoulos
Secretary