

**Saint Anne Orthodox Church  
560 Oak Ridge Turnpike  
Oak Ridge, TN 37830-7164**

**Parish Council Meeting Minutes  
April 25, 2010**

Present: Fr. Stephen Freeman, Rector  
Ted Karas  
Jeff Romanczuk  
Nancy Caldwell  
Beth Freeman (Secretary)

Ed Stickle  
Iulian Apostoaei  
Lawrence Segrest  
Marc Lambo

Absent

A quorum being present, the Parish Council meeting commenced at 12:30 p.m. with singing "Christ is Risen."

The minutes of the March 2010 Parish Council Meeting were distributed. It was moved and seconded that the minutes be approved. The motion carried.

**Treasurer's Report**

The reports for March 2010 were distributed:

Income and Expenses – Actual vs. Budget for Selected Accounts, 3/1/10 – 3/31/10  
Income and Expenses – Actual vs. Budget for Selected Accounts, 1/1/10 – 3/31/10  
2010 Projected Budget –with higher loan payment (revised 4/08/2010)  
Balance Sheet – Actual for Selected Accounts as of 3/31/10

In March, St. Anne's had more income than budgeted (\$1,751.71). There were fewer expenses than budgeted (\$687.76 less than expected). For the year-to-date, income in March was \$1,033.43 less than budgeted.

Ed Stickle noted the following items on the Balance Sheet – Actual for Select Accounts:

- The fund for the Bishop's Reception still shows \$567. There may be a few more deductions still to be made related to the Metropolitan's visit. He pointed out that the program generating these reports will not allow a name change for the fund (to Metropolitan's Reception, as directed by Council) without deleting all the previous history of the fund from the records.
- The Icon Fund shows an increase due to a donation.

It was moved and seconded to accept the Treasurer's Report. The motion carried.

## **Rector's Report**

Fr. Stephen noted that we had both a wonderful Pascha and an outstanding visit from Met. Jonah in April. He reported on a few items of unfinished Deanery business, related to the changing of priests at the missions in Clarksville and in Chattanooga. Fr. John of Clarksville will be reassigned to the National Cathedral in Washington, DC, and Fr. Daniel will be graduating from St. Vladimir's Seminary and moving to St. Tikhon's, Chattanooga, upon Fr. Jonah's retirement. The deanery is also exploring the possibility of opening a new mission in southern Virginia.

## **Old Business**

### *Doors*

Ted Karas reported that the order for new doors for the Church/Parish Hall may be delivered within the next few weeks. He pointed out that there will be a new key for the front doors once they are installed.

### *Camp St. Thekla*

Fundraisers for Camp St. Thekla and for the youth retreats need to be organized. A newsletter article will relate to this topic.

### *Icons*

Council discussed the anticipated project to complete the iconostasis and to commission hand-written icons. Council members passed on comments they had received from members of the congregation related to the project.

### *Audit Committee recommendations*

Council recommended that the Budget Committee prepare a set of guidelines for the proper use of outreach or building funds, defining what applies to each category, and defining the categories for the existing structure of the building. It was recommended that a way to document expenses for deanery work be developed, as well as a travel reimbursement form, and a standard way to document and store receipts. They also requested that the Budget Committee recommend a set of standards for the bookstore audit.

Fr. Stephen will provide the guidance available from the Diocese regarding honoraria for a visiting hierarch and (in case it is needed) for visiting clergy. In response to a question, he clarified that the diocese asks for a 'true tithe' which includes tithe on all income except donations to outreach. Tithe on donations to church building funds are specifically included in the 'true tithe.' The diocese asks for the 'true tithe' as an alternative to churches paying a 'head tax' to the national church. Beginning this year, the Diocese pays all such fees to the national church for its parishes.

Regarding the provision of church credit cards and tax exempt certificates to those who do purchasing for the church, Ed Stickle reported that he had written to our banker to ask for several new cards to be issued and had not heard back from him. He will be checking with the bank.

*Building maintenance*

Ted Karas will arrange for a Spring preventive maintenance check for the HVAC systems, and he will remind the company that the slope of the drain tubing for the air conditioning system in the attic needs to be reevaluated.

For the light fixtures in the parish hall that need repairing/replacing, he will get a couple of quotes.

He will contact Matt Reasor to help with the repair of the exit signs and emergency exit lights which need new batteries and possibly new bulbs.

The church also needs a company to test and charge the fire extinguishers to keep them up to code. Marc Lambo did the first month check on the extinguishers and initialed the tags.

Ed Stickle will check on the city fire code as to whether it is necessary to have more than two exits marked with the emergency lights. If not, the emergency exit sign above the door to the bookstore could be removed.

**New Business**

The LYRA concert took in \$717.00 in donations and Parish Council had authorized the subsidizing of at least \$800. Council approved taking the \$83 subsidy from the Evangelism/Outreach Fund in the budget as well as the reimbursement of \$130 in expenses for the reception from the same fund.

A motion was made to take down the cedar tree in front of the church and to replace it with a planting in another part of the church grounds, after a period of 60 -90 days. Council voted to table the motion until next month, to allow time to get quotes for the price of stump removal.

There being no other regular business, the meeting adjourned with singing ‘Shine, shine O new Jerusalem.’