

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

**Parish Council Meeting Minutes
May 16, 2010**

Present:	Fr. Stephen Freeman, Rector	Ed Stickle
	Lawrence Segrest	Iulian Apostoaei
	Jeff Romanczuk	Marc Lambo
	Beth Freeman (Secretary)	
Absent	Nancy Caldwell	Ted Karas

A quorum being present, the Parish Council meeting commenced at 12:30 p.m. with singing of the troparion for the Feast of the Ascension.

The minutes of the April 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 April 2010 were distributed:

- Income and Expenses – Actual vs. Budget for Selected Accounts, 4/1/10 – 4/30/10
- Income and Expenses – Actual vs. Budget for Selected Accounts, 1/1/10 – 4/30/10
- 2010 Projected Budget –with higher loan payment (revised 5/01/2010)
- Balance Sheet – Actual for Selected Accounts as of 4/30/10

In April, St. Anne's had less income than budgeted (\$1,091.43 less), and there were fewer expenses than budgeted (\$561.61 less).

In view of the less-than-expected donations to the liturgical materials fund, Fr. Stephen noted that he would re-post the sign-up list.

Ed Stickle noted that he had been able to change the names of funds on the Balance Sheet –the name on the financial report of the Bishop's Reception Fund has been changed to the Metropolitan's Reception Fund, and the Discretionary Fund is now named the Mercy Fund.

In a discussion of the interest and principal still owed on the building, Council asked that the diocesan treasurer be invited to discuss with us our options of reducing the principal on the loan with a diocesan/parish cooperation using parish funds.

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

Rector's Report

Fr. Stephen noted that we had an outstanding visit from Met. Jonah in April and that he is extremely pleased with the new doors to the entry of the church, which have been recently installed. He reported that there are still a few items of unfinished Deanery business on which he is working, related to the changing of priests at the missions in Clarksville and in Chattanooga. The priest in Clarksville will be leaving at the end of May, and Fr. Stephen will be serving in Clarksville on the first Sunday of June in order to help the mission plan a way forward. Fr. Dcn. Kevin will be at St. Anne on that Sunday. The deanery is also exploring the possibility of opening a new mission in southern Virginia and there is more groundwork to do in that area.

Old Business

Doors

Council discussed tightening the closure tension on the doors to help them close on their own more quickly after having been opened. They also discussed finding a way to modify the hardware on the inside of the doors to enable them to be pulled closed manually and will check with the builder, Scott DeWaard, about this.

Camp St. Thekla

Fundraisers for Camp St. Thekla and for the youth retreats need to be organized. Fr. Stephen will be working with a volunteer organizer to proceed with this.

Icons and Church Enhancement

Council discussed the anticipated project to complete the iconostasis and to commission hand-written icons. Fr. Stephen provided an outline of projected tasks associated with the general enhancement of the church worship space. M Beth will email the electronic version of the outline for comment. Parish Council passed a motion that Fr. Stephen establish a committee to provide guidance for the overall project.

Budget Committee recommendations

The Committee is working on an accounting procedure manual to provide a standard set of guidelines for the church.

Marc Lambo asked that the Budget Committee/ Parish Council be given feedback in the form of status reports from the various volunteer ministries on a quarterly basis.

Building maintenance

Ted contacted Matt Reasor about the installation of two or three T8 fixtures to test the amount of light they will provide as replacements for our current lights in the parish hall. The church has a total of 31 fixtures to be replaced, at \$50-\$65 per fixture, not including bulbs or labor. Matt Reasor indicated that he would be willing to help install them without charge. Council agreed

that if the fixtures are satisfactory, the church could buy the necessary fixtures and then install them a few at a time. Council approved the purchase of an initial three fixtures in the amount of \$200.

Ed Stickle reported that a religious organization of less than 300 people is exempt from any code requiring more than two exits.

Marc Lambo reported that two websites, <http://www.fireextinguisher.com/> and <http://www.fire-extinguisher101.com/>, provide a short basic training course on the use and maintenance of fire extinguishers that would be useful for members. Council discussed the purchase of a small CO₂ fire extinguisher for use in the sacristy, which would leave no residue in case it needed to be used in the proximity of the vestments stored there. Council also agreed that the fire extinguisher in the kitchen should be positioned to be more obviously visible.

Council agreed to look into the cause of the drooping gutter at one end of the building, as to whether it is caused by a problem with the gutter or with the support for the gutter.

New Business

Council received a proposal from Peter Caldwell to build a support structure for church bells outside the church. He would provide the work through the Boy Scouts of America as part of his Eagle Scout Project. Council discussed the concept and indicated that they were interested and that they would like an opportunity to discuss the plans with Peter. They also were interested in looking into how other churches have handled bell installations.

Fr. Stephen asked Mat. Beth to share information she had obtained about the possible use of window films to provide a frosted appearance on the three windows in the nave, in response to comments from members of the congregation who have mentioned that they would like to find some shielding for the windows which would provide a more restricted view and be less distracting. The 3M Company product, which could include an arch design in the frosted background, could be applied professionally for an estimate of \$335.00. Council asked that more specific information and visuals be provided at the next meeting.

There being no other regular business, the meeting adjourned with singing 'It is truly meet.'