

Holy Trinity Greek Orthodox Church
Parish Council
Minutes
December 11, 2006
(Approved, 15 January 2007)

Members Present: Father Mark, Stella Economy, Yvonne Joseph, Hiram Fitzgerald, Michael Karagoulis, Curt Kosal, George Mansour, Vackis Nicolaou, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Elaine Christofilis, Georgana Popoff

Guest: David Pridnia

Meeting called to order with opening prayer at 7:10 P.M.

Approval of November 2006 Minutes: Motion by S. Vlahakis, seconded by H. Fitzgerald to accept minutes with typo corrections, passed unanimously by voice vote.

Treasurer's Report

Bills for Payment: Motion by G. Sinas, seconded by S. Economy to accept, Passed unanimously by voice vote.

November 2006 Treasurer's Report: H. Fitzgerald moved that all reports be accepted, seconded by S. Vlahakis. All reports passed unanimously by voice vote.

Correspondence: G. Mansour reported that the following had been received:

1. From the Metropolis re: our National ministries allocation-using the new formula our allocation for the next year will be \$33,424.00 which is a total different from what we anticipated because of a modification in the components of the formula
2. GDC compensation plan-retirement plan is going to an electronic collection for fees, we must decide if we will pay via credit card or directly from our bank account
3. A letter from Mike Karagoulis and family with a restricted donation of \$2000.00 to be used for new Orthodox prayer books in memory of Lynne Karagoulis' mother, Jan Gunasky. A motion to accept with a second passed unanimously

Remarks from the Priest: No report

Remarks from the President: G. Mansour reported the following:

1. Thank you to the council members for cooperation and support over some thorny issues we have had to deal with lately.
2. Thank you to the community for coming forth in such a significant manner for the stewardship campaign
3. At the General Assembly, strong views in support of youth of our community were expressed by several parishioners. Several community members thanked G. Mansour for explaining our financial problems in a manner that was easy to understand.

Committee Reports

Iconography: G. Sinas requested that his report be given first so that our guest, D. Pridnia, can report and not have to stay for the entire meeting

First, G. Sinas thanked D. Pridnia for all his help these past few years for all his work. As to the attribution issue both G. Sinas and D. Pridnia suggested a large book (a basic concept was shown) with photos of the icons, describing each icon, with a graphic representation and the names of the donors that would be on display somewhere in the church, with a possibility of having reduced copies in the pews, no firm costs were mentioned

We received a proposal of \$19,000.00 for the new icon of the Dormition from G. Filippakis. The width would be 13'4", will be very elaborate and have many figures. This icon needs to be funded. Fr. Mark stated that this icon should be in place before we have our formal dedication.

Minutes from the COW meeting were emailed to each member. At the COW meeting, a schedule of events for the dedication was determined. The schedule: 10 am-1:30 pm church service/dedication, 1:30-2:30 pm church reception, 2-3 pm VIP reception, 2:30-3 pm public reception, and 3:30 pm dinner

At the dinner cash bar for wine/liquor, with the clergy and dignitaries exempt
Lighting committee formed: the first meeting will be on Dec. 20. D. Economides will counsel

the committee but cannot serve on the committee

G. Mansour reported that \$1660.00 has been donated since the last meeting towards the Iconostasis and Pantokrator

G. Mansour also suggested letters be sent to area churches inviting them to scheduled open houses over the next few months to view our Iconography, hear a short lecture by the priest and view the icons with a reception. Groups would have to pre-schedule date/time. Consensus that this was a good idea.

Ted Samra made a wooden donation box for collections when we have guests viewing the Iconography.

Maintenance: M. Karagoulis reported: the front door was sticking and was adjusted; bids and 2 tile designs were shown for tiling the ceiling in the Narthex using PVC slider grid pieces, \$4-5000.00 estimate includes labor (we will wait on this decision until lighting committee submits proposals for Narthex); bids are being secured on painting the plenums as per Filippakis' suggestion; kitchen bids are coming through Philoptohos; our extra icons we are not using are in the basement, we will not sell icons, we will put them in classrooms or make them available to another parish-if there is not enough room in the classrooms, maybe we can have parishioner caretakers-Fr. Mark suggested that we contact the clearing house for liturgical items located in Florida- he will look into this; looking ahead, bids for bells for the steeple run \$3-4,000.00 and are made of fiberglass (they are for looks only, and do not actually ring)

Grounds: Y. Joseph reported: she had received a bid from Land Visions for snow removal; M. Karagoulis thought that the bid is actually a contract, and will look into the records from last year's bids/contracts

Insurance/ Legal: G. Sinas reports he will meet on Dec. 15th with our agent, Scott Voss. There will be a significant increase in fine arts floater coverage. Our policy renews on Dec. 20.

Personnel: No report, however G. Dines should be reminded to check restrooms, especially for Sundays and special events.

Publications: G. Mansour is willing to put together a Christmas issue of the Lamplighter. He will send out notices to all the groups to submit items. Diana Voutsaris will take over the Lamplighter starting with the January issue. G. Mansour also suggested having an email notice between Lamplighter issues to better keep the community informed. He noted that many parishioners use email.

Stewardship: S. Economy and S. Vlahakis reported that the campaign for 2007 went very well, with an overwhelming response. A second letter is going out soon to those who have yet to pledge.

Old Business

Final invoices have been received for the work done by M. Kapetan and G. Filipakis.

The council went into the church to go over items on the Iconostasis that were not taken care of. (ie. depth of concrete poured into columns, deacon doors and how they close) It was decided that payment should be made to G. Filipakis.

The question remained-Are we willing to pay the final payment to Kapetan ? Items of greatest concern were that the contract stated that 24" above grade of concrete be poured into the columns, and Kapetan

Poured concrete below grade around the steel tubes, and the "Gabriel" deacon door does not close properly.

Fr. Mark stated that he does not feel the deacon doors are a problem, and feels that Kapetan answered the concrete issue and felt after consulting with other builders and engineers that additional concrete would not alter stability

After much discussion it was decided that G. Mansour would call Kapetan to come and do what was said in the contract. If he says 'No,' Fr. Mark suggests contacting the Metropolitan. All items of concern were documented by M. Karagoulis.

Final payment should not be made until we get some response from Kapetan.

Dinner dance report-table until next month

Raffle refund-15 have requested a refund

Youth Director Eva Kokinos is available Feb. 2-4, 2007, with suggested meetings with the youth on Friday, youth workers on Saturday, with a sermon on Sunday. Fr. Mark will extend an invitation.

Recognitions-no report

Budget 2007

Amend proposed budget draft presented at the General Assembly

\$12,000.00 additional stewardship donations

\$ 3,000.00 Philoptohos will give annual pledge

\$282,075.00 proposed income

This amended budget will be proposed at the next General Assembly

H. Fitzgerald suggested if we have a surplus we can designate it be deposited into a yet-to-be-established endowment fund, G. Sinas suggested that we should put all our stewardship into our programs, and that we should not operate with a surplus

New Business

1. Fr. Mark requested \$30,000.00 be designated as a housing allowance
There will be no increase in the total compensation package
G. Sinas moved, C. Kosal second, passed unanimously by voice vote
2. End of year gifts- Fr. Mark \$500.00, Secretary \$200.00, choir director \$175.00, bookkeeper \$100.00
3. Date of next General Assembly is January 28, 2007

Liaisons

Round Table

Fr. Mark says thank you for all the work the council has done this year, with special thanks for tending to the Fr. John fund, and a thank you to S. Vlahakis and G. Sinas for their work on the council

G. Sinas will continue as our church's legal counsel

S. Economy thanked G. Popoff, G. Sinas, and S. Vlahakis for all their service to the council

The dinner dance will be held at the Kellogg Center November 10, 2007

Meeting adjourned with closing prayer at 10:35 P.M.

Stella Economy, Secretary pro tem

George Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church

Parish Council

Minutes

20 November 2006

(Approved 11 December 2006)

Members Present: Father Mark, Elaine Christofilis, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Michael Karagoulis, George Mansour, Vackis Nicolaou, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Curt Kosal, Georgana Popoff

Meeting called to order with opening prayer at 7:05 P.M.

Approval of October 2006 Minutes: Motion by H. Fitzgerald, seconded by S. Vlahakis to accept minutes, passed unanimously by voice vote.

Treasurer's Report

Bills for Payment: Motion by S. Economy, seconded by M. Karagoulis to accept, Passed unanimously by voice vote.

October 2006 Treasurer's Report: H. Fitzgerald reports the fantastic work the stewardship committee has done in alerting the parish of the financial situation the parish is in which has brought in an increase in pledges for 2007. Motion by H. Fitzgerald to accept report, seconded by S. Vlahakis.

Data for 2007 Archdiocese Allocation: H. Fitzgerald gives an informational report on the estimation of the Archdiocese income using the new formula from the Archdiocese.

Correspondence: G. Mansour distributes a letter from Gus Kavalaris which suggests to recognize the work and donations of the current generation as well as recognize the donations and work of the past generations in some way during the dedication of the new iconography. A letter from T. Frangos was also received which states her concern with the placement of the old Royal Doors. S. Perentesis suggests to the Parish Council to start recycling the paper cup used during coffee hour and gave a list of suggestions in order to start doing this at our parish. A letter from Debbie Putman also was received concerning her recent participation in the National Oratorical Festival, she received \$500 and her expenses were \$1000. H. Fitzgerald motions to first check with the Metropolis to see if there is a fund to represent the Metropolis Representative and to have Holy Trinity pay for the difference if there is any, seconded by M. Karagoulis, passed by voice vote.

Remarks from the Priest: Fr. Mark expresses how beautiful the new iconography is and thanks everyone for the work they have done, he hopes all feel it was worth it. The Metropolitan visited this past Thursday to take a look, he was very pleased. He is looking forward to the dedication. Fr. Mark also acknowledges everyone who helped especially M. Karagoulis in making the transition from the sanctuary to the social room for the services go very smoothly these last couple of weeks. Fr. Mark reports on the 14th he attends the Clergy meeting in which he is Treasurer, on the 4th he attends the Archdiocese Council Meeting in which he is Secretary, the 7th he goes to Spring Arbor to give a lecture. Fr. Mark also reports the recent publicity concerning the new iconography, Jane Aldrich from Channel 6 came to give a report on the new iconography today, a recent article was in the Lansing State Journal highlighting the work as well. Fr. Mark also is the OCF advisor and has been conducting Bible Studies. The Christmas Eve Services need to be determined, the Parish Council agrees to have the regular Divine Liturgy Service on Sunday Morning, a 6:00PM Vespers Service Sunday evening and a Divine Liturgy Service Christmas Day.

Remarks from the President: G. Mansour thanks M. Karagoulis on his work with the iconography as well as Roberta Schniderman for the publicity.

Committee Reports

Maintenance: M. Karagoulis reports a Clean-up day will take place Saturday at 10:00AM to clean up the Nave. The scaffolding was removed Tuesday and G. Dines vacuumed, the Carpet Studio will come on the 29th and clean the carpets. M. Karagoulis suggests the next steps that need to be done in the Nave are to replace the tiles, chimes, and paint. There are bills that are due which did not make it to the Bills for Payment Report, the scaffolding bill is due, \$844 plus \$600, M. Karagoulis requests for these bills to be approved, all agreed that a total of \$1444 be approved for payment. M. Karagoulis also reports on the heating units, four units are cracked and 3 of the 4 are under warranty, Bob Kaplan is willing to donate his time between January and February to do the work. M. Karagoulis requested \$3000 to replace the one unit and for a crane to do the work, all agreed with his request. The roof payment is also due however M. Karagoulis reports that some areas for not fully glued and that there is a problem with the workmanship of this project. He is taking a look at the contract and is forming an e-mail to identify the problem.

Grounds: None

Iconography: G. Sinas reports that on November 20th, 2006 marks the day George Filippakis, a famous, award winning iconographer completed 30 pieces of new iconography at Holy Trinity. It is important to recognize the anniversary of the first meeting that took place on November 22nd, 1998. This 8-year process includes many important people who should be recognized: H. Fitzgerald with his vision to form a committee, Fr. Mark who stepped up without any delay from the time he arrived giving spiritual guidance to help us get it done, G. Mansour with the General Assemblies, seven Parish Councils, 2-3 dozen parishioners, and all the community, thanks to all. G. Sinas distributes a memo updating the Council on an "Exit Interview" with George Filippakis he had with specific recommendations or suggestions for us to consider regarding the completed iconography. G. Sinas with D. Pridnia will report at the next meeting on how to recognize all the donors as suggested by Gus Kavalaris. G. Sinas proposes to form a subcommittee for the Lighting, he suggests including parishioners who have expertise in this area, he also submits a memo concerning this issue. G. Sinas will stay as coordinator for the next ten months. Fr. Mark adds that Alex Litos is willing to help with the Church Lighting, he also states that the Kandilia are independent of the Lighting and Fr. Mark will also like to thank G. Sinas for his leadership on the Iconography Project, he has given his talent, time and dedication to this project, well done. H. Fitzgerald would like to ask to have a budget included with the Lighting. Y. Joseph brings up her concern with the narthex area. G. Sinas adds that there has been discussion concerning the stain glass windows in the narthex. He recommends replacing them by forming a committee to get bids for frosted glass in order to prepare for the dedication. G. Mansour asked G. Filippakis for a formal proposal for the Holy Dormition. G. Mansour also gave an update on the Iconography Fund. The final payment for Kapetan and Fillipakis are due. G. Filippakis final payment is \$82,299.00 which have been pledged and we have the money on hand, after a formal approval from

the Metropolitan this payment will be submitted. M. Kapetan payment is \$10,650.00 (including meals), the iconostasis was not fully funded, there is \$3945.00 available in the iconostasis fund and \$3100.00 from the unspecified fund a total of \$7045.00, the rest will be coming from Fr. Mark's accident claim and from an over payment in his salary in 2005. H. Fitzgerald motions to submit payment when a plan to disassemble the iconostasis and the artwork from the original drawings are provided, after approval from Metropolitan, and the list of concerns are addressed (unfinished edges, the cross, and the doors), seconded by S. Economy, passed, 7-2-0.

SUNDAY SCHOOL: S. Haynie, Sunday School Superintendent, came to Parish Council to discuss concerns with the high school and children sermons. She has gotten very positive feedback, she would like to know if the Council has heard otherwise. Discussion and Questions followed. Y. Joseph expresses her concern with the two sermons being distracting during the Liturgy and the sermons being too Protestant like. S. Economy adds she has heard parishioners concerned with the issues brought up in the high school sermons, she has heard positive comments on the outside classes with Father Mark. Fr. Mark response is that he will continue to give sermons on these sensitive issues but is still concerned with the format, his interacting with parishioners, the timing, and also the work it takes to build the sermons. The Parish Council is concerned with the Sunday School Curriculum and believe educating the parents also needs to be done.

Iconography continued: Motion to pay the final payment to G. Filippakis, unanimously passed with voice vote.

Insurance: G. Sinas reports we have coverage.

Personnel: Gregory Dines is thrilled and pleased to accept custodian position. Y. Joseph wants to make sure details are taken care of such as paper towel dispensers. Salary was not discussed, it is recommended the current salary for 2006 be the same for 2007. S. Economy motions to keep salary the same, seconded by H. Fitzgerald, unanimously passed by voice vote.

Publications: The December Lamplighter hopefully will be sent out, the editor will be contacted. The Directory will be typed up and Fr. Mark will be the final reader.

Stewardship: S. Economy and S. Vlahakis are very pleased with the results from the campaign.

Old Business

a. Baryames Social Hall: H. Fitzgerald distributes bids for the renovation of the existing social room. Peggy Thodis volunteered her time and expertise to oversee two additional bids. Three bids were distributed, Laural Design Associates Great Lakes, Richard D. Anselmo & Associates, and George Pleats. Discussion and Concerns were discussed. S. Economy motions that the Parish Council should seek authorization from the General Assembly to immediately enter into a contractual relationship for redecoration of the Baryames Social Room and that the Parish Council be authorized to negotiate all terms of the contract and re-decoration with Richard Anselmo and Associates within context of a \$120,000 maximum expenditure, seconded by G. Sinas unanimously passed by voice vote.

- b. General Assembly: G. Mansour discusses the issue of rescheduling the General Assembly from December 3rd to December 10th . Passed to keep the date to December 3rd, with a 6-2-1 vote.
- c. Dinner/Dance: V. Nicolaou reported approximately \$1200.00 was made. The location was great for MSU students to attend, 139 meals were sold. A \$10 admission for dancing only was not successful, next year maybe a sign indicating a \$10 fee for dancing only, can be displayed. G. Mansour reports the raffle was canceled and the formality is to confirm the refund with a note. We will hand deliver to our parishioners, only 76 tickets were sold.
- d. Endowment/Gift Seminar: G. Mansour states the next step in the plan to educate the Parish Council about Endowments and Gifting is to have a seminar on the subject with MSU developed materials and presented by H. Fitzgerald. We also agreed to hold it after the elections so that new Council members could also attend. All agreed to hold the seminar on January 9th, 2007 at 5:00PM.
- e. Eva Kokkinos: TABLED UNTIL DECEMBER
- f. Recognition Issue: Nothing to present.

New Business

- a. Kitchen Issue: At the last meeting there was discussion about the misuse/use of kitchen supplies and the storage room. At a special meeting to which organizations were asked to send representatives, a set of recommendations was developed to address matter. Recommendations were not accepted, what to propose instead of these recommendations was tabled.
- b. 2007 Budget: A draft budget built on pledges was distributed. Discussion and Questions followed. A concern about the youth was brought up, a fee for Sunday School was not accepted by the Parish Council, all agreed to present budget to General Assembly.

Liaisons: None

Round Table: None

Meeting adjourned with closing prayer at 11:15 P.M.

Elaine Christofilis, Secretary

George Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church
Parish Council
Minutes
9 October 2006
(Approved 20 November 2006)

Members Present: Father Mark, Elaine Christofilis, Stella Economy, Yvonne Joseph, Michael Karagoulis, Curt Kosal, George Mansour, Vackis Nicolaou, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Hiram Fitzgerald, Georgana Popoff

Meeting called to order with opening prayer at 7:05 P.M.

Approval of September 2006 Minutes: Motion by Y. Joseph, seconded by E. Christofilis to accept minutes, passed unanimously by voice vote.

Treasurer's Report (G. Mansour distributes reports in place of H. Fitzgerald)
Bills for Payment: Motion by S. Economy, seconded by Y. Joseph to accept, Passed unanimously by voice vote.
September 2006 Treasurer's Report: TABLED until November due to Treasurer's absent.

Correspondence: G. Mansour reports a thank you letter from Mary Brown was received, a letter from the Campus Ministry asking for a \$25 donation was received as we have done in the past. C. Kosal motions to instead give the \$25 donation to our OCF, seconded by Y. Joseph, passed unanimously by voice vote.

Remarks from the Priest: Fr. Mark reports he will be at a Spelling Bee Meeting next week. The discussion with Eva Kokkinos with the youth needs to be discussed and determined, all agreed to include in November agenda.

Remarks from the President: G. Mansour reports bids for a phone directory have been given \$1.70/copy to \$2.78/copy; suggests asking parishioners to bear per copy cost. Included in the November agenda will be the social room remodeling report, a detailed report will be given from the committee and if Parish Council accepts it will be taken to the December General Assembly.

Committee Reports

Maintenance: M. Karagoulis reports the Philoptochos has been working on a plan for renovations in the kitchen, he will meet with S. Tesseris to discuss the matter, Y. Joseph has agreed to give recommendation to them to make the kitchen more efficient. The contract for the scaffolding for the installation of the iconography was discussed. Grounds: Y. Joseph reports the island in front of the church has been cleaned up, she spoke with Dan about the landscaping for next year, mulch and bushes need to be

purchased for next year, additional funds and/or donations could be needed and the upcoming clean up day is scheduled for October 21st.

Iconography: G. Sinas reports the COW met last week and the minutes will be sent the week. G. Sinas met with Scott Voss about insurance on scaffolding, \$3000, Mark Milis will be temporarily insured and the current Liability could apply to Mark; there also may not be a need for Workman's Comp; will report later. G. Sinas advises and will attach coverage on the iconography from the time it leaves New York. Filipakis will be bringing two workers with him, two hotel rooms will be needed to accommodate them. G. Mansour has looked at rental properties by parishioners and area hotels. Information on the various accommodations were distributed and discussed for both Kapetan and Fillipakis. S. Economy will organize a sign up sheet for providing food for the workers. G. Mansour reports on the money received thus far for the iconography fund. A question arose on the attribution of the donors, G. Mansour distributed a list of all the donors for review. G. Mansour also reports the iconography CD needs to be updated. Fillipakis will be given \$82,301(1/3 of the total) when painting of icons is finished, and the final third with the installation of the icons and approval of the Metropolitan. Funds will be in a CD for 2 weeks until a bill is received, and if a bill is not received within this time the CD will be renewed week by week. The remaining balance will be in the CD for a month. Fr. Mark also adds he will be expecting more tours from the outside community; he suggests placing a box for donations to help support the new renovations. Fr. Mark will ask a parishioner to make a box for this purpose, all agreed. Y. Joseph brought up a concern dealing with the two original icons that will be staying and the need for them to be cleaned. G. Sinas will take a look at them with the committee and see what can be done.

Insurance/ Legal: G. Sinas reports our insurance will need to be renewed in December.

Personnel: Fr. Mark reports Gregory Dines is the interim custodian. G. Mansour reports the position will be posted; some parishioners have shown an interest in the quality of the cleaning of the church. An outside cleaning company will be providing a quote referred by a parishioner, and two parishioners are interested in the job. Discussion and questions follow. Providing an additional job title such as a Caretaker of the church was brought up. S. Vlahakis suggests recognizing C. Kateyiannis's service. Suggestions were made.

Publications: Fr. Mark reports Diane Voutsaras is the new Lamplighter editor and will probably start in December. G. Mansour asks for volunteers to type up the new directory, S. Economy and A. Popoff volunteer their time.

Stewardship: S. Economy and S. Vlahakis report as of October 6th, 2006 there are 188 units, 157,423.50 stewardship and 26,242.50 in debt reduction. The Archdiocese theme this year for stewardship is "Giving our Gifts with Faith in Christ." The insert will be mailed with the 2007 steward letter. The 3rd quarter statements will also be sent out.

There will only be one category for pledges this year and the debt reduction will be included in the Operations budget.

Old Business

-Installation Schedule: Kapetan- October 23rd - November 3rd, approximately 10 days; M. Karagoulis will contact the carpet company to peel back the carpet in the morning of

Oct. 23rd. Filipakis: Will be arriving late November 9th, will start work on November 10th and will take approximately 15-16 days, will finish right before Thanksgiving.

-Parishioner Recognition: TABLED until November

-Disposition of current icons: (iconostasis and arched alcove icons) G. Mansour reports at a meeting early this year, options were discussed for an appropriate disposition of the current icons ranging from giving them to the families of the original donors, to placing them in classrooms, to donating them to other Orthodox parishes. It was determined that the last option is not admissible. S. Economy motions to place the icons in the classroom for the time being, seconded by C. Kosal passed unanimously by voice vote.

New Business

-Sabbatical: The Archdiocese specifies that following six years of continuous service priests are eligible for a sabbatical. As of August 31, 2006, Fr. Mark completed six years of service in our parish. Discussion follows. G. Sinas motions in lieu of the sabbatical, to forgive 2 years of Fr. Mark's housing loan, seconded by Y. Joseph, it passes by show of hands.

-Dinner/Dance on November 18th at the Kellogg Center: G. Mansour reports when we moved the dinner/dance to the Kellogg from the Sheraton, the suggestion was to hold the tickets at the same price as last year \$50, \$35 Student, \$15 Children (different plate & portion), We need to act on this suggestion. Y. Joseph motions to keep the price of tickets the same as last year, second by S. Vlahakis, unanimously passed by voice vote.

- Feedback from General Assembly: All report good feedback from the Assembly, many commented on how informative it was.

-Endowment/Gifting: The next step needs to be discussed on this issue. We have had one session with Mr. Bos, all agreed more information on Endowments needs to be presented to us. Discussion on further education followed. H. Fitzgerald has information available to share with us, all agreed to meet after the bake sale and after new Parish Council members have been elected in order to invite them to the meeting.

-Proposed Amendments to the Bylaws:

Amend 5.1:

Elections for the members of the Parish Council and the Board of Auditors shall be held annually on the first Sunday in November.

To read: Elections for the members of the Parish Council and the Board of Auditors shall be held annually on the first second Sunday in November.

Purpose: to correct the contradiction about the election of the Board of Auditors. Also, changing the date of the election does away with the annual room conflict with the Bake Sale preparation. All agree on presenting this amendment to the General Assembly.

Liaisons

OCF: S. Economy reports that on the OCF list serve members have been posing great questions. Fr. Mark has been meeting with the group at their monthly meetings, discussing and answering their questions.

GOYA: S. Economy reports on the successful breakfast put on by the GOYA, lots of positive comments on the fund-raiser.

Sunday School: High School students have been giving good feedback on the sermons and session with Fr. Mark.

Round Table

Fr. Mark shares his thoughts on the upcoming iconography dedication event. He states that without the Archbishop expectations should be downsized, the Metropolitan may consider changing the date of the event to Sunday from Saturday. We should rethink our approach of this event, the details, budget, and fund-raising. S. Vlahakis will call the Lansing Center to determine how flexible it is to change the date, and will contact Fr. Mark as soon as possible. M. Karagoulis shares his concern with the Divine Liturgy service books, he states his son brings guests to the services and it is hard to follow along, Fr. Mark comments he uses the Holy Cross Divine Liturgy Book. Fr. Mark will find out the prices of the books and report back. Y. Joseph reports on her Sunday 8:45AM arrival she found fast food trash in the candle bins, she suggests placing a sign indicating no food/beverage allowed in the church. Fr. Mark will also be printing up a Wedding pamphlet with expectations and fees. G. Mansour reports the concern dealing with putting items back in the proper place in the kitchen, all organizations have been aware of this but still items are not being put back, he will talk with Philoptochos and discuss how to resolve this recurring problem.

Meeting adjourned with closing prayer at 10:05 P.M.

Elaine Christofilis, Secretary

George Mansour, President

Fr. Mark Sietsema, Priest

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Members Present. Father Mark, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Curt Kosal, George Mansour, Vackis Nicolaou, Mike Karagoulis, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Elaine Christofilis, Georgana Popoff

The meeting was called to order at 7:05. Fr. Mark gave the opening prayer.

Approval of Minutes. 1. Motion by S. Economy, second by Y. Joseph, to approve summary of the August meeting with one spelling correction, was approved by voice vote. 2. Motion by Y. Joseph, second by S. Economy, to approve minutes of the two meeting in July passed by voice vote.

Treasurer's Report.

1. Motion by Y. Joseph, second by C. Kosal, to approve the Bills to Be Paid passed by voice vote.
2. Motion by S. Economy, second by C. Kosal, to approve collectively the financial statements for June, July and August 2006 passed unanimously by voice vote.
3. H. Fitzgerald will speak with the bookkeeper about reconfiguring the operations P&L statement by categories to allow for easier reading. He will also ask her to move the Fr. John Fund from the Capital Fund to the Restricted Fund. H. Fitzgerald has developed a revised, preliminary budget for the Dedication.

Correspondence. G. Mansour reported that the parish can put announcements in the East Side Neighborhood News at no cost.

Remarks from the Priest. Fr. Mark reported: 1. He had contacted Eva K. about giving a presentation at Holy Trinity and invited Council members to email responses to him; 2. John Abood was elected President of OCF; the organization meets twice monthly; 3) he was appointed to the Metropolis Council, and was reassigned to the Archdiocesan Council; 4) Estes Leadley will again sponsor the parish calendar; 5) Kerry Candle cannot retrofit the candilia; 6) Sunday School starts September 17; there is no teacher for the high school class. Fr. Mark will meet them monthly; 7) he circulated the Children's Bible Reader that he had translated, and a copy of PRAXIS in which his article on The DaVinci Code was published.

Remarks from the President. G. Mansour thanked Council members for hosting the September 10 Coffee Hour. He suggested the parish purchase subscriptions to PRAXIS for each Sunday School teacher. He reminded the Council that John Bos would give his presentation on Endowments and Gifting on September 21, 5:30.

Committee Reports.

Building. M. Karagoulis had nothing to report. G. Mansour indicated that he had heard that Philoptochos intended to replace the faucets in the kitchen and to update other things there; no one else had heard that. He will ask S. Tesseris about it.

Grounds. Y. Joseph will inquire about remedying the weed problem in the circle.

Iconography. G. Sinas reports that G. Filippakis is on schedule. He reminded everyone of the COW meeting on October 4. G. Mansour distributed a current summary of the Iconography Fund. He suggested we consider uses for the materials that were salvaged from the original iconostasis. The two iconography CDs mature on October 2, appropriate timing in view of payments that will be soon due.

Legal/Insurance. No report.

Personnel. Fr. Mark indicated that M. Brown has suggested changes to the Choir Director's Job Description.

Publications. No editor for The Lamplighter has been named.

Stewardship. S. Economy reported that we have 177 pledge units and the amounts pledged are \$150,803.50 and \$24,342.50. She reviewed the stewardship campaign plan.

Old Business.

1. Ratification. G. Sinas moved, second by C. Kosal, to ratify the following actions approved by email since the August meeting: a) List of Potential Projects to be submitted for Extension of Line-of-Credit; b) approve the applications to rent the Baryames Social Hall submitted by George Lafkas and Nicholas Colovos, c) Share-A-Gift Raffle Proposal from St. Vincent Home for Children to offer 8 prizes, d) pay the progress payment of \$21068 and order change \$390 due iconostasis sculptor Michael Kapetan from the \$16810 funds on deposit plus the remainder \$5555 and the \$390 as an internal loan from the Capital Fund, e) authorize the priest to obtain a hand-painted icon of the Holy Trinity (\$200-\$300) for Mary Brown in recognition of her work as Interim Choir Director. The motion passed unanimously by voice vote.
2. Folk Festival Report. G. Mansour distributed the final report on the Folk Festival which showed a profit of \$6542.67.
3. Iconostasis. Deacon Doors. Y. Joseph moved, second by G. Sinas, to allow G. Kavalaris to amortize the balance of \$6655 due for the Deacon Doors in three annual installments, the first of which to be remitted in 2006, in accord with established practice for iconography pledges. The motion passed unanimously by voice vote.
4. Dedication. There was discussion on the matter of inviting the Archbishop for the Dedication. Action was deferred to the October meeting.

New Business.

1. Annual Revue of the Priest. Fr. Mark absented himself for the Council to conduct its revue of the Priest. The discussion will be shared with him at a subsequent meeting with five Council members. Concerning compensation - combination of Salary and Housing - the motion by H. Fitzgerald, second G. Sinas, to grant a 3% increment was passed by voice vote
2. Metropolis Seminar on National Ministries. It was determined that G. Mansour would attend the September 16 meeting at St. George's in Southgate on the new formulae for parish assessment.
3. Locus of Dedication. G. Sinas moved, second by H. Fitzgerald, to accept the Lansing Center Contract with the deletion of item 26.3 passed unanimously by voice vote.
4. Stewardship Campaign. S. Economy moved, second H. Fitzgerald, to accept the Plan to Modify Stewardship Solicitation and the basis for proposing the 2007 Budget. Motion passed 8-0-1 by voice vote.
5. Salary. Choir Director. Motion by S. Economy, second by H. Fitzgerald, to set A. Ruth Munk's salary September - December 2006 at the 2005 level plus 2%, passed by voice vote.
6. On the Comportment of Parish Council Members During Worship. The document prepared by Fr. Mark was discussed. No action was taken.

7. Standards for Conducting Parish Business. The document prepared by Fr. Mark was discussed. No action was taken.

8. General Assembly. The Agenda for the October 1, 2006 General Assembly was determined to consist of Nominations for Council and Committees, Financial Status; Stewardship and Dedication. The announcement for the General Assembly would include end time: 12:00-1:00.

9. Proposal for new copier. There was no interest in considering the unsolicited proposal for a new copier.

Liaisons. Nothing to report.

Closing Prayer. Fr. Mark gave the closing prayer.

Adjournment. The meeting was adjourned at 10:25 pm.

Respectfully submitted,
Sue Vlahakis, Secretary, pro tem

Sue Vlahakis, Secretary, pro tem

George P. Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church

Parish Council

Minutes

August 14, 2006

(Approved 11 September 2006)

Members Present: Father Mark, Stella Economy, Curt Kosal, George Mansour, Sue Vlahakis, Vackis Nicolaou, Mike Karagoulis

Members Absent: Hiram Fitzgerald, Georgana Popoff, Elaine Christofilis, Alexis Popoff, Yvonne Joseph, George Sinas

QUORUM NOT PRESENT; NO ACTION TAKEN.

Meeting called to order with opening prayer at 7:10 P.M.

Approval of 2 sets of July 2006 Minutes: Typos and corrections were made, but no action was taken due to lack of quorum, on second set of minutes, correction-S. Economy was absent at time of meeting.

Treasurer's Report (G. Mansour distributes reports in place of H. Fitzgerald)
Bills for Payment: Due to no quorum, bills for payment were informally approved pending approval from the entire council
July 2006 Treasurer's Report: Reports were passed out for review, and will be considered in September
Both the June and July reports will be discussed in September. H. Fitzgerald advised G. Mansour prior to the meeting that the June financials have been reviewed with the bookkeeper and are OK

Correspondence: G. Mansour reports the following correspondence:

*Bishop Nicholas sent a letter thanking our parish for support of \$2500.00 for the Clergy Laity special event sponsored by the Metropolis

*A flyer from our insurance company "Protecting your church during worship Services" was distributed with discussion proposed in September

Remarks from Priest: Fr. Mark reported that he is back on duty full time following his accident and thanks the council for its support

Remark from President: No report

Committee Reports

Maintenance: M. Karagoulis reported that a new sump pump has been installed

Grounds: No report

Iconography: The dates of September 28-29, 2007 for the dedication of the new iconography have been set. Bishop Nicholas has penciled in the dates, with Fr. Mark saying that is as good an OK as we can get at the moment. The Bishop will contact the Archbishop to see if he can come.

Fr. Mark reported that the Candillia that we now have will not accept the Kerry 21 day oil "candles", a quote on 10 new fixtures at \$4802.00 was received from Kerry. It was suggested that the existing candillia could be modified by a metalworker to accept the Kerry "candles"-we have several parish members who have metalworking skills, who will be approached to look into this issue

Pledges on the Iconostasis (without a formal pledge campaign) amount to \$21,068.00 with \$16,810.00 received

Legal/Insurance: None

Personnel: None

Publications: No Lamplighter editor in place yet, Fr. Mark asked the council for suggestions. Several names were mentioned and Fr. Mark will review the names, and make calls

Stewardship: S. Economy reports 176 units, \$150,503.50 Stewardship Pledges and \$24,342.50 Debt Reduction Pledges as of 8/11/06

A suggestion was made by the stewardship chairs to try something new this year-start the stewardship campaign in the Fall, with a kickoff Sunday on November 5, followed by a General Assembly to discuss the budget on December 3, with the budget based

solely on the pledges made-this way the budget will more accurately represent real income vs. expenses

This change in procedure is consistent with what the Archdiocese suggests and since our budget has not been met the past few years, it is felt that the community will need to make choices as to what programs are supported with the stewardship that is pledged Old Business

**Budget adjustment-table once again due to the treasurer's absence

**Parish recognition-S. Economy and Y. Joseph came up with two suggestions that were presented: 1-a Holy Trinity Icon, modest in nature, given to the honoree, and 2- purchase an item needed for the church and donate it in the honoree's name in recognition of outstanding stewardship to Holy Trinity

There was much discussion as to how we should proceed. Fr. Mark suggested a hand painted icon, personalized for the individual (ie. their Saint, etc.) would be a fitting tribute.

G. Mansour asked if we should have criteria to determine who should be honored. How many people in any given time period? Public presentation? Private? Time, talent, service to be considered? Should there be any set criteria? Should the priest be the only one to suggest individuals?

Nothing of a permanent basis was established, but due to time restraints, Fr. Mark suggested that we do indeed honor Mary Brown for her service as interim choir director, since she will be stepping down from that position soon. In the absence of a quorum, an email request for action

item requesting the following: That a hand painted icon be purchased for Mary Brown to thank her for her stewardship as interim choir director. That the icon be of "Holy Trinity" and cost between \$200.00-300.00. Fr. Mark will determine when and how the presentation will be made. He will also look into purchasing the icon.

**Extend our line of credit-We will extend our line of credit with Capitol National Bank. Several items were discussed as potential projects to present to the bank. G. Mansour and H. Fitzgerald will meet with the bank to discuss our potential projects. The projects total nearly \$360,000.

The potential projects are as follows:

Roof painting-\$40,000 final pmt.

Repair the parking lot-\$15,000

Replace the Narthex ceiling tiles-\$5,000

Iconostasis-\$71,000

Update the Baryames Hall-\$110,000

Sanctuary lighting-\$30,000

Update the kitchen-\$25,000

Asphalt/concrete around the building-\$8,000

Bishop throne-\$15,000

**Discussion-should we invite the Archbishop to the dedication of the iconography? The additional expenses may add up to over \$100,000

This item will be discussed in September when there is a quorum

**Custodial/Usage Fee-as discussed in February and June, a fee will be charged for clean up and usage of the church after Weddings and Baptisms. Since there was a breakdown in communication to the custodian of these additional duties, S. Economy

drew up a memo to the council, the priest, the custodian and the secretary as to the procedure to be followed. The memo is attached to the end of these minutes.

New Business

**Clergy-Laity Congress-as reported by G. Mansour the Congress was a very informative and educational experience for our three delegates. A complete report given by the delegates was emailed to all the council members, and was also distributed at the meeting.

**Great Lakes Folk Festival: G. Mansour reported that there were over 40 people who helped to make the festival a successful effort for Holy Trinity. G. Mansour suggested, and it was supported, to divide up the extra spanakopita that did not sell, and give it to the helpers who worked on the festival. Fr. Mark will announce this on Sunday. All the bills are not in, but we will make over \$6,000.00 profit.

**Hall Rental-action item-email council for approval

N. Colovos-rent the large social hall monthly for Retired Lansing teacher's luncheon

G. Lafkas-rent the large social hall for a wedding reception

**St. Vincent's Share a gift raffle-action item-email council for approval

suggest more prizes, and if St. Vincent's does not sell all 100 tickets, reduce the 60/40 split accordingly

**Proposal to replace office copier-table

**FYI item-S. Economy reported at the August calendar meeting, that both Christmas Eve, and New Year's Eve are on Sundays and that there might be only one service on those days. Fr. Mark will meet with the Bishop to determine the liturgy schedule. Also, Palm Sunday and Holy Week fall in the Spring Break time of the public schools. Palm Sunday is typically also the luncheon honoring the graduates. This may need to change this year, because of the vacation schedule.

Liaisons/Round Table: None

Meeting adjourned with closing prayer at 9:30 P.M.

Stella Economy, Secretary pro tem

George Mansour, President

Fr. Mark Sietsema, Priest

ATTACHMENT:

Custodial/Usage memo

August 14, 2006

TO: Holy Trinity Parish Council, Custodian, Office Secretary, and Parish Priest
RE: Custodial/Usage Fee
FROM: Stella Economy, Vice President, Parish Council

August, 2006

At the February, 2006 Parish Council Meeting it was established that a custodial/usage fee will be charged to all who use the church facility for a wedding or a baptism and at the June 2006 meeting it was established that the custodian will receive one half of said fee to clean the church after said event.

The custodian will be informed of these extra duties by the parish priest and /or the church secretary.

The custodian will receive the extra fee in the following cycle pay check. The church will deposit it's one half portion to cover operating expenses into the general fund.

The fee schedule is as follows:

Weddings \$100

Baptisms \$50

Funerals-there is no usage fee for funerals, but the funeral home gives the custodian an honorarium for cleaning the sanctuary following the service

Please note that this notice serves as a communication tool for all the parties involved: the office secretary, the custodian and the parish priest

Holy Trinity Greek Orthodox Church
Special Meeting of the Parish Council
Minutes
14 July 2006

Members Present: Father Mark, Elaine Christofilis, Hiram Fitzgerald, Yvonne Joseph, George Mansour, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Mike Karagoulis, Stella Economy, Curt Kosal, Vackis Nicolaou, and Georgana Popoff

The meeting was called to order at 4:10 P.M

This special meeting of the Parish Council was called to ratify the response concerning the removal of the iconostasis.

H. Fitzgerald motions to have Fox Electric disconnect power to the icon screen and Borner Restoration remove the wall for \$2000, seconded by Y. Joseph, passed unanimously.

Fr. Mark reported the money requested by the Metropolis for the Clergy-Laity Conference: \$500 has been collected, \$500 from the Metropolis budget line, \$500 to be collected, and \$1000 will be from Philoptochos.

Meeting adjourned at 4:30 P.M.

Elaine Christofilis, Secretary

George Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church
Parish Council
Minutes
10 July 2006
(Approved 11 September 2006)

Members Present: Father Mark, Elaine Christofilis, Stella Economy, Yvonne Joseph, Curt Kosal, George Mansour, Alexis Popoff, George Sinas

Members Absent: Hiram Fitzgerald, Mike Karagoulis, Vackis Nicolaou, Georgana Popoff, Sue Vlahakis

Meeting called to order with opening prayer at 7:10 P.M.

Approval of 12 June 2006 Minutes: Motion by G. Sinas, seconded by C. Kosal to accept minutes with revisions under Grounds, passed unanimously by voice vote.

Treasurer's Report (G. Mansour distributes reports in place of H. Fitzgerald)
Bills for Payment: Motion by G. Sinas, seconded by A. Popoff to accept, Passed unanimously by voice vote.

June 2006 Treasurer's Report: G. Sinas defers motion on June 2006 Treasurer's Report, seconded by C. Kosal, passed unanimously by voice vote.

Questions/discussion arose for clarification and adjustment on various items on report to be distributed for action at the August meeting.

Correspondence: G. Mansour reports a letter from Fr. Mark was received thanking the Parish Council for all the support and prayers due to his recent accident; a report from Stephanie Haynie was received expressing the huge success of Vacation Bible School; a letter from Zana Litos was received informing us that she will be go the University of Crete between July 8th -August 6th; Information on the "Taste of Greece" hosted by Grand Rapids was received; St. Clare Assumption will be hosting a Golf Outing on September 21st; and the wedding scheduled for September 2nd has been informed of the construction the church will be having and have accepted to use the sanctuary after the iconostasis has been removed.

Remarks from Priest: Fr. Mark appreciates all the support from the community and reported he will not be attending the Clergy-Laity Conference in Nashville.

Remarks from President: G. Mansour reports good things are happening at Holy Trinity, the roof has been painted with only a few more coats to go and the iconostasis removal and installation has been scheduled. G. Mansour also expressed his concern with the decline in Sunday School enrollment and questions how to bring the children and families back. He states that the dedication of the new iconography can be a time for the whole community to come together; but we need to begin the reuniting of the community now. G. Mansour suggests starting family nights again as a way of starting to bring the parish back together. This issue will be discussed further at a later time.

Committee Reports

Maintenance: (M. Karagoulis not present) G. Mansour reports the roof has been painted and the iconostasis removal is scheduled for August 15th - August 18th. The iconostasis installation is scheduled for the first week in September.

Grounds: Y. Joseph reports Mary had a parishioner question why the trees and rocks are located on the side of the church, Y. Joseph clarified that the trees and rocks have been there, the gravel was added to deal with the water runoff, she also states that this was done at the most reasonable cost. Y. Joseph also reports Chris Kateyiannis informed her that illegal fireworks were been fired off on the church parking lot, she would like us to think of ideas to solve this problem so our property or no person gets hurt in the future.

Iconography: G. Sinas reports: 1. A response from Filipakis was received with the dimensions of the Hierarchs outside: 8ft 5/8in and 3ft 7/8in; it also states that our responsibility is to have the scaffolding and have people moving it using the diagrams. G. Sinas suggests giving M. Karagoulis full authority to make arrangements for the scaffolding, all agreed. 2. The subcommittee for the Dedications has selected the dates for the event: Friday, September 28th, 2007 and Saturday, September 29th, 2007. 3. The first meeting for the Dedication Chairs will be on July 14th at 2:00 P.M. at G. Sinas' office. 4. There are nine subcommittees and everyone on the Parish Council is included in the subcommittees. G. Sinas suggests the steering committee will be able to make decisions with out coming back to the Parish Council with G. Sinas as the convener who

will make sure all decisions are made. 5. His concern with the removal of the iconostasis, it is a safety issue we do not want to be liable for a parishioner getting hurt. G. Mansour adds that M. Karagoulis has a step-by step process indicating how many people will be involved and what each person will do. G. Sinas stresses that we have liability. G. Sinas proposes having a meeting before the removal is done dealing with safety issues. 6. An update on the Iconostasis donors, \$71,000 is the cost, dividing the royal doors at \$10,000 and the deacon doors at \$10,000, there is \$51,000 left. 7. Kapetan has sent a change order in response to M. Karagoulis' suggestion dealing with increasing the length of the poles 8 inches. The initial contract indicates that it will be determined at a later date. Correspondence with Kapetan and G. Mansour and G. Sinas took place; G. Mansour stated that we accept it as an addendum and there is no need for more drawings and to charge only for more materials and time, Kapetan will still charge for the change order.

Further discussion on the removal of the Iconostasis took place. Many agreed that a professional company should be hired to come in and remove the iconostasis.

Motions:

-Give authority for steering committee to make decisions. Motion by G. Sinas, seconded by S. Economy, passed unanimously by voice vote.

-Retain a Commercial company to do the removal of iconostasis wall with Michael Karagoulis as head overseer, contingent upon the five absent Parish Council members afforded an opportunity to express views of disagreement with decision. Motion by G. Sinas, seconded by Curt Kosal, passed unanimously, 6-0-0.

-Should Parish Council revoke action and seek removal by parishioners with Michael Karagoulis as head, at a minimum a pre-event meeting should take place, identify all people involved, all required to wear appropriate respiratory gear, safety goggles, safety gloves, hard hats, all at our expense, and require all to wear durable shoes. Motion by G. Sinas, seconded by S. Economy, passed unanimously, 6-0-0.

G. Mansour reports wood backing for the icons cost of \$2100-\$2200 which is 50% of the original bid.

Legal/Insurance: None

Personnel: None

Publications: None

Stewardship: S. Economy reports 173 units, \$148,003.50 Stewardship Pledges and \$23,942.50 Debt Reduction Pledges. A quarterly report with a letter will be sent to everyone. G. Mansour reports a form went out to those who did not fill out a form this year and three have been returned.

Old Business

-Ratification of Council action conducted by e-mail: G. Mansour reports Holy Trinity received a request from Traverse City mission parish to borrow the loukoumates fryer. Following email exchanges, conversation with two officers of Philoptochos, and a polling of Council members, the decision was made to lend the fryer 8-1-1. They have been informed of this action by phone and letter. In addition, they will provide appropriate means for transporting the machine and will insure it for the period from pick-up to time of returning it to Holy Trinity. S. Tesseris sent a letter to the Parish Council expressing

her concern and her position opposing this action. Mr. Underwood from the Traverse City parish called G. Mansour questioning if it is worth borrowing this equipment, as of today they are still planning on it. G. Sinas motions for the ratification of the Council action, seconded by S. Economy, passed 5-1-0.

-Taste of Greece: G. Mansour reports a total net of \$8844.21, with 1116 dinners served.

New Business

-Clergy-Laitly Congress. Reports and Resolutions: The reports were distributed. This is to inform the Council and give them an opportunity to express their views to the delegates to the Congress. A. Popoff explains the proposed Dispute Resolution Procedure; E. Christofilis explains the Proposal to amend Regulations; and G. Mansour shares the Report of the Financial Committee.

-Parishioner recognition: Fr. Mark requested that the Council consider ways to recognize certain parishioners. Discussion and suggestions were shared. A committee consisting of S. Economy, Y. Joseph, and C. Kosal will gather together, come up with ideas of parish recognition and report back to the Council.

-Great Lakes Folk Festival: G. Mansour reports a sign up sheet was sent to all the parishioners. The dates are August 11-13.

Liaisons/Round Table: None

Meeting adjourned with closing prayer at 9:55 P.M.

Elaine Christofilis, Secretary

George Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church

Parish Council

Minutes

12 June 2006

(Approved 10 July 2006)

Members Present: Fr. Mark Sietsema, Elaine Christofilis, Hiram Fitzgerald, Yvonne Joseph, Mike Karagoulis, Curt Kosal, George Mansour, Vackis Nicolaou, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Stella Economy, Georgana Popoff

Meeting called to order with opening prayer at 7:08 P.M.

Approval of 8 May 2006 Minutes: Motion by G. Sinas, seconded by A. Popoff, to accept minutes, passed unanimously by voice vote.

Treasurer's Report

Bills for Payment: Motion by H. Fitzgerald, seconded by S. Vlahakis to accept, passed unanimously by voice vote.

May 2006 Treasurer's Report: H. Fitzgerald reported that the Fr. John Support Fund will be added next month as a new line item. The net income to date is back down from Pascha to \$-3,470.58, he recommends increasing this amount or amending the budget. Motion by H. Fitzgerald, seconded by S. Vlahakis to accept Treasurer's Report, passed unanimously by voice vote.

Correspondence: G. Mansour reports a sponsorship opportunity for the 38th Clergy-Laity was received from the Metropolis; a letter from the EVE foundations was received welcoming donations.

Remarks from Priest: Father Mark reports he will be out of town on July 2nd and Father Andrew will be the visiting priest.

Remarks from President: G. Mansour thanks everyone for their help at the "Taste of Greece" and the Pentecost luncheon.

Committee Reports

Maintenance: M. Karagoulis reports the roof will be painted soon, five coats will be necessary; a drip in the basement will be repaired in July; the kitchen needs a deep cleaning and he is asking for help. G. Mansour suggests in bringing in a professional cleaning company twice a year to do a deep cleaning of the kitchen, especially to remove the grease. Y. Joseph comments on the set up of the kitchen, which adds to the problem. M. Karagoulis adds that hiring someone might make the problem worse because we would be dependent on the company to clean up. He suggests focusing on the kitchen during the October Clean-Up Day. M. Karagoulis also reports he needs to get workers to help with the removal of the iconostasis.

Grounds: M. Karagoulis reported that G. Platsis is willing to remove more dead bushes, and if Yvonne was interested she might ask the Boy Scouts to help him, per their offer in May correspondence. Y. Joseph reports she did not yet sign a contract for the landscaping.

Iconography: G. Sinas reports a memo has been sent to G. Fillipakis about the installation; another memo has been sent to G. Fillipakis about the needed scaffolding and to determine the final dimensions of the Hierarch icons. The subcommittee for the Dedication Event recommend forming nine small committees to organize the event. Getting a date for the dedication is underway, S. Vlahakis reports there is availability at the Lansing Center in September, she will also look at the Kellogg Center. The

subcommittee will meet again to finalize the date and bring the information to the next meeting. G. Sinas also reports he has put together a drawing of the iconostasis for the purpose of soliciting funds from prospective donors. By making the copies and modifying the sample drawings from Kapetan, he saved \$800.00. G. Sinas is open to suggestions of donors. G. Mansour reports the iconography money has stayed the same from last month.

Legal/Insurance: None

Personnel: None

Publications: None

Stewardship: S. Vlahakis reports 160 units, \$136,603.50 in Stewardship Pledges, and \$22,042.50 in Debt Reduction Pledges. A total of \$88,449.50 in income from Stewardship.

Old Business

-Parish-Wide Fellowship Event- G. Mansour gives a preliminary report on the "Taste of Greece" event: 1116 meals were served with a total of \$12,046.00 collected, and a preliminary net of \$8750.70. Our goal was met, lots of volunteers came out to help, the committee will meet this week to recap. G. Mansour suggests looking into replacing the old ovens in the kitchen which do not generate enough heat to work effectively. He also recommends taking the net and putting it toward the principle of our loan. M. Karagoulis motions to do so, seconded by E. Christofilis. With further discussion H. Fitzgerald suggests not to make a decision right away. M. Karagoulis and E. Christofilis retract the motion. H Fitzgerald suggests keeping track of in-kind donations and contributions given to the church as other non-profit organizations do, so in the end of the year the value of these items can be reflected as part of the budget.

-Budget 2006- H. Fitzgerald explains the need to reduce the current budget and distributes an amended budget for consideration. Discussion follows and H. Fitzgerald recommends setting up a committee to come up with a plan to bring back to the Parish Council. H. Fitzgerald, A. Popoff, S. Economy, and Father Mark will be on the committee.

-Custodial-Usage Fees for the Sanctuary- G. Mansour reports that in February fees were set for the usage of the Sanctuary and in March the fees were indicated to be both for Custodial and Usage purposes, but what portion of the fees is to go for custodial purposes and what portion is to go for usage was not determined. Y. Joseph motions to split the fee in half so half goes toward the Custodial and the other half toward Usage purposes, seconded by C. Kosal, passed unanimously.

-Ratification of e-mail discussion concerning use of contributions made in the memory of Mary Kavalaris. The following was approved: That the Gus Kavalaris family be authorized to announce at the appropriate time that in lieu of flowers contributions may be made to Holy Trinity Greek Orthodox Church-Iconography Fund in memory of his mother, father, sister, and daughter; that the memorial funds collected be applied to the cost of the Deacon Doors in memory of the stated members of his family; that the understanding be that he would donate the difference between the amount of memorial funds received and the cost of the Doors; that the cost of the Doors be set at \$10,000. G. Sinas motions to ratify e-mail discussion, seconded by A. Popoff, passed 8-1-0.

New Business

-Valid off-Liturgy tasks during Liturgy: TABLED

-Clergy-Laity Congress- Reports and Resolutions- G. Mansour, A. Popoff, and E. Christofilis will meet to discuss and bring back information for the July meeting before Congress.

-Line of Credit- G. Mansour reports we have a line-of-credit approved by Capitol National Bank in August 2004 for a period of 2 years, the line expires in August, we can request that the balance remaining on the line-of-credit be extended for one more year if we intend to consider other construction projects, and the cost for the paperwork to extend is approximately \$200. G. Sinas motions to extend the line-of-credit for at least one year, seconded by H. Fitzgerald, passed unanimously.

-Request to rent the Small Social Room- G. Mansour reports Karen Peterson would like to rent the room for a parishioner's bridal shower. Discussion followed. Y. Joseph motions to rent the Small Social Room for \$75.00 with a contract, seconded by S. Vlahakis, passed unanimously.

Flags- A brochure was sent from an Orthodox man's flag distribution company that featured flags from many Orthodox countries. The brochure was distributed and the Parish Council took no action on the matter.

Liaisons: None

Round Table: S. Vlahakis inquires on the narthex attendants schedule for the summer. Fr. Mark reports there will be no narthex attendant schedule during the summer. Fr. Mark also suggests for the Parish Council to think about recognizing specific parishioners for their constant financial and service contributions. This issue will be added to next month's agenda. Volunteers are still needed for high school Sunday School teacher as well as Lamplighter editor.

Meeting adjourned with closing prayer at 9:30 P.M.

Elaine Christofilis, Secretary

George P. Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church
Special Meeting of the Parish Council
Minutes
May 9, 2006
(Approved 12 June 2006)

Members Present: Father Mark, Elaine Christofilis, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Mike Karagoulis, Curt Kosal, George Mansour, Vackis Nicolaou, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Georgana Popoff

The meeting was called to order with opening prayer at 7:00 P.M.

This special meeting of the Parish Council was called to resolve a misunderstanding that arose at the end of the regular meeting of the previous day.

Meeting adjourned at 7:45 P.M.

Elaine Christofilis, Secretary

George P. Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church
Parish Council
Minutes
May 8, 2006
(Approved 12 June 2006)

Members Present: Father Mark, Elaine Christofilis, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Mike Karagoulis, Curt Kosal, George Mansour, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Vackis Nicolaou, Georgana Popoff

Guests: Cindy Hoag

Meeting called to order with opening prayer at 7:10 P.M.

Approval of 10 April 2006 Minutes: Motion by G. Sinas, seconded by H. Fitzgerald to accept minutes, passed unanimously by voice vote.

Treasurer's Report

Bills for Payment: Motion by H. Fitzgerald, seconded by G. Sinas to accept, passed unanimously by voice vote.

April 2006 Treasurer's Report: H. Fitzgerald reported the all errors have been corrected concerning the budget. He also reports a good turn out at the Paschal Feast bringing in a net of \$394.47. Motion by H. Fitzgerald, seconded by G. Sinas to accept Treasury Report, passed unanimously by voice vote.

Correspondence: G. Mansour reports a letter from Fr. Dean was received accepting Fr. Mark's absence for the National Spelling Bee. A letter from a parishioner expressing their desire to have the annual pledges listed for public view was also received. All agreed to post such a list. Thank you letters were sent to us from the Campus Ministry and the Hellenic College expressing their thanks for our donation. A letter from DeWitt High School Seniors asking us for a donation for their Baccalaureate service.

Remarks from Priest: Fr. Mark reports that Holy Week went well and thanks the Council for its help. Fr. Mark also expressed Mary Brown's good work and dedication as Choir director especially during Holy Week. He would like to acknowledge her in some way for her service. Metropolitan Nicholas' visit on Saturday of Lazarus also went well. There has been a recent need for a tea set which would be used during Hierarchal visits. Karen Colovos and Presvytera Kathy have sets they would like to donate to the church. H. Fitzgerald motions to accept the donations, seconded by G. Sinas, passed unanimously by voice vote. Fr. Mark reports that the Divine Liturgy will be at 9:00A.M on May 28th because he will be leaving for the National Spelling Bee. As part of the Bible Society Fr. Mark has been asked to translate a children's story book from Greek to English in time for the Clergy-Laity Congress, he also has been working on an article concerning the Da Vinci Code; Vacation Bible School will be June 19-22; St Thomas school came for a tour of the church and Fr. Mark reports he will be at Rose City camp June 25-30. An anonymous donor has come forth to make over Fr. Mark's office. All agreed.

Remarks From President: G. Mansour reports the Health Department visited the kitchen and found a few critical violations; a memo will be sent out to all the groups to make everyone aware and to state that extra care needs to be taken when using the kitchen. It was discussed that we should have members who own restaurants come in and audit the kitchen. G. Mansour expressed his thanks to Jim Setas who always donates the produce for any church event; he would like to find a way to appropriately thank him for all his support over the years. G. Mansour also reports he was asked by the Friends of the Metropolis to solicit and renew pledges for this year from among parishioners who have contributed during the last three years. A. Popoff and E. Christofilis were elected to be delegates to the Clergy-Laity in Nashville.

Committee Reports

Maintenance: M. Karagoulis suggests bringing in a pest control company; all agreed. He also expressed a concern with bats inside the church, Fr. Mark reports he has not seen bats in the church in the last couple of years. During the Good Friday service a tree root

was noticed coming up from the ground becoming a hazard during the procession, it will be leveled off and taken care of. The painting of the roof has been postponed due to the weather, but will be done when the weather clears.

Grounds: Y. Joseph reports the down spouts have not been done due to workers other job obligations; it will soon be done.

Iconography: G. Mansour reports almost all the money has been collected. G. Sinas still is waiting for the drawing to start the soliciting process. G. Mansour adds that Kapetan will do a drawing for a cost and have it ready in the end of June. G. Sinas has been trying to come up with alternative drawings using computers and copying. There was discussion concerning the Dedication Event. Issue concerning who should be on the committee, dates, and certain events were discussed. It was agreed that a small group should come together and structure the committee. G. Sinas, H. Fitzgerald, and S. Vlahakis were appointed to do so. M. Karagoulis also suggested meeting with Fr. Mark and get his needs concerning the lighting and the wiring in the altar.

Legal/Insurance: None

Personnel: None

Publications: G. Mansour proposed to improve the parish website and update it according to current standards and usage. Gregory Sinadinas is willing to donate software to allow organizations to have restricted access to their sub-pages. Further investigation on this software will be done. Fr. Mark reports Presvytera Kathy has agreed to be the new editor for the Lamplighter; all agreed.

Stewardship: S. Economy and S. Vlahakis reported 145 pledging units, \$131,000.00 in Stewardship Pledges, and 21,000.00 in Debt Reduction Pledges. H. Fitzgerald expressed his concern with the decrease on Pledges, he would like to compare the current year with past years.

Old Business

Parish-Wide Fellowship-Fundraising Event- (Taste of Greece, June 8th) G. Mansour gave an update, 220 tickets are out, Flyers and posters have been distributed.

Budget Review- H. Fitzgerald reports/distributed the minutes from the Budget/Memorial Fund Review subcommittee. Discussion concerning the Budget and the Fr. John Poulos Parishioner Support Fund followed. Motioned by H. Fitzgerald, seconded by S.

Economy to accept the recommendation to designate the National City Account less the Powers bequest for the Fr. John Poulos Support Fund, and thereby establish the fund per the bylaw (Bylaw 9.4.2), motion passed, 9-0-0. Motioned by H. Fitzgerald, seconded by S. Economy to accept the "Procedural Rules for the Funds Allocated to Support Parishioners" with modifications, motion passed, 9-0-0. G. Sinas adds the statement, The details regarding the implementations of the Father John Poulos Support Fund created by this bylaw shall be promulgated by th Parish Council in the form of written "Procedural Rules" which shall be maintained as part of the official records of the Parish Council and which may be revised from time by the Parish Council, as the Council deems necessary. Motioned by H. Fitzgerald, seconded by S. Economy to accept the Parish Council to launch immediately a plan to inform members of the council about Estate and Wealth Planning and for the Parish Council to begin to examine legal requirements for establishing an independent non-profit endowment fund, dedicated to supporting the religious and other activities of Holy Trinity Greek Orthodox Church. The

Endowment committee should consist of individuals from the Parish Council and from the general Community, motion passed 9-0-0. H. Fitzgerald also recommends the Parish Council to establish a position of parliamentarian and should establish a separate casebook containing the bylaws and procedural rules as established by the Council and the General Assembly and dated. No action was taken at this time.

New Business

S. Economy reports the Monastery will be having a Clean-Up Day on June 3rd from 9:00A.M-4:00P.M. M. Karagoulis suggests the Parish Council Meetings should go paperless and that we should consider using a projection in the future.

Liaisons: S. Economy reports Amy Putman won the District Oratorical Festival and is advancing to the Metropolis Finals on Saturday in Indianapolis.

Round Table: G. Mansour reports Grand Rapids will be having their "Taste of Greece" on May 11th. Tickets are also available for our "Taste of Greece" event on June 8th. Fr. Mark expressed his concern during Communion, that he would like more Parish Council members helping the elderly. He also adds his concern with attendance in the Liturgy, and reminds all Parish Council members of the need to be in the Divine Liturgy.

Meeting adjourned with closing prayer at 10:00 P.M.

Elaine Christofilis, Secretary

George P. Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church

Parish Council

Minutes

10 April 2006

(Approved 8 May 2006)

Members Present: Fr. Mark Sietsema, Elaine Christofilis, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Mike Karagoulis, Curt Kosal, George Mansour, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Vackis Nicolaou, Georgana Popoff

Guests: Cindy Hoag

Meeting called to order with opening prayer at 7:08 P.M.

Approval of 13 March 2006 Minutes: Motion by E.Christofilis, seconded by A. Popoff to accept minutes with the addition of G. Sinas' March 10, 2006 memo, passed unanimously by voice vote.

Treasurer's Report

Bills of Payment/March 2006 Treasury Report: Motion by S. Economy, seconded by Y. Joseph to accept Treasurer's Report, passed unanimously by voice vote. H. Fitzgerald expressed his concern with the budget. He recommended forming a small group to look over budget, comparing to the past years, and going to the General Assembly with any necessary changes that might be needed. All agreed. G. Mansour added that an Agency Liability Line has been added the statements to show the money from the second trays that are collected for other organization/charities, but without including it as the income. All agreed to add to this year as well as last year.

Correspondence: G. Mansour reports thank you notes were sent to us from the IOCC, the OCF, and the Project Mexico; a letter from the Metropolis asking for donation for the Metropolis Oratorical Festival; The Metropolis summer camp program also is asking for donations; Information on Grant Proposal Research and Writing was also received; a letter from the Boy Scouts, Order Arrow, seeking service work which would be available between July 29-Aug 4.

Remarks from Priest: Fr. Mark thanks for our services during the recent substitute priests. Metropolitan Nicholas will be visiting on Saturday of Lazarus. Fr. Mark reported upcoming dates he will be out of town: April 26 a meeting at the Metropolis; Memorial Day at the National Spelling Bee; Rose City camp; July 1 conducting service in Marquette; July 17-21 Clergy-Laity Conference. He also reported Jerry Munk will no longer be teaching the high school Sunday School class; he is open to suggestions on who should take over.

Remarks from President: G. Mansour reviewed the Parish Council's Holy Week responsibilities. He also reported that Panera bread donates their day old bread to non-profit organizations. The caveat is that it cannot be sold as Panera bread.

Committee Reports

Maintenance: M. Karagoulis reports what was done at the recent Clean Up Day, most of the cleaning was done inside. The painting of the roof is scheduled for around May 1. He also suggests that the Iconography schedules coincides with any maintenance that needs to be done.

Grounds: Y. Joseph reports she would like to find out more information on how to develop useful garden areas on our grounds. She will have more information at a later date.

Iconography: G. Sinas reports a copy of the drawing from M. Kapetan has not been received to help with the soliciting of prospective donors for the iconostasis. G. Mansour

asked M. Kapetan about it, indicating that he had not committed to doing a special drawing, but rather had offered to donate his carving drawings. The work on the iconostasis has been started with a view towards installation in August. G. Mansour also gave an up-to-date report on the iconography funds; donations have been made toward the iconostasis without any campaign. He distributed a list of prospective members of the dedication core committee which included names received from Council members; he asked members to review and to submit comments on the tentative list so he could present it to Fr. Mark. A prospective date of the weekend before Memorial Day and Pentecost was discussed; no final decision was made.

Legal/Insurance: None

Personnel: G. Mansour reported the Office Secretary informed him that she was asked to not complete the work effort form given to her in March. It was suggested that a revised form be discussed with her.

Publications: G. Mansour reported that he and the Secretary have been working on resolving the delivery problems of the Lamplighter. The volunteers who put the Lamplighter together questioned why non-members and non-donors receive the Lamplighter. Parish Council agreed to continue sending the publication as well to non-donors currently on the Holy Trinity mailing list.

Stewardship: S. Economy and S. Vlahakis reported 133 pledging units, \$119,166.50 in Stewardship Pledges, and \$19,166.50 in Debt Reduction Pledges. The sign charting the progress on stewardship was purchased and will be displayed. A form used to update non-steward parishioners information was distributed.

Old Business

Parish-Wide Fellowship-Fund-raising Events- G. Mansour gave an update from the organizational meeting. A June 8th event, Taste of Greece (tentative name), which will include a Greek meal for dine in and drive through, was agreed upon.

Pascha Dinner 2006: G. Mansour summarized who volunteered to do what for the dinner.

New Business

Altar purchase- Donations by Katina, Demetra, and Toula Mehas, Curt and Leslie Kosal, and Sophia Koutouzou intended for the purchase of altar candles from the Kerry Collection were discussed. G. Sinas moved, seconded by Y. Joseph, to accept the \$500 restricted gift this purpose. The motion passed by voice vote.

Clergy-Laity Congress Album- S. Economy moved, seconded by H. Fitzgerald, to give \$100 to list our name in the album, passed 8-1-0.

Metropolis Oratorical Festival- Donations are asked to help fund the scholarships. It was agreed that a second tray will be passed this Sunday.

Metropolis summer camp program- H. Fitzgerald moved to give \$250 to the summer camp, seconded by C. Kosal, motion passed by voice vote.

Memorial Donations- The use of the Memorial donations was discussed. G. Mansour suggested those with strong views about should come up with a statement to propose a Bylaw change. C. Kosal and G. Mansour will look into other churches and see how the donations are dealt there.

Father John Poulos Parishioner Support Fund- The location of this fund, created in 2000, was discussed and what can be done now. Options were suggested. H. Fitzgerald suggested forming a small group to go back, look at the financial statements, and bring back a recommendation in a form of a Bylaw concerning this Fund. All agreed.

"Grow Your Church From the Outside In"- Fr. Mark asked the Parish Council to consider issues raised by George Barna in his book. Discussion on reaching out and different outreach ideas followed.

Bill from Parish Corporation: G. Mansour discussed the background information on this matter. H. Fitzgerald moved to pay the bill excluding the materials, seconded by G. Sinas. Discussion followed. Motion passed, 8-0-1.

Questions about financial issues, past & present, raised by Fr. Mark - A question concerning a restricted gift of \$1000 which was accepted for outreach purposes in 2002. It was pointed out that the Council specified that year to use the gift to help start the church bookstore as an outreach effort. Another question was raised concerning a parishioner who had substituted for the Custodian, and who asked that instead his compensation of \$100 be set aside for something to benefit the altar boys. It was reported that no mention of the matter appears in Minutes dating from 2001. Fr. Mark asked about the gift of \$250 from Cindy Hoag for ad space in the Lansing State Journal which has not been yet used. Fr. Mark will be writing something on Orthodoxy and submitting it.

G. Mansour reported that Ted Samra has a Welcome sign that he would like to donate to the church. All agreed to thank Ted for the offer; since an appropriate way to use it could not be discerned, Council chose not to accept the gift.

Metropolitan Nicholas will be visiting on the Saturday of Lazarus, S. Economy moved to give Metropolitan Nicholas and his Deacon the same amount as last year if appropriate, G. Sinas seconded. Motion passed, 8-1-0.

Liaisons: None

Round Table G. Mansour announced that after more than seven years of service as editor of The Lamplighter, he would soon be submitting to Fr. Mark a letter of resignation. Olga Pascalenos will be organizing a bus on May 6 to go to the Mario Frangoulis concert, all interested should contact her.

Meeting adjourned with closing prayer at 10:40 P.M.

Respectfully submitted,

Elaine Christofilis, Secretary

George Mansour, President

Fr. Mark Sietsema

Holy Trinity Greek Orthodox Church
Minutes
Parish Council
13 March 2006
(Approved 10 April 2006)

Members Present: Fr. Mark Sietsema, Hiram Fitzgerald, Curt Kosals, George Mansour, Vackis Nicolaou, Alexis Popoff, Stella Economy, Yvonne Joseph, Sue Vlahakis

Members Absent: Georgana Popoff, George Sinas, Mike Karagoulis, Elaine Christofilis

Meeting called to order with opening prayer at 7:05 P.M.

Approval of 13 February 2006 Minutes: Motion by H. Fitzgerald, seconded by V. Nicolaou, to accept minutes, passed unanimously by voice vote.

Treasurer's Report

Bills for Payment/February 2006 Treasury Report: Motion by H. Fitzgerald, seconded by Y. Joseph to accept Treasurer's Report, passed unanimously by voice vote.

Correspondence: G. Mansour reports that a letter was received from the National OCF office asking for continued support; a letter from MEFGOX requesting a donation for their commemorative album for their July 13-16, 2006 National Convention; St. Nicholas Church from Painsville Township, Ohio is selling bricks for their church as a fund raiser; SBC has sent an info item for new rates; Mary Brown sent a letter requesting compensation for the substitute director in her absence

Action item: A motion was made by S. Economy, with a second from S. Vlahakis to pay the substitute choir director \$125.00/Service (Sunday or Weekday) and an additional \$75.00/rehearsal. The motion passed by voice vote

Remarks from Priest: Fr. Mark wished all a good Lent and reported that the first week of services were very well attended, with the choir adding to several services. This set a positive tone for the Lenten season. The dates Fr. Mark will be out of town were emailed to all council members.

Remarks from President: G. Mansour reported that he met with Mary Heiderson concerning her office duties. Mary has set up a list of her duties, and will keep track of her duties on a daily and weekly basis for one month. This information will be helpful in assessing whether more time should be added to Mary's work week. Also, G. Mansour met with the audit committee to prepare for the 2005 audit.

Committee Reports

Maintenance: M. Karagoulis reported through G. Mansour that March 18 is the next clean up day. The kitchen door was replaced and will be painted soon. The roof painting

will take place in late April or early May, with no work beginning before April 24 weather permitting. Mike would like to schedule a meeting with Fr. Mark, G. Sinas and G. Mansour to discuss what's left to do for preconstruction on the Iconography project. Grounds: Y. Joseph is trying to contact the American Red Cross to establish a property line between our lots, and see if they would help share the cost of maintenance on the property line.

Iconography: G. Mansour reports the 3 installment for most pledges were due in February and that at the moment \$37,000 is still owed, mostly due to those pledges that were made after the initial pledge campaign. He also gave an up-to-date summary of the Iconography Fund. A CD in the amount of \$126,655 was established at a rate of 4.88%. He further indicated that a second CD for the fund of approximately \$25,000 would be initiated during the month.

Legal/Insurance: no report

Personnel: no report

Publications: G. Mansour reported that in recent months the Postal Service had had difficulty getting the "Lamplighter" delivered within a reasonable period of time. out on time. The 489 zip codes arrive on time, but those in 488 areas are delayed for some reason.. Mary H. and G. Mansour have contacted the post office, and are looking into the cause of the delay.

Stewardship: S. Vlahakis and S. Economy will contact either by mail or phone those who have not returned their pledge forms. Council was asked to support the purchase of a chart to visually see where we are in stewardship for the year that can be hung in the hallway or the large social hall. S. Vlahakis had estimates from two different size signs.

Action item: C. Kosals moved with a second by S. Vlahakis to purchase a 2'X4' sign charting our progress on stewardship, not to exceed \$100.00. The motion passed.

Old Business

G. Mansour reported that the organizational meeting for the Fellowship/Fundraising event was postponed. A new meeting date in late March is pending. Co-chairs for the event are E. Christofilis, G. Mansour and S. Vlahakis. Ideas for this event include a meal served in 2 seatings on the same day, offering a "drive through" carry out. The Fall Dinner Dance will be November 18th at the Kellogg Center. The cost will be \$25.00/person with a cash bar. Free parking will be provided. The menu will include Chicken Florentine, with cocktails at 6 PM and dinner at 7 PM. Pending at this time is talks with St. Vincent's about going together again in doing a raffle. The target of \$24,000 in fund raising would include 3 main events: the EL Folk Festival, the Dinner Dance/Raffle and 1-2 all parish sponsored community events, plus the \$9000 parishioner debt reduction pledge approved by the General Assembly.. G. Mansour mentioned that Grand Rapids hosted a 1 seating dinner at \$10/person and netted about \$12,000.

Pascha is April 23, 2006. V. Nicolaou has purchased 30 legs of lamb and will contact Jim Setas for the produce. He will also oversee the cooking prep and menu ordering. G. Mansour will help with organizing, S. Vlahakis will be in charge of set up, H. Fitzgerald will be in charge of clean-up and will contact Nick Garyet about wine.

H. Fitzgerald will be meeting with his committee on the remodeling of the large social hall. The committee will meet and present the council with 3 bids.

New Business

A schedule for council members serving during Lenten services was distributed by S. Economy to all the members.

The July Clergy Laity Conference requires that we send at least 4 members of our parish as representatives: the Priest, the President (or vice president or any other council member designated by it) and by a new directive from the Archdiocese, 2 persons elected by the Parish Assembly. To achieve this, nominations will be printed in the "Lamplighter" with a paper ballot vote to go out to all the Parish.

MEFGOX action item: A motion by H. Fitzgerald with a second by S. Economy to donate \$100.00 at the "Donor" level for the MEFGOX Commemorative Convention Album. Motion passed by voice vote.

Liaisons:

Youth Groups: The OCF is planning a retreat at the Monastery in Rives Junction the weekend of March 24-24, 2006. The retreat will include students from several universities in the state. Also, there were 5 students from MSU OCF who participated in "Real Break" in Mexico and California. They will make a presentation to the community on Sunday, April 2.

Sunday School: This year's Oratorical Festival will take place Sunday, March 19.

AHEPA: The Graduates reception and annual Fish Plaki dinner will take place, Palm Sunday, April 16.

Round Table: Tabled.

Meeting adjourned with closing prayer at 9:10 P.M.

Respectfully submitted,

Stella Economy, Secretary pro tem

George Mansour, President

Fr. Mark Sietsema

Holy Trinity Greek Orthodox Church

Minutes

Parish Council

13 February 2006

(Approved 13 March 2006)

Members Present: Fr. Mark Sietsema, Elaine Christofilis, Hiram Fitzgerald, Mike Karagoulis, Curt Kosals, George Mansour, Vackis Nicolaou, Alexis Popoff

Members Absent: Stella Economy, Yvonne Joseph, Georgana Popoff, George Sinas, Sue Vlahakis

Meeting called to order with opening prayer at 7:05 P.M.

Approval of 9 January 2006 Minutes: Motion by E. Christofilis, second by A. Popoff, to accept minutes with revisions, passed unanimously by voice vote.

Approval of 29 January 2006 Minutes (Special Meeting with M. Kapetan): Motion by A. Popoff, second by H. Fitzgerald, to accept minutes with revisions, passed unanimously by voice vote. M. Karagoulis stated concern about the stability of the posts for the iconostasis. G. Mansour will raise his question to M. Kapetan; all agreed.

Treasurer's Report

Bills for Payment/January 2006 Treasury Report: There were a few revisions that were made toward the January 2006 Treasury Report: The GOA Prayer Creed Cards payment was made on VISA, and the amount of 53.50 for the 2006 Hemerologion was recorded twice. Motion by H. Fitzgerald, seconded by C. Kosals to accept Treasurer's Report, passed unanimously by voice vote.

Correspondence: G. Mansour reports that we received thank you cards from Odyssey and from Mary Heiderson. Information on the National Clergy-Laity Conference in Nashville was also received.

Remarks from Priest: Fr. Mark reports that Fr. John Paul will be the visiting Priest for the next two Sundays. Fr. Mark received a donation of \$230.00 for items for the altar which will be reserved for that purpose when needed. A previous donation from Cindy Hoag for an ad in the Lansing State Journal was refunded by the newspaper due to not using the account. Fr. Mark will write a brief article for the Journal explaining Orthodoxy and will use the donation. A donation given at a recent Baptism prompted Fr. Mark question the Custodial Fee. Discussion on how to inform the parish on this fee, suggestions were to indicate the Custodial-Usage Fee in the Lamplighter and to have the Office Secretary inform the people when they are planning the events.

Remarks from President: None

Committee Reports

Maintenance: M. Karagoulis reports that March 18th is the next clean up day. He also questioned the lot lines of our property specifically the lot line next to the Red Cross and the maintenance of the bushes in that area. The kitchen door will also be replaced on Tuesday.

Grounds: None

Iconography: G. Mansour reports the 3rd installment for most pledges are due in February. He also gave an up-to-date summary of the Iconography Fund. Pledges have also been made toward the iconostasis without any soliciting.

Legal/Insurance: G. Sinas is still looking into details of a Fine Arts floater for the iconography.

Personnel: V. Nicolaou submitted the annual evaluation reports for both the Executive Secretary and the Custodian. V. Nicolaou (and Fr. Mark) met with both for the

evaluation. Fr. Mark suggested adding an hour daily to the Secretary's schedule will be beneficial to the whole parish. Fr. Mark also reported that our sister churches employ a secretary between 25-30 hours/week. The issue of the budget and helping other church organizations were also discussed. G. Mansour suggested that Mary keep an effort report to track her time and effort for her different tasks, agreement was reached to do this. Concerning the Custodian, V. Nicolaou states that the Custodian informed him that he is unable to lift items over 100 pounds, and he also would like to see the different organizations clean up after themselves by returning items used to where they belong. This issue was discussed and the Council agreed to inform all organizations. V. Nicolaou also reported that the bathrooms need an update, especially the toilet paper and soap dispensers. Vackis agreed to take it upon himself to look at the different distributors such GFS and Maurer's. Vackis will also look at the custodian job description and make sure that all tasks are being done and if necessary discuss them with the Custodian.

Publications: None

Stewardship: None

Old Business

Follow-up of General Assembly: G. Mansour expressed concern about the number of members in attendance at the Assembly, even though a quorum was present. It was decided to publish the General Assembly Minutes in the March Lamplighter instead of waiting until the next Assembly. It was also suggested to publish the monthly P & L statements and the iconography updates to inform the members of the status of the parish.

Feedback on new Stewardship Form and Expansion of Database: G. Mansour states that there was an increase in the return rate of the forms this year. The new forms also simplified/updated the mailing list. H. Fitzgerald suggests putting the church records into electronic form. G. Mansour suggests sending a form to non-stewards who contribute to the church for two purposes: updating records and mailing lists, and to ask whether they wish to become stewards. It was agreed to do this.

New Business

Fellowship Fund-raising Proposal for Parish-Wide Events: G. Mansour suggests an all organization/parish event to accomplish two goals: fellowship and fund-raising. He wants to meet with two members from each organization to discuss such events as, a Lunch/Dinner Greek Meal-1 day/2 seating /take-out event. Council encouraged this. The Folk Festival will be August 11-13, all agreed to continue with this event. St. Vincent would like to work together again, no action was taken.

Paschal Feast 2006: Pascha is April 23, 2006. There is a need of a Chair or Co-Chairs for the Paschal Feast. Members were invited to inform G. Mansour of their willingness to accept the responsibility..

Liaisons: None

Round Table: V. Nicolaou reports that the Fall Dinner Dance will be November 18, 2006 at the Sheraton. He is also looking at different hotels/different prices. Fr. Mark stated that a bill from Parish Corporation was sent at the church. It was agreed that G. Mansour will talk to Parish and see why there is a bill for work that was not done. The Parish Council was reminded that it is hosting coffee hour on February 19, 2006.

Meeting adjourned with closing prayer at 9:20 P.M.

Respectfully submitted,

Elaine Christofilis, Secretary

George Mansour, President

Fr. Mark Sietsema

Holy Trinity Greek Orthodox Church
Special Meeting
Minutes
29 January 2006
(Approved 12 February 2006)

Members Present: Fr. Mark Sietsema, Elaine Christofilis, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Curt Kosal, George Mansour, Vackis Nicolaou, George Sinas, Sue Vlahakis

Members Absent: Mike Karagoulis, Alexis Popoff, Georgana Popoff

Guests: Mike Kapetan

Meeting called to order with opening prayer at 12:40PM

The Parish Council met to discuss the shop drawings submitted by Mike Kapetan, the iconostasis sculptor. In December 2005 the Parish Council approved a contract with Mike Kapetan, one condition of which was that shop drawings be approved for work on the project to commence.

M. Kapetan submitted the revised and supplemental shop drawings. He also clarified and answered all the concerns and questions the Parish Council had.

M. Kapetan distributed two documents specifying conditions for him to continue, a letter giving him full authority of the construction and a chart detailing the contact persons. G. Mansour pointed out that the approved, signed agreement states this as well. No action

was taken on the documents. Concerns arose on the wording in M. Kapetan's letter that states, "No parishioner present on the job site." M. Kapetan stated that parishioners are allowed to view the job. The original three contacts for him at Holy Trinity - the Priest, the President, and the General Coordinator of the Iconography Project -- were reaffirmed.

G. Sinas moved to accept the shop drawings presented by M. Kapetan, second by S. Economy, authorizing Kapetan to proceed, passed by voice vote 9-0-0.

Other business: Parish Council decided and agreed to move the General Assembly to Sunday, February 12.

Meeting adjourned with closing prayer at 2:30 PM

Respectfully submitted,

Elaine Christofilis, Secretary

George P. Mansour, President

Fr. Mark Sietsema, Priest

Holy Trinity Greek Orthodox Church
Minutes
Parish Council
9 January 2006
(Approved 12 February 2006)

Members Present: Fr. Mark Sietsema, Elaine Christofilis, Stella Economy, Hiram Fitzgerald, Yvonne Joseph, Curt Kosals, George Mansour, Vackis Nicolaou, Alexis Popoff, George Sinas, Sue Vlahakis

Members Absent: Mike Karagoulis, Georgana Popoff

Meeting called to order with opening prayer at 7:20 P.M.

Welcome: G. Mansour welcomed new members Alexis Popoff and Hiram Fitzgerald.

Approval of December Minutes: Motion by S. Economy, seconded by S. Vlahakis, to accept minutes as distributed, passed unanimously by voice vote.

Treasurer's Report:

Bills for Payment: Motion by H. Fitzgerald, seconded by Y. Joseph, to accept as distributed, adding the last 2005 payment to National Ministries in the amount of 2584.00 which was not included, passed unanimously by voice vote.

December 2005 Treasury Report (from Bookkeeper): Motion by H. Fitzgerald, seconded by G. Sinas to accept report, passed unanimously by voice vote. Discussion and questions were made towards the report. H. Fitzgerald reports that all items need to be cleared and reviewed before closing the year.

Correspondence: G. Mansour reports that we received a letter from Fr. Mark expressing his thanks on behalf of himself and Presvytera. Christmas cards were received from the Metropolitan, St. Michael's home and the Irwin bank. Thank you card received for Hurricane Katrina donation. Disclosure policy on Conflict of Interest was received from Archdiocese . We also received Information from an asset verification company which we will get back to at a later date. A response to our National Ministries proposal was received; it will remain the same as 2005 at \$31,000.00.

Remarks from Priest: Fr. Mark thanks the parish council for all of their support. He requested a leave of absence, February 19 - February 26.

Remarks from President: G. Mansour distributed the Bylaws and the 2006 Budget.

Committee Reports:

Maintenance: G. Mansour reports M. Karagoulis worked hard to smooth, prime and finish the plenums.

Grounds: Y. Joseph reports that she has scheduled a meeting with the snow plowing company to discuss our contract.

Iconography: G. Sinas sent a letter to George Filippakis confirming the date for the installation of the iconography. G. Sinas reports the need to begin thinking about the dedication date for the project. He suggests a committee should be formed to plan the event. G. Mansour asks council to submit names from the parish to be a part of the committee. The Royal Doors will consist of one icon on each door (donated by Filippakis). G. Sinas motions for Fr. Mark to suggest the design of the Royal Doors to both Filippakis and Kapetan, seconded by S. Economy, passed unanimously by voice vote. G. Mansour reports the end-of-year financial summary for the iconography. He also reports Kapetan will have two copies of the shop drawings delivered this week.

Legal/Insurance: G. Sinas reports he renewed the insurance and the deductible was kept at \$500. He also is still looking into details of a Fine Arts floater for the iconography.

Personnel: V. Nicolaou had nothing to report. G. Mansour states that a review of the Custodian and Office Secretary should be done before the end of January.

Publications: No Report

Stewardship: S. Economy and S. Vlahakis report that as of December 31, there were 199 pledge units with an amount pledged at \$164,090 and the amount actually taken in at \$201,450.21. As for the debt reduction \$30,000 pledged and \$15,000 taken in.

Stewardship campaign underway for 2006, letter is being drafted. Discussion began regarding how to keep the parish up-to-date on the receipts/expenses/stewards, and a

suggestion was made to list amounts in the weekly bulletin as well as in the Lamplighter.

Old Business:

Disposition of the current iconography: G. Sinas points out that Bylaw 9.3 states, "In event any gifts, bequests or devises shall be no longer of use, they shall be stored in a designated appropriate, accessible place or, as determined by the parish council, they may be returned to the donor or the most immediate known relative of the donor." which restricts the idea of making the icons available to other Orthodox Christian churches. H. Fitzgerald moves to formally discuss issue, seconded by Y. Joseph. G. Mansour offered to modify the Proposed Disposition of the Current Iconostasis Icons by eliminating the last item which states to make the icons available to other Orthodox Christian churches for appropriate use and reverence in their temples. Suggestions were discussed about keeping all the icons as a set and not giving the icons back to the donor families. G. Sinas suggests if it is necessary to make a final decision now. H. Fitzgerald motions to table the issue, seconded by G Sinas, passed unanimously by voice vote.

Conversion of current construction loan to a regular loan: G. Mansour distributed information explaining the loan. An information sheet will be attached to the minutes and information reported as well in the Lamplighter.

Funding of Iconostasis: G. Sinas suggests forming a committee to solicit pledges from 1 to 5 potential donors to fund the entire Iconostasis, dividing it into two pieces, the Royal Doors at \$10,000 and the rest of the Iconostasis at \$50,000. This is an opportunity for large donors to come forth and be recognized. G. Sinas will head this committee.

Council Sunday Service: G. Mansour explains that the Council needs to reinforce their commitment to serving at the Sunday services. S. Economy distributed the schedule for the next 3 months. Suggestions were made and it was made aware that someone should be at the church when Fr. Mark opens the doors, so instead of 9:30A.M. the first scheduled member should arrive at 8:45A.M.

New Business:

Custodial/Usage Fee: G. Mansour reports that it is necessary to modify the prevailing practice regarding clean-up following special events in the sanctuary. The Priest has been cleaning up the sanctuary after these special events to prepare it for Divine services. In addition, it is necessary given the soaring costs of utilities and the need to heat/cool the building for special services, G. Mansour suggests that a custodial/usage fee be instituted and collected from the persons for whom a service is performed. G. Sinas motions to establish a custodial/usage fee with a schedule of Weddings at \$100.00 and a Baptism at \$50.00, seconded by H. Fitzgerald; it passed unanimously by voice vote.

Baryames Social Hall: Revisiting the proposed options for the Baryames Social Hall. Concerns regarding the timing and the funding of this project were discussed. H. Fitzgerald adds that it is possible to come up with funding looking at many options, such as Estate planning. S. Economy motions to authorize a committee to pursue the option of remodeling the current facility, make specific recommendations about interior design and furnishings, and to seek bids, seconded by G. Sinas, passed with 8-1-0 voice vote.

Liaisons: None

Round Table: G. Mansour reports that a non-member has requested the use of the sanctuary for her wedding with an Arabic-speaking Orthodox Christian priest. A \$800 fee will be set, with \$100 of it designated as Custodial/Usage Fee, agreement was made by voice vote to honor her request. For the next matter, Fr. Mark was asked to absent himself. S. Economy reported on ideas for a memorial for Bessie Siestsma. The Royal Doors on the new Iconostasis were proposed to memorialize Bessie and all the children who have passed away in our parish; the Council agreed.

Meeting adjourned with closing prayer at 9:50P.M.

Respectfully submitted,

Elaine Christofilis, Secretary

George Mansour, President
