

**Holy Trinity Greek Orthodox Church  
General Assembly Meeting  
Sunday, November 16, 2014**

Those in attendance: Attendance sign-up sheet posted for parishioners in good standing who qualify for voting. A quorum was established.

Meeting called to order at 12:04 pm by Parish Council President, George Kapetanakis.

Father Paul led us in an opening prayer.

A motion was made to assign George Kapetanakis as the chairman of the General Assembly Meeting by Harry Costa. Harry Nicholas seconded the motion. The majority approved and the motion carried.

**Presentation of Minutes:** Joanna Biliouris presented the minutes from the June 22, 2014 General Assembly Meeting. There were no questions or edits. Harry Kledaras made a motion to accept the minutes from the June 22, 2014 General Assembly Meeting. John Demos seconded the motion. The majority approved and the motion carried.

**Treasurer's Report:** Harry Nicholas presented the September 2014 Balance Sheet and Profit and Loss Statement. He reported the following:

- The P & L reflects 64% of revenues through 3Q 2014 and 73% of expenses.
- Operating income does not include \$13k in investment income.

Harry Costa inquired about \$300k in festival account and whether this reflects \$165k being transferred to the capital campaign account as discussed on our previous General Assembly meeting. The \$165k was transferred in October so it is not reflected on this balance sheet.

**Festival Report:** Jason Kekas provided the following highlights of the Festival:

- Increased Revenue - Broke previous record
- Expanded the Festival - Room to grow
- Got through health inspections!
- Moved to the Jim Graham Building - All cooking done at Festival
- Switched to Drink Vendor - Lower drink cost and reduced advertising costs
- Updated Equipment - Improved infrastructure & logistics, ensured future growth potential
- Moved to Square Register - Lowered credit card fees, enabled faster checkout, established methods to track future revenue
- Income improved from \$282,139 in 2013 to \$332,561 in 2013.
- Overall Profit is up 26%, Net Profit is close to 2013 due to significant capital investments
- Plans for 2015 include: New Band, Updated Menu, Streamline Cost of Food, Update Book Keeping, Review Advertising, Complete Infrastructure Updates, Determine equipment needs

**Nominations for 2015-2016 Parish Council:** Tamara Costa provided an update on the Parish Council members whose terms were expiring and those members serving through 2015 resulting in eight openings on the Council. Tamara accepted nominations and the following parishioners were nominated and accepted as members of the 2015-2016 Parish Council:

Anna Kouba, Steve Flaherty, David Ford, Connie Kledaras, Jim Elliason, Sydney Langford, Brandon Stephens, Greg Delage

**2015 Budget Proposal:** Harry Nicholas presented the proposed 2015 Budget highlighting the following items:

- All ministries submitted expenses for 2015 which were incorporated into the Budget.
- Priest compensation was broken out into two line items: salary and housing allowance.
- French Drive income was removed from investment income.
- Father Paul declined a salary increase.
- Overall, the 2015 budget includes total income of \$500,400 and expense totaling \$451,378. These projections are consistent with 2014 Budget and Actual Experience YTD.

John Demos made a motion to accept the 2015 Budget as presented. Connie Kledaras seconded the motion. All approved and the motion carried.

**Stewardship:** An update on Stewardship was provided by John Demos:

- Holy Trinity is having another good year in Stewardship. As of October 31, 2014, we have 270 pledges for ~\$335,000 with collections to date of \$253,684 (76%).
- For comparison purposes, last year we had 276 pledges for \$345,000 and collections through October were \$225,000.

**Bylaws Update:** Meg Economy and Frances Mathes advised that the new bylaws have been ratified. Changes requested by the Archdiocese were minor. Most significant changes were:

- Eligibility for voting was updated.
- Audit committee was increased to 4 members. Currently there are 3 members so we will need one member to stay on for an additional year and elect one new member.

**Master Plan Update:** Chris Pappas provided the following update from the building committee:

- Presented diagram reflecting new approved cut through from Stennard Drive to French Drive associated with new home construction — 6 lots.
- Presented concept of re-routing French Drive through Church parking lot and property and positioning of new sanctuary on “old” French Drive.
- First step is Architect Selection Process which includes request for qualifications along with other information that will be used to evaluate prospective architects. We will also be evaluating consultants to assist with the project.
- First and second ranked architect selections with related information will be sent to the Metropolis for final approval by the Metropolitan. We will invite Frank Boardman, Metropolis building team leader from Atlanta, to be an observer at the presentations.
- Selected architect is contracted along with civil engineer with a coordination clause to work together. Design team is in place — general contractor remains to be selected.
- There are several items that will need resolution before proceeding:
  - Positioning of the new sanctuary on the site
  - French Drive — closing and rerouting through Stennard Drive — one way out or rerouting French Drive through HTGOC parking lot
  - General Assembly will need to provide the building committee with budget allocation for design services, construction and contingency for future unknowns.

**Office Manager Update:** Joanna Biliouris and Harry Nicholas presented an update on the Office Manager Position. The Parish Council decided to engage a third party Accounting firm to handle all the financial and accounting needs of the Church. A firm has been identified and a contract is being

negotiated at this time. Once the cost of the Accounting firm is finalized, the Parish Council will evaluate what funds are left in the budget to support the administrative and support needs of the Church office. At that time, a hiring decision can be evaluated on how to proceed with the Office Manager position.

**Old Business:**

- Chris Pappas advised he had received three bids for exterior painting of the church ranging from \$22,000 - \$24,000. Dean Economy made a motion to approve up to \$25,000 for painting the exterior of the church. Mary Wehbie seconded the motion. All approved and the motion carried.

**New Business:**

- Jason Kekas and Chris Pappas presented a recommendation to consider a new kitchen design to expand capacity and upgrade our kitchen due to health inspection requirements. They estimated the expansion would be approximately \$75,000 with \$18,000 – \$22,000 for refrigeration expansion. Harry Costa made a motion to move forward with exploring options for the kitchen/refrigeration project. Meg Economy seconded the motion. All approved and the motion carried.
- Chris Pappas presented a recommendation to use the Church basement for additional classrooms. He estimated the cost would be approximately \$20,000. Presbytera Mary made a motion to move forward with spending \$20,000 for classroom expansion. Sue Teleoglou seconded the motion. All approved and the motion carried.
- Nominations were made for the Audit Committee to add a new member due to the new bylaws. Tom Mathes agreed to consult with the new committee for the next year. Dean Economy and Mary Wehbie will serve another year on the Audit Committee. Penny Gallins and Fotis Fotiu were nominated and accepted for a two year term.

Father Paul led us in a closing prayer.

The meeting was adjourned at 2:15 pm.

Respectfully submitted,



Joanna Biliouris