

St. Mary Orthodox Christian Church
Minutes of the Annual General Meeting
November 7, 2021

Call to Order

The annual General Meeting of St. Mary Orthodox Christian Church in Wichita, Kansas was held on Sunday, November 7, 2021, in the church all-purpose room. TC Wallace, Parish Council Chairman, called the meeting to order at 11:50 a.m. Father Aaron Warwick opened the meeting with a prayer.

Quorum Present

50 voting members of the parish were in attendance in person, which represented a quorum for the holding of a meeting of the members.

The following 2021 Parish Council members were present:

Father Aaron Warwick

TC Wallace	Chairman	(initial two-year term ends 12/21)
Tracy Namee	Vice Chair	(second two-year term ends 12/22)
Darren Minks	Treasurer	(second two-year term ends 12/22)
Helen Stitt	Secretary	(two-year appointment term ends 12/22)
Ken Dannenberg		(second two-year term ends 12/21)
Jason Ewertt		(initial two-year term ends 12/21)
Laura Stanley		(two-year appointment term ends 12/21)
Sarah Wagner		(initial two-year term ends 12/21)
Michael Zarich		(initial two-year term ends 12/22)

The following council members were absent: None

Pastoral Report

Father Aaron Warwick's pastoral report was given in the form of a homily at the Liturgy before the meeting.

* Father Aaron commended everyone on how our parishioners handled the past two years with each other during the Covid-19 pandemic.

*Father Aaron encouraged everyone to get back to normal with our attendance at Sunday Liturgies, other services, and church activities.

*Father Aaron discussed the parish's upcoming 90th anniversary, and how we will look outside of ourselves to focus on others needing our assistance.

*Father Aaron also thanked the Parish Council during the meeting.

Parish Council Report

Parish Council Chairman TC Wallace thanked everyone for their service to the parish. 2021 saw several improvements and experienced many challenges.

Highlights from the council report were:

*Fr. Aaron's elevation: The event was very well attended. TC thanked everyone who was involved in the planning.

*Second PPP loan: Receiving the loan contributed greatly to the budget.

*Changes to existing policies: Some policies were changed to reflect how business is being done now.

*Balanced budget: The council approved a balanced budget to propose to the parish for approval.

Minutes of the 2020 Annual Meeting

The Chairman asked for any changes to the minutes of the 2020 annual general meeting as presented in the 2021 annual report. No changes were proposed.

Robbie Namee moved and Albert Busada seconded that the minutes of the November 8, 2020 annual general meeting be approved as presented. Motion carried.

Treasurer's Report

Treasurer Darren Minks highlighted certain items in the financial statements that are part of the 2021 annual report, including the following:

We had a deficit from operations (expenses exceeding revenues) in 2020 of \$2,863. We had budgeted a small surplus of \$3,345. The biggest challenge to operations was the impact of the pandemic. Considering the circumstances, the Council was pleased with our results.

2020 Revenues:

- Tray & Pledge collections were \$228,000 compared to the budget of \$240,000. The decrease was attributed to the pandemic and the resulting disruption to services.
- Festival income: Due to the limited abilities to conduct the festival during the pandemic, the festival generated proceeds of \$7,200, compared to our budget of \$35,000.
- These two items resulted in revenues being \$39,000 below budget.
- We were successful in obtaining a PPP distribution of almost \$23,000 to help close the gap on our revenue. The PPP loan was fully forgiven.

2020 Expenses:

Similar to revenues, our expenses were also impacted by the pandemic, primarily due to the disruptions to our services and normal activities.

Total expenses ended the year more than \$11,000 under budget, being driven by decreases in utilities, no charitable donation from the festival

proceeds, limited conference/meeting costs, and decreased liturgical supplies.

2020 Capital Improvements:

The most significant project was the kitchen renovation, which was completed in 2020. The total cost was about \$75,000, and was funded through donations.

New carpeting was purchased and installed at a cost of \$40,000, which was funded through the building reserve fund.

Review of Current 2021 Financials:

We are projecting a \$60,000 surplus, compared to a previously budgeted deficit of about \$1,400. This surplus is comprised of projected revenues exceeding the budget by \$50,000 and expenses projected to be under budget by \$10,000.

2021 Revenues:

- Tray & Pledge collections are projected to be \$249,000, compared to the budget of \$235,000.
- Festival: Net proceeds were over \$43,000 (new record), compared to the budget of \$35,000.
- PPP Distribution: We received a 2nd distribution of \$28,000. It is in the process of being forgiven, and we believe it will be forgiven.

2021 Expenses:

Expenses are projected to be \$10,600 under budget, which is driven primarily by utility costs being projected to be \$7,800 under budget. The decreased utility costs are attributed to more efficient equipment, and more attention to the settings on the equipment.

2021 Capital Improvements:

During the year, we had the following improvements funded by the building reserve fund:

- Replaced an HVAC unit (\$9,800)
- Lighting replacement (\$1,900)
- Interior painting (\$4,400)

The following items were funded by special donations:

- New carpeting for church hall
- Window film installation

Cash Balances:

The balance sheet dated September 30, 2021 that is in the annual report reflects a general fund balance of \$136,000, and a building reserve fund balance of \$68,000.

Review of 2022 Proposed Budget:

The budget committee meeting was attended by committee members Fr. Aaron Warwick, Dn. James Kallail, Parish Council Chairman TC Wallace, Darren Minks, Jason Ewertt, Eric Namee, Laura Oller, Joan Ferris, and Paula Zarich. Darren expressed special thanks to Eric Namee for all of his work in preparing the budget committee and for allowing us to meet in his office building.

The budget is showing a small deficit of \$1,387 from operational expenses.

2022 Budgeted Revenues: Increasing \$13,000 from last year's budget

- Tray & Pledge collections are budgeted at \$245,000 compared to last year's budget of \$235,000.

- Festival revenue is budgeted at \$38,000 compared to last year's budget of \$35,000.

2022 Budgeted Expenses: Increasing \$13,000 from last year's budget

- \$9,100 total increase to wages for Secretary and Janitor
- \$3,000 increase in Archdiocese Dues
- \$2,000 increase in Building/Property insurance premiums
- \$5,000 decrease in utilities based upon actual usage and anticipated increase in rates.

Amy Minks moved and Dennis Fairbanks seconded that the budget for 2022 be approved as presented. Motion carried.

90th Anniversary Committee Update

Tracy Namee reported on behalf of the committee (Tracy Namee, Joan Ferris, Laura Stanley, and Justine Nightingale) that our parish's 90th anniversary would be celebrated by looking outside the parish to help those in our community needing our assistance. "Wichita's Littlest Heroes", an organization that was started to help families with children facing serious medical issues, was recommended by the committee, and approved by the Parish Council, as the focus of our fundraising efforts associated with the 90th anniversary. An initial goal of \$25,000 has been set for a St. Mary Fund that will be used to help parents purchase needed items that are not covered by insurance, and to help fund necessary out-of-town trips to specialists. The fundraising will begin with a St. Mary Christmas Card that will be sent to all parish families this year. The entire project will wrap up on our feast day in September 2022. The Director of "WHL" will visit St. Mary on November 14 to discuss the organization with us. Questions about the organization can also be answered by Jessica Lessman and Maren Kingery, whose children have been assisted by "WHL".

Another component of our 90th anniversary project will be a historical family tree compiled under the leadership of Steven Shippy.

Parishioners were encouraged to give Steven any information they believe should be included in the church history.

Mediterranean Festival Report/Update

Mike Zarich reported that the 2021 Mediterranean Festival drive-through and carry-out event resulted in our most profitable fundraiser ever. Mike explained that since the committee did not feel that we would have enough people to work a full event (outdoor set-up, two days, etc.), that the 2022 event would continue to be a one-day event on May 14, 2022, with drive-through and carry-out only. There will also be a Marketplace, as usual.

The positives of having the described one-day event are: less work, fewer expenses, and less concern for weather and its impact on the event. The committee is hopeful that a fuller event can happen sometime again in the future. The 2021 event had several well-supported work days, the biggest pre-sale ever, and no leftover food.

Mike distributed a list of all scheduled work days, which will start early in 2022. Everyone is encouraged to help on these work days. The festival helps the church with its finances, we are able to help a local charity, and it's a great source of fellowship and outreach to our community. At the recommendation of Linda Farha, the committee will look into offering childcare on some of the work days.

Business from the Floor

TC Wallace suggested that everyone look through the ministry team reports in the annual report to see if there are any teams on which they might wish to serve.

Some parishioners volunteered to help with childcare on the festival workdays.

TC reminded everyone to share parish history with Steven Shippy for the 90th Anniversary celebration.

The baklava baking date was changed from November 13 to November 12 for the Belles' Bake Sale.

Mary Ann Khoury encouraged us to remember local non-profit agencies founded by Orthodox Christians, including the DUI Victim Center and The Treehouse.

Paula Zarich moved and Albert Busada seconded that the meeting be adjourned. Motion carried. The meeting was adjourned by Chairman TC Wallace at 12:45 p.m.

Father Aaron Warwick gave a closing prayer and blessing.