

**Diocesan Council Meeting Minutes**  
**Monday, October 1, 2007**  
**Holy Trinity Cathedral, San Francisco, California**

The meeting opened at 6:00 P.M. with prayer.

**Diocesan Council Members Present:** His Grace, Bishop BENJAMIN, Archpriest Ian MacKinnon, Chancellor; Nadine Wood, Secretary; Mary Caetta, Treasurer; Archpriest David Brum; Priests David Lowell, Lawrence Margitich, Anthony Karbo, and John Strickland; Dmitri Solodow, Johann Morse and Carole Shumaik.

**Deans Present:** Archpriests Joseph Hirsch, Basil Kalinowski, Matthew Tate, Basil Rhodes, and Lawrence Russell.

**Department Chairs:** Priest John Armstrong, Dept. of Diaconal Vocations and Priest Michael Anderson, Department of Youth

**Guests:** Peter Schwallenberg

**Minutes of the July 26, 2007 meeting** were accepted with no corrections.

**Treasurer's Report:** Mary Caetta reported that she has added the "Executive Summary" to the Treasurer's Report. Receivables continue to be a problem. Hesperia is paying back assessments. Tarzana has not paid. Some discussion followed. Mary requested three (3) Resolutions from the Diocesan Council: 1) to open two accounts; 2) for signatories on the checking account; and 3) diocesan credit cards. His Grace, Bishop BENJAMIN requested that Mary prepare the Resolutions and present them at the next meeting of the Diocesan Council (Wednesday, Oct. 3)

**Report from the Ruling Hierarchy:** His Grace, Bishop BENJAMIN reported that he is pleased that Hesperia is paying. He spoke on his understanding of the problem in Tarzana and the difficulty in communicating the need for the parishioners to support the church.

**Proposed 2008 Budget** (presented by Subdeacon Dimitri Solodow):

In conjunction with presenting the proposed 2008 budget, Subdeacon Dimitri Solodow submitted the following proposal to the DOW Council for review:

**BISHOP'S RESIDENCE AND DIOCESAN CHANCERY**

- The HTC Rectory, owned by HT Parish and used to house the Cathedral Dean, will become the Bishop's residence and the Diocesan Chancery
- Bishop BENJAMIN and two others will live there. In June, they will be joined by the Diocesan Administrative Assistant, who will also be the Associate Director of Raphael House.
- They will conduct frequent services at the Cathedral and participate in the continued growth of the parish
- The parish will continue to pay the costs of utilities, etc for the building
- All Diocesan records will be stored at the Chancery, which will become the address of record for the Diocese and all of its activities
- The Diocese will pay off the remaining \$52,000 mortgage at 720 Duboce St., owned by the Synaxis of the Holy Virgin Mission, and used to house that parish's rector. It also contains a rental unit.
- The Diocese will finance this transaction by using \$12,000. of its Retained Earnings and requesting a \$40,000 interest free loan from the Home of Mercy, to be repaid over three years. It will receive a 5% ownership stake in return for its investment, which will be shown as an asset of the Diocese.

- With the mortgage paid off, the parish will no longer need the rental income now generated by the second unit
- The rental unit will become the residence of the HTC Dean
- The Diocese will pay one-half of the taxes and upkeep of the property and the full cost of the utilities for the Cathedral Dean's apartment
- Both Parish Councils have agreed to this plan, and agreement will be sought from the Parish Assemblies

Discussion followed.

Archpriest Ian MacKinnon presented the following:

### **Diocese of San Francisco and the West**

(Proposed)

Oct. 1<sup>st</sup>, 2007

To: Home of Mercy Board of Directors  
 From: Diocesan Council, Diocese of the West

This letter, on behalf of the Diocesan Council, Diocese of the West, Orthodox Church in America is to request that the Home of Mercy Board consider making a loan to the Diocese with the following understandings and stipulations:

- The loan request is in the amount of \$40,000.00
- The suggested term of the loan would be for 3 years, with no prepayment penalty, at a simple interest rate to be determined by the Chancellor of the Diocese of the West
- The loan would be used, in part, by the Diocese to purchase an "ownership share" in the house at 720 Dubose St., San Francisco, from the Synaxis of the Holy Virgin Mission, San Francisco, CA.
- To acquire the "ownership share" at a cost of \$52,000, the Diocese will also use \$12,000 of its retained earnings to complete the purchase.
- The loan would be repaid out of the diocesan income over the term of the loan
- The "ownership share" would become an asset of the diocese of the West

Thank you for your consideration.

Sincerely,  
 Archpriest Ian MacKinnon  
 Chancellor

Discussion followed.

Subdeacon Dimitri Solodow moved that the Diocesan Council recommend the above proposal to the Diocesan Assembly, seconded by Carole Shumaik. All in favor.

**Report of the Metropolitan Council:** Archpriest Matthew Tate reported that there will be a deficit budget again this year. The Martin Drive house has been sold and the proceeds applied to the loan. He and Mary Caetta are on the committee to interview candidates for treasurer of the OCA. They are hopeful that a selection will be made in the next month. Mary reported that the "best practices" has been passed and will be presented for approval by the Holy Synod at the next meeting.

Discussion of the possibility of the National Church eliminating stipends to Bishops took place. It was unanimously approved that should the National Church eliminate stipends to Bishops, the DOW would include a \$7800.00 stipend to His Grace, Bishop BENJAMIN from the Diocesan Budget to compensate for the elimination of the stipend from the National Church.

Diocesan Wide Investment Fund (purpose to provide loans for parishes) was discussed. It was unanimously approved that Peter Schwallenberg would present this to the Assembly.

Johann Morse moved and Mary Caetta seconded that the 2008 budget be presented to the Assembly as proposed.

His Grace requested \$2000.00 be given to His Beatitude, Metropolitan HERMAN for transportation costs. Johann Morse moved and Priest David Lowell seconded. All in favor, so moved.

### **DOW Assembly:**

Nominating Committee presented the following:

Clergy Delegates:	Rev. Hieromonk Jonah (Paffhausen) Archpriest Eric Tosi
Lay Delegates:	Dorothy Nowick Mary Caetta
Metropolitan Council:	Archpriest Matthew Tate Dmitri Solodow
Tellers:	Priest Peter Henry Priest Michael Anderson Kathy Pirachi
Credentials:	Archpriest David Brum Carole Shumiak
Secretariat:	Priest Peter Tobias Bob Parent
Clergy & Lay Chair:	Archpriest Joseph Hirsch Sub-deacon Dmitri Solodow

His Grace informed the council that the Law Firm of Silk, Adler & Colvin will answer any questions regarding the Steiner Street property as well as the possible sale of the property in Marin County.

In closing, His Grace expressed his thanks and appreciation to the members of the council for their talents which made his job easier. He especially thanked Archpriest Ian MacKinnon (Chancellor) and Mary Caetta (Treasurer) for their contributions, stating that they are the best in the OCA.

The next Diocesan Assembly will be held in the Pacific Northwest Deanery...specific location to be determined.

The next Diocesan Council Meeting will be held following the Assembly.

The meeting adjourned with prayer.

Respectfully submitted,

Nadine Wood,  
Secretary

