

Diocesan Council Meeting Minutes
Tuesday, October 7, 2009
Arabian Breeze Restaurant, Portland, Oregon

The meeting opened with the singing of “O Heavenly King...”.

Diocesan Council Members Present: Bishop BENJAMIN; Archpriest Ian MacKinnon, Chancellor; Nadine Wood, Secretary; Mary Caetta, Treasurer; Archpriests David Brum, Anthony Karbo, and Lawrence Margitich; Priest John Strickland; Subdeacons Johann Morse and Dmitri Solodow; Dorothy Nowik; and Carole Shumaik.

Deans Present: Archpriests Joseph Hirsch; John Pierce; Basil Rhodes; Lawrence Russell and Matthew Tate.

Guest: Barry Migyanko, Administrative Assistant

Minutes of the June 26, 2008 Meeting were accepted with no corrections.

Report of Bishop BENJAMIN:

His Grace thanked everyone for their service to the DOW and commented that the DOW is the best diocese in the OCA. He introduced and welcomed Barry Migyanko, the Diocesan Administrative Assistant. Barry is a graduate of St. Vladimir’s Seminary and is currently working at Raphael House in San Francisco. Most of Bishop’s move to Green Street has been accomplished. The budget for the move has been overspent due to furnishings for the office and residence.

Files from Holy Virgin Mary Church in Los Angeles need to be moved to Green Street in San Francisco.

Review of Assembly Schedule & Procedures:

Appointments:

[Clergy Chair](#) – Archpriest Joseph Hirsch

[Lay Chair](#) – Subdeacon Dmitri Solodow

[Clergy Tellers](#) – Archpriests Lawrence Russell and Matthew Tate

[Lay Teller](#) – Subdeacon Johann Morse

[Clergy Credentials](#) – Archpriest David Brum

[Lay Credentials](#) – Carole Shumaik

[Clergy Secretariat](#) – Priest Peter Tobias

[Lay Secretariat](#) – Bob Parent

[Housekeeping](#) – Priest Michael Anderson

Nominating Committee:

Archpriests David Brum and Basil Rhodes and Subdeacon Johann Morse

[Nominees for Clergy Delegates:](#) Archpriest Lawrence Margitich; Priests Michael Anderson, Damian Kuolt, John Strickland and Christopher Swanson

[Nominees for Lay Delegates:](#) Paul Pilipenko, Carole Shumaik and Nadine Wood

[Nominees for Audit Committee:](#) Clergy: Archpriest Michael Regan
Lay: Daniel Laney and Henok Soot

Proposed By-laws Changes: To be discussed at the Assembly

Treasurer's Report: Mary Caetta discussed the recent "hijacking" of the DOW checking account and the steps she has taken to help avoid this potential problem in the future including the fraud and forgery reports that were necessary for her to file.

Mary thanked the members of the newly formed Finance and Budget Committee (Archpriest Matthew Tate, Subdeacon Johann Morse and Dorothy Nowik) for their input, making her job as treasurer of the DOW easier. Mary reported that the sale of the Point Reyes property was a "shot in the arm" for the finances of the DOW. Although the auditor suggested that Mary provide a condensed financial report to the Council, Subdeacon Dmitri Solodow requested that a detailed financial report continue to be given to the Council. The members of the Council agreed.

Beginning October 18, 2008, all monies payable to the DOW are to be sent to the Diocesan Headquarters in San Francisco, CA. All monies received will be kept in a lock box and Barry Migyanko will deposit the monies weekly. Currently there are two checking and two savings accounts at Wells Fargo Bank and JP Morgan/Chase. Deposits in each account will be made by both Barry and Mary.

Acceptance of Financial Policies & Procedures Manual: Dorothy Nowik recommended accepting the Financial Policies and Procedures Manual compiled by Mary Caetta.

Proposed 2009 Budget: The proposed budget was presented by Dorothy Nowik, Chair of the Finance and Budget Committee. [Archpriest Joseph Hirsch moved and Dmitri Solodow seconded to accept the proposed budget, \(to be presented to the Assembly\).](#) **MOTION PASSED UNANIMOUSLY**

Bishop's Moving and Furnishings:

[Mary Caetta moved and Archpriest Ian MacKinnon seconded that an additional \\$12K be allocated for furnishings and moving expenses for the DOW Headquarters.](#) **MOTION PASSED UNANIMOUSLY**

Diocesan Loan Program Progress: Archpriest Matthew Tate spoke about the situation in the Merced parish. Discussion followed. Archpriest Matthew was asked to prepare a "Golden Rule" contract to be discussed at a future DOW Council Meeting.

LGS Negotiations: The LGS has been on the market for one year. Currently there is no final agreement for the sale of the property. Payment to Katherine Short and the current property manager will come from the proceeds of the sale of the property.

Synaxis Parish Corporation (Duboce St). This no longer exists.

[Mary Caetta moved and Johann Morse seconded to pay the balance of the loan at the Duboce St. property from savings.](#) **MOTION PASSED UNANIMOUSLY**

The remaining items on the Agenda were moved to the next meeting of the DOW Council

Meeting adjourned with prayer,

Respectfully submitted,

Nadine Wood,
Secretary