



**ST MICHAEL'S ORTHODOX CHURCH  
DIOCESE OF PHILADELPHIA  
& EASTERN PENNSYLVANIA  
512 SUMMER ST  
OLD FORGE, PA 18518**



Dear Faithful,

February 11th, 2024

Glory to Jesus Christ! Glory forever! Below are the minutes from our 2024 Annual Meeting.

1. Opening Prayer - O Heavenly King at 11:37AM
2. Tammy Wytovich, Chair, presented the agenda to all who were present.
3. Attendance: Present from Council - Fr Michael, Tammy Wytovich, Danny Pregmon, Vitaliy Rakovsky, & Maura Elko. Voting members present - Kelly Cigna, Jason & Emily Hart, Emilia Shepherd, Maria Rakovsky, David Barsigian, Beverly Elko, Barbara Sevensky, Gregory Krenitsky, Marie Pasternak, Sandra Pregmon. Non-voting members/visitors - Mykala Brown & Brayden Snopek. As Tammy was taking attendance was being taken, Fr Michael reminded all who were present that to be counted as a voting member a Statement of Intent had to be signed as per our bylaws that was voted on and unanimously past the previous year along with Time, Talent, Treasure, Communion, & Confession.

16 voting members present and 2 visitors. The quorum was fulfilled.

4. Opening Remarks - Fr. Michael made all the Annual Reports available to parishioners for review before the meeting via email or in hard copies, including his Annual Message, in which he spoke of his gratitude to the parish council and parishioners for their hard work of the past year. A copy of his message is attached to these minutes.

Details of the following annual reports are on separate sheets attached to these minutes.

5. Voting
  - i. 2023 Annual Parish Minutes - Motion to accept: Gregory Krenitsky, seconded by Sandy Pregmon; All were in favor.
  - ii. Here are nominees for parish council, auditing, nomination committee, and diocesan delegates. The parish council has vetted the nominees and I have given my blessing for each one to be a part of the parish council and committees. Prior to the voting, Fr Michael thanked those who were nominated and graciously accepted. He also reminded everyone that IAW Parish Bylaws there will be no nomination from the floor and IAW the bylaws the rector and the chair cannot be apart of the nomination committee.
    - a. Treasurer - Maura Elko Motion to accept: Maria Rakovsky, seconded by Barbara Sevensky; All were in favor.
    - b. Auditors - Kelly Cigna & Jason Hart: Motion to accept: Matushka Emilia Shepherd, seconded by Vitaliy Rakovsky; All were in favor.
    - c. Nomination Committee - Maria Rakovsky & Danny Pregmon: Motion to accept: Tammy Wytovich, seconded by Matushka Emilia Shepherd; All were in favor.

- d. Diocesan Delegates - Primary: Maura Elko - Alternate Tammy Wytovich: Motion to accept: Matushka Emilia Shepherd, seconded by David Barsigian; All were in favor.

iii. Budget report submitted by Fr Michael Shepherd.

- a. Questions from Jason Hart: Emergency Repairs - I see we spent \$18,900 on this in 2023, and are not budgeting anything for 2024. Was any consideration given to budgeting something here "just in case" given the age of our building and facilities?
  - Emergency Repairs - 2023 budget only had \$3K budgeted for maintenance in which I see that as money set aside for maintenance outside the normal wear and tear for the year. We could rename or designate that as emergency but I did not want the category to be restricted only for emergency use. but I did increase the 2024 budget from 3K to 12k for the just in case. It is our hope that we do not have the same challenges next year. Although, fixes we want to do that are known we want to do campaigns for to raise money and not use budgeted money.
- b. Elrich Pest Control - I see we have budgeted \$1,100, and there is a note that we canceled this contract. Is there a different pest control contract in place, or is this \$1,100 for a different purpose?
  - Pest Control - I budgeted for the "just in case" on this by leaving it on there. We had a rat problem in the 205 house. Almost infestation level as they came through the sewer lines. Danny and I spent days mixing concrete and patching holes in the foundation for that reason. So If we have the problem again, I just left it there.
- c. Vestments - I see we spent \$7,487.19 and that this was covered by a 2023 donation. Where is this donation reflected on the income report?
  - This is a year typo. "paid off vestments from donation in 2023" should be 2022. The donation was from December of 2022. The donor wanted to have the donations count for 2022 but paid off in Jan/Feb of 2023.
- d. Motion to accept all reports and budget with correction of typo: Motion to accept: Matushka Emilia Shepherd, seconded by Gregory Krenitsky; All were in favor.
- e. The Audit Report was submitted by Beverly Elko and Sandy Pregmon. Fr Michael thanked them both for their meticulous attention to ensure we were upholding our fiduciary responsibility. Motion to accept: Matushka Emilia Shepherd, seconded by Barbara Sevensky; All were in favor.

6. Before moving on to the Administrative Reports Tammy Wytovich, Chair, thanked several people for their help over the past year to make our events such as the Pasta dinner a success. She thanked Sandy Pregmon for assisting with the planning and execution of the meal to include sitting at the church every week to sell tickets. Acaro and Genells for sponsoring the dinner in which the parish council has a plan to present Angelo with an icon of St Michael, our patron saint, for our gratitude. She gave thanks to the PC for their dedication to the parish and thanked Fr Michael for his guidance over the past year to bring the church to where it is today and is hopeful for the future of St Michael's Orthodox Church.

- i. Chair - Tammy Wytovich
- ii. Vice-Chair - Danny Pregmon
- iii. Secretary - Vitaliy Rakovsky
- iv. Youth Ministry Brief - Jason Hart

- a. Jason presented to briefing and highlighted with the encouragement of the PC and Fr Michael the need for youth ministry. Also spoke of the vetting process in which he had to undergo. This requirement is to ensure the church provides a safe sanctuary

program for our youth. No Child will be left alone with a single adult unless it is the parent.

- v. Q & A and approval - Motion to accept: Matushka Emilia Shepherd, seconded by Barbara Sevensky; All were in favor.
- vi. Old Business: Barbara asked for the council to start posting the minutes on a board for all to view. The Parish Council agreed that it is important for all to have access to the minutes not just electronically. Fr Michael added that he did post 2 meetings of minutes but they were taken down and not returned. However, the Parish Council has a plan to buy a large board to post announcements on.
- vii. New Business:
  - a. Annual Pasta Dinner set for Nov 9th, 2024
  - b. Presentation of Icon for Arcaro and Genell's
  - c. Take out Chicken dinner in June is being planned and sponsored by Arcaro and Genell's.
  - d. If we are going to start using the hall again, we need to provide a refrigerator for use. Danny has agreed to look into this.
  - e. St Nicholas Day Celebration - Youth Ministry Planned event.
  - f. Yearly Commemoration of St Michael - Divine Liturgy and Dinner. Marie Pasternak has agreed to start planning for this event.
  - g. Donation to St Tikhon's Summer Camp. Beverly Elko motioned to donate \$500 to the camp. After further discussion, Beverly increased her motion to \$1000 and agreed to sponsor our youth who attend as we did last year. Last year the church donated \$3600 to the camp to cover tuition. Marie Pasternak seconded; All were in favor.
  - h. Fr Michael had asked people who were present to start thinking about the OCA All American Council and who would like to go. Fr Michael discussed the importance for volunteers to go to see the working of the Church at the national level and to see that we are doing the same thing and just as important on the local level. Maura Elko has volunteered to go to the AAC.
  - i. Fr Michael introduced ChurchTrac to the meeting. Maura Elko, Treasurer, will start using the cloud based system to record donations and tithes. Parishioners will also be able to login and see their donations in real time.
  - j. Maura Elko, Treasurer, Envelopes: please mark on your envelopes whether it is a cash or check donation. Also, please annotate what the donation is. Proportional Giving is tithing. If you are donating to a specific need e.g. copulas, carpet, building, annotate that as well. This will help Maura out to accurately record the donation. We have been getting checks with nothing on them as to what they are for. If you are giving for candles please let us know. This helps us with our budget. As to what we spend on candles and to what is given for candles.

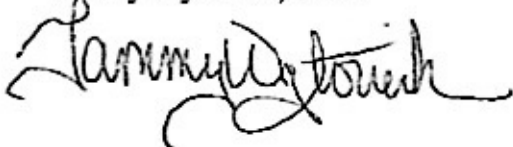
7. Date and Time of 2025 Annual Parish Meeting

- i. 12:00PM February 9, 2025

8. 12:20PM Motion to adjourn meeting by Matushka Emilia Shepherd, seconded by Sandy Pregmon; All were in favor. Closing Prayer - It is truly meet...

Respectfully Submitted,

Tammy Wytovich, Chair



Fr. Michael Shepherd, Rector

