



**St. Mark COC – Troy – Board Meeting Minutes**  
**September 17, 2016**

**ATTENDANCE**

- **Present:** Fr. Mina, Fr. Maximus, Karim ElFishawy, Maged Essak, Miriam Howard, Mark Nasr, Nadia Zaki, Magid Athnasios , Ashraf Morcos
- **Excused Absences:** None
- **Unexcused Absences:** None

**INTRODUCTION**

- Fr. Maximus began the meeting with prayer at 12:50pm
- The minutes from the previous board meeting were approved as presented.

**MINUTES:**

**I. Playground damage**

1. Kids are being destructive to playground during the time of church activities. The damage to the playground and equipment renders the equipment unusable or unsafe for the St. Mary CDC school children. A fence was broken and left in a dangerous condition. The fence has since been repaired by Wagdy. We discussed paying a monitor to be present while children are outside after the 2nd Liturgy. Another suggestion was to recruit high school students who could use the volunteer service to fulfill a community service requirement.
2. We must educate parents and children to respect church property and the playground area and engage in safe behaviors.
3. An action item to contact high school servants to identify if any high school students can be recruited as volunteers to monitor playground.
4. Maged Essak will look for volunteers who have loaned money from church perviously and might be willing to work.
5. Another option being researched is restricting access with fence from church to playground. Therefore, the playground will only be accessible for school children. However, many children use the playground after sunday school.
6. Many items and toys have been damaged and the church will replace items that are broken. Question if old equipment no longer used by the school could be used by the children during the church hour (after sunday school on sundays).

II. Church has been removed as a Pokemon game site and this action should stop players from coming to the Church and trespassing on church property.

III. OYOM still has open invoice with electrician and with granite supplier totaling ~ \$47000.

IV. Church in NorthEastern suburb (serving Rochester/Shelby area) has been running for over year now and being supported in part by St. Mark pastoral services for some liturgies. We will ask Rochester to cover any services provided by the Troy fathers. Maged will communicate with treasurer, Michael Boutros

V. Holy Cross - will pay their portion of the diocese fee directly to diocese. Abouna will discuss with Holy Cross clergy previous diocese payments.

VI. Usher service - needs to be expanded to include the hall and bathroom monitoring. There is a lot of noise and disruption in the hall outside the church during second Liturgy and this area needs to be monitored. Usher services need to include this area in order to serve the needs of the church.

VII. There is a need for a dedicated servant or servants to be available for opening the church for events, weddings, rehearsal. Streaming is available for \$150 fee for weddings. Discussed a suggested donation for weddings to cover costs of cleaning before and after and preparation. Suggestion will be reviewed.

VIII. There is a need for a responsible deacon to manage preparation of the church and Liturgical items for each service. Someone is organized and efficient is needed; responsibility would also include organizing books, making sure church is ready for Liturgies and all items needed are on hand. Action Item: Miriam will contact Ragaii to see if he has recommendations of someone who can take on this responsibility on a long-term basis.

IX. Landscaping needs more maintenance and care. One option is to extend the canopy at front entrance of St. Mary's which will reduce need for high-maintenance care and also create a safer walkway for those walking while there is snow, ice etc in the winter. Another option is to plant flowers and have plants in the landscaping One suggestion was to hold a one-day community project where volunteers can come at the begin of spring to help plant and be a community event that congregation can share in. There is landscaper who is willing to come and bring equipment for one day use to help in this effort.

X. Health Insurance for priests - coverage has decreased due to changes in policy dictated by health insurance company. Discussed copays and caps on out of pocket spending.

XI. Wi-fi for public use while at the Church will be available soon. Target date is October 1, 2017.

XII. Parking lot expansion project - Drainage and final detailed drawings are in queue to be reviewed by City of Troy Engineering department. Review should be completed by end of September 2017.

XIII. We discussed a need to create a budget for Priest's ongoing education. This can include education in counseling or family and marital services. Will gather costs to create an annual budget.

XIV. The Town Hall scheduled for Sept 24 will be postponed for a later date. We will provide updates at that time regarding security and parking lot expansion once project has been approved by the City of Troy.

XV. There many areas of deficit in administration that can be addressed if a church manager is hired. We have discussed this many times in the past and feel that this is a good time to move forward to look for qualified candidates who can take over many administrative duties to help the church run more efficiently and to save money on many items, this will also free up time of the Fathers to attend to pastoral duties.

Action Item; Karim will review and revise list of responsibilities and create qualifications. This job position will be publicly posted and potential candidates are invited to apply.

XVI. Converting doors from key to electronic Key card access to St. Marys' is being priced. This will allow the door to be opened remotely for services and will increase control over people entering the church or accessing the building after hours.

XVII. The next board meeting is scheduled for Sunday, October 1, 2017.

XVIII. Fr Mina concluded the meeting with prayer at 2:30pm