



St. Mark COC – Troy – Board Meeting Minutes January 8, 2017

ATTENDANCE

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

INTRODUCTION

- Fr. Maximus began the meeting with prayer at 12:30pm
- The minutes from the previous board meeting were approved as presented.

I. Accessibility via doors to St. Mary's

- A. We need to revamp accessibility to church through various doors.
- B. South door will be controlled by buzzer; device needs to be replaced.
- C. Password will be changed regularly to limit unauthorized use of doors.
- D. Naguib Bekheet is working on this.

II. St. Mark's Church - maintenance and ongoing projects. There are several projects and repairs needed around the church campus including:

- A. Review windows in St. Mark's; 5-6 windows have already been changed.
- B. Several pews in St. Mark's need to be secured.
- C. Need to hire contract person to finish bathroom in the parish house to prepare space for Fr. Seraphim for small apartment.
- D. Fire inspection in both churches was conducted recently and both churches passed inspection.
- E. Ongoing project to finish bathroom in parish house; baptistery in St. Mary's needs to be completed; repair in baptistery to St. Mark's; windows and canopies in St. Mark baptistery; close area around the bookshop of St. Mark's; basement in parish house needs ceiling and St. Mary's exit doors; gate needs to be installed in driveway; renovations to bathroom in St. Mary's; clean up and update entrance to St. Mark; replace curtains in St. Mark's (hopefully by Easter). Roof repair in St. Mary's
- F. Plan should be to remove icons off of old altar curtains and make icons from them that can be framed and hung in the church.
- G. Karim will submit a list of projects for circulation once cost and time estimates are received.

IV. The parking team, security team and usher team all did an outstanding job during the Nativity Feast Liturgy and created a very well organized event. Their service is very much appreciated.

V. An issue was raised by the Sunday School servants that congregation members are smoking outside of their classrooms in view of the students attending Sunday School. The

board agreed to make the entire church campus smoke-free. Signs will be put up to let everyone know and the new rule will be mined in announcements and tying the upcoming town hall meeting.

VI. Town Hall - The next town hall meeting is scheduled for Sunday, January 22 after both first (to be presented by Karim) and second liturgies (to be presented by Magid A.). Issues for the town hall include:

- Change in Smoking policy - Smoke-free campus
- Ask congregation members to Update their information in the database
- Parking lot project and fundraising
- Information Center
- Financial Update
- Playground - need for parents to monitor children using the playground.
- St. Mark clean up and updating to be completed by Easter
- Acknowledge efforts of the security, parking and usher teams during the Nativity Feast.
- Balcony safety

VII. Fundraising efforts are underway to raise the proceeds for the project. Congregation members are asked to remember this project in their donations.

VIII. During the Nativity Feast, the church was at capacity and highlights the need to have two services for Palm Sunday and Good Friday this coming spring.

IX. A fixed coffee station is coming in February and will be put in St. Mary's foyer. The goal is to increase cleanliness and order in the distribution of coffee after the Liturgy. The station will be operated by volunteers. Initially coffee will be served by volunteers; the service is free but donations will be accepted. Depending on demand, other beverages may be offered as well in the future. Snacks will be sold. Mercy Mission will provide supplies and divide the proceeds with the church. Other food products and beverage service may use the space as well.

X. Town Hall meeting for the board to update the congregation is scheduled for Sunday, January 22

- H. Topics: Parking renovation, Playground, Balcony safety, presenting closing figures for OYOM, roof repair at St. Mary's, update on repairs at St. Mark
- I. Maged A will present after 2nd Liturgy, Karim will present after 1st Liturgy

XII. The basement in the parish house will be renovated to expand space for the St. Joseph closet. Mark will ask Joann to provide update on the clothing service for St. Joseph.

XIII The next board meeting is scheduled for February 5, 2017.

XIV. The meeting with prayer at 2:45pm

