



**St. Mark COC – Troy – Board Meeting Minutes  
March 6, 2016**

**ATTENDANCE**

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

**INTRODUCTION**

- Fr. Maximus began the meeting with prayer at 12:45pm
- The minutes from the previous board meeting were approved as presented.

**MINUTES:**

- I. Moderators Meeting (including Board members) is scheduled for Thursday, March 17, 2016 at 7pm for an in-person meeting.
- II. Security system – we recognize need for external security monitoring of the church campus for increased safety.
  - a. Naguib will contact Troy police security liaison to schedule a meeting with the Board to advise us.
- III. Establishment of Eastside church
  - a. Current plan is to allow a community to form and schedule weekly activities and monitor attendance to ensure there is a committed group of members who want to move forward. Initially the activities will take place in a rented space.
  - b. There are about 140 signatures of individuals who signed to support the establishment of Eastside church. This letter has been drafted and will be submitted to Bishop Karas shortly.
- IV. Parking lot – the architects working on a site plan have come up with two proposed plans, which will be presented in more detail. These plans involve paving the gravel lot and increasing parking in the front of the property.
- V. Refinance for homes on Kirk Lane – The mortgages on two Kirk Lane Houses were refinanced and achieved a lower interest rate over 10 years.
- VI. Credit card documentation
  - a. New policies have been written and approved for anyone holding a credit card on behalf of the Church.

- b. The finance committee will ask credit card holders to sign a statement of understanding of the new procedures. New procedures were made to ensure that the receipts and details of expenses would be submitted in a timely manner and assist in preparing the financial statements in a timely manner.
  - c. There is an application/software that will allow users to upload receipts and detail from their phone in order to assist in timely submission.
  - d. Maged will meet with credit card holders and roll out new procedures.
- VII. Budget Committee: We agreed to have quarterly financials to review and will meet with Maged to see what resources can be provided to help in preparing the financials.
- VIII. Schedule a meeting with budget committee to review responsibilities and opportunities to streamline operations and to review budget for this year.
- IX. Parking is still congested and many people are parking across the street and crossing Livernois on foot. Miriam will contact Michael Fahmy to reinstitute the shuttle service on Sundays to Zion to ensure the safety of congregation members. *Update:* Michael is not sure that Zion will agree to formal agreement on using their parking lot. Will also look into using parking at Troy Civic Center and Michael will provide an update.
- X. The church received a letter of appreciation and plaque from the Egyptian Children's Cancer Center for support received. This information will be posted.
- XI. A celebration will be planned to commemorate the completion of the renovations at St. Mary's Church. Nadia will follow up with the Fathers to coordinate a date for grand opening banquet. Miriam will research locations.
- XII. Maged made us aware that donation receipts at St. Mary's church have been low over the last several weeks. We encourage congregation members to continue their tithing.

Signatures:

Fathers:

Members:

Secretary: