

Agenda  
Annual Parish Meeting  
February 6, 2022

- I. Opening
  - a. Divine Liturgy
  - b. Opening Prayer
- II. Roll Call
- III. Reports
  - a. Approval of 2021 Parish Meeting Minutes
  - b. Parish Rector
  - c. Parish Council President
  - d. Treasurer
    - i. Financial Report
    - ii. 2022 Proposed Budget
  - e. Financial Secretary
  - f. Audit Committee
  - g. Building Committee
  - h. Cemetery
  - i. Education
  - j. Investment
  - k. Outreach
  - l. Technology
  - m. Choir
  - n. Myrrh Bearing Women
  - o. O Club
  - p. Nominating Committee
- IV. Elections
  - a. Parish Council & Officers
  - b. 2022 All American Council & Diocese Council Representatives
  - c. Auditors
  - d. Nominating Committee
- V. Old Business
- VI. New Business
  - a. Church Activities
    - i. Golf Tournament – October 22, 2022
    - ii. Trivia Night
    - iii. Myrrh Bearing Women Peroghi Sales
    - iv. O Club Events
      - 1. Cookie fundraiser
      - 2. Others
- VII. Other
- VIII. Adjournment & Closing Prayer

**Annual Parish Meeting  
Nativity of the Virgin Mary Parish  
February 7, 2021**

The meeting was called to order and opened with prayer.

Attendance was taken. 31 voting members present (18 voting members in person and 13 voting members via Zoom).

Roll call of council members:

Fr. Nicholas Finley

Ryan Herman, President

Lori Billy, Vice President

John Derr, Treasurer

Sarah Butchko, Secretary

Michael Butchko, Financial Secretary (via Zoom)

Members at large: Maggie Fryntzko, Peter Lecko (via Zoom), Brian Prince

Ryan Herman motions for approval of recording the annual meeting on Zoom for the ease of secretary note taking. Karen Butchko seconds the motion. Motion carries.

Ryan Herman asked if everyone had reviewed the 2020 annual meeting minutes and if there were any questions or corrections.

A motion was made by Bob Butchko and seconded by Diane Huniak to accept the minutes as written; motion carried.

Reports were reviewed (see packet for reports).

**Rector Report:**

Father Nicholas spoke. In addition to his report, he explained that we are increasing the amount of numbers allowed in the church on Sundays and Feast Days.

There were no questions.

**President Report:**

Ryan Herman presented his report for the year.

There were no questions.

**Treasurer Report:**

John Derr presented his report for the year. With the help of the auditing committee, it was brought to John's attention that there was a category mistake in distribution of money. John has taken care of and corrected those items. The checkbook balance is around \$80,000 currently. The total income last year did not include the investment earnings, however, this year the

investment income is included in the total income number. We should take the renovation amount off of the budget until it is voted on by the Parish.

Bob Butchko asked: Did you make the correction to the cemetery account? John has transferred the correct amount of money back into the cemetery account. The balance sheet right now reflects the correction.

Lauren Herman asked: Is there a budget item for church school education expenses? Ryan answered that it falls under programming.

A motion was made by Ryan Herman to approve the budget as presented, amended with deducting the \$13,000 for the renovation and seconded by Matushka Tanya Succarotte; motion carried.

### **Financial Secretary Report:**

Michael Butchko presented his report for the year. We roughly had a 25% gain. He wants to note how the funds are distributed.

\$308,000 Total

\$108 building

\$82,000 cemetery

\$118,000: undesignated

Bob Butchko asked: Why are the investment numbers different from John's report? Mike said we need to reconcile that because they don't match. Bob said: Ok, that would add up to what Andrew Tedford said he thinks the accounts need to be switched from QuickBooks.

If we switch the accounts then there will be roughly 78,000 in the building fund. We will resolve it at the next council meeting.

### **Audit Committee Report:**

Nancy Rydgig and Rachel Butchko are the committee. Rachel presented the report.

Thank you to John and the council for the computer purchase. They worked with John and reconciled some things.

Bev Capek asked: Are weekly donations reconciled if they're not credited to your name? Where it's applied to? Rachel said that they can add it into their audit for next year and look into it.

Mike said they reconcile the total donation to what's deposited in the bank. We are aware there are some issues due to COVID. Contact Mike and he will check into individual problems.

### **Building Committee Report:**

Lori Billy presented her report as written.

There were a couple questions some people had:

The chairlift in the rectory basement is not working correctly and we need to get that looked at.

The biggest thing we need to address is a sign for the front of the church. We have looked into it and have some businesses that we are going to seek bids from. Lori thanked Ryan for all of his work this year!

Bob presented his report as building/renovation project manager.

There's a report that summarized what we did with Phase I of the renovation. There were no questions.

Phase II: to convert the rectory into a fellowship hall. The council approved design work so we could get drawings and to understand what we would need for a cost.

**Option 1: Doing Everything**

Total gut of the house with a couple posts and beams in the attic, remove fireplace, repair roof, install small coupula to mimic the church, the garage would be cut in half (front half Father's office with exterior entrance, back half would be a step up to house level and have the kitchen in it-existing kitchen relocated), dumb weighter, insulate the garage and put a small furnace in, sidewalk and ramp on back side of the house for handicap accessibility, small bathroom, drop ceiling and lighting back in the basement.

The cost is \$110,000.

**Option 2:** guts the house, no handicap ramp, no dumb weighter, the kitchen would stay where it is and become a galley kitchen, the garage would have the front half as Father's office and the back half would be a large room-at some point we could put the kitchen there if we want, basement ceiling would be unfinished with painted rafters.

The cost is \$95,000.

**Option 3:** Do nothing to the garage, make the kitchen a galley kitchen, one of the bedrooms becomes Father's office and still do a small bathroom, basement ceiling would be unfinished with painted rafters.

The cost is \$75,000-80,000.

A structural engineer has checked the loadings for the designs. The company is sending a letter to the city of Madison to let him know it's okay.

Bob passed around plans to the people in person and Father Nick will send it to people at home.

Time length for construction is roughly 2 months.

Christine Schilling asked: Does option 3 include removing the fireplace? Bob answered: yes it does.

Nick Huniak asked: Do you have one that you favor? Bob answered: I don't favor option 3. I favor while we have the workers here we should do things that we can. Nick feels like if we're going to do it, we go all the way.

Andrew Tedford asked: Where does the bathroom go in option 3? Bob answered that it would be in the same place for all options.

Sharon Butchko asked: Can you address more about the cupola? Bob answered that he contacted a company and got a proposal from them. It's about 8" in diameter and is \$4000. That doesn't have to happen now and isn't in the numbers.

Ryan brought up that John mentioned we added \$80,000 to our bank account at the beginning of the year.

Bob said the contractor only charges a 10% profit, which is less than normal since we are a church.

Mike said we have \$52,000 in building fund investments.

John asked: How do we propose that we're going to use all of our new spaces? Bob answered that we will use the upstairs for fellowship and would be handicap accessible. The downstairs would be more for work or youth area. Church school will have to go in one of the basements.

Brian Prince commented: He's favoring Option 1 and one reason is we have Bob available to lead the project currently. He thinks that's a consideration in favor of doing it now.

Don Billy commented: Why should we piecemeal phase II and we didn't for phase I? Let's do it now and get it done!

Sandy Ellis and Christine Schilling both commented: The dumb weighter is huge for our Parish! When we start making peroghi again and having dinners that will be a huge help.

Diane Huniak asked: Will the dumb weighted be in the new kitchen? Bob answered that it will be on the other side of the new kitchen.

Steve Rydgig asked: Where did the money come from? The bonus \$80,000. Ryan answered that's what we came out with after legal fees. We paid for it out of the building fund and monies we had available. Phase I cost was about \$225,000. Steve said the current chair lift in the rectory basement is not sufficient and he feels we should put an elevator. Ryan said that was looked at and it would be \$40,000 to install. Steve said could we put an elevator where the staircase is by Father's office. Bob said there's not enough room.

A motion was made by Nick Huniak to approve Option 1 for \$120,000 to complete the renovation work of Phase II for renovating the upstairs of the rectory and seconded by Karen Butchko . One person opposed. Motion carries.

There was no discussion.

### **Cemetery Report:**

Sarah Butchko presented the report.

Karen Butchko asked: Where are we with changing the cemetery name? Sarah answered that she is still communicating with Ryan Robertson to get this taken care of.

Recommendations: Karen said that Google Earth has our cemetery flip flopped with the other. Adina would like to participate in cemetery clean up.

### **Education Report:**

Lauren Herman presented the report.

Church School has been sending out virtual lessons. She would like input from families about how it's working and what you would like to see or get together in person? Lauren is looking for people to help, take over, if you would like to be involved at all. They're using Dr. Pat's Orthodox Sunday School. It's all online so it works well virtually. Maggie has offered to step up and help out. Helen will continue to help working with the younger children.

There were no questions.

### **Investment Committee Report:**

Michael Butchko covered this during the financial report.

There were no questions.

**Outreach Committee Report:**

Maggie Fryntzko presented the report.

Lori added about the blessing barn. We have not had a great response, but we would like to encourage others to come help run the barn on Wednesday and Saturdays from 12:00-2:00.

There were no questions.

**Interchurch Coordination Report:**

Father Nick spoke to this. The Lenten services had to all be cancelled in 2020 due to lockdown from the pandemic. The clergy has decided that we will not have pan Orthodox services due to the pandemic. The Greeks are doing something for Orthodoxy Sunday. Father Nick will be the guest speaker at this service.

Nick Huniak asked: Will the Orthodoxy Sunday service be live streamed? Father Nick answered yes and he will post on the website.

**Choir Report:**

Karen Butchko presented the report. Choir directors and priests filled out a survey and they formed a committee and had a Zoom meeting. The committee's job is going to set up something that everyone can access.

The bell tower has been cleaned out and is organized.

Email suggestions to Karen about resuming choir practice.

There were no questions.

**Ladies Sodality Report:**

Diane Huniak presented the report. With the insurance claim for the kitchen, the ladies had to replace items too. They reported the claim 3031.96 to replace their items lost. They are asking for that money back. They donated to the flooring project and will continue to fund that as they start making money back into their account.

Ryan motions to reimburse \$3031.96 to cover their portion of the insurance claim of items lost during the sewage backup. Steve seconds the motions. Motion carries.

There were no questions.

**O' Club Report:**

Andrea Davies spoke and report as written.

There were no questions.

**Nominating Committee/Elections:**

For the office of President: Robert Butchko

Vice President: Lori Billy

Secretary: Sarah Butchko

Treasurer: John Derr

Financial Secretary: George Smith

Members at Large: Jason Basso, Maggie Fryntzko, Peter Lecko, Brian Prince

Father Nick asked for any further nominations from the floor. Karen Butchko made a motion that the nominations be closed and the slate of officers be accepted; Nick Huniak seconded; voted on; motion carries.

Diane Huniak made a motion that the nominations be closed for the nominations for members at large and the slate be accepted; Matushka Tanya seconded; motion carried.

**Diocesan Assembly Representative:**

Ryan Herman suggested that Bob Butchko serve as our Diocesan council representative since he will be the council president.

Ryan Herman made a motion to accept and seconded by Peter Lecko; motion carried.

**Auditors:**

Rachel Butchko will remain on the auditing committee. Christine Schilling volunteered to be on the committee as well.

Ryan Herman made a motion to accept these two nominees for the auditing committee.

Seconded by Diane Huniak; voted on and carried.

**Nominating Committee:**

Sandy Ellis volunteered as lay person and Brian Prince volunteered as council representative for the year.

Motion made to accept by Ryan Herman and seconded by Maggie Fryntzko; motion carried.

**Old Business:**

None

**New Business:**

Karen Butchko suggests we need to get a letter out to the Metropolitan and Archbishop Paul about our 125 Anniversary. Archbishop Paul will reach out to the Metropolitan about it.

Church Activities:

Golf Tournament is September 4, 2021.

Trivia Night is potentially in October 2021 (depends on what happens with COVID).

- The hall still has our money from last year. Does anyone want to volunteer for this or should we ask for our money back?
- We will keep on the calendar as a possibility.

Family Reunion/Picnic is September 12, 2021.

Myrrh Bearing Women: Pierogi sales are on hold until they get clearance from the health department.

O'Club Events: Cookie Fundraiser will be in December.

Choir Concert: none announced.

**Other:**

Nick Huniak asked about the icon fund. Father Nick explained the fund and that we are reaching out to iconographers to get bids. He encouraged people to give to the fund.

Bob Butchko asked: Father can you put something on the website about it?

Andrew Tedford asked: What's the cost? Father answered we don't have one yet-we're getting bids.

Peter Lecko asked: Are the icons going to be written on the wall or a plaque? Father answered that it will be something that will be hung on the wall, not directly applied to the wall.

A motion was made by Diane Huniak and seconded Karen Butchko to adjourn the meeting; motion carried.

Meeting adjourned and closed with prayer.

Respectfully submitted,

Sarah Butchko, Secretary

Father Nicholas Finley, Parish Priest

## Rector's Report 2022

Glory to Jesus Christ!

As of September 1, 2021 (for the period between September 1, 2020 and September 1, 2021) the following were reported to the Diocese in the annual report from the parish:

Supporting Membership - 62; Average Sunday Attendance at Divine Liturgy - 35; Average Sunday Communicants - 30; Average Saturday Vigil/Vespers Attendance - 7; Number of Catechumens - 1; Baptisms - 1 (Eta Brannon); Funerals - 0; Marriages - 0; Receptions into Orthodoxy - 1 (Janice Konan); Church School/Number Enrolled - 15; Adult Education/Number Participating - 5

To this since this report we add Funeral - 1 (Cheryl Causey); and Marriages - 1 (Andrew and Janice Konan). These will be added to the reporting to the Diocese for September of 2022.

I recently spoke with a clergyman from another Orthodox Jurisdiction and he echoed some of my own thoughts. Though we continue to struggle with the characteristics of the pandemic and even though our parish numbers in attendance at divine services may be reduced, it is important to keep our focus on Christ and to work out our own salvation in fear and trembling (Philippians 2:12). It is important perhaps now more than ever that we not base success on mere numbers. Though numbers confront us and certainly do concern us, we are not increasing the faith by worrying about hairs that we cannot turn dark or white apart from God's will (Matthew 5:36). So in all things, if we desire success in ministering in the Lord's Name, we must very often and very frequently turn to Him in all things!

My beloved, please use every opportunity to turn to God. Put your trust in Him and all things will be well both for you and for others (St. Silouan "If some misfortune befall you, reflect in this wise: '*The Lord sees my heart, and if He so will, all will be well both for me and others,*' and then your soul will always be at peace (p.312)"). So when contemplating the status of the Parish and/or the Church as a whole, it is imperative to resign ourselves to this mode of contemplation. God is able to do far beyond what we can accomplish by our own feeble effort. Let us unite ourselves to Him in all things and seek His glory, praying to him as often as we may find the strength and courage to do so!

In Christ,

Reverend Nicholas Finley, Rector

**Parish Council President's Report  
February 6, 2021**

This year was another difficult year for our Parish. The Covid virus has caused a disruption in our gathering together not only spiritually, but also socially. Either by restrictions mandated by the State, guidelines provided by Archbishop Paul or by our own choice, safety of our parishioners has always been the Council's desire. The decision to restrict attendance and require other preventive measures were based on the Archbishop's instructions and data provided by Madison and St. Louis County regarding positivity rates in the area. I thank everyone for their patience and understanding throughout this pandemic and pray that 2022 brings an end to this virus and the safety restrictions in the Church and Hall.

This year has also marked the completion of the Rectory to Parish Hall conversion or Phase II of our construction program. The work began in January 2021 and was completed in June. It features an accessible lift, just like the lift in the Church, for access to the basement. The cost to complete the conversion was \$ 155,600. However, with targeted donations, maintenance replacement items and substitutions, the adjusted cost was reduced to \$128,700. Features added from the original plan were the vaulted ceiling, new windows and the accessible lift. The lift replaced the dumbwaiter and existing defective chairlift to the basement. Some of the old windows were cracked and were original single pane windows. Several families donated monies for the vaulted ceiling and cupola to be added to the project.

There are many tasks and activities in the administration of the Church's spiritual and physical needs. To address these, all Council members were tasked with responsibility for different activities within the Parish with, in some cases, the assistance of interested parishioners. The various assignments are as follows:

Building & Grounds	Lori Billy*, George Smith
Education	Fr. Nicholas*, Brian Prince, Helen Allen
Finance	John Derr, George Smith
Investment	George Smith, Mike Butchko
Nominating Committee	Maggie Fryntzko, Sandy Ellis**
Cemetery	Sarah Butchko*, Nick Huniak, Craig Rydgig, Sharon Butchko
Outreach	Maggie Fryntzko*, Lori Billy, Sarah Butchko
Training & Scheduling	Jason Basso*
Technology	Peter Lecko*
Audit	Rachel Butchko**, Christine Schilling**

\*Council Member and Chair

\*\*Elected at Annual Parish Meeting

I want to thank all of the Council members and parishioners for their assistance this past year. They all worked hard to complete their assignments and were diligent in participating regularly in monthly meetings and special events/meetings.

We have continued to follow several management systems in place to monitor investments regularly as a Council by the Investment Committee. We monitor our budget and income/expenses against the previous year and cumulatively by reports from the Treasurer.

As with so many other years, financial matters were in the forefront of our attention as a Council this year. We have attempted to separate the major building project costs from the daily operational costs for the Church. Despite the pandemic and smaller attendance during the year, our offerings have been good, although we have fallen short of our financial budgeted needs. As in the past, I ask each of you to evaluate your giving, and if you can, increase as our parish needs increase, remembering that the Church pays assessments for each of you as members. If there are any questions or financial problems, please contact Fr. Nicholas privately to discuss.

The Parish Cemetery Perpetual Care Fund continues to grow. The balance now stands at over \$120,000 and this year we collected over \$5,000 from our annual solicitation letter and parishioner donations. There were major improvements this year, including handrails for the steps, landscaping on each side of the steps and lighting of the landscaping and Cross.

We had only one parish fund raising activity this year, the annual Golf Tournament. Thanks to all who assisted in helping to make it a success. The tournament raised over \$6,000. The virus greatly limited our social activities and our ability to raise funds not only for the Church but also for other Orthodox and local charities.

The Outreach Program opened the Blessing Barn Food pantry to distribute food items to the needy in the Madison area. We weren't as successful as we had hoped in attracting local participation, but prior to Christmas distributed food to needy families thru the Madison Schools with the help of Mark Succarotte.

Thank you to all who have worked in parish events and functions this past year, and thank you to all for the opportunity to serve as your Parish Council President. Thanks to all parishioners for their prayers, participation and love. May God Bless each of you.

Yours in Christ,

Robert G. Butchko  
Parish Council President

Nativity of the Virgin Mary Orthodox Church  
Balance Sheet Prev Year Comparison  
As of December 31, 2021

	Dec 31, 21	Dec 31, 20
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
PNC Checking	14,330.89	118.04
PNC Savings		
PNC Savings-Urgent Needs	3,494.82	3,494.82
PNC Savings-Cemetery	39,368.00	45,934.00
PNC Savings - Other	49.64	65,915.58
<b>Total PNC Savings</b>	<b>42,912.46</b>	<b>115,344.40</b>
UMB Savings		
Interest	-27.15	-27.15
UMB Savings - Other	27.15	27.15
<b>Total UMB Savings</b>	<b>0.00</b>	<b>0.00</b>
Investment Accounts		
ETFs and Stock-Bldg	36,026.31	29,246.73
AB Discovery Value-Cemetery	31,729.37	78,677.94
AB-Hi Inc-Cemetery PC	61,859.34	59,030.87
AB Discovery Growth-Bldng	8,866.09	23,297.67
AB-Lg Cap Growth General Fund	101,270.63	91,364.73
Invesco Global Fund-Genrl	31,162.25	27,040.89
<b>Total Investment Accounts</b>	<b>270,913.99</b>	<b>308,658.83</b>
Urgent Need Cash Fund	200.00	200.00
<b>Total Checking/Savings</b>	<b>328,357.34</b>	<b>424,321.27</b>
<b>Total Current Assets</b>	<b>328,357.34</b>	<b>424,321.27</b>
<b>TOTAL ASSETS</b>	<b>328,357.34</b>	<b>424,321.27</b>
<b>LIABILITIES &amp; EQUITY</b>		
Equity		
Opening Balance Equity	333,547.60	333,547.60
Retained Earnings	-106,558.86	1,446.17
Unrealized Gains/Losses		
Unrealized Gains/Loss Invesco	4,121.36	0.00
Unrealized Gains/Losses-TD Amer	44,611.12	37,831.54
Unrealized Gains/Loss DWS	23.02	23.02
Unrealized Gains/Losses Oppenhe	-24,354.97	41,477.18
Unrealized Gain/Loss AB-LgCap	108,944.53	83,038.63
Unrealized Gain/Loss AB-HilIncome	10,381.75	7,553.28
Unrealized Gains/Los AB-Dis Val	-39,173.95	7,774.62
Unrealized Gains/Loss AB-Dis Gr	80,202.68	19,634.26
<b>Total Unrealized Gains/Losses</b>	<b>184,755.54</b>	<b>197,332.53</b>
Net Income	-83,386.94	-108,005.03
<b>Total Equity</b>	<b>328,357.34</b>	<b>424,321.27</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>328,357.34</b>	<b>424,321.27</b>

Nativity of the Virgin Mary Orthodox Church  
Profit & Loss Prev Year Comparison  
January through December 2021

	Jan - Dec 21	Jan - Dec 20
Ordinary Income/Expense		
Income		
ach Rebate Electronic Scrip 1...	0.92	0.00
Corporate ACH Amazon	66.50	0.00
ACH Credit Transfer Paypal	0.00	97.52
Investment Inc/Reinvested Div	0.00	61,055.70
Miscellaneous Income		
Bank Interest	5.21	54.21
PNC Credit Card Rewards	0.00	161.42
Scrip Rebate	44.63	55.85
Total Miscellaneous Income	49.84	271.48
Offerings		
Trivia	500.00	0.00
Adjustments to Bank State...	1.00	20.00
Blessings Barn	250.00	280.00
Icons	450.00	100.00
Golf	7,885.00	400.00
Assessments	640.00	665.00
Weekly	131,024.00	135,308.00
Building Fund		
Renovation Project	17,460.00	13,055.00
Building Fund - Other	82,463.84	2,590.00
Total Building Fund	99,923.84	15,645.00
Candles	2,777.00	2,421.00
Cemetery	5,595.00	4,025.00
Choir	200.00	435.00
Designated		
Support Seminarians C...	10.00	0.00
Total Designated	10.00	0.00
Education	0.00	44.00
Flowers	170.00	300.00
Holy Days		
Christmas	0.00	0.00
Total Holy Days	0.00	0.00
Memorials		
Unidentified	0.00	375.00
Memorials - Other	1,075.00	625.00
Total Memorials	1,075.00	1,000.00
Urgent Need Fund	50.00	10,125.00
Unclassified	0.00	2,000.00
Offerings - Other	0.00	3,572.21
Total Offerings	250,550.84	176,340.21
Total Income	250,668.10	237,764.91
Expense		
Shed expenses	0.00	1,030.06
Assessments	20,005.63	18,345.00
Assembly/Convocation		
Diocesan Assembly	-49.68	0.00
Other	0.00	0.00
Assembly/Convocation - O...	182.23	0.00
Total Assembly/Convocation	132.55	0.00
Bank Fees		
Bank Service Fees	201.00	246.14
Safe Deposit Box	71.60	132.00
Bank Fees - Other	0.00	3.00
Total Bank Fees	272.60	381.14
Buildings and Grounds		
Cleaning Services	0.00	900.00
Janitorial Supplies	132.01	0.00
Lawn Services and Snow ...	12,553.88	10,400.00

Nativity of the Virgin Mary Orthodox Church  
Profit & Loss Prev Year Comparison  
January through December 2021

	Jan - Dec 21	Jan - Dec 20
Repairs		
Basement	208.50	0.00
Building	717.00	0.00
HVAC	711.75	0.00
Repairs - Other	338.00	0.00
Total Repairs	1,975.25	0.00
Buildings and Grounds - O...	0.00	1,079.00
Total Buildings and Grounds	14,661.14	12,379.00
Cemetery Expenses		
Cemetery Mowing	1,375.00	2,550.00
Repairs	650.00	0.00
Other	110.00	0.00
Total Cemetery Expenses	2,135.00	2,550.00
Charitable-Organizations		
Christmas Collection Expe...	0.00	91.19
FOCUS	0.00	254.00
Other	0.00	250.00
Total Charitable-Organizations	0.00	595.19
Compensation		
Fr. Nicholas Finley		
Child Support	490.00	0.00
Salary	5,011.94	26,456.43
Housing	41,666.60	32,500.00
Auto Allowance	1,000.00	1,300.00
Cell Phone Allowance	883.30	1,148.29
Life Insurance	402.00	536.00
Medical Insurance		
Dental	0.00	-397.11
Family Health Plan	10,731.46	11,910.85
Total Medical Insurance	10,731.46	11,513.74
Pension	5,339.34	4,066.01
Self Employment Tax Al...	5,128.23	6,110.10
Taxable Gifts	0.00	500.00
Fr. Nicholas Finley - Ot...	3,895.95	0.00
Total Fr. Nicholas Finley	74,548.82	84,130.57
Total Compensation	74,548.82	84,130.57
Gifts		
J. Tanya Succarotte	6,000.00	6,500.00
Choir Director	0.00	300.00
Christmas	1,000.00	200.00
Other	0.00	500.00
Total Gifts	7,000.00	7,500.00
Insurance		
Property & Liability	7,475.04	7,455.00
Workers' Compensation	737.23	0.00
Total Insurance	8,212.27	7,455.00
Office Expense		
Internet	2,081.25	796.62
Office Equipment	792.99	196.80
Postage & Delivery	237.15	0.00
Supplies	68.94	110.13
Telephone (Hard Line)	876.01	617.53
Website	0.00	300.00
Total Office Expense	4,056.34	2,021.08
Programming		
Education		
Church School	0.00	15.75
Total Education	0.00	15.75

Nativity of the Virgin Mary Orthodox Church  
Profit & Loss Prev Year Comparison  
January through December 2021

	Jan - Dec 21	Jan - Dec 20
Flowers Expense	421.99	0.00
Police Protection	310.28	0.00
Special Events	197.81	120.00
Stipends & Honoraria	0.00	400.00
Supplies		
Candle Purchase	3,036.25	2,028.85
Ecclesiastial Supplies	0.00	54.43
Supplies - Other	9.07	0.00
Total Supplies	3,045.32	2,083.28
Total Programming	3,975.40	2,619.03
Utilities		
Alarm Services		
Alarm-House(397 00)	706.00	468.00
Alarm-Church(3960 00)	497.53	788.00
Total Alarm Services	1,203.53	1,256.00
Gas & Electric		
Church	4,916.14	5,438.36
Rectory	3,131.57	3,028.00
Total Gas & Electric	8,047.71	8,466.36
Sewer		
Rectory	222.50	210.51
Church	179.02	118.51
Total Sewer	401.52	329.02
Trash Collection	194.39	288.00
Water		
Church	328.12	310.46
Rectory	377.25	317.57
Total Water	705.37	628.03
Total Utilities	10,552.52	10,967.41
Urgent Needs Fund	359.98	0.00
Miscellaneous Expense	2,456.42	712.55
Total Expense	148,368.67	150,686.03
Net Ordinary Income	102,299.43	87,078.88
Other Income/Expense		
Other Expense		
Building Fund Expenses		
Phase II	4,709.76	0.00
Fellowship Hall Expenses	47,817.40	0.00
Church Renovation	127,177.41	182,075.97
Rectory Basement	627.15	0.00
Building Fund Expenses - ...	0.00	-280.02
Total Building Fund Expenses	180,331.72	181,795.95
Fundraiser Expense		
Golf Expense	2,221.10	0.00
Trivia Expense	0.00	500.00
Total Fundraiser Expense	2,221.10	500.00
Unclassified Expense	3,133.55	12,787.96
Void	0.00	0.00
Total Other Expense	185,686.37	195,083.91
Net Other Income	-185,686.37	-195,083.91
Net Income	-83,386.94	-108,005.03

## 2022 Budget Proposal

1/15/2022

<b>Income</b>	<b>2022 Budget</b>	<b>2021 Actual</b>	<b>2020 Actual</b>	
Assessments	\$0.00	\$640.00	\$665.00	
Blessings Barn	\$500.00	\$250.00	\$280.00	
Building Fund	\$2,500.00	\$82,463.84	\$2,590.00	
Candles	\$3,000.00	\$2,777.00	\$2,421.00	
Cemetery	\$5,000.00	\$5,595.00	\$4,025.00	
Choir	\$250.00	\$200.00	\$435.00	
Education	\$100.00		\$0.00	
Icons	\$1,000.00	\$450.00	\$100.00	
Memorials	\$1,000.00	\$1,075.00	\$1,000.00	
Misc	\$2,500.00	\$117.26	\$67,060.91	2020 incl \$61055 from investments
Net Fundraiser	\$5,000.00		\$0.00	
Renovation	\$3,000.00	\$17,460.00	\$13,055.00	
Special Offerings	\$500.00		\$0.00	
Urgent Needs	\$500.00	\$50.00	\$10,125.00	
Weekly	\$135,000.00	\$131,024.00	\$135,308.00	
Trivia	\$0.00	\$500.00	\$0.00	
Seminarians	\$0.00	\$10.00	\$0.00	
Flowers	\$100.00	\$170.00	\$300.00	
Golf	\$4,000.00	\$7,885.00	\$400.00	
<b>Total Income</b>	<b>\$163,950.00</b>	<b>\$250,667.10</b>	<b>\$237,764.91</b>	
<b>Expense</b>				
Assessments	\$14,500.00	\$20,005.63	\$18,345.00	
Blessings Barn	\$1,000.00	\$0.00	\$1,030.00	
Candles	\$3,000.00	\$3,036.25	\$2,028.85	
Cemetery	\$3,000.00	\$2,135.00	\$2,550.00	
Clergy compensation	\$81,500.00	\$74,548.82	\$84,130.57	2022 = Cur + 5.9% COLA
Education	\$300.00	\$0.00	\$15.75	
Flowers	\$500.00	\$421.99	\$0.00	
Gifts	\$7,000.00	\$7,000.00	\$7,500.00	
Insurance	\$8,500.00	\$8,212.27	\$7,455.00	
Office Expenses	\$2,500.00	\$4,056.34	\$2,021.08	
Utilities	\$12,000.00	\$10,552.52	\$10,967.41	
Urgent Needs	\$2,500.00	\$359.98	\$0.00	
Misc	\$2,500.00	\$2,973.58	\$1,286.98	
Bank fees	\$250.00	\$272.60	\$381.14	
Charitable	\$0.00	\$0.00	\$595.19	
Assembly/Convocation	\$3,000.00	\$132.55	\$0.00	
Building and Grounds	\$10,000.00	\$14,661.14	\$12,379.00	
<b>Total Expenses</b>	<b>\$152,050.00</b>	<b>\$148,368.67</b>	<b>\$150,685.97</b>	

Dear Parish Family,

Christ is in our Midst!

As strange as we thought last year was, this year has proven to be even more strange and challenging. Along with the difficulties with making decisions about attendance, masking and safety, we have struggled with being able to keep the doors open and the bills paid. We have had several items that we know need to be addressed but we have put on hold because of our expenses this year. Despite our concerns, we were able to complete many things on our list and we are thankful for that success.

All of the renovation work was completed this year which included the nail pops, taping, mudding and any other items of concern that needed to be addressed by the contractor. The hall and the church are now complete. We were able to address the chair lift issue going into the basement of the hall by putting in the elevator near the kitchen. The lift was removed and disposed of this summer. We have had some recurring issues with gas leaks in the basement, but have found that the leaks are coming from the stove. It is our hope that the stove will be replaced in the near future. We will be working with the Ladies Sodality to address this concern. This spring and fall we worked on the grounds. Shrubs were trimmed, leaves were removed, and the windows were cleaned and washed. We were able to get the backyard cleared out and will seed this spring so that the grass comes back in evenly. George Smith was able to powerwash the steps on the back of the church and we will do that again this spring to prepare for Pascha. We had a new sign installed in the front yard and are very pleased with the final product. We are able to change service times with an insert so that has proven very helpful. We had a cleanup day late this fall, but attendance was minimal and we were unable to complete all of the tasks on the list. I have inquired about the bricks under the stained glass window as well as those on the facade of the church. I am waiting to hear as to what it will take to have the repairs completed. We had a company come in and give us a bid on refinishing the pews. The cost would be anywhere from \$26,000 to \$36,000. We put this on hold so that we could bring it to the parish for discussion.

As always, building and grounds upkeep needs to be a top priority. We will need to have a spring cleanup around the church and rectory grounds. We need to schedule a day to finish any construction clean up that remains especially in the church basement. I will look into the cost of repainting the posts that are on the front steps of the entrance to the church as well as some repair to the metal striping that runs across that same entrance. As other items arise, we will address and prioritize them, working hard to maintain our grounds. We ask that you continue to remember the needs of our parish as you have always done. We have accomplished so much because of your continued generosity.

With your continued support and God's grace, we hope to continue to "Maintain the beauty of Thy house". May God continue to bless each of us in our work and grant many years to our parish.

In Christ,

Lori Billy  
Vice President

# Cemetery Committee Report

February 6 , 2022

## Members:

Sarah Butchko, Council Chairman  
Nick Huniak  
Bob Butchko  
Sharon Butchko  
Craig Rydgig

## Activity:

- Cemetery mowed regularly during growing season
- Special cleaning in Spring and Fall
- We did send out letters for cemetery donations in the Spring. We collected approximately \$5,400.00.
- Cemetery fund total is \$132,956.71 (more specific report from Treasurer)
- In contact with Ryan Robertson, attorney, about legally changing the name of the cemetery and getting a land swap with the adjacent cemetery.
- We are working to update the database for the GPS that ties all the information to a grave site.
- We are working on reporting deaths from 2012-current to the state of IL for their database.
- Installed handrails, landscape blocks on each side of the steps and relandscaped those two areas, and installed solar lighting by the sign and the cross. The money was taken out of the cemetery fund because it was a capital project.

## Proposed Future Activity:

- Legal proceedings continue with Ryan Robertson to get the name legally changed and land swap. The cemetery is also still in Father Thomas Succarotte's name, so we are working on changing that as well.

**Nativity of the Virgin Annual Investment Report**

Year 2021

**St. Louis Investment Advisors**

Total Portfolio Performance:

Dec. 31, 2020   \$29,246.73

Dec. 31, 2021   \$35,919.88

Gain:           +\$6,673.15

<b><u>Accounts</u></b>	<b><u>Current Yield</u></b>
IShares S&P 500 Growth Index (IVW)	0.5
IShares S&P 500 Value Index (IVE)	1.8
IShares S&P 500 MidCap 400 Index (IJH)	1.2
IShares S&P North American Technology (IGM)	0.2
IShares S&P Small Cap 600 Index Fd (IJR)	1.5
Invesco KBW Bank ETF (KBWB)	2.1
Proshares S&P 500 Div Aristocrats (NOBL)	1.9
<b><u>Cash and Equivalents</u></b>	
TD Bank USA FDIC Insrd	0.1
<b><u>Total Percent Return</u></b>	24.05



Annual Parish Meeting of the Nativity of Virgin Mary Church  
February 6, 2022  
Outreach Committee

2021 ACTIVITIES:

- 1) Outreach to Parish was two-fold. First, essential information that was published on the OCA website, the Diocese of Midwest website and parish news was printed and mailed to parishioners who are without computers and/or email availability. This task continues. Second volunteers phoned parishioners to chat, ensured that all were well, and answered any questions about services, etc.
- 2) This committee supported and helped man the "The Blessings Barn".
- 3) Information regarding birthdays, anniversaries, and other significant family events has been gathered and has been/will be shared with all parishioners.

2022 GOALS:

- 1) Continue to improve our communication with parishioners, especially those unable to attend services.
- 2) The operation of the Blessings Barn has changed. At least twice a month on the weekend, volunteers will fill boxes with non-perishable food items which will be delivered to the Madison School District on Monday to families in need.
- 3) Possibly return to our annual Christmas Family Event, collecting food items and gifts for families in Madison. Past years, families were chosen with the support/cooperation of the Madison School District. May consider other former projects such as Angel Tree and/or School Supplies in August.

Thank you to all who have assisted and continue to phone, email, or write/send letters and cards to our parish family members. It is most important to stay in touch, especially during these current times.

Interested in helping? Have a new idea? We will listen. Please reach out to any Parish Council member.

Respectfully submitted,  
Maggie Fryntzko

Fellow Parishioners,

We have expanded our technological footprint at the Church and Fellowship Hall. The Technology Chair position, a new position to our Church Counsel in 2022, is a focal point in helping to keep a pulse regarding what we have and where we might expand to enhance our service to God. In this report, I have attempted to summarize these points. This past year, I am pleased to have served as Chair of this Committee on the Church Council.

Yours in Christ,

Peter Lecko

## Description of the Technology Chair Position

- 1) Responsible for managing the Wi-Fi, Internet and other electronic and digital systems.
- 2) Compile and maintain a Catalog of Technology that has been deployed on premises.
- 3) Assist the Priest in: the design of our church website, addition of content, and editing to maintain current technical standards.
- 4) Propose possible enhancements to expand our technology where appropriate.

## State of Technology:

### Fellowship Hall:

Alarm System (requires Landline – see below):

- Contracted with the City of Madison.
- Shared with Church.

2 – Wi-Fi Thermostats (Upstairs Fellowship Hall and Office).

- Programmable.
- Can be controlled remotely.

4 – Wi-Fi Cameras on Exterior of Fellowship Hall (new):

- No ongoing monthly fee.
  - Left Side.
  - Right Side.
  - Rear.
  - Front.

Keyless Lock:

- Office exterior.
- Programmable.

Internet Service for Hall (new):

- Wi-Fi support for thermostats and cameras.
- Internet for office.

Landline (shared existing Church line).

- Phone.
- Needed to meet code for Lift (new).
- Needed for Alarm System (share with church).

Internet Service (with Wi-Fi) (new):

- Needed for:
  - Father's Office.
  - Cameras.
  - Thermostats.

Church:

Alarm System (requires Landline – see below):

- Contracted with the City of Madison.
- Shared with Fellowship Hall.

TV for watching service in basement (new):

- Overflow when there is limited seating available in church nave.

Landline (share with Fellowship Hall):

- Phone.
- Needed to meet code for Lift.
- Needed for Alarm System (share with Fellowship Hall).

PC (laptop) – Accounting (new):

- Used for weekly accounting of donations.
  - Spreadsheets.
  - Email to send Accounting Sheets to Cloud Storage and key Board Members.

Streaming Equipment (currently located in choir loft except as noted):

- PC (laptop).
- Camera.
- Sound Board.
- Microphone.
- Misc cabling.
- Wireless Microphone (on order to replace broken device):
  - Will be located “on Father” during services.

Internet Service (with Wi-Fi):

- Needed for:
  - Streaming.
  - Sending Accounting files (weekly).

NativityoftheVirgin.com

- Church website main sections:
  - Our Parish (with many subheadings including Streaming links and a calendar of services).
  - Calendar
  - Contact Information
  - Photos
  - Our Faith

Future:

- Compile a Technology Book documenting equipment, services, bills, procedures and passwords for technology in the Church and Fellowship Hall:
  - Two copies – One remains with Technology Chair and the other at the Church.
- Proposal to add speakers in church and expand streaming quality:
  - Would expand wireless microphone capability that is currently on order.
  - Option to add Assisted Listening for those with Hearing Aids).
- Add sound system to Fellowship Hall (wiring already in place).

## Proposal for Expansion of Streaming – Audio and Video Quality Upgrade

Two Bids that would:

- Add Speakers in Church.
- Improved audio capture and streaming capabilities.
- Expand wireless microphone capabilities.

1. Shhh Productions (Scott Harris):

a. Church – Approximately \$8,000 (September 2021 pricing):

i. Additional cost:

1. Labor \$ 80 / hour. (No estimate provided other than that might be two individuals and estimated at least church would be done in a day). If you take the 15 hours estimated by Elite and apply that to the Shhh Productions bid (@ \$80/hr), that would add \$1,200 (estimated) labor to Shhh Production's bid for the church.
2. Scaffolding - we would need to provide for speaker install.
3. Additional wiring for outlets.
  - two outlet (15-20 amps).

b. Hall – Approximately \$2,500 (September 2021 pricing):

- i. Speakers, Microphone and “sound board”.
- ii. Additional cost:
  1. Sound deadening solution on walls and floor.

2. Elite (Jeff Erickson):

a. Church - Approximately \$20,000 (November 2021 pricing):

i. Additional option for “Assistive Listening System” (November 2021 pricing):

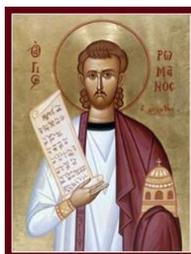
1. Local FM broadcast for hearing aids.
2. Additional \$2,000 (November 2021 pricing).
3. No Fellowship Hall option presented in final bid.

### Side bar:

Elite: 34 years in business. A+ BBB rating. Owner has extensive background in speaker and sound engineering. They have a larger office and staff than Shhh Productions. Their approach to equipment selection and sizing is based on scientific analysis and modeling. Their deployment of a solution is more along a commercial product line than has been provided by Shhh Productions.

Shhh Productions: 16 years in business. A+ BBB rating. Their operation is smaller than Elite. Team is comprised primarily of the owner (a retired music director) and his son. Component selection and sizing is estimated on owner’s prior experience.

**St. Romanus**



**The Sweet Singer**

## **Nativity of the Virgin Mary Church Annual Meeting – February 6, 2022 Choir Report**

We would like to take this opportunity to thank the members of the choir for their dedication and efforts throughout the year. Due to the Covid-19 pandemic, choir rehearsals were temporarily suspended and, in accordance with the guidelines received from Archbishop Paul, we limited the number of choir members to four (4), and then increased the number to eight (8) – 6 singers and two readers. These eight people rehearsed together every week and provided the responses for the majority of the Divine Liturgies during Great Lent, Holy Week and Pascha. The presence of the two readers handled the readings for all of these services, which helped those who sang the services.

As the pandemic seemed to “lessen” we allowed the number of choir members to increase. We were able to have a group of carolers visit some of the parishioners’ homes this past December. However, with the appearance of the Omicron variant, we have reduced the number of people singing the services in the choir loft back to eight.

Our goal is to provide quality musical dialogue for the services while maintaining a safe environment for the choir members.

We continue to pray for an end to the pandemic and a return to a more normal life. We appreciate the continued support of the Parish Council and our parishioners.

Thank you.

Karen Butchko, Choir Director  
Lori Billy, Assistant Choir Director

## Ladies Sodality

Once again, we've had a different year as the COVID pandemic continues. As such, the ladies have not been able to "officially" meet. We were able to have some pierogi sessions with proper precautions in place. Though things have been challenging, sales have been good as folks still look forward to getting their pierogi fix. There are still some pierogi for sale. Please see Sharon Butchko or Janet Finley if interested. Some items have been purchased for the hall and new kitchen as well as supplies for coffee hour. We're hoping that soon we'll be able to have social gatherings again. We're hoping to be able to meet either in person or virtually in the near future to start making plans for the upcoming year.

In Christ,  
Diana Huniak

## FOCA (O Club) Report 2021

This past year our club consisted of 18 members.

This was another quiet year. At least we got back to pierogi making.

We missed out on our Bunco night. And the Gifts of Love fund raiser was extended.

We still gave \$289 to St. Andrew's Charity and \$110 to the Stewards of the O.C.A..

We donated \$100 for hole sponsors for our golf tournament and gave memorials for Father Vladimir and Ethan Aitken.

With the new Youtube channel for F.O.C.A., we could participate in a St. Andrew's vesper (including our Fr. Nicholas), virtual tours of Jerusalem, and Bethlehem and a Christmas concert with many churches participating.

Our cookie sale was a successful \$450 profit. We are especially thankful to Matushka Margaret for filling in with her delicious cookies this year.

Andrea Davies, President