



Supplementary Documentation

Holy Synod and Metropolitan Council Joint Sessions

*Wednesday, September 3,
Friday, September 5, 2008*

Session of the Metropolitan Council

Thursday, September 4, 2008

NOTE: Because of its length, the Report and Recommendations of the Special Investigating Committee is not included in this package. The SIC report may be downloaded from the OCA.org web site here <http://www.oca.org/news/1692>.

To: The Members of the Holy Synod

From: Metropolitan HERMAN

On Tuesday, September 9, 2008 I will undergo lumbar surgery at Shady Side Hospital in Pittsburgh, PA.

At the recommendation of my doctor and others, I am requesting a six-month Leave of Absence, effective September 5, 2008, during which time I will recover from my surgery.

My recommendation would be that possibly Archbishop SERAPHIM and Bishop TIKHON fulfill my responsibilities during my absence.

Trusting that the Holy Synod will respond favorably to my request and asking for your holy prayers, I remain

Sincerely yours in Christ,

A handwritten signature in black ink, appearing to read "Herman", with a small cross symbol to its left.

+ HERMAN
Archbishop of Washington and New York
Metropolitan of All America and Canada

THE LAST THREE YEARS

Notes of Deacon John Zarras, September 2, 2008

In a span of just three years Jesus Christ completed his active ministry.

In a span of three years Jesus Christ, selected his apostles and disciples, taught them his gospel and sent them out into the world to bring his message to everyone.

Three years can be a long time. In three years much can be accomplished and was by our Savior and Lord Jesus Christ.

In stark contrast to His three years, we can review the last three years of His Church in America.

The issues we are grappling with today and over the last three years span a period of time that began long before. I am not sure one can trace those back ten years, twenty years, or perhaps to the time of our autocephaly.

I have only been a part of the OCA for the last eleven years. It is only in the last three years that I have been more closely involved with our administrative work, both as a member of the Metropolitan Council, a member of the Reorganization Task Force, and as an interim Transition Officer at the Chancery.

My conviction that there must be a new leader in the Church, is based on the activities not of the last 30, 20, or 10 years, during which time I had no direct involvement with our central administration. My knowledge of these years comes to me indirectly from the facts that have been presented to us over the last three years. It is not first hand and personal as my experience over the last three years has been.

So it is the last three years that has shaped my presently held thoughts.

Although ordained to the diaconate slightly over 5 years ago by His Beatitude, Metropolitan Herman, I only gained the opportunity to work more closely with him over the last three years when I was asked to join a small group of professionals to work on a task force with an assignment to examine the present day operations of the chancery with the goal of making recommendations to improve and streamline them, making them more efficient, more productive, less costly and more accountable to the church.

I credit His Beatitude with initiating this endeavor.

I credit His Beatitude with allowing the task force to pursue all avenues leading to a successful accomplishment of the assigned task.

I credit His Beatitude for supporting the task force completely in its early work that led to the adoption by the Metropolitan Council and the Holy Synod of its recommendations presented in the form of a report.

I credit His Beatitude for accepting all of the difficult chancery personnel changes recommended by the task force and their implementation.

I credit His Beatitude for accepting the recommendation that new officers of the church be appointed from a public search based on clear job descriptions for each of the officers.

I credit His Beatitude for allowing this search to proceed without interference and for accepting the recommendations of the search teams involved in appointing the new officers.

Yes, the potential for this reorganization effort offered so much promise in its early stages. And much of the credit must rightfully be given to His Beatitude.

However, the positive story ends at this point of the narrative. Sad but true, what has been missing over the most recent year is the leadership so necessary to successfully launch the new organization and empower it to do the work of the church. Unlike the empowering of the apostles sent out by our Lord at the end of his active instructive three year ministry, we find ourselves stalled, leaderless and operating without direction.

Why is this so?

The leader is absent most of the time from the chancery. How can one lead his staff being absent from their presence? The Metropolitan does not reside at the chancery.

This was known to all on the task force from the beginning and a solution was recommended to forestall what eventually happened.

The recommendation was made to His Beatitude that he extend every effort to be at the chancery at least once a week for a minimum of two days in order that proper and necessary communication take place between himself and his new staff. The recommendation was accepted by His Beatitude that he recognized the need to do this and would in fact promise to implement this very basic leadership requirement.

This has not happened!

As part of a weekly suggested routine, when at the chancery a weekly meeting of the chancery administrative leaders with the Metropolitan was strongly encouraged giving everyone the opportunity to express to each other what issues they were facing and agreeing to a common direction on these issues.

This has not happened!

To counteract this leadership vacuum it has been recommended to the administrative leadership staff that they conduct their own weekly meetings, even without the proper leadership and direction given to them by their leader.

I am sorry to say that this has happened only on a limited basis over the last year.

The abandonment of leadership in the internal administrative work of our church by the Metropolitan must end so that the work of the church can proceed in bringing His gospel to all in North America.

Abandonment of leadership within the Holy Synod:

We have all witnessed and experienced the result of the leadership vacuum within the Holy Synod over the last three years.

It has manifested itself in many ways: indecisiveness, stalling, public displays of disunity, and an unwillingness to accept responsibility as manifested most recently in the pastoral letter issued that points a finger at the Metropolitan Council for the financial scandal that has engulfed our church. This is a modern day version of Genesis scripture, with Adam blaming Eve for the original sin against God.

We can all remember the stalling in arriving at a final decision to remove Kondratich from the priesthood. At a joint meeting we were told that a timely decision could not be reached because the individual calendars took priority over extending the meeting to arrive at a decision - how callous an action this was, while the church suffered.

Who can forget the Alaska crisis and the lack of leadership to accomplish what was necessary. A prime example of communication failure among the leaders of the church resulted in a prolonged crisis that could and should have been handled swiftly.

Could this communication failure among the Synod have been prevented?

The answer is yes!

In meetings with His Beatitude on multiple occasions it was strongly recommended that he establish a weekly conference call with all the Synod members and make it a standard routine method of maintaining communication with the Synod throughout the year.

Such a standard policy is practiced by all organizations. In my own work experience, such a practice was in place internationally, even accounting for major differences in time zones around the globe.

It was recommended to the Metropolitan, as first among the Synod, that he pick a day of the week and time of the day that worked best for his schedule and implement the procedure. It was also noted to him that the first few conference calls might take longer than desired as everyone became comfortable with the process and that with time the conference calls could be conducted within a time frame of 60-90 minutes.

Such a routine call would offer every bishop the opportunity to be continually updated as to what was going on in the church, share and address common issues and learn from each other both the good and the bad and how issues were being approached.

The Metropolitan failed to implement this recommendation! To my knowledge, to this date, other than emergency conference calls to address immediate specific issues, the use of regularly scheduled conference calls as a basic communication channel has not occurred.

This is failed leadership!

Leadership outside the OCA:

We are all aware of the challenge issued by Metropolitan Methodius to Bishop Nikon about the use of the title of Bishop of Boston.

This issue remains unresolved.

In New England, clergy from the OCA are forbidden to con-celebrate the liturgy with clergy of the GOA. How sad!

His Beatitude has failed to address this issue and bring it to a satisfactory ending. A member of his own Synod has been left alone to deal with the issue that finds him at an impasse to resolve.

At the most recent SCOBA meeting it is reported that Metropolitan Methodius brought forth the issue to the assembled Hierarchs, in the presence of His Beatitude. It has been alleged that His Beatitude remained silent. An opportunity for leadership was lost. Why was not the opportunity seized to expand the discussion to address the non-canonical situation in multiple cities in North America where there are multiple bishops such as in Chicago, Detroit and Pittsburgh?

The Metropolitan has been rendered powerless and voiceless in North American Orthodoxy because of what has transpired over the last three years within our church.

Conclusion:

A new Metropolitan is required to carry forth the work of the Church in North America in order that the positive accomplishments of the last three years can be implemented and the original vision of the OCA can be recaptured and received by the entire church.

The policies, procedures, and organization have been laid out for a new beginning. Heartfelt prayers and cries for new enlighten Episcopal leadership can be heard by those who have ears to hear. All has been made ready for a new Episcopal leader to emerge for the faithful to follow and together accomplish the work assigned to all of us as followers of Christ on this continent.

It is imperative that the Holy Synod act now, in accordance with their church mandated responsibilities, requesting and obtaining a resignation effective immediately from His Beatitude and initiate the process for the election of a new Metropolitan.

Logistics/Operations Report for 15th AAC



Overview

- To be held at the Hilton Pittsburgh from Monday, November 10 to Thursday, November 13
- Fr. William Evansky and Myra Olenyik are local chairs. John Rushinko is local treasurer
- Advance party to arrive on Saturday and begin setup on Sunday
- There is limited space so much reduced
- Thank God for Fr. Myron and the local committee
- There should be no issues with hotel and work other than some cosmetic
- Elevators between floors
- Town Hall Notes
- Statutes/Resolutions
- Will be in Pittsburgh September 9-10



Mailings

- Initial Forms sent out
- Exhibitor forms sent out
- Town Hall Notes released
- Bible Study released
- Hotel/parking/meal mailing to be sent
- Delegate Handbook/Reports to be sent



Reservations

- Currently have 263 delegates registered with Chancery
- Currently at 1464 room block. Need 240 to reach 80% or 41 more people to register
- Need VIP and comped room lists
- Steelers situation



Major Areas of Report

- Operation Teams
- APA Exhibitors
- Liturgics
- Secretarial
- Dinner
- Exhibitors
- Creditionals



Operation Teams

- Clergy/Lay Chair
- Council
- Secretariat
- Parliamentary Procedures
- Tellers
- Credentials
- Nominations
- Resolutions
- Press and Information
- Summery Team



APA Exhibitors

- Jim Petrovich has worked with us before...and will interface with unions/hotel
- Will setup stage, AV, exhibitor booths, signs
- Has given us a great price. \$34,000 for AV, \$70 per booth, \$100 per sign



Liturgics

- Fr. George Yatsko is local chair
- Peter Ilchuk is Chancery contact
- Sacristy room/vesting room
- STS iconostasis
- Every bishop will have a subdeacon
- Need list of clergy serving and preachers



Secretarial

- Lory Nescott is local chair
- Gregory Sulich is Chancery contact
- Secretary room and bringing items from Chancery
- Seminarians will help as runners
- Interface with operation team



Formal Dinner

- Claudia Steeb is local chair
- Fr. Eric is Chancery contact
- Reduced format
- VIP table/bishops sit where they want
- Menu
- Metropolitan PHILIP is speaker. Others?
- IOCC requested some time to say thanks
- Need list of invitees and VIPs
- % to be donated to IOCC?



Exhibitors

- Fr. John Kluchko is local chair
- Fr. Eric is Chancery contact
- Vendors in one room - 29 booths
- Displayers in another room - 22 booths
- Seminaries in own rooms
- IOCC/OCMC special place
- Other space to be determined



Creditentials

- Fr. Joseph Wargo is local contact
- Gregory Sulich is Chancery contact
- Jerry Wilson will assist
- Bags to be sponsored by Micky Herzog.
LCBA notebooks
- Packets to be assembled in Pittsburgh



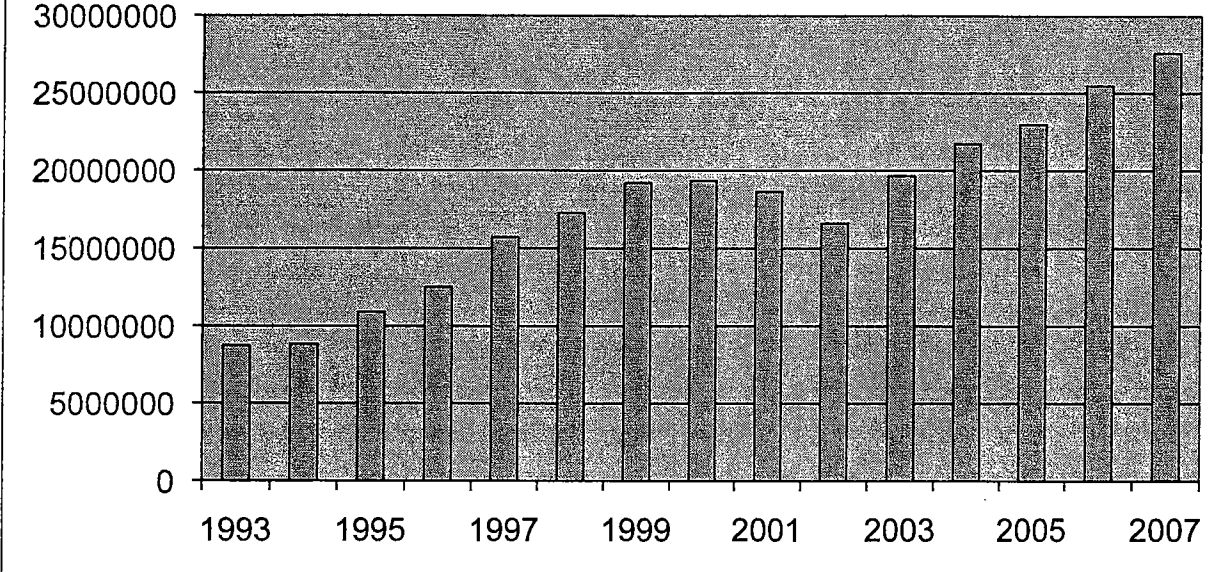
Other Issues

- Public Relations will be handled by Fr. Andrew and Fr. Patrick is local contact
- Fr. Andrew will be “calling the council” from the booth
- It will be videotaped through APA and webcast through Ancient Faith Radio
- David Drillock is handling music
- SVS will have a reception/STS will have separate reception
- Relics will be on site

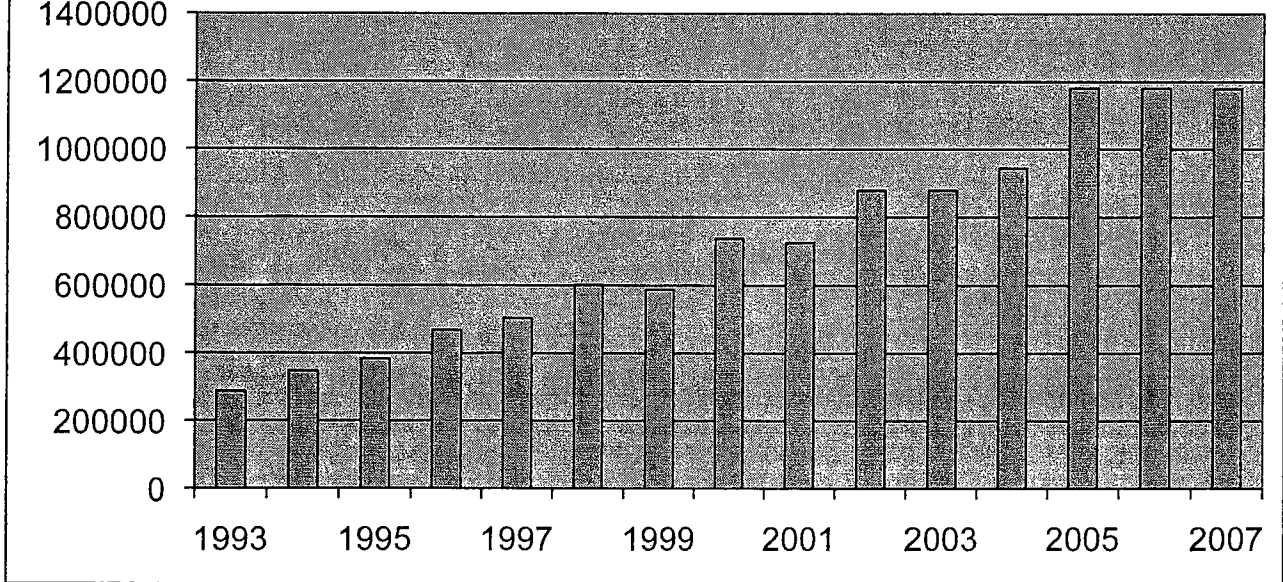
Questions/Comments?



Pension Plan Total Assets



Benefit Payments to Participants



**ORTHODOX CHURCH IN AMERICA PENSION PLAN
PROPOSED PLAN AMENDMENT – SPOUSAL CONSENT**

Current Plan Provision: Currently, the Plan provides that the ordinary form of pension benefit is a straight life annuity with a ten-year certain benefit. The Participant is permitted to designate his beneficiary. The Plan also provides a benefit for a surviving spouse that is reduced by the amount of the remaining ten year certain benefit payments at the time of the Participant's death. The Participant may designate a beneficiary to receive any remaining payments under the ten-year certain provision.

Proposed Change: Under federal law applicable to plans governed by the Employee Retirement Income Security Act of 1974, the power of a married participant to assign his benefit is limited by a requirement that his spouse consent to such assignment.

The Pension Board has for many years been concerned with the adequacy of the surviving spouse benefit, reflecting a belief that the spouse deserves consideration.

The Pension Board recommends adopting the federal requirement that a participant obtain spouse consent to any assignment of the ten-year certain benefits.

PROPOSED AMENDMENT:

Add at the end of Plan section 1.02 the following:

The Beneficiary of a Participant who is married shall be his Spouse. A Participant who is married but who seeks to designate a person other than his spouse to receive payments after his death may, with the written consent of his Spouse (which consent must be duly notarized), change his designated Beneficiary at any time, but no designation shall be effective unless filed with the Pension Board. If no Beneficiary has been designated, or the designation is defective, the balance shall be paid to the Participant's estate.

**ORTHODOX CHURCH IN AMERICA PENSION PLAN
PROPOSED PLAN AMENDMENT – RETURNING MEMBER SERVICE**

Current Plan Provision: Currently, when a Member terminates employment before Normal Retirement (or death) after completing five years of participation service, he may wait until he reaches his normal retirement age (age 65) and receive a deferred vested pension, or he may elect to forfeit any benefit from the Employer's contribution Account and receive a lump sum benefit equal to his Member's Contribution Account or a straight life annuity that is the actuarial equivalent to his Member's Contribution Account (Plan §4.03(C)). When a former Member is restored to service, the Plan provides as follows (Plan §3.02(B)):

If any former Member is restored to service as an Employee, he shall be considered a new Employee for all purposes of the Plan. If, at the time of his restoration to service, he is entitled to a vested benefit, he shall continue to be vested in such benefit. His vested percentage prior to restoration to service shall not increase because of additional Participation Service. If the Member subsequently retires on either normal or disability retirement, he will not receive a vested benefit in addition to his normal retirement Pension or disability retirement Pension. In determining the amount of such a Member's normal retirement Pension or disability retirement Pension, if he becomes eligible for such a Pension, the Member's Participation Service at retirement shall be equal to either (1) the sum of all his Participation Service before and after restoration to service, if he did not receive the amount of his Member's Contribution Account after he terminated service, or (2) his Participation Service after restoration to service, if he had received the amount of his Member's Contribution Account before his restoration to service. The date the Member first became eligible for membership shall be his initial date of eligibility for membership.

Proposed Change: Under federal law applicable to plans governed by the Employee Retirement Income Security Act of 1974, a plan is required to aggregate service both before and after a break in employment under *break in service* rules. Service may be disregarded where there is a *break in service* of five years or a break of at least one year under a *rule of parity*.

The Pension Board has considered the current rule and believes that it should change so that the break is disregarded for purposes of calculating service and allowing pre and post break service to be counted to determine the Member's benefit. The Plan's actuary has represented that this should involve a minimal cost to the Plan because (1) there have been few known instances of such returns to employment, and (2) the contributions paid with respect to the Member's work history support the benefit.

The Pension Board has for many years been concerned with the adequacy of the surviving spouse benefit, reflecting a belief that the spouse deserves consideration.

PROPOSED AMENDMENT:

Add at the end of Plan section 3.02(B) the following:

If any former Member entitled to a vested benefit is restored to service after December 31, 2008, as an Employee, his years of service prior to restoration to service and years of service after restoration to service shall both be taken into account to determine his benefits upon his subsequent termination of employment, or to determine his normal retirement Pension or disability retirement Pension.

**ORTHODOX CHURCH IN AMERICA PENSION PLAN
PROPOSED PLAN AMENDMENT – DISABILITY PENSION**

Current Plan Provision: Recently, the Pension Board commissioned a review of the Plan document. The consultant suggested that the Plan language make clear that a Member was required to be in active service in order to qualify for a disability pension.

Proposed Change: The Pension Board recommends making it clear that a Member must be in active service to qualify for a disability pension.

PROPOSED AMENDMENT:

Restate Plan section 4.02(A) as follows [*new language is in Bold*]:

- (A) A Member **while an active Employee of an Employer** who has not reached his Normal Retirement Date, but who has completed five (5) years of Participation Service, shall be retired on a disability retirement Pension commencing on the first day of a calendar month following receipt by the Pension Board of written application therefore made by the Member, provided he is eligible for disability insurance benefits under Title II of the Social Security Act.

**ORTHODOX CHURCH IN AMERICA PENSION PLAN
PROPOSED PLAN AMENDMENT – AMENDMENT OF PLAN**

Current Plan Provision: Currently, the Plan provides that the Church has reserved the power to amend the Plan. The All-American Council delegated authority to amend the Plan to the Metropolitan Council. This was done because of practical concerns of being able to amend the Plan as required by changes of law in a timely manner.

Proposed Change: The Pension Board recently commissioned a review of the Plan, its documents and operations. This review was performed by HayGroup, a nationally recognized consulting firm with experience representing church plans. HayGroup recommended “that the Pension Board (the “Board”) propose a Plan amendment that would allow the Board to adopt technical or clarifying amendments, provided they are either required by law or have no material impact on the Plan, its Members, or the Church. Allowing the Board to make such amendments would be consistent with the procedures of most church plans.” The Pension Board concurs and respectfully urges consideration of such amendment.

PROPOSED AMENDMENT:

Restate Plan Section 9.01 by designating the current section as 9.01(A) and adding as 9.01(B) the following:

9.01(B) Notwithstanding Section 9.01(A), above, the Pension Board is authorized to act on behalf of the Church to adopt technical or clarifying amendments, provided they are either required by law or have no material impact on the Plan, its Members, or the Church. The Pension Board is authorized to rely upon counsel and/or its actuary in determining such amendment(s) are either required by law or have no material impact on the Plan, its Members, or the Church. Any such action shall be promptly communicated to the Metropolitan Council and, to the extent circumstances permit the Pension Board shall provide the Metropolitan Council with advance notice of its consideration of such amendment(s).

**ORTHODOX CHURCH IN AMERICA PENSION PLAN
PROPOSED PLAN AMENDMENT – EMPLOYEE CONTRIBUTION REQUIREMENT**

Current Plan Provision: Currently, the Plan provides requires both Members and Employers to contribute 6% of Compensation [including housing allowance for Clergy] to the Plan. Many parishes have paid the 6% of Compensation contribution required for their Clergy. The Pension Board has had this reviewed by counsel and concluded that the practice does not violate the Plan as the payment is treated as a Member contribution.

Proposed Change: The Pension Board recommends making it clear that the practice of an Employer paying the Member's contribution is permissible.

PROPOSED AMENDMENT:

Restate Plan section 6.01(A) as follows [*new language is in Bold*]:

- (A) Every month, each Member shall contribute to the Plan 6 percent (6%) of his Compensation and, effective after December 31, 2005, six percent (6%) of his monthly Housing Allowance. The Employer shall deduct such contributions from the Compensation of the Member and shall transmit the sum so deducted to the Trustees or their designate. **Alternatively, the Employer may contribute such amount on behalf of the Member, which amount will be treated as a Member contribution and credited to the Member's Contribution Account.** A Member's Housing Allowance is that amount defined by Code section 107 and the Treasury regulations under Code section 107.

**ORTHODOX CHURCH IN AMERICA PENSION PLAN
PROPOSED PLAN AMENDMENT – BREAK IN SERVICE**

Current Plan Provision: Currently, the Plan provides that membership in the Plan shall terminate when a Member's employment with the Church terminates. For a participant who is a member of the Clergy, his employment is deemed to continue while waiting for reassignment. During this period the Member does not receive any service credit---the period is disregarded.

Proposed Change: The Pension Board recommends adopting a rule so that members of the Clergy may be treated as terminated after not being reassigned for a lengthy period. Specifically, it is recommended that a member of the Clergy would be treated as terminated from employment after not being reassigned for a period of twenty-four (24) months.

PROPOSED AMENDMENT:

Add at the end of Plan section 2.05 the following:

A member of the Clergy shall be treated as on leave of absence while awaiting reassignment for a period not exceeding twenty-four (24) months, at which time he shall be deemed terminated from employment.

Report of the Chancellor



Colossians 3.12-17

“Put on then, as God’s chosen ones, holy and beloved, compassion, kindness, lowliness, meekness, and patience, forbearing one another, and, if one has a complaint against another, forgiving each other; as the Lord has forgiven you, so you also must forgive. And above all these put on love, which binds everything together in perfect harmony. And let the peace of Christ rule in your hearts, to which indeed you were called in the one body. And be thankful.... And whatever you do in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.”



Overview

- Serves as assistant and advisor to the Metropolitan of the Orthodox Church in America, responsible for the development, nurturing, and welfare of the clergy of the Church
- Assists the Metropolitan in managing national-level clergy-related activities
- Supports and/or guides and directs the work of assigned OCA Departments, Committees, Boards, and Commissions, related to clergy affairs
- represents the Metropolitan in religious and spiritual activities
- Serves as First Priest of the Chancery Chapel
- Performs other duties as assigned



What is Syosset?

- Syosset is in bull's eye (of today's discontent)
- Syosset is the Church (not more and not less than)
- The Church does not exist to support Syosset
- Syosset exists to support the Church



Syosset's Support for the Church

- Headquarters for the Primate and staff
- Offices of the Central Church Admin.
- Center for Holy Synod and meetings
- Facilitating, coordinating outreach programs
- Coordination of gatherings, conferences (pastoral, lay ministry, youth, music, parish and children's education, etc.)



VISION: What is the OCA?

- **Traditional Orthodoxy:** Scripturally, dogmatically, canonically, liturgically Orthodox Christianity, and as such, in communion with all of the Orthodox Churches throughout the world.
- **Theological Orthodoxy:** articulate, intelligent and mature in all aspects of Orthodox theology; fostering theological education and research; consciously aware and adapting legacies of saints and scholars.
- **Spiritual Orthodoxy:** Bible based, New Testament grounded; Orthodox asceticism in context of time and place; developing monasticism that is both traditional and relevant to time and place; a spirituality that integrates Christian psychology, 12-step programs and redemptive medical advancements.



VISION: What is the OCA?

- **Pastoral Orthodoxy:** Training spiritually sound, emotionally balanced, socially adept pastors; advancing a pro-active priestly consciousness that incorporates compassion, creativity, management and leadership skills; fostering inspired and meaning preaching; maintaining an on-going program of pastoral supervision and continuing education; fostering and maintaining research and responses on current medical and ethical issues.
- **Historical Orthodoxy:** In addition to theological traditions, an awareness and appreciation of recent Orthodox immigrant history (Slavic, Greek, etc.) and processes of inculturation; appreciation for Orthodox cultural achievements (icons, art, literature).



VISION: What is the OCA?

- **North American Orthodoxy [Language]:** Vernacular (English, Spanish, Yupik, etc.); on-going development of a proper, understandable, dignified, beautiful and consistent liturgical language.
- **North American Orthodoxy [Culture & Society]:** Awareness about constitutional democracy and its implications for religious institutions; fostering and maintaining an educated sense about tax laws, legal issues, financial and business ethics as practiced in contemporary North America; developing an Orthodox presence in North American culture and society, with a balanced attention to local politics, social outreach programs, democratic principles, and issues arising in the public square; a grateful openness to engagement with US, Canadian and Mexican history and society.



VISION: What is the OCA?

- **Inclusive Orthodoxy:** Open, inviting, welcoming and accepting of newcomers and seekers, who are looking for that breath of fresh air that is the fragrance of authentic Christianity, liturgically full, theologically sound, and philosophically and psychologically grounded.
- **Accessible Orthodoxy:** Conscious of public perception, attuned to computer technology and internet communication, aware and involved in environmental issues, able to dialogue in ecumenical spheres.

Questions/Comments?



Report of the Secretary



Overview

- Serves as the primary administrative manager of the OCA
- Directs the administrative, housekeeping, estate management, and personal service functions of the OCA Central Administrative Offices
- Performs Other Duties as Assigned



Major Areas of Report

- Human Resources
- Reorganization
- Council and Synods
- Archives
- Estate Management
- Other



Human Resources

- Personnel files audited and updated
- Policy & Procedures and Employees Handbooks completed and distributed
- Job Descriptions and Evaluation Forms completed and distributed
- Annual Statements signed and filed
- Other forms now in place
- Examples handed out



To Be Completed

- Evaluations to be completed by end of year
- Annual documentations filed
- Review of 501(C)3 status of OCA and all associated parishes and institutions
- Audit of all parish files
- Health benefits of non-clergy restructured



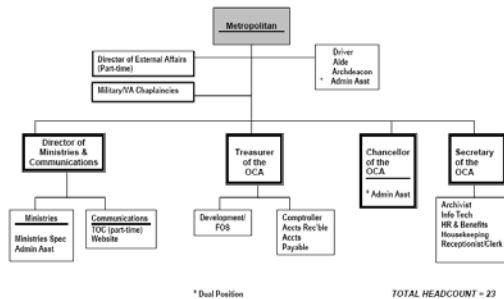
Reorganization

- Review of transition
- Review of positions filled
- Review of anticipated positions
 - Communications
 - Handyman
 - Comptroller
 - Accounts Payable



Flow Chart

OCA Central Administrative Office - Proposed Target Structure December 15, 2006



Council and Synods

- Continuing planning and support of 15th AAC (including Town Halls)
- Continuing planning and support of joint session
- Continuing planning and support of Fall Holy Synod
- Continuing planning and support of Chancery meetings



To Be Completed

- Operation of 15th AAC with After Action Report and Lessons Learned
- Summery reports of Joint Session, Holy Synod and other meetings
- Initiate the new agenda system of long term planning and reporting



Archives

- Review of system and operations
- Need for better filing and clean-up of the area
- Look into electronic filing
- Weekly updates for staff
- Began planning process of archive relocation including grant funding



Estate Management

- Completed walk-through and evaluation
- Completed review of contracts
- Cost analysis of operations
- Researched potential sales options
- Planned/needed improvements
- Handyman
- Reorganization of room assignments



Points of Note

- The good news is that the building is structurally sound and in good shape
- Grounds have drastically improved
- Sale potential
- Charter states we must be in new York City area
- Paint outside, repair steps, fix basement by winter
- Painting and upgrades on interior to begin in 2009



Other Issues

- Information Technology
- Legal Issues
- Areas of Concern

Questions/Comments?



Report of the Director of Ministries & Communications



Overview

- Serves as coordinator of centralized Church communications, humanitarian and related activities, and of related OCA Departments and Ministries
- Humanitarian programs, projects, and facilities
- Supporting and/or guiding and directing the work of assigned OCA Departments, Offices, and Committees
- Publishing *The Orthodox Church* and related issuances
- Managing the OCA website
- Maintaining relationships with print and other media; issuing media press releases
- Performs Other Duties as Assigned



Major Areas of Report

- OCA.org web site
- 2008 Sourcebook & 2009 Desk Calendar
- OCPC
- 15th AAC
- Departmental Restructuring



OCA.org Web Site

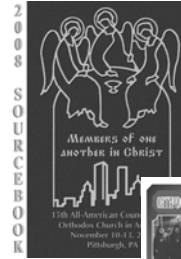
- Transitioning to new site.
 - Upgraded software
 - Better security and functionality
- Able to post material on web site from Chancery.
- Next Step: redesign layout based on content, rather than organizational structure





2008 Sourcebook 2009 Desk Calendar

- Electronic version of 2008 Sourcebook posted on OCA.org June 2008
 - Printing limited run of hard copies.
- Layout of 2009 Desk Calendar complete
 - Now adding diocese/institution events.
 - Benchmark: available by AAC



OCPC

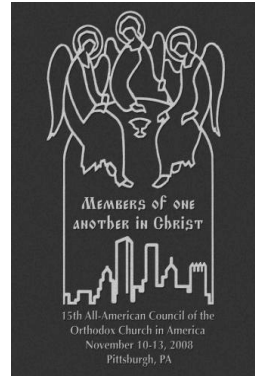
- Discussion re: Partnership with SVS Press
 - “in progress.”
- Difficulties with online shopping feature
 - feature will be temporarily removed





15th AAC

- Manage AAC communication prior to, during, and after Council.
 - 15th AAC blog
 - PCC press releases
 - Work with local communications chair on media contacts.
- Town Hall Meetings
 - Facilitator / Recorder
 - Preparation of Notes



Departmental Restructuring

- Guiding principles:
 - Re-embraced founding vision of OCA
 - OCA's mission and vision were driven by the Great Commission
 - Great Commission should shape ministries.
 - More diocesan involvement in ministries...
 - ... Also a need for some central coordination of efforts (resources, networking).
 - Streamlining structure and administration
 - With goal of more funding for initiatives.



Departmental Restructuring

- Existing structure: Nine Departments

Christian Education	Christian Service and Humanitarian Aid	Evangelization
History and Archives	Institutional Chaplaincies	Liturgical Music and Translations
Military Chaplaincies	Pastoral Life and Ministry	Youth, Young Adult, and Campus Ministry



Departmental Restructuring

- Align departments with similar focuses.

Evangelization	Pastoral Life and Ministry	Christian Education
Christian Service and Humanitarian Aid	Institutional Chaplaincies	Youth, Young Adult, and Campus Ministry
	Liturgical Music and Translations	

- Reclassify Military Chaplaincies and History and Archives as “offices.”



Ministry Groups

Evangelization and Outreach	Pastoral and Liturgical Ministry	Christian Education and Youth Ministry
<ul style="list-style-type: none"> •Coordinator (\$9000.00 annual stipend) •\$75,000.00 budget •Working group (5 -7 people) •Diocesan reps (meeting semiannually) 	<ul style="list-style-type: none"> •Coordinator (\$9000.00 annual stipend) •\$75,000.00 budget •Working group (5 -7 people) •Diocesan reps (meeting semiannually) 	<ul style="list-style-type: none"> •Coordinator (\$9000.00 annual stipend) •\$75,000.00 budget •Working group (5 -7 people) •Diocesan reps (meeting semiannually)



Ministry Groups

“Go and makes disciples...”

“...baptizing them...”

“...and teaching them...”

Evangelization and Outreach	Pastoral and Liturgical Ministry	Christian Education and Youth Ministry
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- Next Steps (pending approval):
 - Consult with department chairs on fine-tuning and transition scenario.
 - Establish timeline.

Questions / Comments?



Report of the Treasurer



Overview

- Serves as Chief Financial Officer of the OCA
- Manages OCA budgeting, expense management and financial accounting activities.
- Oversees all aspects of income development
- Performs a variety of on-going financial activities
- Supports and/or guides and directs the work of the Office of Development and Stewardship
- Performs Other Duties as Assigned



Financial Summary as of 6/30/08

- Surplus in Unrestricted Activities of \$77,925
- All-American Council at \$177,984 vs. budget of \$198,000
- A/P and accrued expenses at \$79,265 vs. \$276,529 a year ago.
- Cash balance at \$94,646.39



Financial Highlights

- Weiser, LLP audit
 - Adjustment to gain on sale \$158,000
 - Proskauer Rose expense back to 2007 \$20,000
 - Net Asset qualification on the audit report



Department Expenses

- Departments are in budget for '08
- Preconciliar Commission is within its \$50k budget
- 15th AAC appears to be in budget



Charitable Appeals and Distributions

- \$25,000 was disbursed to NYDIS in the first week of July, 2008
- Approx. \$65,000 to go to Russia next week for Bibles for Russia program
- All of the 2007 seminary appeal was distributed
- \$20,000 was sent to IOCC
- \$2,000 was made towards individual hardships



Charitable Appeals

- FOS contributions are down significantly (\$10,694 through June 30th)
- Missions appeals are down (\$48,679 through June 30th)
- Seminary contributions are down (\$19,387 through June 30th)



	2007 Information				Balance 12/31/2007
	Balance 12/31/06	Contributions	Distributions	Expenses	
Mission Appeal	\$ 56,748.57	\$ 108,085.56	\$ (8,750.00)	\$ (315.03)	\$ 105,769.10
Seminary Appeal	\$ 3,495.03	\$ 53,524.75	\$ (13,365.39)	\$ (6,900.00)	\$ 36,754.39
Publication Reserve Fund	\$ 20,162.66				\$ 20,162.66
Theological Education					
Academic Fellowship	\$ 65,300.00				\$ 65,300.00
Seminarian Internship Fund	\$ 8,962.00				\$ 8,962.00
St. Herman's Seminary	\$ 3,876.23				\$ 3,876.23
St. Tikhon's Seminary	\$ 5,471.16				\$ 5,471.16
St. Vladimir's Seminary	\$ 5,346.16				\$ 5,346.16
Sub-Total - Theological Education Funds	\$ 88,955.55	\$ -	\$ -	\$ -	\$ 88,955.55
Chaplain Reserve	\$ 1,895.69				\$ 1,895.69
Charity					
Charity Appeal	\$ 74,572.56	\$ 32,124.22	\$ (7,100.00)	\$ (34.44)	\$ 99,562.34
Christmas Stocking Appeal	\$ 19,790.28	\$ 47,198.25	\$ (34,462.35)		\$ 42,526.18
Boston Relief	\$ 30,102.75		\$ (30,117.75)		\$ (15.00)
Archbishop Gregory Memorial fund					
Suskuk Memorial	\$ 461.00				\$ 461.00
9/11 Emergency Fund	\$ 90,588.78		\$ (90,000.00)		\$ 588.78
Alaska Children's Medical Ass.	\$ 10,000.00				\$ 10,000.00
Alaskan Clergy/Pastors	\$ 3,000.00				\$ 3,000.00
Chechan Humanitarian Relief	\$ 30,000.00				\$ 30,000.00
Kursk Submarine Disaster	\$ 340.00				\$ 340.00
Medical Assistance for Russia	\$ 644.67				\$ 644.67
Project Mexico	\$ 659.00				\$ 659.00
Russian Orphanages	\$ 30,600.00	\$ 525.00	\$ (25,000.00)		\$ 6,125.00
Eastern European Orphanages	\$ 713.00				\$ 713.00
Sorotzka Orphanage	\$ 500.00				\$ 500.00
St. Catherine Representation Church	\$ 1,091.48				\$ 1,091.48
SS Martha and Mary Monastery	\$ 125.00				\$ 125.00
Russian Bible Printing	\$ 62,838.58				\$ 62,838.58
Georgian Books	\$ 29.09				\$ 29.09
Sub-Total Charity	\$ 356,056.19	\$ 79,847.47	\$ (176,680.10)	\$ (34.44)	\$ 259,189.12
Temporarily Restricted Funds and Appeals	\$ 527,313.69	\$ 241,457.78	\$ (248,795.49)	\$ (7,249.47)	\$ 512,726.51



	2008 Activity - Through June 30, 2008			Net 2008 Activity	Balance at 6/30/08	Comments
	Contributions	Distributions	Expenses			
Mission Appeal	\$ 48,678.58	\$ (45,000.00)	\$ (3,496.47)	\$ 182.11	\$ 105,951.21	
Seminary Appeal	\$ 19,387.00	\$ (16,754.34)	\$ (10,353.89)	\$ (27,721.27)	\$ 9,033.12	
Publication Reserve Fund				\$ -	\$ 20,162.66	Will be used for the Hopko series
Theological Education						
Academic Fellowship			\$ -	\$ -	\$ 65,300.00	
Seminarian Internship Fund			\$ -	\$ -	\$ 8,962.00	
St. Herman's Seminary			\$ -	\$ -	\$ 3,876.23	
St. Tiborn's Seminary			\$ -	\$ -	\$ 5,471.16	
St. Vladimir's Seminary			\$ -	\$ -	\$ 5,366.16	
Sub-total - Theological Education Funds	\$ -	\$ -	\$ -	\$ -	\$ 88,955.55	
Chaplain Reserve				\$ -	\$ 1,895.69	
Charity						
Charity Appeal	\$ 6,306.00	\$ (22,000.00)	\$ (161.00)	\$ (15,855.00)	\$ 83,707.34	
Christmas Stocking Appeal	\$ 3,561.48	\$ (2,732.78)	\$ (9,317.22)	\$ (8,488.52)	\$ 34,037.66	
Boston Relief				\$ -	\$ (15.00)	
Archbishop Gregory Memorial fund	\$ 675.00			\$ 675.00	\$ 675.00	
Surskai Memorial				\$ -	\$ 461.00	
9/11 Emergency Fund				\$ -	\$ 588.78	A \$25k dismb was made in July '08
Alaska Children's Medical Ass.				\$ -	\$ 10,000.00	
Alaskan Clergy/Pastors				\$ -	\$ 3,000.00	
Chechen Humanitarian Relief	\$ (14,420.00)			\$ (14,420.00)	\$ 15,980.00	
Kursk Submarine Disaster				\$ -	\$ 340.00	
Medical Assistance for Russia				\$ -	\$ 644.67	
Project Mexico	\$ (659.00)			\$ (659.00)	\$ -	
Russian Orphanages				\$ -	\$ 6,125.00	
Eastern European Orphanages				\$ -	\$ 713.00	
Sosonka Orphanage				\$ -	\$ 500.00	
St. Catherine Representation Church				\$ -	\$ 1,091.48	
SS Martha and Mary Monastery				\$ -	\$ 125.00	
Russian Bible Printing				\$ -	\$ 62,838.58	Sept. '08
Georgian Books				\$ -	\$ 28.00	
Georgian Books				\$ -	\$ 28.00	To be distrib. in
Sub-total Charity	\$ 10,542.48	\$ (39,811.78)	\$ (9,478.22)	\$ (38,747.52)	\$ 220,441.60	
Temporarily Restricted Funds and Appeals	\$ 78,608.06	\$ (121,566.16)	\$ (23,328.58)	\$ (66,286.68)	\$ 446,439.83	



Statement of Activities

Accrual Basis
Actual versus Budget
For the period January 1, 2008 through June 30, 2008

	Unrestricted Net Assets	Budget Jan - June	Annual Budget	Variance to Budget Jan - June	% of Budget
Support and revenue:					
Contributions:					
Fellowship of Orthodox Stewards	\$10,694	\$35,000	\$70,000	(\$24,306)	30.55%
St. Sergius Chapel	-	\$2,500	5,000	(2,500)	0.00%
General contributions	16,125	\$5,500	11,000	10,625	293.17%
Other	7,087	\$1,000	2,000	6,087	708.66%
Total contributions	\$33,905	\$44,000	\$88,000	(\$10,095)	77.06%
Revenue:					
Assessments	1,273,865	\$1,305,000	2,610,000	(31,135)	97.61%
Late vocations	1,000	\$0	-	1,000	100.00%
Yearbook and calendar	-	\$2,000	4,000	(2,000)	0.00%
TOC Newspaper	330	\$5,000	10,000	(4,670)	6.60%
OCCP	4,397	\$5,000	10,000	(603)	87.93%
Total revenue	1,279,592	1,317,000	2,634,000	(37,408)	97.16%
Total support and revenue	1,313,497	1,361,000	2,722,000	(47,503)	96.51%



Statement of Activities

	<u>Unrestricted Net Assets</u>	<u>Budget Jan - June</u>	<u>Annual Budget</u>	<u>Variance to Budget</u>	
				<u>Jan - June</u>	<u>% of Budget</u>
Expenses:					
Program services:					
Canons and statutes	3,000	\$0	-	3,000	100.00%
Chaplains	565	\$3,150	6,300	(2,586)	17.92%
Christian Education	10,374	\$14,500	29,000	(4,126)	71.55%
Christian Witness and Humanitarian Aid	4,925	\$6,500	13,000	(1,575)	75.76%
Evangelization	10,357	\$12,200	24,400	(1,844)	84.89%
Liturgical Music and translations	5,100	\$7,550	15,100	(2,450)	67.55%
Medical ethics	3,962	\$0	-	3,962	100.00%
Pastoral Life	2,698	\$13,800	27,600	(11,102)	19.55%
Seminary internship	189	\$0	-	189	0.00%
Youth ministry	6,146	\$6,000	12,000	146	102.44%
Total program services	47,315	63,700	127,400	(16,385)	74.28%



Statement of Activities

	<u>Unrestricted Net Assets</u>	<u>Budget Jan - June</u>	<u>Annual Budget</u>	<u>Variance to Budget</u>	
				<u>Jan - June</u>	<u>% of Budget</u>
Expenses:					
Supporting services:					
Executive offices	265,482	\$240,500	481,000	24,982	110.39%
Administrative offices	269,704	\$169,500	339,000	100,204	159.12%
Interest paid out	45,980	\$44,972	89,944	1,008	102.24%
Benefits	123,608	\$198,888	397,775	(75,279)	62.15%
Property support	79,921	\$120,500	241,000	(40,579)	66.32%
Holy Synod	55,855	\$41,500	83,000	14,355	134.59%
Metropolitan Council	30,430	\$22,000	44,000	8,430	138.32%
Metropolitan Council - Special Investigation	18,027	\$10,000	20,000	8,027	180.27%
OCPC	6,000	\$0	-	6,000	100.00%
Dept. of communications	68,630	\$39,300	78,600	29,330	174.63%
Dept. of communications- TOC	96,828	\$86,000	172,000	10,828	112.59%
Dept. of external affairs	31,108	\$38,500	77,000	(7,392)	80.80%
Dept. of history and archives	48,851	\$29,250	58,500	19,601	167.01%
St. Catherine representation church	20,105	\$13,000	26,000	7,105	154.66%
All-American Council	24,764	\$25,000	50,000	(236)	99.05%
Special retirement	5,700	\$5,750	11,500	(50)	99.13%
St. Sergius chapel	106	\$0	-	106	0.00%
Bibles for Russia	-	\$33,750	67,500	(33,750)	0.00%
Development	(2,842)	\$6,000	12,000	(8,842)	-47.37%
Total supporting services	1,188,257	1,124,410	2,248,819	63,847	105.68%
Total expenses	1,235,572	1,188,110	2,376,219	47,462	103.99%
Income/(loss) before other income:	\$ 77,825	172,891	345,781	(94,965)	45.07%
Other Income					
All-American Council Assessments	\$ 210,160	\$198,000	\$198,000	\$12,160	106.14%
Net Income/(Loss)	\$ 288,085.27	\$ 370,890.50	\$ 543,781.00	\$ (82,805.23)	77.67%



Statement of Activities

The Orthodox Church in America
Statement of Activities
For the period January 1, 2008 through June 30, 2008

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Support and revenue:				
Contributions:				
Fellowship of Orthodox Stewards	\$10,694			\$10,694
Charity		6,306		6,306
Charity - Christmas stocking program		3,561		3,561
Missions		48,679		48,679
Seminary		19,387		19,387
General contributions	16,125			16,125
Other	1,491	675		2,166
Total contributions	28,310	78,608	-	106,918
Revenue:				
Assessments - Diocesan	1,273,865			1,273,865
Assessments - AAC		210,160		
OCPC	4,397			
Newspaper	330			330
Programs	1,000			
Total revenue	1,279,592	210,160	-	1,274,195
Total support and revenue before net assets released from restrictions	1,307,902	288,768	-	1,381,113



Statement of Activities

The Orthodox Church in America
Statement of Activities
For the period January 1, 2008 through June 30, 2008

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Net assets released from restrictions:				
9/11 fund (a)	-			-
Charity		(39,669)		(39,669)
Christmas stocking		(143)		(143)
Missions		(45,000)		(45,000)
Seminary		(36,754)		(36,754)
Total net assets release from restrictions	-	(121,566)	-	(121,566)
Total support, revenue and releases	1,307,902	167,202	-	1,259,546



Statement of Activities

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Expenses:				
Program services				
All American Council	24,764			24,764
Canons and statutes	3,000			3,000
Chapel	106			106
Chaplains	565			565
Christian Witness	4,925			4,925
Christian Education	10,374			10,374
Communications	68,630			68,630
External affairs	31,108			31,108
Missions and Evangelism	10,357			10,357
History and archives	48,851			48,851
Holy Synod	55,855			55,855
Humanitarian aid	4,925			4,925
Liturgical Music and translations	5,100			5,100
Medical ethics	3,962			3,962
Metropolitan Council	48,457			48,457
OCP	6,000			6,000
Pastoral Life	2,698			2,698
Seminary internship	189			189
St. Catherine representation church	20,105			20,105
The Orthodox Church magazine	96,828			96,828
Youth ministry	6,146			6,146
Total program services	<u>452,945</u>	<u>-</u>	<u>-</u>	<u>452,945</u>



Statement of Activities

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Supporting services:				
General administrative	785,470	24,852	(405)	809,917
Development	(2,842)			(2,842)
Total supporting services	<u>782,628</u>	<u>24,852</u>	<u>(405)</u>	<u>807,075</u>
Total expenses	<u>1,235,573</u>	<u>24,852</u>	<u>(405)</u>	<u>1,260,020</u>
Change in net assets from operations	72,329	142,350	405	(473)
Other changes:				
Net investment income	5,596		30,174	35,770
Realized and unrealized gains and losses			(238,833)	(238,833)
Distributions			(6,799)	(6,799)
Change in actuarial value of unitrusts			(29,059)	(29,059)
Total Other changes	<u>5,596</u>	<u>-</u>	<u>(244,517)</u>	<u>(238,921)</u>
Change in net assets	<u>\$ 77,925</u>	<u>\$ 142,350</u>	<u>\$ (244,112)</u>	<u>\$ (23,837)</u>
Beginning net assets	<u>8,114</u>	<u>483,037</u>	<u>1,828,597</u>	<u>2,319,748</u>
Ending net assets	<u>86,039</u>	<u>625,387</u>	<u>1,584,486</u>	<u>2,295,911</u>



Property Support

Ordinary Income/Expense	135 -Property Support	Annualized
Expense		
6090 - Business Expenses		
6094 - Taxes - Not UBIT	\$ (14,327.10)	
Total 6090 - Business Expenses	\$ (14,327.10)	
6100 - Office expense		
6105 - Food	\$ 2,705.77	\$ 5,411.54
6110 - Flowers/Candles	\$ 51.02	\$ 102.04
6115 - Office Expense - Other	\$ 26.26	\$ 52.52
Total 6100 - Office expense	\$ 2,783.05	\$ 5,566.10
6210 - Contract Services		
6215 - Outside Contract Services	\$ 87.90	\$ 175.80
Total 6210 - Contract Services	\$ 87.90	\$ 175.80
6270 - Facility Expense		
6273 - Real Estate, Personal Prop Tax	\$ 14,327.10	\$ 28,654.20
Total 6270 - Facility Expense	\$ 14,327.10	\$ 28,654.20
6280 - Facilities and Equipment		
6284 - Equip Rental and Maintenance	\$ 290.35	\$ 580.70
6285 - Janitorial Services	\$ 1,249.73	\$ 2,499.46
6286 - Lawn	\$ 9,740.00	\$ 19,480.00
6288 - Garbage Removal	\$ 1,044.40	\$ 2,088.80
Total 6280 - Facilities and Equipment	\$ 12,324.48	\$ 24,648.96



Property Support

	135 -Property Support	Annualized
6290 - Repairs expense	\$ 1,327.14	\$ 2,654.28
6500 - Operations		
6504 - Supplies	\$ 650.79	\$ 1,301.58
Total 6500 - Operations	\$ 650.79	\$ 1,301.58
6600 - Salaries		
6605 - Payroll Expense	\$ 37,229.87	\$ 74,459.74
6606 - FICA/MED	\$ 1,325.52	\$ 2,651.04
6607 - Unemployment Ins WH	\$ 258.95	\$ 517.90
Total 6605 - Payroll Expense	\$ 1,584.47	\$ 3,168.94
6610 - Health Insurance	\$ 3,408.00	\$ 6,816.00
6620 - Life Insurance	\$ 31.00	\$ 62.00
6680 - Pension expense	\$ 2,918.02	\$ 5,836.04
6700 - Utilities		
6701 - Heating oil	\$ 10,646.28	\$ 21,292.56
6702 - Cable	\$ 176.98	\$ 353.96
6703 - Water	\$ 63.00	\$ 126.00
6704 - Gas	\$ 536.21	\$ 1,072.42
6705 - Electricity	\$ 6,069.88	\$ 12,139.76
Total 6700 - Utilities	\$ 17,492.35	\$ 34,984.70
6730 - Network/Computing		
6732 - Cable	\$ 52.72	\$ 105.44
Total 6730 - Network/Computing	\$ 52.72	\$ 105.44
6750 - Insurance		
6750 - Insurance	\$ 31.00	\$ 62.00
Total Expense	\$ 79,920.79	\$ 159,841.58



Legal Fees

	Date	Num	Name	Memo	Debit	Credit	Balance
6210 - Contract Services							
6214 - Legal Fees							
	01/01/2008	84		To Record Accrued Expenses 2007		68,000.02	-68,000.02
	01/02/2008	8247	Rose Proskauer	VOID:	0.00		-68,000.02
	01/15/2008	8298	Sahn, Ward & Baker, PLLC		5,000.00		-63,000.02
	01/24/2008	8326	Rose Proskauer		68,000.02		5,000.00
	02/13/2008		Sahn, Ward & Baker, PLLC	Invoice #16001	16,601.80		21,601.80
	02/13/2008		Sahn, Ward & Baker, PLLC	Additional retainer for Kondratick lawsuit	10,000.00		31,601.80
	02/29/2008		Genute, Michael J.	Kristine Palico Koumentakos	875.00		32,476.80
	03/07/2008	030708	Sahn, Ward & Baker, PLLC	Kondratik v. Orthodox Church in America	21,125.09		53,601.89
	03/25/2008	020508	Bianco, Thomas J. Esq	Legal Fees	500.00		54,101.89
	04/18/2008	16195	Sahn, Ward & Baker, PLLC	Legal Re: Kondratik vs OCA	5,250.30		59,352.19
	05/20/2008	Retainer	Eaton & Van Winkle LLP	Retainer - General Counsel	5,000.00		64,352.19
	05/30/2008	16297	Sahn, Ward & Baker, PLLC	RE: kondratik	2,941.95		67,294.14
	06/12/2008	0639-005	Sahn, Ward & Baker, PLLC	OCA v Kondratik	587.31		67,881.45
	06/25/2008	16361	Sahn, Ward & Baker, PLLC	Kondratik v. OCA	80.00		67,961.45
	06/27/2008	Retainer	Ethridge Quinn McAuliffe Rowan & Hartinge	Retainer- Koumentakos	5,000.00		72,961.45
	07/30/2008	728	Sahn, Ward & Baker, PLLC	Subdivision Investigation	1,467.50		74,428.95
Total 6214 - Legal Fees					<u>142,428.97</u>	<u>68,000.02</u>	<u>74,428.95</u>



Additional Goals and Objectives

- Analysis of each of the endowments
- Transfer of securities portfolio to Honesdale
- 2009 Operating budget
- FOS strategic plan
- Blackbaud software utilization

Questions/Comments?



Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$90 per member

	Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
Salaries:							
Metropolitan	\$47,500.00	\$ 1.91	\$7,267.50	\$ 10,224.00	\$ 475.00	\$ 215.00	\$ 5,700.00
Chancellor	\$95,000.00	\$ 3.82	\$14,535.00	\$ 20,448.00	\$ 950.00	\$ 215.00	\$ 11,400.00
Secretary	\$95,000.00	\$ 3.82	\$14,535.00	\$ 20,448.00	\$ 950.00	\$ 215.00	\$ 11,400.00
Treasurer	\$42,000.00	\$ 1.69	\$6,426.00	\$ -	\$ 420.00	\$ 215.00	\$ 5,040.00
Dir. Of Ministries and Communications	\$95,000.00	\$ 3.82	\$14,535.00	\$ 20,448.00	\$ 950.00	\$ 215.00	\$ 11,400.00
Controller	\$75,000.00	\$ 3.02	\$5,737.50	\$ -	\$ 750.00	\$ 215.00	\$ 9,000.00
External Affairs	\$34,265.04	\$ 1.38	\$2,621.28	\$ -	\$ 342.65	\$ 215.00	\$ 4,111.80
Archivist	\$57,233.52	\$ 2.30	\$4,378.36	\$ 20,448.00	\$ 572.34	\$ 215.00	\$ 6,868.02
Admin. Assistant (Metropolitan/Holy Synod)	\$47,000.00	\$ 1.89	\$3,595.50	\$ 9,696.00	\$ 470.00	\$ 215.00	\$ 2,820.00
Admin. Assistant (Collections, Assist. To Chancellor and Secretary)	\$47,000.00	\$ 1.89	\$3,595.50	\$ 9,696.00	\$ 470.00	\$ 215.00	\$ 2,820.00
Metropolitan's assistant (driver)	\$35,000.00	\$ 1.41	\$2,677.50	\$ 9,696.00	\$ 350.00	\$ 215.00	\$ 2,100.00
Metropolitan's assistant (Archdeacon)	\$12,000.00	\$ 0.48	\$918.00	\$ -	\$ 120.00	\$ 215.00	\$ 720.00
Accountant/Admin.	\$45,000.00	\$ 1.81	\$3,442.50	\$ 9,696.00	\$ 450.00	\$ 215.00	\$ 2,700.00
Housekeeper	\$45,000.00	\$ 1.81	\$3,442.50	\$ 20,448.00	\$ 450.00	\$ 215.00	\$ 2,700.00
Total Salaries	\$724,498.56	\$ 29.15	\$87,707.14	\$151,248.00	\$7,719.99	\$3,010.00	\$78,779.83
Benefits:							
Employer taxes	\$87,707.14	\$ 3.53					
Health insurance	\$151,248.00	\$ 6.08					
Workers compensation	\$7,719.99	\$ 0.31					
Life insurance	\$3,010.00	\$ 0.12					
Pension expense	\$78,779.83	\$ 3.17					
Total benefits	\$328,464.95	\$ 13.21					
Bank fees, registration fees	\$ 500.00	\$ 0.02					
Office expense	\$ 6,000.00	\$ 0.24					
Accounting	\$ 65,000.00	\$ 2.61					
Accounting software	\$ 10,000.00	\$ 0.40					
Legal	\$ 150,000.00	\$ 6.03					
Outside contractors	\$ 8,000.00	\$ 0.32					
Food	\$ 3,000.00	\$ 0.12					
Travel & meetings - central admin	\$ 20,000.00	\$ 0.80					
Travel & meetings - Metropolitan Council	\$ 40,000.00	\$ 1.61					
Travel & meetings - Holy Synod	\$ 40,000.00	\$ 1.61					
Stipends - Holy Synod	\$ 25,000.00	\$ 1.01					
Mortgage interest	\$ 92,000.00	\$ 3.70					
Insurance	\$ 35,000.00	\$ 1.41					
Property tax	\$ 29,000.00	\$ 1.17					
Office Supplies	\$ 9,000.00	\$ 0.36					
Telephone	\$ 15,000.00	\$ 0.60					
Equipment Leasing	\$ 12,000.00	\$ 0.48					
Auto expense	\$ 5,000.00	\$ 0.20					
Payroll processing fees	\$ 1,500.00	\$ 0.06					
Stipend	\$ 11,400.00	\$ 0.46					
Equipment rental	\$ 500.00	\$ 0.02					
Janitorial	\$ 2,500.00	\$ 0.10					
Grounds keeping	\$ 20,000.00	\$ 0.80					

Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$90 per member

	Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
Garbage removal	\$ 2,000.00	\$ 0.08					
Repairs	\$ 7,000.00	\$ 0.28					
Equipment repair	\$ 5,000.00	\$ 0.20					
Computer expense	\$ 12,000.00	\$ 0.48					
Cable	\$ 600.00	\$ 0.02					
Electricity	\$ 14,000.00	\$ 0.56					
Gas	\$ 1,000.00	\$ 0.04					
Water	\$ 1,800.00	\$ 0.07					
Heating oil	\$ 20,000.00	\$ 0.80					
DSL	\$ 900.00	\$ 0.04					
Principal on Honesdale loan	\$ 93,446.00	\$ 3.76					
Total other admin. Expenses	\$ 758,146.00	\$ 30.50					
Total expenses before departments and Church Ministry Initiatives	\$1,811,109.51	\$ 72.86					
The Orthodox Church magazine							
Salary - Fr. Matusiak	\$ 47,034.48	\$ 1.89					
Payroll taxes	\$ 3,598.14	\$ 0.14					
Printing, copying and postage	\$ 75,000.00	\$ 3.02					
	\$ 125,632.62	\$ 5.05					
Strategic Planning:							
(Same budget as the preconiliar commission)	\$ 50,000.00	\$ 2.01					
OCA Communications							
Contract web master	\$ 36,000.00	\$ 1.45					
Office supplies & postage	\$ 5,000.00	\$ 0.20					
Website hosting and maintenance	\$ 15,000.00	\$ 0.60					
	\$ 56,000.00	\$ 2.25					
Interchurch Affairs:							
Archimandrite Zacchaeus - Salary	\$ 26,000.00	\$ 1.05					
Archimandrite Zacchaeus - health insurance	\$ 9,696.00	\$ 0.39					
Archimandrite Zacchaeus - Payroll taxes	\$ 1,989.00	\$ 0.08					
Archimandrite Zacchaeus - Pension	\$ 3,120.00	\$ 0.13					
Archimandrite Zacchaeus - Life	\$ 215.00	\$ 0.01					
Archimandrite Zacchaeus - workers comp.	\$ 260.00	\$ 0.01					
Interchurch travel	\$ 10,000.00	\$ 0.40					
SCOBA	\$ 5,000.00	\$ 0.20					
Other interchurch organizations	\$ 5,000.00	\$ 0.20					
	\$ 61,280.00	\$ 2.47					
Church Ministry Initiatives:							
Institutional chaplaincy							
Stipend	\$ 6,000.00	\$ 0.24					
OCA Credentialing	\$ 1,500.00	\$ 0.06					
COMISS membership	\$ 1,200.00	\$ 0.05					

Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$90 per member

		Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
	AREB Religious endorsing body	\$ 1,000.00	\$ 0.04					
	Office expenses	\$ 500.00	\$ 0.02					
		\$ 10,200.00	\$ 0.41					
Office of Military chaplains	Stipend	\$ 6,000.00	\$ 0.24					
	OCA Representation for military chaplains	\$ 1,200.00	\$ 0.05					
	OCA Representation for VA chaplains	\$ 1,000.00	\$ 0.04					
	NCMAF/ECVAC fair share	\$ 1,800.00	\$ 0.07					
	Office expense	\$ 500.00	\$ 0.02					
		\$ 10,500.00	\$ 0.42					
Evangelization	Stipend	\$ 6,000.00	\$ 0.24					
	Strategic consultation with Dioc. Ed. Reps.	\$ 3,000.00	\$ 0.12					
	Church planting grant (\$120,000 funded by annual appeal)		\$ -					
	Travel to planting Grant sites (6)	\$ 3,000.00	\$ 0.12					
	Visit to seminaries to speak about evangelization	\$ 700.00	\$ 0.03					
	Office supplies	\$ 500.00	\$ 0.02					
		\$ 13,200.00	\$ 0.53					
Liturgical music and translations	Stipend	\$ 6,000.00	\$ 0.24					
	Troparia & kontakia project	\$ 2,300.00	\$ 0.09					
	Texts for liturgical services	\$ 700.00	\$ 0.03					
	Composition/adaptation of music for missions	\$ 1,000.00	\$ 0.04					
	Office expenses	\$ 500.00	\$ 0.02					
		\$ 10,500.00	\$ 0.42					
Pastoral Life and Vocational Development	Stipend	\$ 6,000.00	\$ 0.24					
	National Clergy consultation on Strategic plan	\$ 8,000.00	\$ 0.32					
	Seminarian internship stipend	\$ 6,000.00	\$ 0.24					
	Seminarian internship program (partially funded by annual appeal)	\$ 11,000.00	\$ 0.44					
	Office expenses	\$ 500.00	\$ 0.02					
		\$ 31,500.00	\$ 1.27					
Christian Education	Stipend	\$ 6,000.00	\$ 0.24					
	Strategica consultation with Dioc. Ed. Reps.	\$ 3,000.00	\$ 0.12					
	Activity book III: downloadable book	\$ 4,000.00	\$ 0.16					
	FOCUS unit: Genesis or Liturgical music	\$ 1,000.00	\$ 0.04					
	Web support: formatting and posting	\$ 4,000.00	\$ 0.16					
	OCA representation on OCEC	\$ 400.00	\$ 0.02					
	Office expenses	\$ 500.00	\$ 0.02					

Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$90 per member

		Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
		\$ 18,900.00	\$ 0.76					
Department of Youth and Young Adults	Stipend	\$ 6,000.00	\$ 0.24					
	Strategic plan consultation with Dioc. Reps.	\$ 3,000.00	\$ 0.12					
	OCA representation on OCF	\$ 400.00	\$ 0.02					
	OCF college conference scholarships	\$ 1,750.00	\$ 0.07					
	Visit to seminaries to speak on youth	\$ 700.00	\$ 0.03					
	Web site maintenance	\$ 500.00	\$ 0.02					
	Office expenses	\$ 500.00	\$ 0.02					
		<u>\$ 12,850.00</u>	<u>\$ 0.52</u>					
Christian Service (Diakonia)	Stipend	\$ 6,000.00	\$ 0.24					
	Strategic plan consultation with Dioc. Reps.	\$ 3,000.00	\$ 0.12					
	Resource handbook	\$ 3,000.00	\$ 0.12					
	OCA representation on Church World Service	\$ 500.00	\$ 0.02					
	Travel to Church World Service ann. Meeting	\$ 500.00	\$ 0.02					
	Office expenses	\$ 500.00	\$ 0.02					
		<u>\$ 13,500.00</u>	<u>\$ 0.54</u>					
Fellowship of Orthodox Stewards	Travel	\$ 4,000.00	\$ 0.16					
	Printing and mailings	\$ 6,000.00	\$ 0.24					
	Office expenses	\$ 2,000.00	\$ 0.08					
		<u>\$ 12,000.00</u>	<u>\$ 0.48</u>					
Total departments and Church Ministry Initiatives		<u>\$ 426,062.62</u>	<u>\$ 17.14</u>					
Combined total expenses		\$2,237,172.13	\$ 90.00					
Approx. total OCA membership		24,857.00						
Total minimum cost per member		<u>\$ 90.00</u>						
Estimated income		24,857 X \$90.00 = 2,237,130.00						
		(\$42.13)						

The Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$105 per member

	Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
Salaries:							
Metropolitan	\$47,500.00	\$ 1.91	\$7,267.50	\$ 10,224.00	\$ 475.00	\$ 215.00	\$ 5,700.00
Chancellor	\$95,000.00	\$ 3.82	\$14,535.00	\$ 20,448.00	\$ 950.00	\$ 215.00	\$ 11,400.00
Secretary	\$95,000.00	\$ 3.82	\$14,535.00	\$ 20,448.00	\$ 950.00	\$ 215.00	\$ 11,400.00
Treasurer	\$42,000.00	\$ 1.69	\$6,426.00	\$ -	\$ 420.00	\$ 215.00	\$ 5,040.00
Dir. Of Ministries and Communications	\$95,000.00	\$ 3.82	\$14,535.00	\$ 20,448.00	\$ 950.00	\$ 215.00	\$ 11,400.00
Controller	\$75,000.00	\$ 3.02	\$5,737.50	\$ -	\$ 750.00	\$ 215.00	\$ 9,000.00
External Affairs	\$34,265.04	\$ 1.38	\$2,621.28	\$ -	\$ 342.65	\$ 215.00	\$ 4,111.80
Archivist	\$57,233.52	\$ 2.30	\$4,378.36	\$ 20,448.00	\$ 572.34	\$ 215.00	\$ 6,868.02
Admin. Assistant (Metropolitan/Holy Synod)	\$47,000.00	\$ 1.89	\$3,595.50	\$ 9,696.00	\$ 470.00	\$ 215.00	\$ 2,820.00
Admin. Assistant (Collections, Assist. To Chancellor and Secretary)	\$47,000.00	\$ 1.89	\$3,595.50	\$ 9,696.00	\$ 470.00	\$ 215.00	\$ 2,820.00
Metropolitan's assistant (driver)	\$35,000.00	\$ 1.41	\$2,677.50	\$ 9,696.00	\$ 350.00	\$ 215.00	\$ 2,100.00
Metropolitan's assistant (Archdeacon)	\$12,000.00	\$ 0.48	\$918.00	\$ -	\$ 120.00	\$ 215.00	\$ 720.00
Accountant/Admin.	\$45,000.00	\$ 1.81	\$3,442.50	\$ 9,696.00	\$ 450.00	\$ 215.00	\$ 2,700.00
Housekeeper	\$45,000.00	\$ 1.81	\$3,442.50	\$ 20,448.00	\$ 450.00	\$ 215.00	\$ 2,700.00
Total Salaries	\$724,498.56	\$ 29.15	\$87,707.14	\$151,248.00	\$7,719.99	\$3,010.00	\$78,779.83
Benefits:							
Employer taxes	\$87,707.14	\$ 3.53					
Health insurance	\$151,248.00	\$ 6.08					
Workers compensation	\$7,719.99	\$ 0.31					
Life insurance	\$3,010.00	\$ 0.12					
Pension expense	\$78,779.83	\$ 3.17					
Total benefits	\$328,464.95	\$ 13.21					
Bank fees, registration fees	\$ 500.00	\$ 0.02					
Office expense	\$ 6,000.00	\$ 0.24					
Accounting	\$ 65,000.00	\$ 2.61					
Accounting software	\$ 10,000.00	\$ 0.40					
Legal	\$ 150,000.00	\$ 6.03					
Outside contractors	\$ 8,000.00	\$ 0.32					
Food	\$ 3,000.00	\$ 0.12					
Travel & meetings - central admin	\$ 20,000.00	\$ 0.80					
Travel & meetings - Metropolitan Council	\$ 40,000.00	\$ 1.61					
Travel & meetings - Holy Synod	\$ 40,000.00	\$ 1.61					
Stipends - Holy Synod	\$ 25,000.00	\$ 1.01					
Mortgage interest	\$ 92,000.00	\$ 3.70					
Insurance	\$ 35,000.00	\$ 1.41					
Property tax	\$ 29,000.00	\$ 1.17					
Office Supplies	\$ 9,000.00	\$ 0.36					
Telephone	\$ 15,000.00	\$ 0.60					
Equipment Leasing	\$ 12,000.00	\$ 0.48					
Auto expense	\$ 5,000.00	\$ 0.20					
Payroll processing fees	\$ 1,500.00	\$ 0.06					

The Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$105 per member

	Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
Stipend	\$ 11,400.00	\$ 0.46					
Equipment rental	\$ 500.00	\$ 0.02					
Janitorial	\$ 2,500.00	\$ 0.10					
Grounds keeping	\$ 20,000.00	\$ 0.80					
Garbage removal	\$ 2,000.00	\$ 0.08					
Repairs	\$ 7,000.00	\$ 0.28					
Equipment repair	\$ 5,000.00	\$ 0.20					
Computer expense	\$ 12,000.00	\$ 0.48					
Cable	\$ 600.00	\$ 0.02					
Electricity	\$ 14,000.00	\$ 0.56					
Gas	\$ 1,000.00	\$ 0.04					
Water	\$ 1,800.00	\$ 0.07					
Heating oil	\$ 20,000.00	\$ 0.80					
DSL	\$ 900.00	\$ 0.04					
Principal on Honesdale loan	\$ 93,446.00	\$ 3.76					
Total other admin. Expenses	\$ 758,146.00	\$ 30.50					
Total expenses before departments and Church Ministry Initiatives	\$1,811,109.51	\$ 72.86					
The Orthodox Church magazine							
Salary - Fr. Matusiak	\$ 47,034.48	\$ 1.89					
Payroll taxes	\$ 3,598.14	\$ 0.14					
Printing, copying and postage	\$ 75,000.00	\$ 3.02					
	\$ 125,632.62	\$ 5.05					
Strategic Planning:							
(Same budget as the preconcliar commission)	\$ 50,000.00	\$ 2.01					
OCA Communications							
Contract web master	\$ 36,000.00	\$ 1.45					
Office supplies & postage	\$ 5,000.00	\$ 0.20					
Website hosting and maintenance	\$ 15,000.00	\$ 0.60					
	\$ 56,000.00	\$ 2.25					
Interchurch Affairs:							
Archimandrite Zacchaeus - Salary	\$ 26,000.00	\$ 1.05					
Archimandrite Zacchaeus - health insurance	\$ 9,696.00	\$ 0.39					
Archimandrite Zacchaeus - Payroll taxes	\$ 1,989.00	\$ 0.08					
Archimandrite Zacchaeus - Pension	\$ 3,120.00	\$ 0.13					
Archimandrite Zacchaeus - Life	\$ 215.00	\$ 0.01					
Archimandrite Zacchaeus - workers comp.	\$ 260.00	\$ 0.01					
Interchurch travel	\$ 10,000.00	\$ 0.40					

The Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$105 per member

		Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
SCOBA		\$ 5,000.00	\$ 0.20					
Other interchurch organizations		\$ 5,000.00	\$ 0.20					
		\$ 61,280.00	\$ 2.47					
Church Ministry Initiatives:								
Institutional chaplaincy								
	Stipend	\$ 6,000.00	\$ 0.24					
	OCA Credentialing	\$ 1,500.00	\$ 0.06					
	COMISS membership	\$ 1,200.00	\$ 0.05					
	AREB Religious endorsing body	\$ 1,000.00	\$ 0.04					
	Office expenses	\$ 500.00	\$ 0.02					
	Visitation Ministry Training Program	\$ 4,000.00	\$ 0.16					
	Commissioning Service for new chaplains	\$ 1,000.00	\$ 0.04					
	Institutional chaplain conference	\$ 2,800.00	\$ 0.11					
		\$ 18,000.00	\$ 0.72					
Office of Military chaplains								
	Stipend	\$ 6,000.00	\$ 0.24					
	OCA Representation for military chaplains	\$ 1,200.00	\$ 0.05					
	OCA Representation for VA chaplains	\$ 1,000.00	\$ 0.04					
	NCMAF/ECVAC fair share	\$ 1,800.00	\$ 0.07					
	Office expense	\$ 500.00	\$ 0.02					
	Military chaplains conference	\$ 2,500.00	\$ 0.10					
	VA chaplains conference	\$ 2,500.00	\$ 0.10					
	Combined Military/VA chaplain newsletter	\$ 3,000.00	\$ 0.12					
	Purchase of religious materials and pamphlets	\$ 3,000.00	\$ 0.12					
		\$ 21,500.00	\$ 0.86					
Evangelization								
	Stipend	\$ 6,000.00	\$ 0.24					
	Strategic consultation with Dioc. Ed. Reps.	\$ 3,000.00	\$ 0.12					
	Church planting grant (\$120,000 funded by annual appeal)		\$ -					
	Travel to planting Grant sites (6)	\$ 3,000.00	\$ 0.12					
	Visit to seminaries to speak about evangelization	\$ 700.00	\$ 0.03					
	Office supplies	\$ 500.00	\$ 0.02					
	Annual Evangelization conference	\$ 10,000.00	\$ 0.40					
	Demographics research	\$ 3,200.00	\$ 0.13					
		\$ 26,400.00	\$ 1.06					
Liturgical music and translations								
	Stipend	\$ 6,000.00	\$ 0.24					
	Troparia & kontakia project	\$ 2,300.00	\$ 0.09					
	Texts for liturgical services	\$ 700.00	\$ 0.03					

The Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$105 per member

	Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
Composition/adaptation of music for missions	\$ 1,000.00	\$ 0.04					
Office expenses	\$ 500.00	\$ 0.02					
Audio files of recorded liturgical music	\$ 2,000.00	\$ 0.08					
Orders of liturgical services (rubrics, definitions)	\$ 500.00	\$ 0.02					
Music for Church School choral development	\$ 1,000.00	\$ 0.04					
Articles on Church Music	\$ 500.00	\$ 0.02					
Vocal techniques and choral development	\$ 1,000.00	\$ 0.04					
	\$ 15,500.00	\$ 0.62					
Pastoral Life and Vocational Development							
Stipend	\$ 6,000.00	\$ 0.24					
National Clergy consultation on Strategic plan	\$ 8,000.00	\$ 0.32					
Seminarian internship stipend	\$ 6,000.00	\$ 0.24					
Seminarian internship program (partially funded by annual appeal)	\$ 11,000.00	\$ 0.44					
Office expenses	\$ 500.00	\$ 0.02					
	\$ 31,500.00	\$ 1.27					
Christian Education							
Stipend	\$ 6,000.00	\$ 0.24					
Strategica consultation with Dioc. Ed. Reps.	\$ 3,000.00	\$ 0.12					
Activity book III: downloadable book	\$ 4,000.00	\$ 0.16					
FOCUS unit: Genesis or Liturgical music	\$ 1,000.00	\$ 0.04					
Web support: formatting and posting	\$ 4,000.00	\$ 0.16					
OCA representation on OCEC	\$ 400.00	\$ 0.02					
Office expenses	\$ 500.00	\$ 0.02					
In parish teacher training	\$ 3,000.00	\$ 0.12					
Bulletin inserts: 52 downloadable inserts	\$ 4,000.00	\$ 0.16					
Materials for review - magazines, etc	\$ 300.00	\$ 0.01					
	\$ 26,200.00	\$ 1.05					
Department of Youth and Young Adults							
Stipend	\$ 6,000.00	\$ 0.24					
Strategic plan consultation with Dioc. Reps.	\$ 3,000.00	\$ 0.12					
OCA representation on OCF	\$ 400.00	\$ 0.02					
OCF college conference scholarships	\$ 1,750.00	\$ 0.07					
Visit to seminaries to speak on youth	\$ 700.00	\$ 0.03					
Web site maintenance	\$ 500.00	\$ 0.02					
Office expenses	\$ 500.00	\$ 0.02					
Liturgical music camp	\$ 4,000.00	\$ 0.16					
All-Church Youth Gathering	\$ 8,000.00	\$ 0.32					
"Wonder" online magazine	\$ 2,000.00	\$ 0.08					
	\$ 26,850.00	\$ 1.08					

The Orthodox Church in America
Possible Central Administration Expense Allocations
Based on \$105 per member

		Annual Amounts	Breakdown of Assessment	Employer Taxes	Health Ins.	Workers Comp	Life Insurance	Pension
Christian Service (Diakonia)	Stipend	\$ 6,000.00	\$ 0.24					
	Strategic plan consultation with Dioc. Reps.	\$ 3,000.00	\$ 0.12					
	Resource handbook	\$ 3,000.00	\$ 0.12					
	OCA representation on Church World Service	\$ 500.00	\$ 0.02					
	Travel to Church World Service ann. Meeting	\$ 500.00	\$ 0.02					
	Office expenses	\$ 500.00	\$ 0.02					
	Parish nursing ministry workshop	\$ 3,200.00	\$ 0.13					
	Prison ministry	\$ 2,000.00	\$ 0.08					
	Visitation ministry in-parish training	\$ 6,000.00	\$ 0.24					
	Regional parish ministries conferences (2)	\$ 2,400.00	\$ 0.10					
	Displays and resource materials	\$ 1,800.00	\$ 0.07					
		<u>\$ 28,900.00</u>	<u>\$ 1.16</u>					
Fellowship of Orthodox Stewards	Travel	\$ 4,000.00	\$ 0.16					
	Printing and mailings	\$ 6,000.00	\$ 0.24					
	Office expenses	\$ 2,000.00	\$ 0.08					
		<u>\$ 12,000.00</u>	<u>\$ 0.48</u>					
Total departments and Church Ministry Initiatives		<u>\$ 499,762.62</u>	<u>\$ 20.11</u>					
Combined total expenses		\$2,310,872.13	\$ 92.97					
Total amount set aside for reserves		<u>\$ 299,029.71</u>	<u>\$ 12.03</u>					
Total of all expenses and reserves		<u><u>\$ 2,609,901.84</u></u>						
Approx. total OCA membership		24,857.00						
Total minimum cost per member		<u><u>\$ 105.00</u></u>						
Estimated income	24,857 X \$105.00 = 2,609,985.00							

Report on Chancery Estate in Oyster Bay



Commission

- A team of Fr. Michael Tassos and Deacon John Zarras was charged at the last meeting of the Metropolitan Council to investigate the possibility of sale
- Built upon the initial work done to secure the Honesdale loan
- Fr. Eric Tosi was brought on board due to his position as Secretary



History of the Estate

- Commissioned to be built by in 1914 as a summer estate
- Noted building architect and landscape architect
- Bought in 1957 for \$1.00 and religious center established
- Chancery moved from New York City in 1974
- Remains location of Central Church Administration and Residence of Primate



Some Notable Points

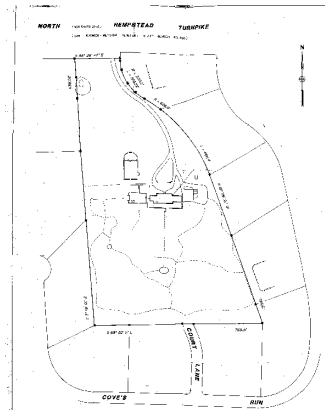
- 14 acres of land
- 12,755 square feet of usable space
- 42 rooms on four floors which include primatial apartment and chapel
- There is no legal restriction on sale
- There is a clause in the OCA charter (dated March 21, 1972 by the State Senate of New York) which states the principal office of the OCA is to be located in the city, county and state of New York (Article 12)



Diagram of Building



Property Layout





Past Assessments

- There were evaluations of the property through the years
- The recent evaluation of the property was December 10, 2006 in conjunction with acquiring Honesdale loan
- Commissioned by Sahn Ward & Baker and subdivision plan through Cameron Engineering
- Valued at \$9,500,000
- Replacement value of \$3,500,000



Results

- The property is zoned for two (2) acre residential developments
- Village subdivision process researched
- There are references to a Cove Run subdivision that was investigated which allowed access from the rear of the property
- Cameron Engineering submitted a proposal to begin the process



Approximate Scenario

- **Step 1:** File application for preliminary review of proposed subdivision. Take 3 months and cost \$3500-\$500 in legal fees and engineering/survey fees cost \$11,350.
- **Step 2:** If Planning Board is receptive then file for preliminary subdivision review. Take 6 months and cost in engineering/survey fees between \$6,500 and \$7,500.
- **Step 3:** Final approval of map/subdivision. Take 1 year and legal costs around \$35,000 and engineering/survey fees around \$12,000-\$14,000.
- Must complete Nassau County requirements such as Public Works, Public Health, Environmental Conservation. Additional costs can be negotiated as either lump sum or hourly rate.



Recent Assessments

- Deacon John Zarras contacted two reality companies specializing in high-end residential estates
- Piping Rock Christie's came in July
- Daniel Gale Sotheby's came in July
- Two proposals received in August



Piping Rock Christie's

- July walked the building and grounds
- Realistic Asking Price of \$6,500,000
- Actual Selling Price between \$5,000,000 and \$6,000,000
- Recommended a lot yield study



Daniel Gale Southeby's

- Building torn down would yield six (2) acre lots with a value of \$9 million However, 3 year approval and improvement costs of over \$1 million to yield \$7.2 million
- Partition into 2 lots of 2.5 acres with Chancery remaining on 9 acres with \$3.2 million
- Simple subdivision or sell as is option which would yield about \$6 million
- Keeping small section and build new building is cost prohibitive at \$400 a square foot



Property Rental

- The average cost for commercial rental in a metropolitan area with major access is \$30 - \$40/sq. foot
- This does not include certain restrictions that may be made or but other possible fees
- This does not include a residence, chapel or archives
- 8,000 square feet (approx office space used) X \$30 = \$240,000 or \$20,000 a month



Property Sale

- Soft Market
- Value of appreciation of land market vs. investment of cash received
- If property is sold for \$6 million and invested at 5% then the monthly yield is \$300,000 a year (\$25,000 a month)
- Time/Cost factor
- Strategic plan of moving and associated costs



Present Chancery

- Building is in exceptional state considering age
- New windows, new roof, newer boiler, no sagging or major leaking
- Major problems are cosmetic and not structural. Minor problems being fixed.
- Meets current needs and can be expanded for future needs
- Access is fine and located within driving distance to all other major Orthodox headquarters
- Long Island is expensive but not significantly out of line with any other major metropolitan area



Operational Costs

- Taxes: \$28,000
- Facilities & Equipment: \$23,000
- Operations: \$18,000
- Payroll: \$45,000
- Utilities: \$35,000
- Insurance: \$23,000
- Other: \$4,000
- TOTAL: \$176,000
- After 6 months at 67% of budget
- \$14,667 a month operating costs
- This is in line with current operation of equivalent commercial space



Recommendation

- Continue use of estate as Chancery
- Make cosmetic fixes of approximately \$100,000 over the next few years
- Go forward with subdivision of two back lots and sale for a realized profit of approximately \$3 million
- Use part of proceeds to retire Honesdale loan
- Determine best use of the remaining money
- Master plan property to include archives/meeting building (grants are available) and residential house to free more space in building
- Revisit lease vs. retention analysis at a later date

Questions/Comments



The Orthodox Church in America
Report—Charity Committee
September 4, 2008

Fr John Reeves, Chairman
Dr Richard Schneider

I. Nominees for Committee:

The following names are placed in nomination for the Charity Committee.

Fr Maximus Urbanowicz, St Nicholas Cathedral, Washington, DC
Ms Andrea Dimech, St Nicholas Church, Whitestone, NY

Both have requisite and current 501-C-3 experience. They are willing to serve.

II. In consultation with Fr Michael Tassos, the funds available for distribution have been divided into three categories:

Catastrophe—for immediate distribution by administration, usually through IOCC: \$20,000 distributed.

Grants to OCA 501-C-3's—The application form is available online and currently two applications are under consideration. However, the form is not easily accessible. Administration has been asked to correct this matter.

Personal financial need—One-time personal financial crisis demonstrated by need and verified by clergy and/or other responsible individual. Distribution has been made to three individuals, for a total of \$5751. First priority is given to clergy members and their families.

III. Pending distributions—The Metropolitan Council has previously authorized distribution of remaining funds, April 2008, to various intended recipients, primarily in Eastern Europe, including Bibles for Russia. Fr Michael Tassos is seeking to implement this decision by coordinating distribution through local responsible persons.

IV. **9-11 Funds**—\$25,000 has been distributed to NYDIS for 9-11 relief, in addition to the \$90,000 distributed last fall. \$151,500 remains to be distributed from monies originally donated for the 9-11 disaster.

V. Dr Richard Schneider will be relinquishing his position on the committee this year as his term on the Metropolitan Council expires. A replacement from the Council is being sought.

Respectfully submitted,

Fr John Reeves, Chairman