

**ARCHDIOCESE OF WASHINGTON  
ORTHODOX CHURCH IN AMERICA  
Minutes of the Annual Assembly  
St. Nicholas Cathedral – Washington, D.C.  
November 14, 2015**

**As Approved at the Archdiocesan Assembly September 17, 2016**

The meeting was opened with the singing of "O Heavenly King" at 11:50am.

**IN ATTENDANCE:**

His Beatitude, Metropolitan Tikhon, presided over the Assembly, which was attended by the following participants.

	<b>Clergy</b>	<b>Lay</b>	<b>Attached</b>	<b>Observers</b>
<b>All Saints of N. America Christ the Savior</b>	VRev. Michael Koblosh Rev. John Parsells	Kristin Stolz Cheryl Kokkinos		Barbara Kaloroumak
<b>Holy Archangels Holy Trinity St. Andrew</b>	Rev. Robert Miclean VRev. Theodore Boback	Noel Brockett Gregory Honshul Mat. Hope Boback		Matthew Matyuf Ali Crawford
<b>St. Catherine St. Mark</b>	VRev. Dennis Buck VRev. Gregory Safchuk	Peter Mazikins Warren Miller	VRev. Mark Koczak Dn. David Phelps	Mark C. Phinney Marcella Hydock Cooper Pappas
<b>St. Matthew St. Nicholas</b>	VRev. George Kokhno VRev. Valery Shemchuk	John Zahor Claire Nobles Andrea Lutov Larry Harrison	Pdn. Blagoje Siljegovic	
<b>St. Luke</b>	Rev. John Vitko	Ronald Kecman Hossana Aberra Pop. Kitty Vitko Lisa Mikhalevsky Michael Hydock		Donna Karabin
<b>Metropolitan Council</b>				
<b>Archdiocesan Officers</b>				
	<b>9</b>	<b>16</b>	<b>3</b>	<b>8</b>

Melanie Ringa, treasurer of the Orthodox Church in America, was present as a guest.

**1. Report of the Metropolitan**

His Beatitude thanked Fr. George Kokhno, Fr. Valery Shemchuk and the faithful of St. Nicholas Cathedral for hosting the Archdiocesan Assembly. In his report, Metropolitan Tikhon covered a variety of subjects including:

- A review of the visit he made to the French Embassy following the morning's Divine Liturgy to pay respect to those who lost their lives in the multiple terrorist attacks on Paris, France one day earlier.
- A reflection on the All-American Council recently held in Atlanta, which voted overwhelmingly to revise the OCA Statute and change the funding model. His Beatitude expressed his appreciation for all involved in the AAC, which he found to be positive, productive, and unifying.

- An expression of thanks to Melanie Ringa for attending the Assembly as well as for her work as treasurer of the OCA, especially noting her diligent work leading the preparation of the financial resolution for the continued funding of the Church.

- A word of appreciation to the archdiocesan officers, clergy, delegates, and faithful who has been laboring to do the work of the diocese. His Beatitude especially thanked Michael Hydock who will be passing the treasurer duties to Lisa Mikhalevsky after many years of exemplary service to the Church.

- An update on clergy and their families, highlighting the moves of Archpriest Peter Baktis to Princeton, NJ and Priest Maximos Urbanowicz to Port St. Lucie, FL.

- A short summary of his Archpastoral parish visitations, the work of the Mission School in Detroit, and the Distinguished Diocesan Benefactors. His Beatitude congratulated Archpriest Theodore Boback and the community of St. Andrew's on their 75 Anniversary celebration, which he was pleased to lead this past October.

- A reminder of the three focuses which in his role as Metropolitan he has called to the Church's attention:

1. Missions and Evangelism

2. Clergy Health

3. The Strength of our Institutions, particular monasteries and seminaries.

- An introduction to his ongoing work on a guiding framework entitled, "The Apostolic Work of the Church", which has four pillars and four processes:

- Pillars: 1) Spiritual Life; 2) Stewardship; 3) Evangelization and Outreach; 4) External Relations

- Processes: 1) Vision; 2) Enduring Goals; 3) Hope for Outcomes; 4) Immediate Actions

## **2. Report of the Chancellor**

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Priest John Vitko, chancellor of the Archdiocese of Washington, presented his report covering matters pertaining to the Archdiocese, highlighting the peace and movement forward which is being experienced in the life of the Church at all levels. This report is available as an addendum to the Minutes.

## **3. Appointment of Clergy and Lay Chairs**

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His Beatitude appointed Priest John Vitko and Lisa Mikhalevsky as clergy and lay chairs, respectively.

## **4. Report of the Credentials Committee**

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Priest John Parsells certified that in addition to Metropolitan Tikhon, there were 9 clergy delegates, 16 lay delegates, 3 attached clergy, 8 observers, and 1 guest present.

## **5. Acceptance of the Minutes of the 2014 Archdiocesan Assembly**

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Archpriest Theodore Boback noted that the Minutes should say that Archpriest Peter Baktis is attached to St. Nicholas Cathedral not St. Andrew's.

**Motion to accept the revised minutes:** Archpriest Dennis Buck

**Second:** Archpriest Theodore Boback

**Vote:** Carried.

## **6. Report of the Treasurer**

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Michael Hydock, treasurer of the Archdiocese of Washington, presented his report covering the finances of the archdiocese. This report is available as an addendum to the Minutes.

Discussion ensued regarding the traveling mission station, the uneven financial support to the three missions, and the request of Holy Archangels for increased funding through the Archdiocesan budget and the Distinguished Diocesan Benefactors (DDB). Priest Robert Miclean and Rdr. Noel Brocket spoke to the rationale behind the request for additional funding. A number of viewpoints and perspectives were shared by representatives from the other missions, the Mission's Board chair, Archpriest Mark Koczak, and the chancellor, Priest John Vitko. His Beatitude encouraged the dialogue among the members of the Archdiocese through which a unified vision for the way forward might be reached. After considerable discussion, it was recommended that the Archdiocese increase the mission funding for Holy Archangels for one year (2016) contingent on a written, realistic, plan to financially restructure Holy Archangels, as needed, in order to have stable financial operations by end of 2016. This plan must be agreed to by Holy Archangels and His Beatitude and be in place by Mar. 30, 2016 for enhanced funding to continue for the remainder of 2016. Beginning in 2017, Holy Archangel will no longer received enhanced funding and will return to receiving the normal mission stipend of \$7,000 per year.

His Beatitude also announced the formation of an expanded Missions Board comprised of Fr. Mark Koczak (chair), the three rectors of our existing missions (Fr. Michael Koblosh, Fr. John Parsells, Fr. Robert Miclean) and Popadija Kitty Vitko.

Discussion also included the idea of funding a small media office for the archdiocese by which communication could be collected and disseminated among the parishes and missions as well as shared with the people living within the geographical area of the diocese.

A question was raised as to whether or not budget line items, which are not related to the operating expenses of the archdiocese but are simply a pass-through to the Stewards of the OCA or other charities, would require that a matching dollar amount be sent to support the work of the OCA at the national level. Melanie Ringa answered this question saying that each diocese was free to determine whether or not pass-through line items should figure into this calculation.

**Motion to add an \$1,500 expense for a media office to the 2016 budget:** Gregory Honshul

**Second:** John Zahor

**Vote:** Carried.

## **7. Report of the Auditing Committee**

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Archpriest Mark Koczak presented the audit, which is available as an addendum to the Minutes. He thanked Michael Hydock for his excellent work.

**Motion to accept the auditors' report:** Archpriest Dennis Buck

**Second:** Rdr. Noel Brocket

**Vote:** Carried.

## **8. Report of the Mission Board**

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Archpriest Mark Koczak submitted his report which is available as an addendum to the Minutes. He read the draft of the Missions statement before thanking Popadija Kitty Vitko who joined him in attending the Mission School sponsored by the OCA. He spoke highly of the Mission School, sharing his excitement to extend the resources acquired there with the missions and parishes of the Archdiocese via presentations made together with Popadija Kitty.

Fr. Mark then shared a map showing the locations of the Orthodox parishes and missions in the geographical territory of the archdiocese, with the aim of determining where to plant new missions. Archpriest Dennis Buck suggested a new

mission in far western Maryland. Other areas were also discussed which met basic demographically oriented criteria. Fr. Mark spoke to the continued work to develop guidelines on how to plant missions, evaluate them, and graduate them to parish status. Finally, he mentioned the practice of some other dioceses of not requiring their missions to pay assessments.

In response to a question, Fr. Mark specified that the money allocated for general mission use in the 2016 budget is currently envisioned to help bring in a speaker for a missions' retreat and to pursue a trip to Cumberland, exploring the possibility of establishing a new mission there.

## **9. Report of the Distinguished Diocesan Benefactors**

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Yuriy Dzambasow, chair of the DDB, was unable to be in attendance but submitted his report which is available as an addendum to the Minutes. Fr. John Vitko offered oral comments on the purpose of the DDB, in an effort to engender support through greater awareness. Fr. John Parsells advised that contributions to the DDB may be made via the website or by earmarking a check for this purpose to the Archdiocese of Washington. Pop. Kitty Vitko shared her delight that, through the DDB, the Archdiocese was able to send Victor Lutes to the Syndesmos gathering in Poland.

## **10. Report on Compliance**

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Priest John Vitko, Chancellor of the Archdiocese, spoke to the importance of and changes in compliance with regard to both the Policies, Standards, and Procedures of the Orthodox Church in America on Sexual Misconduct as well as the Continuing Clergy Education Requirement.

Fr. John Vitko called attention to the changes made in the OCA Statute which may require changes in the by-laws of the parishes and missions of the Archdiocese of Washington, as well as in the by-laws of the archdiocese itself. These changes must be completed by 2017, however, the process for updating by-laws takes time and the work of evaluating whether or not amendment is necessary should begin now.

After answering questions, Fr. John led a discussion on the need to form a committee to review the Archdiocesan By-Laws. Lisa Mikhalevsky advised that Walter Alesevich was willing to serve on this committee. Popadija Kitty recommended that Metropolitan Tikhon make appointments to fill the committee. Additional nominations were requested to be submitted by December 1, 2015.

**Motion to add an \$1,500 expense to support the OCA seminaries in the 2016 Budget:** Popadija Kitty Vitko

**Second:** Michael Hydock

**Discussion:** The consensus was that this would be a pass through in the budget and would not require that the same dollar amount be sent to support the work of the OCA at the national level.

**Vote:** Carried.

## **11. Report of the Metropolitan Council**

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Lisa Mikhalevsky spoke briefly to expedite the meeting but offered to receive any questions, of which there were none. Her report is available as an addendum to the Minutes.

## **12. Vote on the 2016 Budget**

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The 2016 Budget was discussed considerably during the Report of the Treasurer.

**Motion to add an \$1,000 expense to the Stewards of the OCA as a non-matched pass-through to the 2016 Budget:**

Archpriest Theodore Boback

**Second:** Priest John Vitko

**Vote:** Carried.

**Motion to accept the 2016 Budget with the additional expenses totaling in \$5,500:** Lisa Mikhalevsky

**Second:** Priest John Parsells

**Vote:** Carried. 1 abstention.

### 13. Elections

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Lisa Mikhalevsky expressed her desire to run for a second term as lay delegate to the Metropolitan Council. Archpriest Theodore Boback nominated James Magruder to serve as lay delegate to the Metropolitan Council.

**Motion to close nominations:** Priest John Vitko

**Second:** Claire Nobles

**Vote:** Carried.

After Lisa and James stepped out, the vote decided that Lisa Mikhalevsky would serve for a second term and James Magruder would serve as the alternate.

Peter Mazikins term as archdiocesan auditor expires in 2015 and Matthew Matyuf requested to come off the auditing committee. Barbara Kaloroumakis volunteered to serve. Metropolitan Tikhon will appoint a second auditor.

**Motion to accept Barbara Kaloroumakis and the forthcoming appointment by Metropolitan Tikhon as the 2016 auditors of the Archdiocese of Washington:** Priest John Parsells

**Second:** Lisa Mikhalevsky

**Vote:** Carried.

### 14. Report on Communications

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Priest John Parsells offered a report on communications which is available as an addendum to the minutes. He thanked the Assembly for their support for the new media office and requested that ideas and contributions continued to be submitted going forward.

### 13. Parish Updates and Announcements

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Updates submitted in hardcopy are available as an addendum. Other parishes, missions, departments, organizations, and individuals provided short oral reports and invitations to upcoming anniversaries and various events.

Donna Karabin, chairwoman of the OCA's Department of Christian Service and Humanitarian Aid, spoke to the Assembly about two new resources:

- 1) A Gift for my Loved Ones - This package contains everything necessary to know should one become disabled or incapacitated and unable to make decisions on one's own. It includes a Health Care Power of Attorney and Advance Directive for Health Care—Living Will

- 2) Another Gift for my Loved Ones – This package contains everything necessary to know to arrange a funeral and burial—an Advance Directive for Funeral Care.

Priest John Parsells stated that these resources would be made available under the “Documents” section of the Archdiocesan website.

Discussion ensued regarding the date for the 2016 Archdiocesan Assembly. It was requested that all parishes and missions send their schedules in the immediate future so that a date could be selected.

Metropolitan Tikhon again thanked Michael Hydock for his many years of service as treasurer of the Archdiocese of Washington, presenting him with a challenge coin as a small token of appreciation. Many Years were sung to Michael.

## 16. Adjournment

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The meeting was adjourned by consensus and with the singing of “It is Truly Meet” at 5:00pm.

Respectfully submitted,

Priest John Parsells



## Chancellor's Report – Nov. 14, 2015

Let me begin by thanking His Beatitude, my fellow 'diocesan officers', brother clergy and church leaders for the opportunity and joy to work with them. The Psalmist says "how good and pleasant it is when brothers dwell in unity" (Ps. 133:1) and I feel that we are blessed with that unity in this Archdiocese.

It has been a good year for the Archdiocese: a bit paradoxical for things are humming along so peacefully that we are almost unaware that significant things are happening.

His Beatitude has already covered the major things that have happened at the 'national church' level that directly impact the Archdiocese, but let me recap a few of the 'biggies':

- The 18<sup>th</sup> All American Council (AAC) has overwhelmingly passed a major revision of the *Statutes of the Orthodox Church in America*. The revised *Statutes* clarify the functions and authorities of many parts of the Church, including chancery, dioceses and parishes. It also provides for flexibility in the funding of the national Church
- That same Council then overwhelmingly passed a Financial Resolution that changes how the national Church is funded: rather than a per capita tax on each member of a Diocese, the Diocese will now be assessed a fixed, agreed to percentage of their operating income. This is both a more Scriptural and more flexible way of funding. As a result, our assessment to the national Church is about \$10,000 less this year than last year.
- His Beatitude has begun articulating and socializing his vision for the OCA: "The Apostolic Work of the Church: A Guiding Framework for Building the House of the Lord in our Lands". That framework rests on four pillars that are like the legs of an altar table: worship, stewardship, evangelization & outreach, external relations.
- And the OCA has begun a "mission school" as part of its focus on evangelization.

At the Archdiocesan level, some of the highlights include

- The newly established Distinguished Diocesan Benefactors fund is functioning and addressing its first requests for help (more on this later in today's Assembly).
- The Archdiocesan website has been redesigned.
- Our Missions Program is taking off. The Mission Board has outlined a plan for moving forward. Fr. Mark Koczak and Popadija Kitty Vitko participated in the new OCA Missions School and are visiting our various missions to share what they have learned.
- In support of the 18<sup>th</sup> AAC, Fr. John Parsells made a wonderful video of the Archdiocese highlighting our 3 missions.
- The Archdiocese held open houses to discuss and get feedback on the *Statute Revisions* and on the *Financial Resolution* as they were being socialized and revised prior to the 18<sup>th</sup> AAC.

- St. Andrew Orthodox Church celebrated their 75<sup>th</sup> Anniversary this past October. May God grant them many, many more years!
- Several parishes have, or are, taking steps to enhance their facilities:
  - Holy Trinity has moved from Reston, VA to Ashburn, VA – and had established a beautiful new chapel that allows them to hold services at any time;
  - St. Nicholas Cathedral is actively exploring acquiring the house and land adjacent to the Cathedral as part of its future vision;
  - St. Luke Orthodox Church is exploring a capital campaign over the next 5 years to double its worship space and add 4 much needed church school rooms.
- Fr. Mark Koczak is on loan to the Diocese of Eastern Pennsylvania where he is serving as interim rector of Holy Assumption parish in Philadelphia. Fr. Mark will continue in his role as head of the Archdiocese's Mission Board and as a member of its Auditing Committee.
- A number of our clergy regularly participate in the pan-Orthodox Clergy Council of Greater Washington D.C. This Orthodox Clergy Council consists of some 40 or so priests and deacons – across all Orthodox jurisdictions. They meet monthly to share fellowship and work toward Orthodox unity at the grass roots level.

As we look to the coming year, my 'wish list' includes:

- Greater awareness and support of the Distinguished Diocesan Benefactors program.
- A more detailed Missions Plan and beginning of the next major step: e.g. a traveling 'mission station' or the siting of the next mission or...
- An expanded and more utilized Archdiocesan website. The site is there – but we don't make good use of it.
- More, and more effective, communication between the Archdiocese and the local parishes, including informal parish visitations, e.g. on Feast days or festivals or ...
- A major diocesan activity – e.g. Diocesan Day, a retreat, a youth gathering, a gathering of choirs, ... something that brings our various parishioners – and not just our clergy --- together.

Respectfully submitted,

Rev. John Vitko, Chancellor



**Archdiocese of Washington DC**  
**Profit & Loss Budget Performance**  
January through December 2014

	<u>Jan - Dec 2014</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Assembly13	100.00	
Assembly14	1,000.00	500.00
Assessments14	56,712.32	56,453.00
Other	320.00	
<b>Total Income</b>	<u>58,132.32</u>	<u>56,953.00</u>
<b>Total Income</b>	<u>58,132.32</u>	<u>56,953.00</u>
<b>Expense</b>		
<b>Administrative</b>		
Educational	3,150.00	
Banking charges	0.00	100.00
Insurance - Liability	3,123.00	3,200.00
Metropolitan Council	380.50	1,000.00
Miscellaneous	0.00	250.00
Postage, Mailing Service	49.00	150.00
Printing, Copying	0.00	300.00
Supplies	0.00	100.00
Travel & OCA fees	0.00	2,000.00
<b>Total Administrative</b>	<u>6,702.50</u>	<u>7,100.00</u>
<b>Missions</b>		
All Saints of N. America	6,999.97	7,000.00
Christ theSavior Berlin, MD	6,999.97	7,000.00
Holy Archangels Mission	6,999.97	7,000.00
OCF	3,000.00	3,000.00
<b>Total Missions</b>	<u>23,999.91</u>	<u>24,000.00</u>
<b>Operations</b>		
Outreach	0.00	500.00
Episcopal		
Discretionary	0.00	400.00
Living Expense	21,000.00	21,000.00
Housing Met. Jonah	13,433.00	
Pension	1,505.00	1,680.00
<b>Total Episcopal</b>	<u>35,938.00</u>	<u>23,080.00</u>
<b>Total Operations</b>	<u>35,938.00</u>	<u>23,580.00</u>
<b>Total Expense</b>	<u>66,640.41</u>	<u>54,680.00</u>
<b>Net Ordinary Income</b>	(8,508.09)	2,273.00

**Archdiocese of Washington DC**  
**Profit & Loss Budget Performance**  
 January through December 2014

	<u>Jan - Dec 2014</u>	<u>Annual Budget</u>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Pass Thru, OCA assessment		
All Saints N. America	2,760.00	2,760.00
Christ the Savior Berlin, MD	1,471.98	1,472.00
Holy Archangels Mission	857.22	920.00
Holy Trinity, Reston	3,128.04	3,128.00
St Luke, McLean	4,508.04	4,508.00
St Mark, Bethesda	17,847.96	17,848.00
St. Andrew, Baltimore	8,739.96	8,740.00
St. Catherine, Hagerstown	3,495.96	3,496.00
St. Matthew	12,603.96	12,604.00
St. Nicholas Cathedral	12,327.96	12,328.00
Total Pass Thru, OCA assessment	<u>67,741.08</u>	<u>67,804.00</u>
 Total Other Income	 67,741.08	 67,804.00
 <b>Other Expense</b>		
OCA assessment paid		
All Saints of N. America, VA	2,760.00	2,760.00
Christ the Savior, Berlin	2,943.96	2,944.00
Holy Archangels mission	920.04	920.00
Holy Trinity, Reston	3,128.04	3,128.00
St. Luke, McLean	4,508.04	4,508.00
St. Mark, Bethesda	17,847.96	17,848.00
St. Andrew, Baltimore	8,739.96	8,740.00
St. Catherine, Hagerstown	3,495.96	3,496.00
St. Matthew	12,603.96	12,604.00
St. Nicholas Cathedral, Wash.	12,327.96	12,328.00
Total OCA assessment paid	<u>69,275.88</u>	<u>69,276.00</u>
 Total Other Expense	 <u>69,275.88</u>	 <u>69,276.00</u>
 Net Other Income	 <u>(1,534.80)</u>	 <u>(1,472.00)</u>
 Net Income	 <u>(10,042.89)</u>	 <u>801.00</u>

Archdiocese of Washington DC  
Balance Sheet  
As of December 31, 2014

	<u>Dec 31, 2014</u>
<b>1 ASSETS</b>	
2     Current Assets	
3         Checking/Savings	
4             M&T Bank Diocese	26,080.15
5         Total Checking/Savings	<u>26,080.15</u>
6 <b>Total Current Assets</b>	<u>26,080.15</u>
7 <b>TOTAL ASSETS</b>	<u><u>26,080.15</u></u>
<b>8 LIABILITIES &amp; EQUITY</b>	
9 <b>Equity</b>	
10         Archdiocese Benefactor Fund	
11             ADBF General Fund	1,085.20
12             ADBF Designated	250.00
13         Total Archdiocese Benefactor Fund	<u>1,335.20</u>
14         Unrestricted Net Assets	34,787.84
15         Net Income	<u>(10,042.89)</u>
16 <b>Total Equity</b>	<u>26,080.15</u>
17 <b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>26,080.15</u></u>

Archdiocese of Washington DC  
Statement of Cash Flows  
January through December 2014

	<u>Jan - Dec 2014</u>
1 OPERATING ACTIVITIES	
2 Net Income	(10,042.89)
3 Net cash provided by Operating Activities	<u>(10,042.89)</u>
4 FINANCING ACTIVITIES	
5 Archdiocese Benefactor Fund:ADBF General Fund	1,085.20
6 Archdiocese Benefactor Fund:ADBF Designated	250.00
7 Net cash provided by Financing Activities	<u>1,335.20</u>
8 Net cash increase for period	(8,707.69)
9 Cash at beginning of period	<u>34,787.84</u>
10 Cash at end of period Profit/(Loss)	<u>26,080.15</u>
11	
12 Cash at end of period Unrestricted	<u>24,744.95</u>

**Orthodox Church in America  
Archdiocese of Washington, DC  
Audit Report  
Fiscal Year 2014**

The financial audit for 2014 included review of all operating expenses that included deposit slips, disbursement and cash receipt vouchers used to manually record transactions, and receipts.

**Examination:**

A review of the Archdiocese bank account check stubs/payment records, deposit receipts, account statements and check register file provided by the Archdiocese Treasurer Mr. Michael Hydock was undertaken.

Bank Payment records and Spreadsheet Check Details were supplied for Check Numbers 1399 (1/1/2014), through to 1476 (12/10/2014).

Note: The beginning balance used in the Profit and Loss Statement for 2014 is \$36,047.84 which corresponds to the M&T Bank balance prior to the first check written in 2014 being cashed (check#1399).

Four checks were selected and reconciled against the receipts provided. The checks selected were:

#1399 dated 1/13/14 \$13,433.00 (Note: As recorded in the 2013 and 2014 Assembly Meeting Minutes, this payment was disbursed as directed from the General Reserves).

#1422 dated 4/08/14 \$5,722.99

#1405 dated 01/26/14 \$3,150

#1469 dated 11/24/14 \$140.00

Additionally we noted that Check#1311 (\$293.95) - made out to Dn. Patrick Gariano was recorded as not having cleared throughout fiscal year 2014. Mr. Hydock further clarified that he had made numerous attempts to follow up and had written emails and sent a letter to Dn. Gariano requesting that he cash this check but to date has not received a response.

We also reviewed the Balance Sheet and Profit and Loss Statement for the period of January 2014 – December 2014. We found these documents to be a reasonable representation of the financial condition of the Archdiocese on December 31, 2014.

Based on the records reviewed, we have no concerns about the financial information provided.



Peter Mazikins  
St. Catherine Orthodox Church, Hagerstown, MD

Matthew Matyuf (Concurrence E-mail)  
Holy Trinity Orthodox Church, Reston, VA

Fr. Mark Koczak (Concurrence E-mail)  
St. Mark Orthodox Church, Bethesda, MD

**Archdiocese of Washington DC**  
**Profit & Loss Budget Performance**  
January through October 2015

	<u>Jan - Oct 15</u>	<u>Annual Budget</u>
1	<b>Ordinary Income/Expense</b>	
2	<b>Income</b>	
3	Assembly15	500.00
4	Assessments15	59,063.00
5	Assessments14	304.20
6	Other	360.00
7	<b>Total Income</b>	<b>59,563.00</b>
8	<b>Total Income</b>	<b>59,563.00</b>
9	<b>Expense</b>	
10	<b>Administrative</b>	
11	18th AAC	1,500.00
12	Educational	3,150.00
13	AAC Council fees	1,000.00
14	Banking charges	100.00
15	Insurance - Liability	3,000.00
16	Metropolitan Council	1,000.00
17	Miscellaneous	250.00
18	Postage, Mailing Service	150.00
19	Printing, Copying	300.00
20	Supplies	100.00
21	<b>Total Administrative</b>	<b>10,550.00</b>
22	<b>Missions</b>	
23	Archdiocese Missions Fund	2,500.00
24	All Saints of N. America	7,000.00
25	Holy Archangels Mission	10,000.00
26	OCF	4,500.00
27	<b>Total Missions</b>	<b>24,000.00</b>
28	<b>Operations</b>	
29	Outreach	500.00
30	<b>Episcopal</b>	
31	Discretionary	400.00
32	Living Expense	22,200.00
33	Pension	1,776.00
34	<b>Total Episcopal</b>	<b>24,376.00</b>
35	<b>Total Operations</b>	<b>24,876.00</b>
36	<b>Total Expense</b>	<b>59,426.00</b>
37	<b>Net Ordinary Income</b>	<b>137.00</b>



Archdiocese of Washington DC  
**Profit & Loss Budget Performance**  
January through October 2015

	<u>Jan - Oct 15</u>	<u>Annual Budget</u>
38 Other Income/Expense		
39 Other Income		
40 Pass Thru, OCA assessment		
41 All Saints N. America	0.00	
42 Christ the Savior Berlin, MD	0.00	
43 Holy Archangels Mission	-52.50	
44 Holy Trinity, Reston	0.00	
45 St Luke, McLean	0.00	
46 St Mark, Bethesda	0.00	
47 St. Andrew, Baltimore	-697.50	
48 St. Catherine, Hagerstown	0.00	
49 St. Matthew	0.00	
50 St. Nicholas Cathedral	0.00	
51 Total Pass Thru, OCA assessment	<u>-750.00</u>	
52 Total Other Income	<u>-750.00</u>	
53 Net Other Income	<u>-750.00</u>	<u>          </u>
54 Net Income	<u>2,983.61</u>	<u>137.00</u>

Archdiocese of Washington DC

Balance Sheet

As of October 31, 2015

Oct 31, 2015

1	<b>ASSETS</b>	
2	<b>Current Assets</b>	
3	Checking/Savings	
4	M&T Bank Diocese	35635.03
5	<b>Total Checking/Savings</b>	<u>35635.03</u>
6	<b>Total Current Assets</b>	<u>35635.03</u>
7	<b>TOTAL ASSETS</b>	<u><u>35635.03</u></u>
8	<b>LIABILITIES &amp; EQUITY</b>	
9	<b>Equity</b>	
10	Archdiocese Benefactor Fund	
11	ADBF General Fund	7656.47
12	ADBF Designated	250
13	<b>Total Archdiocese Benefactor Fund</b>	<u>7906.47</u>
14	Unrestricted Net Assets	24744.95
15	<b>Net Income</b>	<u>2983.61</u>
16	<b>Total Equity</b>	<u><u>35635.03</u></u>
17	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>35635.03</u></u>

**Archdiocese of Washington, DC  
Budget proposal 2016**

38	<b>Other Income</b>		
39	Pass thru		
40	50 % of budget	59,426.00	68,490.00
41	<b>Total Other Income</b>	<u>59,349.95</u>	<u>68,490.00</u>
42	<b>Other expense</b>		
43	Church assessment (OCA)	59,426.00	68,490.00
44	<b>Total other expense</b>	<u>59,426.00</u>	<u>68,490.00</u>
45	<b>Net other Income/expense</b>	(76.05)	0.00
46	<b>Total Expense</b>	<u>118,852.00</u>	<u>127,916.00</u>
47	<b>Net Income Gain/(Loss)</b>	<u>(76.05)</u>	<u>137.00</u>

**Distinguished Diocesan Benefactors Report**  
**Archdiocese of Washington, D.C. Assembly Meeting**

November 14, 2015

Your Beatitude, Reverend Fathers, Brothers and Sisters in Christ:

Glory to Jesus Christ! Glory Forever!

2015 was the first operational year for the Distinguished Diocesan Benefactors (DDB). The DDB was created at last year's Assembly meeting, and a committee was established to execute the activities of the DDB. The committee is overseen by His Beatitude, and consists of 3 clergy members and 3 lay members: Father John Vitko, Father John Parsells, Father Mark Koczak, Michael Hydock, Noel Brockett, and Yuriy Dzambasow (Committee Chair). This report to the Assembly consists of two parts: a financial report and an activities report.

**Financial Report**

Income received in 2015 for the DDB fund totaled \$9756.47. The income consists of \$5,262.47 in personal donations, and \$4,494.00 in organizational donations. Distributions from the DDB fund totaled \$2,100.00. Those distributions were made to Victor Lutes who is a St. Mark Parish member in the amount of \$1,100.00 to support his attendance at the Syndesmos Youth Conference in Poland this past August, and to St. Vladimir's Seminary in the amount of \$1,000.00, supporting a matching grant for Ms. Abigail Dean who is attending the Seminary.

**Activities Report**

The DDB met to discuss the following requests for financial assistance in 2015:

- Provide \$2,000 assistance to 2 seminarians (\$1,000 each). **RESOLUTION:** \$1,000 was provided in support of Ms. Abigail Dean, as noted above. The remaining \$1,000 was not distributed, as the intended recipient is currently in Bulgaria and has not yet returned to the United States to enter seminary.
- Provide \$1,100 assistance to support sending a young person to the Syndesmos Youth Conference that was held in Poland this past August. **RESOLUTION:** \$1,100 was provided to St. Mark to support sending Victor Lutes to the Syndesmos Youth Conference.
- Provide \$650 / month financial assistance to Holy Archangels Mission starting in January 2016 through end of calendar year 2018. **RESOLUTION:** The DDB is still reviewing this

application for financial assistance, and anticipates making a decision in the very near future.

**Future Activities**

The DDB will continue to review requests for financial assistance as they are submitted. In addition, more emphasis will be placed on growth of the DDB (spiritually and financially) in 2016 to establish the DDB as a viable source of support to our Orthodox community in the Archdiocese of Washington, D.C.

Respectfully submitted and with love in Christ,

Yuriy Dzambasow  
St. Andrew Orthodox Church  
DDB Committee Chair

**COMMUNICATIONS REPORT**  
**Archdiocesan Assembly – November 14, 2015**

The Archdiocese of Washington D.C. is pleased to announce its newly redesigned website, which is now fully responsive to tablets, smartphones, and other handheld devices and can be found at [wdcoca.org](http://wdcoca.org). The upgrade is part of the Archdiocese's effort to continually improve its forms and modes of communication not just with the faithful but also with all those who reside in its geographical territory.

The new website features in addition to information on Orthodox Christianity, a parish listing, news items, photos, and official documents, an interactive 360 degree virtual tour of St. Nicholas Cathedral, which is the seat of the Archdiocese and the primatial cathedral of His Beatitude, Metropolitan Tikhon.

Also prominently featured is a short film about the missionary work of the Archdiocese of Washington which was submitted to the 18th All-American Council held in Atlanta, GA as it focused on the theme: "How to Expand the Mission". This 12-minute film features an introduction by Chancellor, Fr. John Vitko, interviews with Fr. Michael Koblosh of All Saints Orthodox Mission in Alexandria, VA, Fr. Robert Miclean of Holy Archangels Orthodox Mission in Annapolis, MD, and Fr. John Parsells of Christ the Savior Orthodox Mission in Berlin, MD, as well as concluding remarks by His Beatitude.

It is the hope of the Archdiocese of Washington that this technological upgrade to the website will assist in the sharing of the Gospel and the introduction of those outside the Church to the beauty of Orthodoxy.

News Updates featured on WDCOCA.org:

- Blessing of the Waters at the City Dock in Annapolis - 01/06/15
- Sunday of Orthodoxy - 03/08/15
- Lenten Retreat with His Beatitude Met. Tikhon - 03/24/15
- Metropolitan Tikhon visits Holy Trinity Church, Ashburn, VA - 05/31/15
- Archdiocesan Priest travels with OCMC to the Republic of Moldova - 06/13/15
- Youth participate in Syndesmos international gathering in Poland - 09/11/15
- Missions Presentation in Berlin, MD - 09/19/15
- New resources on N. American Saints include icons, video-lecture on St. Juvenaly - 10/02/15
- 75th Anniversary of Baltimore's St. Andrew Church - 10/24/15
- Clergy Retreat – forthcoming
- 2015 Archdiocesan Assembly – forthcoming

Updates to the website may be sent to [updates@wdcoca.org](mailto:updates@wdcoca.org).

Regular communication and official correspondence from the Archdiocese is shared digitally through the following emails lists: [rectors@wdcoca.org](mailto:rectors@wdcoca.org), [attached@wdcoca.org](mailto:attached@wdcoca.org), and [layleaders@wdcoca.org](mailto:layleaders@wdcoca.org).

His Beatitude and the officers of the Archdiocese meet via teleconference with relative frequency, staying organized using BaseCamp as their project management software.

Suggestions regarding ways to improve communication in the Archdiocese are always welcome!

Respectfully submitted,

Fr. John Parsells  
Secretary of the Archdiocese of Washington





# Holy Archangels Orthodox Church

[www.OrthodoxAnnapolis.org](http://www.OrthodoxAnnapolis.org)

as a place to encounter Christ and the fullness of His Church. We offer services weekly at the Chapel as part of our OCF ministry, Annapolis Pan-Orthodox College Ministry (ACM).

## Adult Education

Our adult education series, "*Applied Orthodox Theology*" continues this year, meeting on the St. John's campus but open to all and focusing on a variety of subjects from the Seven Ecumenical Councils to Proselytism versus Evangelism, Fasting and the Sacraments, and many more topics.



3: Friday Night Plebe Summer Bible Study

## Fundraisers

Among other efforts, our Sisterhood is taking orders in time for Nativity of Matushka Krissy's famous Romanian COZONAC (rolled poppy-seed sweet bread). An order form can be found at our website: [www.OrthodoxAnnapolis.org](http://www.OrthodoxAnnapolis.org) where you can also pay through our secure Paypal account.

Thank you for your prayers and support for Holy Archangels Orthodox Mission as Christ God continues to grow us "in spirit and in numbers."

Yours in Christ,

Fr. Robert Miclean



4: Palm Sunday Procession

Annual Assembly of the Archdiocese of Washington D.C., November 14, 2015

**PARISH UPDATE:** Holy Trinity Orthodox Church  
(Name of your church)  
Reston / Ashburn, VA  
(Address)

Submitted by: Matt Matyuf

Please prepare a one page parish update, highlighting any information that you would like to share about your parish with the other delegates. **Please mail the update by October 24 to Fr. John Parsells, Christ the Savior Orthodox Mission, 10315 Carey Rd., Berlin, MD 21811.**

We Moved!

After nearly 30 years in the Glade Room setting up and breaking down for every service. We now have permanent home. Come on out to Ashburn, VA and see our beautiful chapel.

Matt Matyuf

## PARISH UPDATE

### St. Catherine, Hagerstown, MD

Submitted by Fr. Dennis Buck

Weighing heaviest on our minds these days is the departure of Fr. John Mason, who has been attached to St. Catherine's in retirement for 20 years. He has moved back to Northeast Ohio with one of his children due to health problems. Of course, he was loved by all, was always a great help and encouragement to me, and is sorely missed. Our other "retiree," Fr. Alister Anderson of the Antiochian Archdiocese, has also been away from the parish for some time due to health problems. The lack of these two priests leaves quite a hole in the soul of our parish.

The past year has been "The Year of the Return" at St. Catherine's, as several old members have returned to the parish after lengthy absences. Also, 2 separate instruction classes are currently underway for those wishing to enter the Orthodox Church. One group was about halfway through our program when several others inquired about receiving instruction. Along with catechetical classes, adult religious ed. programs include a monthly book discussion and at least the attempt to have a speaker on 5th Sundays. Also concerning further growth of the parish, we are again experiencing a mini-baby-boom.

Our financial situation is the best it has ever been, due to hard work as well as a pretty good sense of stewardship among many members. The couple annual fundraisers we hold have been extremely successful the last few years. I am concerned that we do not slip into complacency. I attended the Small Parish Forum in Weirton, WV last summer where I heard warnings of the consequences of just such a mindset, which has led to the drastic shrinking of so many of our older parishes. Our council needs to be careful of where they send me (small joke)!

His Beatitude is scheduled to visit us the weekend of December 19-20. December 2016 will mark the 35th anniversary of St. Catherine's. So far there has not been any plans for a large celebration this time.

## **PARISH UPDATE:**

St. Luke Serbian Orthodox Church  
6801 Georgetown Pike, McLane VA

Submitted by: Fr. John Vitko

Founded in 1961 as a Serbian Orthodox parish, through the years we have evolved into a multi-cultural parish with about 1/3 of our parishioners of Serbian extraction, one third of other Orthodox cultures (eastern European and North Africa) and one third traditionally non-Orthodox Americans who have come to Orthodoxy. A relatively small, but growing parish, with a typical Sunday attendance of 65 -70 people, we have a warm, welcoming family feel and our coffee hours often last for 1.5 to 2 hours. We have been blessed with a large number of young children, 25 or so, under the age of 12 and also have been growing in numbers. We are desperately short of church school rooms (we have none) and we are now nearing the capacity of our chapel – so we are exploring the possibility of adding 4 classrooms to our facility and also doubling the size of our worship space. We have worked with an architect to develop a very attractive conceptual design for this expansion, but not expectedly it is costly. So we are now working with a professional Orthodox consultant, Anthony Scott, to explore the feasibility of raising the needed funding over a period of 5 years. If God means for us to expand, He will provide a way to do so and, if not, then it is not meant to be

We continue to grow spiritually through a gradually expanding cycle of services, through a weekly Orthodox study class, a monthly men's prayer breakfast, and through a number of ministries that enable us to offer our differing gifts up to God. One such ministry is our Faith in Action effort which reaches out to those beyond the parish door: whether it be locally through a prayer ministry and support of food pantries and pregnancy centers, nationally through FOCUS and OCF, or internationally through IOCC and OCMC. We are also trying to reflect our spiritual priorities in our budget. We give 10% of our operating income in support of the diocese, contribute to the central church through Stewards of the OCA, have increased our 'charities line' to about 5% of our budget, and as requested at the 16<sup>th</sup> AAC, have designated 1% of our budget to support our seminaries.

We thank God for our many blessings and pray for His continued guidance as we seek to draw closer to Him individually and corporately.

# Parish Update From Saint Mark Church Bethesda, Maryland

**For Archdiocesan Assembly  
November 14<sup>th</sup>, 2015**

Some Highlights:

Saint Mark Parish has enjoyed a good year thus far. The Lord continues to send us catechumens and has added other Orthodox individuals and families to our membership. In order to be more pro active in the continued growth of our church, we have formed a Church Growth and Evangelization Committee which meets on average by-monthly and is focused on identifying ways to attract and welcome new members. In March, we hosted Fr. John Parker (chair of Department of Evangelization for the OCA) for a weekend, which included a Saturday seminar and workshop on church growth as well as a homily and interaction with parishioners on Sunday.

We also have a very active Charity and Outreach Committee which continues to encourage people and identify ways for our members to engage in active efforts to help others in and around our church community.

We anticipate the completion of phase 2 of our sanctuary iconography project before Christmas, and look forward to hosting an "Open House" for our neighbors at some point so that they may have a look at and appreciate the excellent work of Dmitry Shkolnik and his talented team.

As this is being written, we are busy preparing for our annual bazaar and food festival which will take place this year on November 6-8<sup>th</sup>.

Respectfully submitted by  
Archpriest, Gregory Safchuk

Orthodox Church of St. Matthew

7271 Eden Brook Drive, Columbia, MD 21046

Submitted by Fr. Constantine White

St. Matthew's continues to be a vibrant community. There is never a day when something is not going on in the church, whether it be services, meetings, education or activities from those who rent our space. The congregation is warm and welcoming to all. I am grateful for the presence and advice of Dn. Sergius Miller and his serving and vast knowledge of Orthodoxy. We have also been blessed with the service of Dn. Chterion Zaprianov. He and his family have been a wonderful addition to our community.

We continue to face the formidable of challenge of a \$14,500/month payment for our mortgage of over \$2,000,000.00 but our Council of Stewards is seeking ways of buying down the principle over the course of the next four years so that at our mortgaggers next review we would have sufficient "ownership" to qualify for a better interest rate reducing our monthly payment noticeably. Our parishioners continue to give sacrificial and our committed to doing all that they can to "keep the doors open" so that there is an Orthodox presence in Howard County. Rental of our church hall is an important source of income and we would appreciate any referrals we might receive from any of our sister parishes.

Our Eighth Annual Multi-Cultural Festival took place the first Saturday and Sunday of October (as it always does) under the threat of a hurricane, which we were thankful did not materialize here, but still under not the best weather. Despite clouds, cool temperatures and some rain the attendance was not bad. We found that we now have a regular "following". Many guests had attended previous festivals and it seems as they would have attended – "rain or shine". We are blesses to have parishioners who can make Greek, Lebanese, Rumanian, Slavic and Ethiopian food. Various singing and dancing groups entertain our guests throughout the festival representing a wide variety of ethnic backgrounds as well.

Deacon Sergius Miller led Lenten discussions following Presanctified Liturgy and will continue that in the future. Our patronal feast day (Nov. 16) is being celebrated this weekend with Divine Liturgy being served Nov. 14 (today) with Abbot Sergius of St. Tikhon's Monastery serving with us and leading a retreat today speaking on "A Ten Minute Spirituality" and "Big City Saints". We are looking forward next Great Lent to a visit from His Beatitude, Metropolitan Tikhon who will also lead us in a retreat. We will also be hosting St. Tikhon's Seminary Choir at some point during Great Lent as well.

Our Youth Group of children from 5<sup>th</sup> grade through High School has regular outing and events, among them bowling, indoor miniature golf, etc. These "fun" events are always held with some kind of service project as well. Our young people are quite enthusiastic about participating in them.

Other events are scheduled as well throughout the year, including a parish picnic in June. A yard sale also takes place in June and this year for the first time we had a Paint Night fundraiser where parishioners actually ended up paint a picture – surprising how well the painting turned out.

We thank God for his continued blessing and ask that he continue to bless our Archdiocese of Washington and the Orthodox Church in America.



## **Saint Nicholas Cathedral 2015 Update**

The Saint Nicholas Cathedral parish community is thriving. We continue to see greater participation in our common sacramental and spiritual life, with attendance increasing at liturgies, more servers at the altar, an expanding choir, a new a monthly Women's Prayer Group, and invited speakers on subjects of Orthodoxy.

St. Nicholas reaches out to the local community and the world in the form of monthly team lunches at Christ House in the Adams-Morgan district of DC, special collections for IOCC and other charitable organizations, a twice monthly meeting of Alcoholics Anonymous in the Cathedral, the annual Fall Bazaar, and participation in The Walk inter-faith communication project (former 9/11 Unity Walk), and involvement with the Orientale Lumen Conference.

Hospitality, in the form of warmly welcoming visitors at our liturgy and encouraging participation in post-liturgy Coffee Hour and lunches, allows us to reach out to visiting Orthodox Christians from throughout the US and other countries, as well as those interested in learning more about our faith. The Cathedral community is organizing its first Thanksgiving Dinner this year, in addition to the Divine Liturgy, served regularly, on Thanksgiving Day.

Parish groups such as the Dormition and Veterans Guilds and the Fellowship of Orthodox Christians (R Club) continue to provide opportunities to meet other parishioners and to serve our Cathedral and the Orthodox Church of America as a whole.

We are proceeding on a Strategic Direction for Saint Nicholas, incorporating contributions from our Parish Council and parishioners, with a focus on fulfilling the Lord's command (Matthew 28).

Education remains an important element of Cathedral life, with a flourishing Sunday School, classes and lectures for our adults, an ongoing iconography class on Saturdays, and a Gift Corner that provides a wide variety of books.

After several months of research and negotiation, the Parish decided in a Special Parish Meeting to purchase the house next door to the Cathedral but later opted to withdraw from the contract because of potential risks.

Practical matters associated with inspecting and maintaining our buildings, estimating repairs, and beginning initial work have been major accomplishments. The parish plans to make a number of repairs in the coming year.

Finally, our children are preparing to celebrate St. Nicholas Feast Day on December 5th, with liturgy, a children's play, crafts, lunch, and a special visit from Bishop Nicholas. Children (and adults) from other parishes are encouraged to join!