

Minutes of the Annual General Meeting of members of the Russian Orthodox Church of Saint Panteleimon, held on Sunday 5 November 2006 at 12.00pm in the parish hall at 4/7 Comserv Close, West Gosford

Present: Father James Carles and 19 members: Katya Marcotrigiano, Katerina Rubbo, Valentina Minutello, Sebastian Reid, Sophie Kfoury, Victor Bendeovski, Paul Pereboeff, Nsetor Petroff, Olga Petroff, Vasily (Bill) Reid, Olga Itsikson, Helen Leidl, Philip Richards, Vladimir (Rick) Golovin, Nina Golovin, Marie Carles, Ekaterina Lugovoy, Vladimir Lugovoy, Tatiana Borodin

Apologies: Ludmilla Roubanoff, George Fomin, Peter Iliuk, Tatiana Iliuk

1. Opening

A quorum having been established, the meeting was opened at 12.10pm with the singing of the prayer «Царю Небесный».

Father James reminded all present of the need to nominate for positions on the Parish Council and Auditing Committee. Forms were made available for this purpose. He thanked all for their attendance and participation in the Annual General Meeting.

2. Election of AGM vice-president and minutes secretary

Bill Reid was unanimously elected AGM vice-president.

Katya Marcotrigiano was unanimously elected minutes secretary.

3. Adoption of agenda

It was moved that the agenda be adopted without change.

Moved: Paul Pereboeff

Seconded: Katerina Rubbo

Carried unanimously.

4. Tabling and acceptance of previous minutes

Father James tabled the minutes of the 2005 AGM. These were circulated a week prior to the meeting together with the 2006 Annual Report. It was moved that the minutes be accepted as an accurate record of the previous meeting.

Moved: Victor Bendevski

Seconded: Sophia Kfoury

Carried unanimously.

5. Receipt of parish Annual Report

The parish Annual Report was tabled, having been circulated one week prior to the meeting.

Father James explained the Annual Report and drew attention to the key points. He reflected, in particular, on the extraordinary accomplishment of the parish in having secured a parish centre and church in such a short time. Questions were asked about certain items of income and expenditure included in the profit and loss statement. It was noted that the expense item for travel referred to the cost of travel to the Extraordinary Diocesan Conference in Melbourne in late 2005.

After some discussion, the following resolution was put to the meeting:

“That the 2006 Annual Report of the Russian Orthodox Church of Saint Panteleimon, Gosford, be accepted”.

Moved: Vladimir Golovin

Seconded: Vasily Reid

Carried unanimously.

In response to the Report of the Auditing Committee, Father James tabled the following resolution drafted by the Parish Council:

“That the following recommendations of the Auditing Committee be accepted without change:

- All worshippers at West Gosford be encouraged to become financial members of the Parish;
- The income and expenses worksheet be completed in a legible manner;
- The Ladies' Auxiliary maintain accounting practices consistent with those of the Parish;
- Monthly reconciliations be completed;
- The Parish's main priority should continue to be the making of extra repayments into the mortgage account whenever possible.

That the following amended recommendations be accepted:

- That in due course, a minimum of \$5000 be maintained in the cheque account in order for the treasurer to meet the day to day expenses of the Parish;
- The Auditing Committee should conduct an audit of the parish and Ladies' Auxiliary finances quarterly;
- That it be at the discretion of the Head Sister to have someone assist her to manage the Ladies' Auxiliary finances.

That the following recommendations be declined:

- Records be maintained utilising MYOB software;
- A member of the Auditing Committee be available to assist the Treasurer by undertaking MYOB training;
- A single treasurer be appointed to oversee both the Parish Council and Ladies' Auxiliary finances; and
- Any funds from the Ladies' Auxiliary be kept in the mortgage account with a facility of being drawn upon as required, thus reducing interest liabilities.

That it be the responsibility of the Parish Council to put these recommendations into effect”.

Father James explained the resolution to all present. Some discussion followed. The resolution was then put to the meeting.

Moved: Paul Pereboeff

Seconded: Victor Bendeovski

Carried unanimously.

6. Elections

8 Members of Parish Council were to be elected, including the Head Sister. 7 nominations for the Parish Council and 1 for the Head Sister were received prior to the meeting. Those nominated for Parish Council were Vasily Reid, Katya Marcotrigiano, Victor Bendeovski, Paul Pereboeff, Sophia Kfoury, Donat Kobeleff and Vladimir Golovin. Donat Kobeleff had not endorsed his nomination and was not present. The meeting was advised that he did not wish to serve on the Parish Council in the coming year.

Olga Petroff was nominated for the position of Head Sister.

There being less nominations than positions vacant, it was not necessary to conduct an election. Those nominated were unanimously declared elected.

3 members of the Auditing Committee were to be elected. Only one nomination was received prior to the meeting, that of Andrew Kfoury. Sebastian Reid's name was put forward from the floor, and he accepted the nomination.

There being less nominations than positions vacant, it was not necessary to conduct an election. Those nominated were unanimously declared elected.

7. Closing remarks and prayer

Father James made some closing remarks, thanking all for their attendance and co-operation. He commented on the importance of the Annual General Meeting in parish administration and the need for members to be actively involved. He spoke of the need to wisely manage resources so as to best lay foundations for the future. Some general discussion about fundraising and parish activities followed.

The meeting closed at 12:50pm with the singing of the prayer «Достойно Есть».