

St. Spyridon Greek Orthodox Church

2011 Parish Council

Father Andrew Scordalakis

Bill Navrides, President

Vlassi Kouris, 1st Vice President

Art Balourdas, 2nd Vice President

John Kalas, Secretary

Stephen Thiros, Treasurer

Francesca Captain

Dino Dougenis

Jim Gilpin

Julie Karagianides

Jim Kesaris

Ken Kleinhenz

Anthony Kyriakidis

Jeff Mamalakis

Spero Tzathas

PARISH COUNCIL STANDING COMMITTEES & RESPONSIBILITIES

2011 Committee Members

BUDGET AND FINANCE

Prepare annual budget, monthly operating statements, set accounting controls and procedures of receiving and depositing of funds to the bank, supervise and/or monitor the cash activities of the Annual Festival and other Church functions, negotiate insurance contracts.

Evan Arapostathis

Daralyne Baddour

Jim Kesaris

Bill Navrides

Spiro Prevolos

Stephen Thiros - Chair

Spero Tzathas

BUILDING, AESTHETICS & BEAUTIFICATION

Assist the expansion & maintenance committee in color, furniture, fixtures and equipment coordination in order to attain a warm and comfortable feeling of the interior of the Church, hall and educational building.

Art Balourdas

BY-LAWS

Search for possible conflicts of the Archdiocese and Parish-By-Laws and regulations, propose periodic Parish By-Laws revisions, have general knowledge of the Roberts Rules of Order to act as the Parish Council Parliamentarian.

Art Balourdas

Francesca Captain

Ken Kleinhenz – Chair

CHOIR

Assist the Choir to attain the optimum performance of the various programs; report to the Parish Council needed financial and moral support

Anthony Kyriakidis

CHURCH PROCEDURES

Consult with the Priest and prepare written outline with brief explanation of the Church activities procedures, provide a copy of the outline to all participants on duty during Church services, make sure that the participants understand and follow the outlined duties, review procedures periodically, and consult with the Priest for necessary revisions.

Evan Arapostathis

Vlassi Kouris

Jeff Mamalakis – Chair

COMMUNICATIONS/BULLETIN

Serve as a liaison between the Parish Council and all the Church organizations, report complaints and recommendations, promote communications between Parish Council and parishioners by any means you deem appropriate, improve the quality and contents of the parish media (bulletin, newspaper, website, etc.)

Anthony Kyriakidis

Jeff Mamalakis

Stephen Thiros

Spero Tzathas – Chair

DIRECTORY

Maintain and update the membership directory noting necessary changes, additions and deletions, take steps to periodically print a new revised directory.

Francesca Captain

Christina Frangos – Chair

ELECTIONS COMMITTEE

Assist the Board of Elections and Nominating Committee on matters related to the Archdiocese and Parish By-Laws and regulations.

Jim Gilpin

Ken Kleinhenz

Bill Navrides - Chair

EXPANSION COMMITTEE

Review the short term needs of the Parish, set priorities of the various projects, assist the Foundation on its long-term expansion program.

Mike Angeles

Art Balourdas - Chair

Dino Dougenis

James Gilpin

John Kalas

Vlassi Kouris

Anthony Kyriakidis

Spero Tzathas

STEWARDSHIP/MEMBERSHIP

Stewardship – Explore the feasibility of other optional members contribution programs based on a stewardship concept, analyze the economic impact on the Church revenues, set up methods of its implementation. (According to By-Laws there must be at least 4 members).

Membership – Encourage members to attend all religious and social functions of the Parish, search for new members and encourage their financial support and personal services to the Church, cooperate with the Stewardship Committee to secure adequate revenues for a balanced budget.

James Gilpin

John Kalas - Chair

Bill Navrides

Stephen Thiros

Spero Tzathas

FESTIVAL COMMITTEE

(This committee was added per the minutes of the General Assembly of January 12, 1999).

The Festival committee will oversee all aspects of the annual festival. The committee will also be the liaison between the Parish Council and the festival chairperson (s) including the chairperson (s) of each booth. At least one member of the committee shall attend the festival meetings and report back to the Parish Council on items that the Parish Council can assist to better the events.

Ted Angeles

Art Balourdass

Francesca Captain

Tony Demopoulos

Dino Dougenis

Julie Karagianides

Vlassi Kouris - Chair

Anthony Kyriakidis

Spero Tzathas

Michael Yeatts

GOLF COMMITTEE

To conduct an annual golf tournament as a fundraiser for the benefit of the Church, including selection of the golf course, involvement of sponsors and players, organization of auction and games to raise funds, maintenance of a separate Church bank account as "seed" money, and delivery of the net proceeds to the Church.

Christina Frangos

Spero Tzathas – Chair

GREEK SCHOOL

Maintain and improve the teaching quality of the Greek language, strive for high student enrollment and attendance. Per past years – the Director of the Program will handle giving quarterly reports to the Parish Council & Educational Board.

Angel Gilpin

Julie Karagianides - Chair

Jeff Mamalakis

HALL RENTAL COMMITTEE

To review and edit a Hall Rental Agreement. To establish policies, set standards and monitor the hall Rental. To oversee all aspects of the Hall Rental and management.

Dino Dougenis

Jim Kesaris

Anthony Kyriakidis

Vlassi Kouris - Chair

Stephen Thiros

Spero Tzathas

LIBRARY COMMITTEE

The Library/Bookstore Committee's mission is to ensure that the spiritual, educational, and cultural heritage needs of the community are being served. The committee will maintain open communication and cooperation between the Parish Council and Library/Bookstore managers. To achieve this goal the committee will periodically meet with Library/Bookstore managers and then report back to the Parish Council.

Specifically, the committee will:

- a) Informally review the Library/Bookstore's financial condition on a semi-annual basis, and ensure that a year-end financial report is turned in by the end of each January for inclusion in the Parish's annual audit.
- b) Review the Library/Bookstore's organizational structure and assess its ability to achieve its goals.
- c) Assist the Library/Bookstore's managers when miscellaneous issues require Parish Council attention.

Evan Arapostathis

Jeff Mamalakis - Chair

MAINTENANCE/SPACE & STORAGE

Maintenance – Provide proper and timely maintenance of the Parish real and personal property, report functional inadequacies to the Parish Council, negotiate and request approval of all service contracts.

Overview the daily running of the Church.

Andreas Capetanakis

Dino Dougenis

Vlassi Kouris - Chair

Anthony Kyriakidis

Jeff Mamalakis

Michael Strongylos

Spero Tzathas

MAINTENANCE/SPACE & STORAGE

Space & Storage – Review periodically the storage needs of the Church, inspect the stored articles, dispose of items having no value and/or functional utility, secure sanitary conditions of all spaces and stored items, secure from Foundation rental agreements for space needed by Church and other Church related organizations.

Safety – (Sub-Committee)

Andreas Capetanakis

Dino Dougenis - Chair

Vlassi Kouris

Anthony Kyriakidis

Jeff Mamalakis

Michael Strongylos

Spero Tzathas

PERSONNEL & SALARY REVIEW

Maintain open communications with all persons performing services (employees and non-employees) resolve conflicts resulting from “overlap” in duties and responsibilities or other Church related activities, find means to increase the morals to the highest possible level, set written objectives of all clerical and maintenance staff, conduct annual performance appraisals and submit recommendations for salary and benefit adjustments.

Evan Arapostathis

Jim Kesaris

Bill Navrides - Chair

Stephen Thiros

Spero Tzathas

SCHOLARSHIP

Maintain policies and procedures to promote quality of education by means of our scholarship programs, administer the existing funds, encourage parishioners contributions to the scholarship program, coordinate with the City School Administration for the selection of eligible recipients of the annual Scholarship Grant, appoint the team of judges for the selection and set the time and place to grant the awards.

Evan Arapostathis

Ken Kleinhenz - Chair

Anthony Kyriakidis

Jim Mellos

SPECIAL EVENTS

Schedule in October of the current year, ALL the special events for the NEXT year and report to the Parish Council for discussion and/or recommendations, assign sub-committee for each event in ADVANCE (secure reservations of public places, parks, etc.) and Community Hall on time, prepare and submit to the treasurer immediately after each event an accounting report. Help set up and schedule a MASTER CALENDAR with all Church groups/organizations.

Francesca Captain

Nancy Chaconas (Epiphany Only)

Julie Karagianides - Chair

Bill Navrides

YOUTH/SUNDAY SCHOOL

Youth – Determine and evaluate the needs of the Youth, assist in the implementation of the various activities, encourage involvement in all religious, social and business affairs of our community.

Sunday School – Enhance the quality of religious education for our Sunday School by means of working and interacting with the Sunday School personnel, monitor the quality of the teaching materials and procedures, search for quality teaching participation, promote full participation in enrollment and attendance of all children of our parish.

Dino Dougenis

Vlassi Kouris

Anthony Kyriakidis - Chair

Stephen Thiros

WELCOME COMMITTEE

(This committee was added per the minutes of the General Assembly of March 20, 2011).

The Welcome Committee will be responsible for organizing a team with the mission to do the following:

- a) Meet and greet visitor(s), whether members or not of the Greek Orthodox Church, to the Church.
- b) The Welcome Committee will ask for their name, address, phone number and email address in the guest book.
- c) The Welcome Committee will introduce visitors to the members of the Community.
- d) The Welcome Committee will follow-up with a “thank you” call or card to the visitor(s).

Janet Burgess

Maria Kelmis - Chair

Alina Kleinhenz

Maria Trompas Stokes

LEGACY COMMITTEE

(This committee was added per the minutes of the General Assembly of March 23, 2008).

The Legacy Committee plans for, solicits, and manages long-term and large-scale donations to St. Spyridon. The committee works in conjunction with financial professionals to assist parishioners with estate-planning intended to benefit the Church. The Legacy Committee also coordinates the capital campaign to raise funds for the future development of the Parish.

Mike Couris, M.D.

Themis Gallanis

John Kalas

Jim Marinos

Jim Mellos

Bill Navrides

Maria Trompas Stokes

Stephen Thiros

Spero Tzathas

Have first meeting then get chair