



## **St Matthew Orthodox Church Parish Council Meeting**

Meeting: March 10, 2026

Zoom meeting called order at 6:00 pm

### **Opening prayer was given by Father John**

Council members attending: Father John Thetford - rector

Paul Novak – president April

Matt Tomac - vice president

Danny Panella – treasurer

Vera Limberopoulos - recording secretary

Noah Becker – corresponding secretary

Paul made a motion to approve the January 13<sup>th</sup> Parish Council Meeting minutes and 2025 Annual Parish Meeting minutes, held on February 1, 2026. Approved by all.

### **Priest's report – Father John**

-The April liturgical schedule has been sent out.

-The next ministry team will meet on April 19<sup>th</sup>.

-There will be a planning meeting for Vacation Church School on April 26<sup>th</sup>.

-Father relayed that he sent an email to the parish regarding communications. Monday is Father's only day off. Out of respect for Father John and his brief down time, please do not call or text him on Monday unless it is a true emergency.

-Father John, Paul and the Roegners will be looking at a storefront in Waupaca to see if there is potential to rent it for the chapel. The monthly rent is \$1200. Currently the hotel conference room costs \$500 for 2 weekends of services a month. The conference room has to be taken down after each service, so it is not an ideal situation. Philip Anderson would be able to do more services (Wednesday vespers, bible study, etc) there. He has done a lot of mission work.

-It was noted that some of the lights in the nave have been flickering. Father spoke to an in-house electrician (Al Pfitzinger) who confirmed that the switches should be changed. These switches are old. All the dimmer



switches should be replaced. Al relayed that he would be able to get the switches at a discount. Matt will reach out to Al.

### **President's report: Paul**

-Paul requested that an addendum be included in the minutes regarding the approvals for the new stove and the camp scholarships.

-During the painting project in Founder's Hall, Ionut found water damage around the windows. He repaired the damage and completed the painting. Ionut also painted the stairwell from the first to second floor. The stairwell painting had been previously discussed but not confirmed. The parish is paying Ionut a small amount for his labor. He has been working on the project for three weeks. Paul made a motion to approve payment of \$2,900 for the discussed repair work of the windows in Founder's Hall. This window work included replacing boards, flashings and caulking. Approved by all.

-The ceiling above the stairwell, on the landing and in the entryway has old water damage. This is from prior to us buying the building. When the contractor was recently here, he gave a price quote for the repair of \$3,800. This project involves scaffolding to be completed. This is not being completed at this time, but information for when we are ready to address it.

- Paul was recently in Minneapolis and spoke to Dmitry at St Mary's Cathedral. Dmitry confirmed that the green on the Iconostasis is appropriate. Also, if we are looking to redo the second level on the Iconostasis, the icons of the feast days, he could do them for \$20,500. The space is much smaller, and it is harder to paint the details. They also discussed large murals of the prophets. For the upper walls he could do an icon of Sermon on the Mountain, and an icon of Feeding of the 5,000. He did not quote a price for those. The side upper walls around the icons that are currently white could be painted by someone else and include a red border along the roof line. Father stated that David N and Ionut are professional painters and could possibly paint the upper backgrounds. Also, Father would see what people are saying regarding the upper level of the Iconostasis. These projects could be considered in the future.

### **Vice-president's report: Matt**

-Matt will coordinate a group of folks to paint the outside back of the church, possibly to be done the third week in May. Also, he will look into taking care of the light switches.

### **Treasure report: Danny**



-He switched us to a business checking account, so there are no fees. Zell was briefly disrupted due to the change. We have a non-profit account with US Bank which allows us to use Zell. We keep a \$1 balance in it to keep the account active for Zell. Zell is the easiest for giving. We lost Bill Pay Immediately. Now there is a delay which Danny can click to see. We still accept Applos. It does have user end fees.

-Six summer camp scholarships went out for a total of \$1800.

-Contributions to P42 are up.

-The bookstore had a strong week. Cheryl has put a lot of work into the bookstore and it shows.

-The kitchen is on track for the remodel.

-Building and repairs fund: We had our worst month for snow, and the December bill did not get paid. Healy and Sons did not charge the 10% late fee.

-Danny has talked to them all into the Gmail account. All the mail goes into the Gmail for the church.

- Waupaca has a separate account for St Macrina Chapel.

-Paul will send over the Parish Annual Meeting minutes to the bank so the mortgage refinance can proceed.

**new business:**

-The parish cemetery: Paul reports that Tom J has information in a document available to download which could include a map (his suggestion). Noah will have it ready to submit for our April meeting.

-Father John, Paul N, Danny P and Melissa A had a discussion about the kitchen remodel. It was suggested that a second refrigerator would be beneficial for the work the ministry team does with meal preps. In the past when larger churches have done remodels, people have made donations directly towards those projects. Should the ministry team donate funds towards the second refrigerator? The ministry team does not have decision making power over the funds earmarked for their ministry. The parish council decides on fund allocations. Father suggested that we move some funds from the ministry to the kitchen remodel. Paul stated that no money would need to be spent until late April. Also, the cabinets are on order and will be temporarily stored in Founder's Hall.

-The next parish council meeting will be on April 14<sup>th</sup> via zoom.

-Our church's annual deep cleaning will be March 21<sup>st</sup>.

- Pros and cons were discussed regarding holding some future council meetings in person. On May 17<sup>th</sup> at 11:45 the monthly council meeting will be held in Founder's Hall. Zoom will also be utilized for those that can't attend in person.



- The next women's ministry meeting will be on May 2<sup>nd</sup>. The next women's social date to follow. The men's group date to follow.

-Matt will check with his quartet group about possibly performing during our annual picnic.

Paul made a motion to adjourn the meeting, approved by all.

Father John gave the closing prayer.

The meeting adjourned at 7:16.

### **addendum 2.1.26**

#### **Subject: email regarding approval for new stove and St Mary's Summer Camp scholarships**

(email from Paul Novak to parish council)

Hello PC,

Our next PC meeting will be March 10th. As such I am asking for your approval on two time sensitive items.

1. This morning Debra and I met with the contractor that will be remodeling our kitchen. As I was moving the old stove, the door to the oven fell off. Neither I nor the contractor could get it back on. This stove was going to be replaced at sometime soon and this just moved up the replacement of the old stove. The stove top still works but not the oven. I am asking for your approval to purchase a new oven that is identical to the other new stove that we have. Total cost will be \$777.98 including delivery, set up and haul away from SMOC. We have the funds for this in the building and repairs account. Looks like the new stove can be delivered to SMOC on Wednesday the 18th.

2. For the past 2-3 years SMOC has offered scholarships to St. Mary's Summer Camp. We have offered 4 - \$300 scholarships on a first come first serve basis. Registration for camp starts on March 1st and it fills up real fast. As such I am asking for your approval to offer these scholarships again in 2026. This would allow us to inform the parish this weekend on the availability of the scholarships. I have attached this year's flyer with additional details about this year's camp.

In Christ, Paul



In summary:

Paul made a motion for approval to purchase a new stove, with a total cost of \$777.98 including delivery, set-up and removal of the old stove. The motion was passed unanimously by all via email response.

Paul made a motion to approve offering 4 -\$300 St Mary's Camp scholarships this year. The motion was passed unanimously by all via email response.

### **addendum 4.9.26**

### **subject: email update on Rev.Fr. John Ketchum and approval for purchase of second refrigerator**

(excerpt from email from Paul Novak to parish council)

Hello PC and blessed Holy Week,

I have a few updates with one of them being a purchase approval request.

Yesterday evening, Matuska Katherine's Father, the Rev. Fr. John Ketchum fell asleep in the Lord. May his memory be Eternal. The funeral service will be next Tuesday at Dormition of the Mother of God Greek Orthodox Church in Racine, Wisconsin. Debra and I will be attending the service on Tuesday. As such, I am moving our next PC meeting to Tuesday April 21st at 6:00 PM.

Part of the Kitchen remodel is to add a second refrigerator as requested by our ministry team. This second refrigerator gives us extra space for St. John's meals, Church vacation bible camp, fall festival and other functions held at the Church. As we discussed at our last PC meeting, this purchase will come from the ministry team's funds. I need to order the refrigerator in the next 7 days so that it arrives during the week that the kitchen is being worked on. I am asking for your approval to make this purchase. Please reply to this email with your approval or questions you may have.

Paul made a motion to purchase a new (second) refrigerator as previously discussed by council. Approved by all unanimously.