

## ACYOA CENTRAL COUNCIL OPERATIONS AND PROCEDURES GUIDE

(Dated: September 1990)

### INTRODUCTION

The Central Council is the elected national body of the Armenian Church Youth Organization of America, Diocese of the Armenian Church of America. The Council is responsible for: (1) overseeing and carrying out all national and regional programs; (2) taking care of the various administrative tasks to maintain the National Organization; and (3) maintaining the National Treasury.

The Council meets at least four times a year, usually at the Diocese in New York City. The Primate, or his representative, presides over all Council meetings. Council members are expected to attend all Council meetings, act and dress appropriately, and be serious and diligent in carrying out the duties of their office and in completing assigned projects.

### OFFICES

#### Chairman

1. Prepares agenda and convenes all Council meetings. The agenda, along with a memo announcing each Council meeting, should be sent at least 14 days prior to the Council meeting to the Primate, all Council members, and the Executive Secretary.
2. Implements basic parliamentary procedure during meetings and ensures that pertinent discussion is taking place at all times.
3. Represents the Council and the National Organization on the Diocesan level, as well as in non-Armenian Church circles.
4. Follows up on all activities and responsibilities of the Council as a whole and oversees Council members with regard to their assigned responsibilities.
5. Delegates responsibility to Council members and non-Council members to carry out designated tasks.

6. Maintains correspondence on the national level with the cooperation of the Corresponding Secretary.

#### Vice Chairman

1. Works in cooperation with the Chairman and takes over for the Chairman at any given time.
2. Handles additional assigned duties and responsibilities.

#### Treasurer

1. Maintains the national treasury of the Organization, including accurate accountings of all financial aspects of the Council and related activities.
2. Prepares a complete and thorough report for each meeting.
3. Pays bills immediately.
4. Keeps the entire Council and the Executive Secretary apprised of the financial situation of the Organization at all times.
5. Maintains the dues-paid membership list of the ACYOA and compiles the Membership Directory. (\*)
6. Corresponds with each chapter regarding submission of dues (includes initial letters, reminder notices, preparation of individual lists for chapters, etc.).

#### Recording Secretary

1. Records the proceedings of all Central Council meetings.
2. Sends copies of the minutes within three (3) weeks following each Council meeting, to the Primate, fellow Council members and the Executive Secretary.
3. Affixes signature to important documents as needed.

#### Corresponding Secretary

1. Handles all correspondence of the Council as directed.

#### Advisors

(\*)

All Council members will be sending out correspondence of one form or another. Copies of all correspondence should be sent to fellow Council members, and the Executive Secretary.

Copies of correspondence relating to regional conferences (and other national or regional matters) should be sent to the Chapter Chairmen, Delegates, and Parish Priests.

Copies of correspondence to a chapter outside of your designated region should be sent to the Council member who is liaison to that region and where a regional committee has been established, the chairman of the regional committee.

All Council members are expected to maintain accurate and organized files at all times.

All correspondence should be on ACYOA letterhead and should utilize proper formats. See Appendix "A."

See "Communication" section for additional information.

#### REGIONAL ASSIGNMENTS (\*)

Each Council member, excluding the Council Chairman, will be assigned as liaison to a region. The regions are as follows: Mid-Atlantic, Mid-West, New England, and South. The Council Chairman shall oversee all regional assignments.

Each Council member is responsible for maintaining contact with the parishes and chapters in his/her assigned region.

See "Communication" section for additional information.

#### ADMINISTRATIVE/PROGRAM ASSIGNMENTS

Council members will be assigned national and regional programs to coordinate and administrative responsibilities to execute. Progress reports should be given at each Council meeting.

See "Communication" section for additional information.

#### COMMUNICATION

One of the Central Council's main goals should be to constantly work toward improving overall communication within the Organization -- within the Council as well as between the Central Council and the chapters as every communicable avenue pursued will help to foster a greater sense of trust between the Council and the local chapters. Council members must get to know the chairmen on a more personal level and vice versa. When the Council is criticized it must respond in a positive light, because much of the criticism receive is through ignorance due to

lack of knowledge. The Council must educate the chapter chairmen and make them realize that the Council's output depends on their cooperation and commitment -- as the Council is only as good as they are. Outlined below are some of the avenues of communication which should be consistently pursued:

### Letters

- a. Upon election, the Chairman should send out a letter of introduction (to all chairmen, clergy and delegates), stressing communication, outlining areas of mutual cooperation, listing goals, summarizing proposals and amendments passed at the General Assembly, informing of programs in the upcoming year, and other miscellaneous information (i.e. requesting bids for events in the coming year, etc.). The letter should also state the date of the first Central Council meeting and ask for input regarding various aspects of the organization prior to the meeting so that those topics can be discussed at the meeting. Enclosed with this letter should be a listing of Central Council members (including administration and program assignments as well as regional assignments), a copy of the Chapter Chairmen and Contact listing, the various administrative forms each chapter is required to use, and the Chapter "A" Award Guidelines.
- b. A letter should be sent to each Chapter Chairman upon election, congratulating them on being elected, outlining areas of mutual cooperation, informing them of who their Central Council liaison is, advising/reminding them of national and regional programs, Hye Hokin, dues, etc., and enclosing a copy of the Central Council listing, the Chapter Chairmen and Contact listing, and the necessary forms required. This will make each Chairman directly aware of who they can call when they want any information, and also inform them of some of their general responsibilities, as the outgoing Chairmen many times fail to do so. (Information similar to that in letter of introduction).
- c. Letters of thanks should be sent to ACYOA members who assist the Central Council in any small capacity. These individuals may not necessarily qualify for Certificates of Appreciation, but they should be recognized in some small way. These can be done by the Corresponding Secretary.
- d. After each Central Council meeting, a "progress report" should be sent out to the Clergy, Chapter Chairmen and Delegates summarizing the issues discussed.
- e. The Central Council Chairman and the Executive Secretary should coordinate correspondence so that efforts are not duplicated.

### Telephone Contact

- a. Liaisons should keep in touch with their respective chapters on a monthly basis to obtain information on activities and to listen to their concerns and assist them in any way they can.

- b. Approximately 4-6 weeks prior to each Central Council Meeting, a letter should be sent out notifying each chapter of the Council meeting, and requesting that they contact their respective Central Council member by a given deadline if they have any concerns or issues which they would like the Council to discuss. This can be done by the Corresponding Secretary.

### Visitations

- a. As a general rule, Council members should try to visit each chapter once. However, when visitations are made, they should be made for a reason. Additionally, before a Council member goes on any visitation, especially the first several ones, he/she should read the Membership Handbook and Resource Handbook thoroughly so that when questions arise they can be answered with relative ease.
- b. Weaker chapters should be given first priority when scheduling visitations.
- c. When visitations are made, each Central Council member should make it a priority to discuss the programs and goals of the organization, offer assistance to the local chapter when necessary, and go over the various assignments of fellow Council members (administrative and program assignments). It should be very clear to the chapter what the Council is charged with and what each Council member's responsibilities are.
- d. Council members should try to schedule visitations to coincide with chapter meetings and activities. Formal arrangements should be made with the Chapter Chairman and the Parish Priest should be notified.
- e. The Central Council Chairman and the Executive Secretary should be consulted/notified prior to each visitation.

### Hye Hokin/Armenian Weekly Papers

- a. The Central Council Chairman should submit an update on Central Council activities to keep everyone apprised of what the Council is doing.
- b. Every time something significant happens, it should be publicized.
- c. Each year the Central Council should submit a "Meet the ACYOA Central Council" article with pictures in Hye Hokin and The Armenian Church as well as the weekly papers. Additionally, Council members should be contributing material to the weekly papers and should be quoted on here and there. Equal emphasis should be put on the Executive Secretary and the ACYOA Central Council.

### Conferences

- a. A possible way of increasing communication and creating a more positive feeling between the chapters and the Central Council might be to have a

conference with all Chapter Chairman, discussing national programs and goals, Hye Hokin, concerns of local chapters, and ways to improve areas of mutual cooperation as well as communication. As it is now, the only time the Council as a whole sees the chapter chairmen (only a few chapter chairmen) is at the General Assembly. Council members should get to know these people on a more personal basis to make it easier for the chapter chairmen and the Council to work together during the course of the year.

- b. Regional conferences should be convened at least once a year to discuss and initiate regional and interchapter activities.

#### Assignments/Programs

- a. Part of the reason why the Council is not able to communicate as efficiently and frequently as it can with each chapter is because it is tied down with too many administrative responsibilities. As the Council consists of members who either hold down full-time jobs or are in school, some of the administrative details can be transferred to the Executive Secretary's office from time to time.
- b. On the other hand, Council members should make an effort to be visible to the general membership. In addition to visitations, Council members should be actively involved in coordinating the various programs (i.e. retreats, seminars, etc.). Each Council member should have a role in organizing, executing, coordinating, and/or directing regional programs. Local programs should also be encouraged and assistance given when necessary. National programs should be highly promoted and publicized in the parishes. Parishes and chapters cannot be expected to participate in a program they know little or nothing about. In addition, deadlines that are set will never be met if chapters are not reminded, informed, and made to understand what the Council's needs are.
- c. Assignments should be divided evenly between all Council members so that there is a balance. If a Council member is assigned as liaison to a specific project, only that Council member should be in contact with the chapter coordinating the project. There has to be a certain amount of trust and respect between each Council member, and between the Council and the Executive Secretary. If one Council member is not completing an assignment or task in an acceptable manner, another Council member should not "take it upon himself to see that it gets done" and/or "act in any manner which would appear manipulative, thus causing poor relations between Council members and within the Council as a whole." Problems should be channeled through the Chairman and resolved diplomatically.

**PROPER FORMS OF ADDRESS**

**Primate**

When greeting the Primate (or any archbishop or bishop), you say while bowing to kiss his hand:

Orhnetzek Surpazan Hayr or Asdvadz Oknagan, Surpazan Hayr  
[Bless Me Your Eminence] [May God Help Your Eminence]

He will answer:

Asdvadz Orhneh or Asdvadz Bahaban  
[May God Bless You] [May God Protect You]

When speaking with the Primate, you address him as Surpazan Hayr or Your Eminence.

When addressing a letter to the Primate, the following form should be used:

The Very Rev. Fr. Khajag Barsamian  
Primate  
Diocese of the Armenian Church of America  
630 Second Avenue  
New York City, NY 10016-4885

Very Reverand Father:

I respectfully request . . .

[remaining body of letter]

[close with]

Your obedient servant,  
or  
Most respectfully,

**Celibate Clergy**

When greeting a celibate member of the clergy, you say while bowing down to kiss his hand:

Asdvadz Oknagan, Hayr Soorp  
[May God Help You, Holy Father]

When speaking with a celibate member of the clergy, you address him as Hayr Soorp or Father.

When addressing a letter, always use: The Very Reverand Father . . .  
Close the letter with: Respectfully yours,

**Married Clergy**

When greeting a married member of the clergy, you say:

Orhnia, Der  
[Bless Me, Father]

When speaking with a married member of the clergy, you address him as Der Hayr or Father.

When addressing a letter to a married member of the clergy, always use: The Reverend Father . . . Close the letter with: Respectfully yours,

**Diocesan Executives**

When addressing letters to Diocesan Executives, always use the following form:

Ms. Syraun Palvetzian  
Diocesan Executive Director  
Diocese of the Armenian Church  
630 Second Avenue  
New York, NY 10016-4885

Use the same form for the Department of Religious Education, etc.

**ACYOA Central Council**

Use the following form when addressing letters to Council members:

Ator Perian Chairman ACYOA Central Council (street) (city/state/zip)	Tram Kopekian Treasurer ACYOA Central Council (street) (city/state/zip)
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**ACYOA Chapters**

Use the following form when addressing letters to Chapter Chairmen:

Medz Baronian  
Chairman  
Choorvliet ACYOA Seniors  
(street)  
(city/state/zip)

**REIMBURSEMENT PROCEDURES**

All expenses incurred while performing duties related to the ACYOA Central Council are to be reimbursed by the Organization. Reimbursement forms, along with actual



receipts (or copies of actual receipts), should be sent to the Council Treasurer on a monthly basis. A reimbursement check should be mailed by the Treasurer within two weeks of the receipt of a reimbursement form and receipts.

Reimbursement may be made for the following:

Travel: Council meetings, parish visitations, General Assembly, program coordination, regional conferences (in designated region), or for any other specific reason decided upon by the Central Council.

Reimbursement for driving will be made at the rate of \$.15 per mile.

Lodging: Council meetings, parish visitations, General Assembly, program coordination, regional conferences (in designated region), or for any other specific reason decided upon by the Central Council.

Lodging for Council meetings and the General Assembly shall be provided for each Council member - up to one-half (1/2) of the total lodging expenses.

Meals: Up to \$12 a day for: Council meetings, parish visitations, program coordination, or for any other specific reason decided upon by the Council.

General Assembly: Cost of package plan.

Regional Conferences: If the meeting is held in conjunction with a breakfast or luncheon and the host chapter is unable to make an expenditure, this may be considered.

ACYOA CENTRAL COUNCIL BUSINESS MEETING cont....

CALL TO ORDER: 10:35am, November 10, 1990

I. REVIEW OF PREVIOUS DAY'S DISCUSSIONS

A. Visitations - Sara added the following regarding visitations:

Rochester, Syracuse and Niagra Falls are very small parishes with only one priest who serves on a rotational basis. Rochester and Syracuse have very few young adults. Niagra Falls was visited and has only one active young adult at this time. This person is currently involved with the ACYOC, but is assisting Sara in obtaining names of other young adults in the area. Sara felt it was not practical to set up local or regional groups amongst these parishes because there are not enough potential members and the parishes are too far apart. Instead, she will approach these people to become members-at-large so they can at least attend national events and have contact with other Armenian young adults. In addition, Sara reported that she will be visiting Cleveland in the Spring.

B. Armenian Martyrs' Day Commemoration - Lisa noted that since nothing has been planned on the Diocesan level we can not make our plans because there may be a conflict between the two. Syraun pointed out, however, that the Saturday of the Commemoration weekend is always reserved for ACYOA, so plans can be made. Lisa asked that for the January Central Council meeting Suzie, Lynda and Tony come up with a proposal for a program for Martyrs' Day.

C. Anniversary Ball

1. Lisa needs approximately 10 pictures and a biography from the Mardigians and must discuss with them the number of tickets their family will need for the banquet.
2. Lisa reported that \$800 in donations has been collected for the Mardigian Foundation from the letter sent only two weeks ago. Sara inquired as to whether the Council will be making a donation. It was agreed that this should not be done since the ACYOA is sponsoring the event. However, Lisa encouraged all Council members to try to get sponsors. Laurie suggested looking through old Anniversary books to see who has given in the past and to have Steve write letters to these people as supporters of the ACYOA to see if they will donate again.

3. Lisa requested black and white photographs from ACYOA chapters for the booklet to be received no later than January 1, 1991. The ones currently available are from the MidAtlantic area only.
4. Discussion recommenced (from the prior day's meeting) regarding a gift for the Mardigians. It was decided that Sara would find out what kind of collections they have and will also ask Fr. Paren Avedikian for his ideas. She will then price these items and will inform the Council of what is available for a decision to be made.

## II. ADMINISTRATIVE PROCEDURES

### A. Chapter Chairmen List

1. The revised list was reviewed for corrections and/or additions. The following changes were made:

Detroit - Sara will be taken off the list and Laura Nigosian will be put in her place as an advisor.

Springfield - will be changed to Mary Agugian.

San Antonio, Dallas, Greenfield, Lawrence - names listed were noted as questionable contacts.

Trumbull - to be deleted until such time that there is an established chapter there.

New England Regional Committee - Gary Alexander is currently on the list as Chairman but has not been officially elected as such yet. Steve will notify Lisa if this needs to be changed following the December elections.

Mission Parishes - Lisa noted that mission parishes are included on the list for purposes of recognition of these areas.

Parishes without established chapters - priests should be contacted and can be found in the Parish Directory or the ACYOA Membership Handbook.

Cape Cod - Steve will contact Fr. Dajad Davidian, the visiting priest, since there is neither an established parish nor an ACYOA chapter in this area. Tony

suggested the possibility of organizing activities in the summer months since there are many young adults in Cape Cod at this time.

2. Lisa informed the Council that she sends all ACYOA correspondence to the chapter chairmen and the parish priests. Thus, parishes without ACYOA chapters are also receiving information on ACYOA. Charlie suggested sending a cover letter with the correspondence informing the recipient as to why they are receiving ACYOA materials and requesting the name and address of the new chairman/contact if there is one. Lisa feels the parish priests should be aware of the ACYOA and why they are receiving this information. However, she will send cover letters to new or unorganized chapters.

#### B. 1991 Calendar

1. As a formal copy of the 1991 Calendar was unavailable, Lisa listed 1991 Events for the Council members. They are as follows:

January 11-13(tentative) - Hye Christian Encounter, Racine, WI  
 January 25-27 - Anniversary Ball Weekend, Boca Raton, FL  
 February 15-18 - Cultural Weekend, Worcester, MA  
 March 9 - Leadership Seminar, Wynnewood, PA  
 March 24 - ACYOA Day  
 (Spring) - Chapter A Assistance Program, Palos Heights, IL  
 April 21 - Martyrs' Day Commemoration  
 May 10-12 - Archbishop Torkom Manoogian Invitational  
 Tournament, Tenafly, NJ  
 June 19 - July 21(tentative) - Armenian Studies Program and  
 Summer Internship in Jerusalem  
 August 28-30 - General Assembly, Hartford, CT  
 August 30-September 2 - National Sports Weekend, Hartford, CT

2. Sara requested that dates for Central Council meetings be established as well. **The next meeting will be in Boca Raton on January 25-26.** Pending the Primate's availability, a meeting will be scheduled in March or April, possibly during Martyrs' Day Weekend, and another meeting will be scheduled for the summer.

Charlie recommended scheduling Council meetings at a parish that the Primate is visiting, this being a particularly good idea for faltering or inactive chapters because we could then interact with the youth at that parish and assist them

with reviving their chapters. Charlie also noted that this would be beneficial for the Central Council financially since many other cities are less expensive than New York.

III. OLD BUSINESS

A. Treasurer's Report

- 1. All Council members confirmed receiving appropriate reimbursements for the 1990 General Assembly and National Sports Weekend.
- 2. Sara noted that the September statement for the Merryl Lynch account is missing, so a complete report is not available. She is having problems with the broker, and if these problems are not resolved, with the permission of Council, she will transfer the account to another broker with whom she currently deals. Charlie suggested communicating via written correspondence as he had more immediate results this way when he was Treasurer. However, Council granted Sara permission to change brokers if necessary.
- 3. Sara will deposit a check for \$1000 seed money which was received from the Worcester chapter for the 1990 Archbishop Torkom Manoogian Invitational Tournament.
- 4. Sara reported a balance of \$17, 032 in the CMA Money Account as of the end of October. She also reported that investments are down slightly, totalling \$11, 465. Thus, the total report is \$28, 497.
- 5. Sara has software to load on the computer at the Diocese and will purchase a reference book for Lotus 1-2-3 for the ACYOA's use. With this resource the accounting, dues, budgets, and more can be stored on the computer.
- 6. Sara requested Council members' reimbursement requests by the first week of the month and will send appropriate checks out within one week following.

B. Sports Weekend Equipment - Steve inquired about reimbursement to the Providence chapter for the costs of purchasing and shipping equipment which their chapter bought when they hosted Sports Weekend and then lent to Cleveland for the 1990 Sports Weekend. Sara noted that this should have come out of the Sports Weekend budget.

Steve informed her that half of the cost (estimated at \$100-\$125 plus shipping) was paid because it was listed as an expense for Sports Weekend and Central Council only took half of the profit from the Weekend. It was agreed that \$75 will be sent to the Providence chapter and that in the future any equipment purchased will be either donated to the ACYOA or kept by the chapter which purchased it and that shipping charges will be paid by the chapter which receives this equipment.

C. 1990 Dues - Sara reminded Council members that the fiscal year for ACYOA is the calendar year and so 1990 dues must be in by December 31. She advised all to remind their assigned chapters during visitations that their 1990 dues determines the number of delegates they are permitted to have attend the General Assembly in Hartford. Sara also suggested sending a letter to each chapter in March which notifies them of the number of delegates they are allowed to have. Tony elaborated on this idea by suggesting a letter be sent now reminding chapters that dues are due by December 31 and notifying them of the current number of delegates they are allowed.

D. Hye Christian Encounter - Steve reported that the Hye Christian Encounter scheduled to be held in Providence on November 16 will not be taking place due to the fact that the date set by the previous Executive Board was not able to be met by the current Board. Tony advised the Council that Fr. Garabed Kochakian feels the need for one to be held at his parish (Racine). Suzie and Tony will be visiting Racine and will make this a priority.

E. Western Diocese - A Council member is needed to accompany Tony to the Western Diocese's Assembly. Suzie was chosen as the best candidate since travel plans could then be coordinated for them to visit Wisconsin parishes on the return trip. Tony and Suzie will further discuss plans for this. Charlie requested Tony and Suzie find out from the ACYOWD what the best way is to forward information to them regarding the Hartford Sports Weekend. Charlie requested a mailing list and knowledge of whether Archbishop Vatche Hovsepien, Primate of the Western Diocese, will be attending the Weekend so that this can be appropriately publicized and will perhaps attract the ACYOWD members to attend. It was then agreed that Charlie will be the Central Council representative for the ACYOWD Sports Weekend in Fresno, CA, in May so that he can promote the Hartford Sports Weekend and that this will be a Central Council expense since his main purpose for attending is to represent the ACYOA.

F. Chapter A Assistance Program - Tony reported that Fr. Diran Papazian has been contacted and informed Tony that the ACYOA Juniors chapter there is strong and is advised by

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young adults. There are a few other young adults who can be involved in reorganizing the ACYOA chapter there or who can at least be involved with the Juniors if an ACYOA chapter is not possible. Steve mentioned that the Hartford chapter is not enthusiastic about going to Palos Heights the date it was scheduled. Hartford and Palos Heights chapter availabilities must be coordinated so that an agreed upon date can be set. Suzie and Steve will be the Central Council representatives at this program. Syraun noted, however, that the program should not fall on April 14 as this may conflict with the celebration of the 100th Anniversary of the Armenian Church in America, in which the youth may be involved.

- G. Cultural Day - Charlie reported that this will take place in Houston in the Spring. It may be difficult to rotate from parish to parish as was previously planned because this would involve additional travelling for the guest speakers. Laurie pointed out that ALARC is responsible for the expense of speakers and that the ACYOA pays for meals and other expenses. Charlie explained that the probable program will be "10,000 Years of Armenian History" and that one of the speakers will lecture in Armenian as Houston is a conservative parish and this will be well-accepted there. The other Texas parishes will be invited as well.
- H. Christian Leadership Seminar - This will be an all-day affair held on March 9, 1991, in Wynnewood, PA. No details are available at the present time.
- I. Archbishop Torkom Manoogian Invitational Tournament
1. This is to take place on May 10-12 in Tenafly, NJ. Lynda reported that since the Tenafly chapter is at this time inactive the Fair Lawn chapter has volunteered to assist in planning the event in any way possible, especially with regard to the sports since many of the members of their chapter are knowledgeable in this area. A gym has been reserved, but there is a question as to whether this facility can provide us with two courts for volleyball. She also mentioned that the individuals currently planning the event are trying to obtain information from Worcester as to how many teams participated so that it can be determined if one volleyball court is sufficient. Rita Tchalikian from the Tenafly chapter is a sitting member of the Diocesan Assembly Committee.
  2. Discussion ensued regarding separating the Archbishop's Tournament from the Diocesan Assembly in future years since it has been difficult in the past to coordinate the two

together. Lisa said that she has discussed this with Lynda previously and offered the suggestion of combining the National Anniversary Ball with the Archbishop's Tournament. This must be proposed to the delegates at the General Assembly. Lisa pointed out, however, that if this is done an affordable package plan must be offered and made mandatory for sports participants to avoid the problem which currently exists in that the sports participants of the Archbishop's Tournament do not attend the banquet and dance which follows (currently sponsored by the Diocesan Assembly).

3. Syraun felt the suggestion to combine the National Anniversary Ball with the Archbishop's Tournament was an excellent one, but she felt there must be a seminar or other program involving the ACYOA to replace the Archbishop's Tournament at the Diocesan Assembly. Lisa recommended holding an open forum as had been done successfully in the past. Lisa suggested the ACYOA, especially the chapter chairmen, observe at the Diocesan Assembly and that the ACYOA ask for voice privileges. Syraun advised that as long as the ACYOA appoints official representatives we can gain voice privileges for these representatives. Charlie questioned the feasibility of sending a letter to the Diocesan Council or to the ACYOA liaison on the Diocesan Council informing them of the name of an ACYOA member who will be an observer at the Assembly and to whom they can direct any questions regarding the ACYOA. Syraun suggested utilizing the ACYOA liaison to bring to the attention of the Council any issues which we wish discussed.
  
4. With regard to the sports for the Archbishop's Tournament, Sara requested separate accounts be kept so that the ACYOA can audit the books. Lisa said she would be sending a letter to this effect. Lisa mentioned that arrangements must be made between the Tenafly chapter and the Diocesan Assembly Committee for the ACYOA to earn a set amount (\$5?) for each young person who attends the dance. She also advised that Tenafly must send an official request for the \$1000 seed money that the Central Council will provide them with and that this is to be used for all ACYOA matters. Lisa then read a letter which she sent to Worcester last year and will be sending to Tenafly this year which explains how finances for the Archbishop's Tournament are to be kept. This included the following:



-Set up account under name of "1991 Archbishop Torkom Manoogian Invitational Tournament".

-All Tournament related expenses--rental of sports facility, refreshments, referees, registration fees for team members, package plans for ACYOA members--must be expended through this account.

-All ACYOA members should be sending checks for the banquet to this account.

-St. Thomas in turn is to pay the Diocesan Assembly its due amount for each person who sends money and attends the banquet.

5. Lynda inquired as to when publicity should begin for this event. Lisa responded that "an adequate amount" of publicity should be done for this and noted that the past Tournament was not publicized sufficiently. Lisa recommended that publicity begin in January. This publicity should be done separately from the Diocesan Assembly Committee. Lisa also offered Lynda information on problems which have occurred in the past, and she will forward this information to her. Suzie, Tony, and Lynda will attend the next Diocesan Assembly Committee meeting.

J. 1991 GENERAL ASSEMBLY AND NATIONAL SPORTS WEEKEND - This is to take place in Hartford, Connecticut, and that chapter has been holding meetings to organize the event. Charlie reported that things are proceeding as planned and the chapter is receiving good participation from their parish. A few locations for the banquet have been reserved tentatively, but a choice has not yet been made. A band is still needed for the banquet since the band which has played at Sports Weekend in the past is booked for another engagement at that time this year. Various bands were suggested. Charlie pointed out that the band is important to draw the local crowd.

K. HYE HOKIN - Lisa proposed that starting in the next issue and in each issue to follow one page be devoted to profiling two current ACYOA members who are actively involved in their parish as well as in their local communities. Jill Arslanian has already volunteered to take on the responsibility of researching and interviewing people for this section of the publication in addition to her current responsibilities of chapter, regional and national news. This idea was accepted unanimously with the one modification that the person need not be involved in his or her parish. The profiles will focus on these members' other accomplishments and in this way will introduce unfamiliar aspects of their lives or personalities to the readers and possibly can even focus on individuals who are not currently well known by their fellow ACYOA members. Several

names were offered as possible candidates and these will be forwarded to Jill. Tony suggested the profiles which are written also be submitted to the Armenian newspapers.

#### L. MEMBERSHIP HANDBOOK

1. Lisa and Suzie are preparing the Handbook for distribution by mid December or early January. Richard Mardirosian of the Hartford chapter will be printing the Handbook. It will be distributed to all dues-paid members, in a hard binder to those who are receiving it for the first time and as inserts only for those who have received it with the binder in the past.

2. Steve suggested including directions from the north, south, east and west to all Churches in the Diocese. All agreed that this was an excellent idea. As it is not possible to include this information in this year's handbook due to the lack of time to prepare this information, it will be worked on for next year's.

3. Lisa will exclude the Chapter Chairmen and parish lists from the handbook this year because this information changes too frequently to be handed out to all on an annual basis. The chapter chairmen receive periodic updates to these lists and it is felt that this is sufficient.

4. Lisa revised the organizational overview of the ACYOA to include the history and development of the ACYOA in addition to its objectives and mission.

#### M. CHAPTER RESOURCE HANDBOOK

1. Lisa explained that while this is similar to the Membership Handbook, it contains a lot of material which is designed strictly for the chapter's use. Suzie and Lisa will be working on this in January and it is scheduled to be distributed in early spring.

2. Lynda offered a copy of an article which gives guidelines on how to run an effective meeting to include in this Handbook. Sara also had a copy of an article on leadership which may be helpful for the Leadership Conferences. Lisa elaborated on this idea by suggesting a section for resource materials such as these be created.

N. NATIONAL MAILING LIST - This has been edited and will be updated periodically.

## O. NATIONAL FUND RAISING

1. Sara mentioned that Greg Arpajian is willing to assist with the National Fund Raising and Sara hopes to get participants from the New England and the Mid Atlantic regions as well. Suggestionss of people to contact were made. Sara then emphasized that the ideas must be something the ACYOA chapters are willing to do for the national organization.

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No decision was made on this matter.

## IV. NEW BUSINESS

### A. INTERDIOCESAN

1. Tony reported that he and Bishop Khajag met with Bishop Hovnan Derderian, Primate of the Canadian Diocese, and Harry Sakarian, Central Council Chairman of the ACYOC, in September during Cleveland's Sports Weekend. There was talk of bringing the Councils of the Eastern and Canadian Dioceses together. Tony and Harry were made responsible for organizing this meeting and for putting together an agenda for it. This will hopefully also

include the Central Council for the Western Diocese. Tentative plans for such a meeting include the two Primates and the two Councils travelling to Vermont during Lent for an informal meeting which would have a limited, but substantive agenda including the following three topics, the first two of which would be emphasized:

a. Interdiocesan Convention - Initially organized for the Eastern, Canadian, and Western Dioceses only, this could expand in time to include other Armenian Church groups from around the world.

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**B. COLLEGE PROGRAMS**

1. Nicole reported that she is presently organizing a College Lecture Series for the Armenian Club of George Washington University for February 6-7, 1991.

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**C. CHAPTER A TROPHY** - The purchase of a new Chapter A trophy was discussed at the General Assembly this year. Steve will get estimates and possibly a catalog to see the trophy choices available. He will also research the possibility of making a replicate of the current trophy.

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MEETING ADJOURNED: 3:30pm, November 10

Respectfully submitted:



Lynda Chagachbanian  
Recording Secretary

ACYOA CENTRAL COUNCIL BUSINESS MEETING cont....

CALL TO ORDER: 10:35am, November 10, 1990

I. REVIEW OF PREVIOUS DAY'S DISCUSSIONS

A. Visitations - Sara added the following regarding visitations:

Rochester, Syracuse and Niagra Falls are very small parishes with only one priest who serves on a rotational basis. Rochester and Syracuse have very few young adults. Niagra Falls was visited and has only one active young adult at this time. This person is currently involved with the ACYOC, but is assisting Sara in obtaining names of other young adults in the area. Sara felt it was not practical to set up local or regional groups amongst these parishes because there are not enough potential members and the parishes are too far apart. Instead, she will approach these people to become members-at-large so they can at least attend national events and have contact with other Armenian young adults. In addition, Sara reported that she will be visiting Cleveland in the Spring.

B. Armenian Martyrs' Day Commemoration - Lisa noted that since nothing has been planned on the Diocesan level we can not make our plans because there may be a conflict between the two. Syraun pointed out, however, that the Saturday of the Commemoration weekend is always reserved for ACYOA, so plans can be made. Lisa asked that for the January Central Council meeting Suzie, Lynda and Tony come up with a proposal for a program for Martyrs' Day.

C. Anniversary Ball

1. Lisa needs approximately 10 pictures and a biography from the Mardigians and must discuss with them the number of tickets their family will need for the banquet.
2. Lisa reported that \$800 in donations has been collected for the Mardigian Foundation from the letter sent only two weeks ago. Sara inquired as to the whether the Council will be making a donation. It was agreed that this should not be done since the ACYOA is sponsoring the event. However, Lisa encouraged all Council members to try to get sponsors. Laurie suggested looking through old Anniversary books to see who has given in the past and to have Steve write letters to these people as supporters of the ACYOA to see if they will donate again.

3. Lisa requested black and white photographs from ACYOA chapters for the booklet to be received no later than January 1, 1991. The ones currently available are from the MidAtlantic area only.
4. Discussion recommenced (from the prior day's meeting) regarding a gift for the Mardigians. It was decided that Sara would find out what kind of collections they have and will also ask Fr. Paren Avedikian for his ideas. She will then price these items and will inform the Council of what is available for a decision to be made.

## II. ADMINISTRATIVE PROCEDURES

### A. Chapter Chairmen List

1. The revised list was reviewed for corrections and/or additions. The following changes were made:

Detroit - Sara will be taken off the list and Laura Nigosian will be put in her place as an advisor.

Springfield - will be changed to Mary Agugian.

San Antonio, Dallas, Greenfield, Lawrence - names listed were noted as questionable contacts.

Trumbull - to be deleted until such time that there is an established chapter there.

New England Regional Committee - Gary Alexander is currently on the list as Chairman but has not been officially elected as such yet. Steve will notify Lisa if this needs to be changed following the December elections.

Mission Parishes - Lisa noted that mission parishes are included on the list for purposes of recognition of these areas.

Parishes without established chapters - priests should be contacted and can be found in the Parish Directory or the ACYOA Membership Handbook.

Cape Cod - Steve will contact Fr. Dajad Davidian, the visiting priest, since there is neither an established parish nor an ACYOA chapter in this area. Tony

suggested the possibility of organizing activities in the summer months since there are many young adults in Cape Cod at this time.

2. Lisa informed the Council that she sends all ACYOA correspondence to the chapter chairmen and the parish priests. Thus, parishes without ACYOA chapters are also receiving information on ACYOA. Charlie suggested sending a cover letter with the correspondence informing the recipient as to why they are receiving ACYOA materials and requesting the name and address of the new chairman/contact if there is one. Lisa feels the parish priests should be aware of the ACYOA and why they are receiving this information. However, she will send cover letters to new or unorganized chapters.

#### B. 1991 Calendar

1. As a formal copy of the 1991 Calendar was unavailable, Lisa listed 1991 Events for the Council members. They are as follows:

January 11-13(tentative) - Hye Christian Encounter, Racine, WI  
 January 25-27 - Anniversary Ball Weekend, Boca Raton, FL  
 February 15-18 - Cultural Weekend, Worcester, MA  
 March 9 - Leadership Seminar, Wynnewood, PA  
 March 24 - ACYOA Day  
 (Spring) - Chapter A Assistance Program, Palos Heights, IL  
 April 21 - Martyrs' Day Commemoration  
 May 10-12 - Archbishop Torkom Manoogian Invitational Tournament, Tenafly, NJ  
 June 19 - July 21(tentative) - Armenian Studies Program and Summer Internship in Jerusalem  
 August 28-30 - General Assembly, Hartford, CT  
 August 30-September 2 - National Sports Weekend, Hartford, CT

2. Sara requested that dates for Central Council meetings be established as well. **The next meeting will be in Boca Raton on January 25-26.** Pending the Primate's availability, a meeting will be scheduled in March or April, possibly during Martyrs' Day Weekend, and another meeting will be scheduled for the summer.

Charlie recommended scheduling Council meetings at a parish that the Primate is visiting, this being a particularly good idea for faltering or inactive chapters because we could then interact with the youth at that parish and assist them



with reviving their chapters. Charlie also noted that this would be beneficial for the Central Council financially since many other cities are less expensive than New York.

III. OLD BUSINESS

A. Treasurer's Report

1. All Council members confirmed receiving appropriate reimbursements for the 1990 General Assembly and National Sports Weekend.
2. Sara noted that the September statement for the Merryl Lynch account is missing, so a complete report is not available. She is having problems with the broker, and if these problems are not resolved, with the permission of Council, she will transfer the account to another broker with whom she currently deals. Charlie suggested communicating via written correspondence as he had more immediate results this way when he was Treasurer. However, Council granted Sara permission to change brokers if necessary.
3. Sara will deposit a check for \$1000 seed money which was received from the Worcester chapter for the 1990 Archbishop Torkom Manoogian Invitational Tournament.
4. Sara reported a balance of \$17, 032 in the CMA Money Account as of the end of October. She also reported that investments are down slightly, totalling \$11, 465. Thus, the total report is \$28, 497.
5. Sara has software to load on the computer at the Diocese and will purchase a reference book for Lotus 1-2-3 for the ACYOA's use. With this resource the accounting, dues, budgets, and more can be stored on the computer.
6. Sara requested Council members' reimbursement requests by the first week of the month and will send appropriate checks out within one week following.

B. Sports Weekend Equipment - Steve inquired about reimbursement to the Providence chapter for the costs of purchasing and shipping equipment which their chapter bought when they hosted Sports Weekend and then lent to Cleveland for the 1990 Sports Weekend. Sara noted that this should have come out of the Sports Weekend budget.

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Steve informed her that half of the cost (estimated at \$100-\$125 plus shipping) was paid because it was listed as an expense for Sports Weekend and Central Council only took half of the profit from the Weekend. It was agreed that \$75 will be sent to the Providence chapter and that in the future any equipment purchased will be either donated to the ACYOA or kept by the chapter which purchased it and that shipping charges will be paid by the chapter which receives this equipment.

- C. 1990 Dues - Sara reminded Council members that the fiscal year for ACYOA is the calendar year and so 1990 dues must be in by December 31. She advised all to remind their assigned chapters during visitations that their 1990 dues determines the number of delegates they are permitted to have attend the General Assembly in Hartford. Sara also suggested sending a letter to each chapter in March which notifies them of the number of delegates they are allowed to have. Tony elaborated on this idea by suggesting a letter be sent now reminding chapters that dues are due by December 31 and notifying them of the current number of delegates they are allowed.
- D. Hye Christian Encounter - Steve reported that the Hye Christian Encounter scheduled to be held in Providence on November 16 will not be taking place due to the fact that the date set by the previous Executive Board was not able to be met by the current Board. Tony advised the Council that Fr. Garabed Kochakian feels the need for one to be held at his parish (Racine). Suzie and Tony will be visiting Racine and will make this a priority.
- E. Western Diocese - A Council member is needed to accompany Tony to the Western Diocese's Assembly. Suzie was chosen as the best candidate since travel plans could then be coordinated for them to visit Wisconsin parishes on the return trip. Tony and Suzie will further discuss plans for this. Charlie requested Tony and Suzie find out from the ACYOWD what the best way is to forward information to them regarding the Hartford Sports Weekend. Charlie requested a mailing list and knowledge of whether Archbishop Vatche Hovsepian, Primate of the Western Diocese, will be attending the Weekend so that this can be appropriately publicized and will perhaps attract the ACYOWD members to attend. It was then agreed that Charlie will be the Central Council representative for the ACYOWD Sports Weekend in Fresno, CA, in May so that he can promote the Hartford Sports Weekend and that this will be a Central Council expense since his main purpose for attending is to represent the ACYOA.
- F. Chapter A Assistance Program - Tony reported that Fr. Diran Papazian has been contacted and informed Tony that the ACYOA Juniors chapter there is strong and is advised by

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young adults. There are a few other young adults who can be involved in reorganizing the ACYOA chapter there or who can at least be involved with the Juniors if an ACYOA chapter is not possible. Steve mentioned that the Hartford chapter is not enthusiastic about going to Palos Heights the date it was scheduled. Hartford and Palos Heights chapter availabilities must be coordinated so that an agreed upon date can be set. Suzie and Steve will be the Central Council representatives at this program. Syraun noted, however, that the program should not fall on April 14 as this may conflict with the celebration of the 100th Anniversary of the Armenian Church in America, in which the youth may be involved.

- G. Cultural Day - Charlie reported that this will take place in Houston in the Spring. It may be difficult to rotate from parish to parish as was previously planned because this would involve additional travelling for the guest speakers. Laurie pointed out that ALARC is responsible for the expense of speakers and that the ACYOA pays for meals and other expenses. Charlie explained that the probable program will be "10,000 Years of Armenian History" and that one of the speakers will lecture in Armenian as Houston is a conservative parish and this will be well-accepted there. The other Texas parishes will be invited as well.
- H. Christian Leadership Seminar - This will be an all-day affair held on March 9, 1991, in Wynnewood, PA. No details are available at the present time.
- I. Archbishop Torkom Manoogian Invitational Tournament
1. This is to take place on May 10-12 in Tenafly, NJ. Lynda reported that since the Tenafly chapter is at this time inactive the Fair Lawn chapter has volunteered to assist in planning the event in any way possible, especially with regard to the sports since many of the members of their chapter are knowledgeable in this area. A gym has been reserved, but there is a question as to whether this facility can provide us with two courts for volleyball. She also mentioned that the individuals currently planning the event are trying to obtain information from Worcester as to how many teams participated so that it can be determined if one volleyball court is sufficient. Rita Tchalikian from the Tenafly chapter is a sitting member of the Diocesan Assembly Committee.
  2. Discussion ensued regarding separating the Archbishop's Tournament from the Diocesan Assembly in future years since it has been difficult in the past to coordinate the two

together. Lisa said that she has discussed this with Lynda previously and offered the suggestion of combining the National Anniversary Ball with the Archbishop's Tournament. This must be proposed to the delegates at the General Assembly. Lisa pointed out, however, that if this is done an affordable package plan must be offered and made mandatory for sports participants to avoid the problem which currently exists in that the sports participants of the Archbishop's Tournament do not attend the banquet and dance which follows (currently sponsored by the Diocesan Assembly).

3. Syraun felt the suggestion to combine the National Anniversary Ball with the Archbishop's Tournament was an excellent one, but she felt there must be a seminar or other program involving the ACYOA to replace the Archbishop's Tournament at the Diocesan Assembly. Lisa recommended holding an open forum as had been done successfully in the past. Lisa suggested the ACYOA, especially the chapter chairmen, observe at the Diocesan Assembly and that the ACYOA ask for voice privileges. Syraun advised that as long as the ACYOA appoints official representatives we can gain voice privileges for these representatives. Charlie questioned the feasibility of sending a letter to the Diocesan Council or to the ACYOA liaison on the Diocesan Council informing them of the name of an ACYOA member who will be an observer at the Assembly and to whom they can direct any questions regarding the ACYOA. Syraun suggested utilizing the ACYOA liaison to bring to the attention of the Council any issues which we wish discussed.

4. With regard to the sports for the Archbishop's Tournament, Sara requested separate accounts be kept so that the ACYOA can audit the books. Lisa said she would be sending a letter to this effect. Lisa mentioned that arrangements must be made between the Tenafly chapter and the Diocesan Assembly Committee for the ACYOA to earn a set amount (\$5?) for each young person who attends the dance. She also advised that Tenafly must send an official request for the \$1000 seed money that the Central Council will provide them with and that this is to be used for all ACYOA matters. Lisa then read a letter which she sent to Worcester last year and will be sending to Tenafly this year which explains how finances for the Archbishop's Tournament are to be kept. This included the following:

-Set up account under name of "1991 Archbishop Torkom Manoogian Invitational Tournament".

-All Tournament related expenses--rental of sports facility, refreshments, referees, registration fees for team members, package plans for ACYOA members--must be expended through this account.

-All ACYOA members should be sending checks for the banquet to this account.

-St. Thomas in turn is to pay the Diocesan Assembly its due amount for each person who sends money and attends the banquet.

5. Lynda inquired as to when publicity should begin for this event. Lisa responded that "an adequate amount" of publicity should be done for this and noted that the past Tournament was not publicized sufficiently. Lisa recommended that publicity begin in January. This publicity should be done separately from the Diocesan Assembly Committee. Lisa also offered Lynda information on problems which have occurred in the past, and she will forward this information to her. Suzie, Tony, and Lynda will attend the next Diocesan Assembly Committee meeting.

J. 1991 GENERAL ASSEMBLY AND NATIONAL SPORTS WEEKEND - This is to take place in Hartford, Connecticut, and that chapter has been holding meetings to organize the event. Charlie reported that things are proceeding as planned and the chapter is receiving good participation from their parish. A few locations for the banquet have been reserved tentatively, but a choice has not yet been made. A band is still needed for the banquet since the band which has played at Sports Weekend in the past is booked for another engagement at that time this year. Various bands were suggested. Charlie pointed out that the band is important to draw the local crowd.

K. HYE HOKIN - Lisa proposed that starting in the next issue and in each issue to follow one page be devoted to profiling two current ACYOA members who are actively involved in their parish as well as in their local communities. Jill Arslanian has already volunteered to take on the responsibility of researching and interviewing people for this section of the publication in addition to her current responsibilities of chapter, regional and national news. This idea was accepted unanimously with the one modification that the person need not be involved in his or her parish. The profiles will focus on these members' other accomplishments and in this way will introduce unfamiliar aspects of their lives or personalities to the readers and possibly can even focus on individuals who are not currently well known by their fellow ACYOA members. Several

names were offered as possible candidates and these will be forwarded to Jill. Tony suggested the profiles which are written also be submitted to the Armenian newspapers.

#### L. MEMBERSHIP HANDBOOK

1. Lisa and Suzie are preparing the Handbook for distribution by mid December or early January. Richard Mardirosian of the Hartford chapter will be printing the Handbook. It will be distributed to all dues-paid members, in a hard binder to those who are receiving it for the first time and as inserts only for those who have received it with the binder in the past.

2. Steve suggested including directions from the north, south, east and west to all Churches in the Diocese. All agreed that this was an excellent idea. As it is not possible to include this information in this year's handbook due to the lack of time to prepare this information, it will be worked on for next year's.

3. Lisa will exclude the Chapter Chairmen and parish lists from the handbook this year because this information changes too frequently to be handed out to all on an annual basis. The chapter chairmen receive periodic updates to these lists and it is felt that this is sufficient.

4. Lisa revised the organizational overview of the ACYOA to include the history and development of the ACYOA in addition to its objectives and mission.

#### M. CHAPTER RESOURCE HANDBOOK

1. Lisa explained that while this is similar to the Membership Handbook, it contains a lot of material which is designed strictly for the chapter's use. Suzie and Lisa will be working on this in January and it is scheduled to be distributed in early spring.

2. Lynda offered a copy of an article which gives guidelines on how to run an effective meeting to include in this Handbook. Sara also had a copy of an article on leadership which may be helpful for the Leadership Conferences. Lisa elaborated on this idea by suggesting a section for resource materials such as these be created.

N. NATIONAL MAILING LIST - This has been edited and will be updated periodically.

## O. NATIONAL FUND RAISING

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MEETING ADJOURNED: 3:30pm, November 10

Respectfully submitted:



Lynda Chagachbanian  
Recording Secretary

PRESIDENT  
 His Grace, Bishop Khajag Barsamian, Primate  
 Diocese of the Armenian Church of America  
 630 Second Avenue  
 New York, NY 10016-4885

1990-91  
 ACYOA CENTRAL COUNCIL

ACYOA CENTRAL COUNCIL

REGIONAL PARISH ASSIGNMENTS

ADMINISTRATIVE/PROGRAM ASSIGNMENTS

**CHAIRMAN**

Lisa Manoikian  
 2007 County Line Road  
 Ardmore, PA 19003  
 (215) 649-8426

**CAPITAL REGION**

✓ Richmond      ✓ Washington, D.C.

(The Chairman oversees all assignments and ensures that visitations and contact are maintained with all parishes/chapters)

Council Administration  
 National Anniversary Ball  
 Christian Leadership Seminar  
 Membership Handbook  
 Chapter Resource Handbook

**VICE CHAIRMAN**

Charles Shooshan III, Esq.  
 558 Cypress Road  
 Newington, CT 06111  
 (203) 667-4552

**SOUTH CENTRAL REGION**

Albuquerque      ✓ Dallas  
 Austin            ✓ Houston  
 Baton Rouge      ✓ San Antonio

3

General Assembly/National Sports Weekend  
 Cultural Weekend

**TREASURER**

Sara Andonian  
 2671 Roxie  
 Bloomfield Hills, MI 48013  
 (313) 338-6579

**GREAT LAKES REGION**

✓ Cleveland      ✓ Detroit

(Special Assignment - Niagara Falls, Rochester and Syracuse)

3

Finances  
 National Fund Raising Committee

**RECORDING SECRETARY**

Lynda Chagachbanian  
 88 Logan Lane  
 Myckoff, NJ 07481  
 (201) 891-3026

**MID-ATLANTIC REGION**

✓ Bayside            NYC (Holy Cross)  
 Binghamton      ✓ Tenafly  
 Cheltenham      Union City  
 Elberon            ✓ Westchester  
 ✓ Fair Lawn        ✓ Western Queens  
 ✓ Livingston        ✓ Wynnewood  
 NYC (St. Gregory)

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Minutes  
 Abp. Torkom Manoogian Invitational Tournament  
 Armenian Martyrs' Day

**CORRESPONDING SECRETARY**

Steve Megrđichian  
 116 Harvard Street  
 Cranston, RI 02920  
 (401) 943-7438

**NEW ENGLAND REGION**

✓ Cambridge      ✓ Providence  
 Cape Cod        ✓ Springfield  
 ✓ Hartford        ✓ Trumbull  
 Haverhill        ✓ Watertown  
 ✓ Lawrence        ✓ Watervliet  
 Lowell  
 ✓ Worcester  
 ✓ New Britain

3

Chapter "A" Assistance Program  
 Hye Christian Encounter  
 Cultural Weekend

**ADVISOR**

Suzie Ashjian  
 50 Coolidge Avenue  
 Yonkers, NY 10701  
 (914) 963-0889

**NORTHWEST REGION**

Belleville      Palos Heights  
 Chicago        ✓ Racine  
 ✓ Evanston      South Milwaukee  
 ✓ Greenfield    Waukegan

5

Armenian Martyrs' Day  
 Membership Handbook  
 Chapter Resource Handbook  
 National Mailing List

**ADVISOR**

Laurie Onanian  
 650 Huntington Avenue  
 Apt. 24J  
 Boston, MA 02115  
 (617) 734-6140

**SOUTHEAST REGION**

Atlanta            Ocala  
 ✓ Boca Raton      Orlando  
 Memphis          St. Petersburg  
 Miami

6

National Anniversary Ball  
 Cultural Weekend  
 Summer Internship in Jerusalem  
 Hye Hokin  
 Publicity/Public Relations

28 chapters

26 no chapter

**ACTING EXECUTIVE SECRETARY**

Anthony Barsamian  
 Diocese of the Armenian Church  
 630 Second Avenue  
 New York, NY 10016-4885  
 (212) 686-0710

Abp. Torkom Manoogian Armenian Studies Program

**COLLEGE PROGRAM COORDINATOR**

Nicole Mazmanian  
 Diocese of the Armenian Church  
 630 Second Avenue  
 New York, NY 10016-4885  
 (212) 686-0710

College Student Program

**PRESIDENT**

Archbishop Torkom Manoogian, Primate  
 Diocese of the Armenian Church of America  
 630 Second Avenue  
 New York, NY 10016-4885

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(Revised)

**ACYOA CENTRAL COUNCIL****CHAIRMAN**

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**EXECUTIVE SECRETARY**

Douglas Tashjian  
 Diocese of the Armenian Church  
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 (212) 686-0710

**REGIONAL PARISH ASSIGNMENTS****OVERSEER**

Oversees all assignments and ensures  
 that all visitations and contact are  
 maintained with all parishes/chapters.

**NEW ENGLAND REGION**

Cambridge	Lawrence	Trumbull
Chelmsford	New Britain	Watertown
Hartford	Providence	Watervliet
Haverhill	Springfield	Worcester

**MID-WEST REGION**

Belleville	Evanston	Racine
Chicago	Greenfield	S. Milwaukee
Cleveland	Palos Heights	Waukegan
Detroit		

**MID-ATLANTIC REGION**

Bayside	Livingston	Woodside
Binghampton	Richmond	Western Queens
Cheltenham	Tenafly	Westchester
Elberon	Union City	Wynnewood
Fair Lawn		

**SOUTHERN REGION**

Atlanta	Memphis	Orlando
Boca Raton	Miami	San Antonio
Dallas	Ocala	St. Petersburg
Houston	(Washington - spec. assgnmt.)	

**ADMINISTRATIVE/PROGRAM ASSIGNMENTS**

Council Administration  
 General Assembly/National Sports Weekend  
 National Anniversary Ball  
 Membership Handbook/Chapter Resource Handbook  
 Sports Weekend Awards Records

Membership Handbook/Chapter Resource Handbook  
 Chapter "A" Assistance Program  
 Christian Leadership Seminar (New Britain)  
 National Anniversary Ball

Finances  
 National Mailing List  
 Membership Handbook  
 Archbishop Torkom Manoogian Invitational Tournament  
 Armenian Martyrs' Day

Minutes  
 National Fund Raising Committee  
 Hye Christian Encounter (Providence)

Hye Hokin (ACYOA Quarterly)  
 Armenian Cultural Day (Washington, D.C.)  
 Armenian Martyrs' Day

Chapter "A" Assistance Program  
 Cultural Weekend (New York City)  
 Hye Christian Encounter (Providence)  
 Armenian Studies Program  
 Armenian Martyrs' Day