

EASTERN DIOCESE OF THE ARMENIAN CHURCH OF AMERICA 630 Second Avenue, New York, NY 10016-4806 (212)686-0710 Fax (212)779-3558

1998 ANNUAL PARISH REPORT FORM

Please submit with this form: a) The report of the Pastor and Parish Council; b) A letter addressed to the Primate giving the results of the election of the Parish Council and Diocesan Delegates for confirmation, with a duplicate list of nominees and the number of votes received by each person; c) 1998 revenue and expense report. d) 1999 Proposed revenue and expense budget.

St. Gregory of Narek Armenian Church

Name of Church

Address	678 Richmond Road
City	Richmond Heights State OH Zip 44143
Telephone 216	_381_6590 Fax 216_381_6590
Pastor <u>Rev</u>	erend Father Simeon Odabashian
Assn't Pastor	
Parish Council Off	icers:
Chairman_	Richard Aurslanian
Vice-Chairman	Anita Arpajian
Secretary	Papken Maksoudian
Assn't Secretary_	Dina Aurslanian
Treasurer	Todd Russell
Assn't Treasurer_	Arek Torosian

Names of Delegates:

1	Ara Bagdasarian	
2		
з		
4	· · · · · · · · · · · · · · · · · · ·	
5		
6		
7	•	

Officers of Assembly:

Assembly President_	Father Simeon Odabashian
Assembly Chairman_	Steven Davidian
Assembly Secretary_	Lisa Nersesian Richardson

Number of Parish Council Meetings (1998)	15
Date of 1998 Annual Parish Assembly	February 28, 1999
1999 Revenue Budget \$ \$102,350	
1999 Expense Budget \$ \$102,350	·

1998 MEMBERSHIP DATA

1. Total Membership _	100		
Over 1997 by_	. 4	Under 1997 by	·
2. Number of entries of	n mailing list _	500	
3. Number of Armenia	ns in the area_	1,000	
4. Number of potential	I members	30	
5. 1998 membership o	dues:		
Per member \$	150	Senior citizen \$_75	Other \$
6. How do you divide numbers)	your members	hip revenue among these catego	ries: (in percentage and
	%	Members	
a. Dues	100	·	
b. Pledges	· · · · · · · · · · · · · · · · · · ·	<u></u>	
c. Stewardship			_
d. Other Contributions		<u> </u>	21.
7. Do you have a men	nbership comm	nittee? YES	NOX
8. Donation for Sacrar	ments and othe	er services:	
	Members	Non-members	
a. Baptism	\$100	\$200	
b. Chrismation	\$100	\$200	
c. Wedding	\$150	_\$300	
d. Funeral	\$100	\$200	
e. Other(Requiem)	\$25	\$50	
The Diocesan dues is 60% - Membership 5% - Clergy 25% - Gross PCP (Pla			

5% - BWF (Baptisms, Weddings, Funerals)5% - For 3 or more Assembly Delegates

1998 PARISH ASSESSMENT DATA

I. 1998 Membership	100	
II. Number of Clergy		
III. Gross PCP		
Membership dues	\$ 13,512	
Stewardship Pledges	\$16,110 * \$777	
Plate Collection	\$3,365	-
Easter Yughakin	\$1,930	
Christmas Yughakin	\$3,750	<u>.</u>
TOTAL	\$ 38,667 46,	889
IV. Number of Sacraments and	Sacramentals:	
Baptisms	15	
Chrismations	4	
Engagements	0	
Weddings	2	
Funerals	6	
V. Number of Delegates:	1	•
We hereby certify that knowledge and information.	the above information is accura	ate to the best of our
	Gedard aux	lanion
~ 00	Parish Council Chairman	
Made Source		Setration
Parish Couricil Treasurer	~ 0.011	Auditing Committee Chairman
· (Jr. Simen Toleback	<u></u>
	Reviewed by Parish Priest	

THE ABOVE FIGURES MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (PAGES 6-7) AND THE MEMBERSHIP DATA SHEET (PAGE 3).

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney:	
Name Richard Aurslanian	
Address 1111 Blanchester Roa	d
	State OH Zip 44124
Telephone 440-449-3407	Fax 216-291-0159
B. Insurance:	
Please identify types of insurance carried and	coverage:
Property <u>State Farm</u>	
Liability State Farm	
Other <u>Auto/Parich Car</u>	- State Farm
C. Tax Exemption:	
Sales Tax Yes X	No
Property Tax Yes X	No
501 (c) (3) Yes	No
Other	
D. Major Equipment Purchases in 1998:	
Please provide sufficient identification to perruse by all parishes:	mit the development of an information bank for
Office	· · · · · · · · · · · · · · · · · · ·
Kitchen	
Sanctuary	
Other	

4. Dinners

FINANCIAL REPORT - SECTION I - INCOME (ENDING 12/31/98) PARISH COUNCIL OPERATING ACCOUNT

A. Receipts and Donations:		
1. Membership Dues	\$ 13,512	
2. Pledges	\$ 8,222	
3. Stewardship	\$ <u>16,110</u>	
4. Plate Collection	\$3,365_	/
5. Candles	\$ 2,149	
6. Easter Yughakin	\$ 1,930	
7. Christmas Yughakin	\$ 3,750	<u>/</u>
8. In Lieu of Flowers	\$ 6,515	· · · · · · · · · · · · · · · · · · ·
9. Wills and Bequests	\$	
10. Other Contributions	3 :	
a. misc.	\$ <u>1,597</u>	·
b. <u>fellowships</u>	\$517_	
B. Sacraments & Other Service	s:	
1. Baptisms	\$ 450	·
2. Weddings	\$300	· ·
3. Funerals	\$600	
4. Requiems	\$ 1,355	
TOTAL	\$ 60,372	·
C. Church Affairs:	(Gross)	(Net)
1. Bazaar	\$	
2. Picnics	\$ 9,235.75	5,798.93
3. Fairs	\$	

5. Other:

aDiocesan Assembly	100	100
bReverse Raffle	9,511	3,879.70
cR <u>ug Sale</u>	13,177.05	5,265.72
dParish Assembly	177	104.60
e. Palm Sunday f. Hall Rental	407	225.04 (NET):XXXIALS \$ 24,164
		(NET) TOTALS:\$39,537.99

D. Church Auxiliary Organizations:

- 1. Women's Guild/I \$________\$

 2. Senior Women's Guild/Auxiliary \$__________\$
- 3. Mr. & Mrs. Auxiliary (Social) \$ 83.00
- 4. Men's Club \$_____
- 5. ACYOA Seniors \$_____
- 6. ACYOA Juniors \$_____
- 7. Senior Citizens \$_____
- 8. Other
- a. ______ \$_____
- b. ______ \$____

TOTAL \$ 808.06

E. Other Income:

- 1. Interest \$ 3,540 (endowment) 47 (Bank Interest)
- 2. Sale of Books, Records, Gifts \$________
- 3. Parish Newsletter \$ 2,955
- 4. Donations for Use of Facilities \$______
- 5. Contributions to Building Fund \$ 175 (Roof)

7. Other Fundraising (Bingo, Raffles, etc.	.)
a	\$
b	\$
TOTAL	\$24,417
(F) TOTAL RECEIPTS (Items A to E)	\$ 125,135
Balance: January 1, 1998	
1. In Banks	\$114,412
2. On Hand	\$ 12,948
TOTAL CASH (G)	\$ <u>127,359</u>
TOTAL CASH ACCOUNTED FOR (E + G)	¢ 252 494

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/98)

P. Salaries and Benefits:	Pastor	Assn't Pastor
1. Pastor(s)	\$ <u>18,830</u>	•
2. Pastor's Housing & Utility Allowance	\$ 5,535	
3. Pastor's Automobile Allowance	\$ 1,023	· · · · · · · · · · · · · · · · · · ·
4. Pastor's Medical Insurance	\$ 2,939	· .
5. Clergy Pension	\$ <u>1,177</u>	·
TOTAL \$ 29	,504 TOTAL	. \$
	NET TOTAL \$_	
Q. Other Salaries and Benefits:		
1. Visiting Clergymen	\$ 387	
2. Secretary and/or Clerical	\$	
3. Choir Director, Soloist, Organist	\$ 2,025	
4. Youth Director	\$	·
5. Custodial	\$_3,990	 .
6. Education Directors	\$	
7. Deacons	\$	
8. Payroll Taxes	\$ 8,731	<u></u> ·
9. Employee Benefits	\$442	
TOTAL	- \$ <u>15,575</u>	
R. Operating Expenses:		
1. Telephone	\$333	
2. Stationery, Printing & Postage	\$1 568	<u></u>
3. Parish Newsletter	\$,4,632	
4. Candles	\$817	
5. Vestments & Robes	\$	

2. Armenian Language & Culture	\$
3. ACYOA Seniors	\$
4. ACYOA Juniors	\$350
5. Choir	\$
6. Religious Studies & Vocation	\$

2. On Hand \$ 29,911

TOTAL CASH (W) \$ 137,607

TOTAL CASH ACCOUNTED FOR (V + W) \$ 175,396

1998 ADJUSTED CLERGY STIPENDS **EFFECTIVE JANUARY 1999**

Actual 1998 Stipend & Allowances Budgeted

ASSN'T PASTOR **Basic Stipend** \$23,590 **PASTOR** Additional increment of \$1.612 for each three years of service as an ordained priest in the Diocese with a maximum of seven increments (including service in the Western and Canadian Dioceses). \$1,612 Additional increment for parish size: 150-300 voting members Over 300 voting members \$3,320 CAR ALLOWANCE Pastor's owned car...* Allowance equivalent to 32 cents per mile for \$ 1,023 pastoral business. Parish Owned Car...*Allowance equivalent to 18 cents per mile for pastoral business. The above mileage allowances shall cover the entire cost of the automobile including gasoline, oil, repairs and insurance. Note: The mileage allowance for parish owned cars does not apply where the parish assumes all cost of operation. **HOUSING ALLOWANCE:** Parish owned home... All costs including Rental a) Housing Allowance of \$968 b) All utilities costs Home owned by Pastor/Pastors may use housing allowance on payments on house purchases. **CLERGY MEDICAL INSURANCE:** Full payment **CLERGY PENSION:** \$1,000 (Plus additional \$1,000 recommended per Year). **CLERGY LIFE INSURANCE:** As much term life insurance for the Pastors as can be purchased per year for \$500. Such coverage will be purchased by the Parish for the benefit of the Pastor's beneficiaries.

TOTAL \$

FINANCIAL REPORT - SECTION III - ASSETS AND LIABILITIES (ending 12/31/98)

A. ASSETS:

1. Cash	\$ 29,911
2. Certificates of Deposit	\$ 57,802
3. Stocks and Bonds	\$ <u>5,778</u>
	<u>/</u>
4. Real Estate (land, buildings, etc)	\$ <u>525,000</u>
5. Building Funds	\$
6. Reserve Fund	\$
	· .
	· · · · · · · · · · · · · · · · · · ·
7. Other Special Funds (list each)	
a. Memorial Fund	\$ 44,117
b	\$
c	\$
GRAND TOTAL ASSETS	\$ 662,608

B. LIABILITIES:

1. Mortgage	\$ 0
1. Mortgage	\$ 0

.

2. Loans Payable \$ 0

3. Accounts Payable

\$_____

GRAND TOTAL LIABILITIES \$ 0

The above statement has been prepared from the books and records of St. Gregory of Narek Church (Parish Name) and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1998, and the balance on hand in cash and in the banks at such date, and any accounts payable.

Parish Council Chairman

Parish Council Treasurer

Auditing Committee Chairman

THE NAMES OF OFFICERS SERVING IN 1998

WOMEN'S GUILD - Women's Leaugue		
Chairman Louise Demirjian		
Address 540 Sandalwood Road		1
City Bay Village	State_OH	Zip <u>4 4 1 4 0</u>
Telephone 440-331-1668		
Membership 15	# of meetings held_	66
Amount transferred to Parish Council		
Cash on hand at 1/1/98\$5		
Disbursements \$3,253.63	Balance at 12/31	/98\$2,557.37
Major Annual Functions Centennia	l Celebration -	Silent Auction
SENIIOR WOMEN'S GUILD/AUXILIARY		
Chairman Anna Karayan	······································	
Address 5489 State Road		· · · · · · · · · · · · · · · · · · ·
City Parma	State OH	Zip_44134
Telephone 216-351-9394		
Membership 20	# of meet	ings held5
Amount transferred to Parish Council \$72	5.06	
Cash on hand 1/1/98 \$3,708.44	ln	come <u>\$1,908.14</u>
Disbursements \$2,808.82		
Major Annual Functions Rummage Sale	•	
Guest Speakers at Meeting		

Superintendent

Address

PARISH_St. Gregory of Narek	CIT	Y Richmond Hts., O
City	State	Zip
Telephone	Fax	
Number of Teachers 5	Number of F	Pupils15
Number of Classrooms 3	School Hou	urs <u>10:45 - Noon</u>
Cash on Hand at 1/1/98\$ \$213.07	Income \$_\$	569.49
Disbursements \$ 652.29	Balance at 12/31/	/98 \$ 130.27
Major Annual Functions Christmas P	arty, Bake Sal	e, Closing Picnic
Visit to St. Herman's H	ouse of Hospit	ality (for the hom
RESERVE FUND		
Chairman		
Address		1
City	State	Zip
Telephone	Fax	
YOUTH MINISTRY (A.C.Y.O.A. SENIORS)	- Inactive	
Chairman		
Address		
City	State	Zip
Telephone		
Membership	# of meeting:	s held
Cash on hand at 1/1/98 \$ 383.88	Income \$ <u>_0</u>	
Disbursements \$ 0	Balance at 12/31	/98 \$ 383.88
Amount sent to Central Council in 1998		<u>:</u>

YOUTH MINISTRY (A.C.Y.O.A.JUNIORS)		:
Chairman <u>Stacy Patena</u>		
Address <u>3489 Old Hickory Lane</u>	·	
City <u>Medina</u>	State_OH	Zip <u>44256</u>
Telephone_330-722-5822	Fax	
Membership 21	# of meeting	gs held <u>8</u>
Cash on hand at 1/1/98 <u>\$388.07</u>	Income <u>\$539</u>	.63
Disbursements <u>\$471.50</u>	Balance at 12/	31/98\$456.20
Major Annual Functions <u>Poon Pareger</u>	ntan Party, Pal	m Sunday Brunch.
Cedar Point Outing, Hye	e Camp, Orphan	Sponsorship
CHOIR		
Chairman <u>Serop Demirjian</u>		·
Address 540 Sandalwood Road		
CityBay_Village	State_OH	Zip44140
Telephone_440-331-1668	Fax	
Membership: Male4F	emale <u>5</u>	Totalg
Choirmaster <u>Anita Arpajian</u>		
Address 22451 Lake Road Apt.	210 E	·
City Rocky River	State OH	Zip_44116
Telephone 440-895-0183	Fax	
Cash on hand at 1/1/98_\$367.93	Incon	ne\$50
Disbursements \$100.00	Balance at 12/3	31/98_\$317.93
Amount sent to Choir Association Central	Council in 1998	

PARISH <u>St. Gregory of</u>	Narek	CITY Richmond Heights
MEN'S CLUB		
Chairman		
Address		
	•	Zip
		s held
	Inc	ome
Disbursements	Balance	at 12/31/98
Major Annual Functions		
		·
·		
MR. & MRS. AUXILIARY - SO	CIAL CLUB	
Chairman Mona Karoghlan	ian	
Address 1410 Timberland	Lane	
City <u>Twinsburg</u>	State OH	Zip <u>44087</u>
Telephone 330-405-1362	Fax	
Membership 50	# of m	eetings held 10
Cash on hand at 1/1/98_\$638.	28Incor	me_\$674.22
Disbursements \$372.95	Balance at	12/31/98\$939.55
Major Annual Functions <u>Exal</u>	tation_Sunday Fell	owship, Christmas Outi

		
OFFICAL PARISH PUBLICATION		
Name of Publication PAROS	Circulation	475
Editor <u>Dina Aurslanian</u>		
Address 1420 Richmond Road Apt	•	
City Lyndhurst	State OH	Zip_44124
Telephone 216-382-2656	Fax	
Income\$ 2,955		
Expense\$ 4,632		
		·
PUBLICITY AND PUBLIC RELATIONS		e commen
Name of Church's Publicity Coordinator		
Address		
City	State	Zip
Telephone	Fax	
OTHER (Fill in name)		
Chairman		
Address	· · · · · · · · · · · · · · · · · · ·	
City	State	_Zip
Telephone	Fax	
Membership	# of meetings held	
Cash on hand at 1/1/98\$	Income	
Disbursements\$	Balance at 12/31/9	8
Major Annual Functions		

<u> </u>	<u> </u>	
OTHER (Fill in name)		
Chairman		
Address		· .
Dity	State	Zip
elephone	Fax	
Membership	# of meetin	gs held
Cash on hand at 1/1/98	Income_	
Disbursements	Balance at 12/	/31/98
Major Annual Functions		
Increase involvement of increase membership &		
reverse raffle, 35th a	anniversary of church	, form ACYOA Senio
Signatures of the Parish Council N	Members:	
President Jr. Sings Odu	Vahia.	
Chairman Mysel	of Guesslanian	
Secretary /// M/	· · ·	
Date MAJICH 9	1999	

PARISH COUNCIL MEMBERS THIS YEAR 1999 RE-ELECTED MEMBERS

Article 26 of the Diocesan Bylaws states that a members of the Parish Council may hold office for three (3) successive terms; after one year's retirement he/she again becomes eligible to become a candidate for the Parish Council.

Name <u>Anita Arpajian</u>	 	
Address 22451 Lake Road Apt. #2	10E	
City_Rocky_River	State OH	Zip <u>4 4 1 1 6</u>
Telephone (Home) 440-895-0183	(Work) <u>216</u>	5-524-5005
Fax_ 216-524_5001		
Date Elected February 23, 1997		
Number of Terms Served: 1 st X	2 nd 3 ^r	d
Name <u>Arek Torosian</u>		
Address 2506 Claver Road		
City University Heights	State_OH_	Zip_ 44118
Telephone (Home) 216-381-5418	(Work)216	5-781-7800
Fax 216-781-2937		•
Date Elected February 23, 1997		
Number of Terms Served: 1 st X	2 nd 3 ^r	d
Name <u>Todd Russell</u>		
Address 3698 Tolland Road		
City Shaker Heights	State OH	Zip_ <u>44122</u>
Telephone (Home) 216-991-1551	(Work) <u>21</u> 6	5-464-9696
Fax 216-991-4451		· .
Date Elected February 23, 1997		
Number of Terms Served: 1st X	2nd 3	rd

PARISH st. Gregory of Narek-		CITY_Richmond_Hts., Ohi		
Name				
Address	- 1''			
City	State		Zip	
Telephone (Home)	(Work)	·	
Fax				
Date Elected				
Number of Terms Served: 1st	2 nd	3 rd		
Name	-1- V		<u>-</u>	
Address				
City	State		Zip	
Telephone (Home)	(Work)		
Fax		***		
Date Elected				
Number of Terms Served: 1st	2 nd	3 rd	·	
Name				
Address				
City	State_		Zip	
Telephone (Home)		Work)	· · · · · · · · · · · · · · · · · · ·	
Fax				
Date Elected				
Number of Terms Served: 1st	2 nd	3 rd		

NEWLY ELECTED MEMBERS IN 1999:

PARISH COUNCIL MEMBERS

Name _____ Adddress City_____State___Zip____ Telephone (Home) (Work) Number of Votes Received _____Fax_____ Adddress City State Zip Telephone (Home)_____(Work)____ Number of Votes Received Fax Adddress City _____State ____Zip____ Telephone (Home)_____ ____(Work)______ Number of Votes Received Fax Adddress _____ City_____State____Zip___ Telephone (Home)_____(Work)____ Number of Votes Received Fax______ Adddress _____ City_____State____Zip____

Telephone (Home)	(Work)	
Number of Votes Received	Fax	
Name		
Adddress		
City	State	Zip
Telephone (Home)	(Work)	
Number of Votes Received	Fax	
Namo		
NameAdddress		
City		
	(Work)	
	Fax	
ALTERNATE PARISH COUNCIL MEMBERS		
Name Lisa Richardson		·
Address 2464 Kenilworth Road		
City Cleveland Heights	_State_OH	Zip_44106
Telephone(Home) 216-321-2001	(Work)	· · · · · · · · · · · · · · · · · · ·
Number of Votes Received 20	Fax	
Name		
Name		
AddressCity		
Telephone(Home)		
Number of Votes Received	Fax	

DIOCESAN DELEGATES ELECTED IN 1999

Name		
Address	·	
	State	•
Telephone(Home)	(Work)	
Year Elected	Fax	
Name		
Address		
	State	
Telephone(Home)	(Work)	
Year Elected	Fax	
Name		
Address		
City	State	Zip
Telephone(Home)	(Work)	
Year Elected	Fax	
Name		
Address		
City	State	Zip
Telephone(Home)	(Work)	
Year Elected	Fax	

PARISH St. Gregory of Narek CITY Richmond Hts., Ohio

Please take the time to enter the proper numbers requested for each parish group/organization. If no such group exists at the present time please indicate by entering the word <u>NONE</u>.

The accuracy of your data entry will help preclude major mistakes in preparing a general overview of statistics in our parishes.

The numbers you enter now of course could increase or decrease by the time our statistical data is collated thus indicating some discrepancies. Such changes are normal and expected. However, the reporting, at the least, gives an indication of some activity within the parish groups reported.

Kindly complete the following page <u>PARISH PROFILE</u> even though the figures have already been entered previously in this report. This will be a helpful statistical overview of the number of active members in our parish groups.

PARISH PROFILE

PARISH ORGANIZATIONS AND STATISTICS

GROUP NAME	ENROLLMENT/MEMBERSHIP	POTENTIAL GROWTH
Sunday School		
	15	+10
Armenian School		
ACYOA Seniors		
ACYOA Juniors		
	21	+5
Women's Guild		
	15	+5
Senior Women's		
Guild/Auxiliary	20	+5
Men's Club		
Choir		
	9	+5
Junior Choir		
Senior Citizens		
Bible Study		
	10	+10
Cultural Committee		
Social Services		
Youth Coordinator/Director	1	.1
Other		+1
Social Club	45	+10
· · · · · · · · · · · · · · · · · · ·		