

DIOCESE OF THE ARMENIAN CHURCH OF AMERICA
630 Second Avenue
New York, New York 10016-4885

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1984 PARISH COUNCIL ANNUAL REPORT

You must submit with the form 1) complete report of the Pastor and Parish Council; 2) with a letter addressed to the Primate, giving the results of the election for confirmation, with a duplicate list of nominees and the number of votes received by each person; 3) form requesting names of incumbent and newly-elected Parish Council members.)

Name of Church ST. LEON ARMENIAN CHURCH
Address 12-61 Saddle River Road
City Fair Lawn State N.J. Zip 07410 Tel.# (201) 791-2862

Pastor Rev. Patee Metjian

Assistant Pastor _____

Parish Council Officers:

Chairman Arthur Ohnikian

Vice-Chairman Rolan Hepsen

Secretary Dorothy Karamian

Ass't Secretary _____

Treasurer Steven Kachigian

Ass't Treasurer Thomas Ashbahian

Names of Delegates: (list below)

- | | |
|----------------------------|----------|
| 1. <u>Zaven Dadekian</u> | 5. _____ |
| 2. <u>Charles Pinajian</u> | 6. _____ |
| 3. <u>Dovie Tilbian</u> | 7. _____ |
| 4. _____ | 8. _____ |

Number of Parish Council Meetings (1984) 22

Date of 1985 Annual Parish Assembly February 24, 1985

1985 Budget Income: \$145,000 1985 Budget Disbursements: \$145,000

Officers of Assembly

Assembly President Rev. Patee Metjian

Assembly Chairman Sarkis Bedevian

Assembly Secretary Margaret Tfank

(1985 BUDGET MUST ACCOMPANY THIS ANNUAL REPORT)

1984 MEMBERSHIP DATA

1. Total Church Members 230
 1984 increase _____ 1984 decrease _____
2. Number on general mailing list 550
 1984 increase _____ 1984 decrease _____
3. Approximate number of Armenians in area _____
4. Number of potential members in your area _____
5. Amount of 1984 membership dues:
 single \$ 50.00 senior citizen \$ 25.00 other \$ _____

6. What percentage of your membership is donated through:

- a. Dues 100 %
- b. Pledges _____
- c. Stewardship _____
- d. Other contributions _____

7. What is the number of individuals who donated through:

	<u>Members</u>	<u>Non-members</u>
a. Dues	<u>230</u>	_____
b. Pledges	_____	_____
c. Stewardship	_____	_____
d. Other contributions	_____	_____

8. Do you have a membership committee? No

9. Donation for sacraments and rituals:

	<u>Members</u>	<u>Non-members</u>
a. Wedding	\$ <u>150.00</u>	\$ <u>250.00</u>
b. Baptism	<u>75.00</u>	<u>150.00</u>
c. Funeral	<u>150.00</u>	<u>250.00</u>
d. Other	_____	_____

1985 PARISH ASSESSMENT DATA

The Formula for calculating assessments and/or Diocesan Dues is based on the following percentage breakdown for each of the categories listed below:

- a. 60% - Membership
- b. 5% - Clergy
- c. 25% - Gross PCP (Plate Collection Pledges, Dues, Yughakin.
- d. 5% - BWF (Baptisms, Weddings, Funerals)
- e. 5% - Delegates

(Please list figures compiled for 1984)

I. Number of parish members:	<u>230</u>
II. Number of Clergy:	<u>1</u>
III. <u>Gross PCP:</u>	
Plate Collection	\$ <u> </u>
Pledges	<u> </u>
Dues & plate collection	<u>27,719.90</u>
Easter Yughakin) holiday donation	<u> </u>
Christmas Yughakin)	<u>8,305.00</u>
	TOTAL \$ <u>36,024.90</u>
IV. <u>Number of Sacraments and Rituals</u>	
Baptisms	<u>5</u>
Weddings	<u>12</u>
Funerals	<u>12</u> ²⁹
V. <u>Number of Delegates:</u>	<u>3</u>

It is hereby agreed that the above information is accurate to the best of our knowledge and information.

John A. ...
Parish Council Chairman

Steven C. Kachigian
Parish Council Treasurer

Jacqueline ...
Auditing Committee Chairman

Rev. Paul ...
Reviewed by Parish Priest

FIGURES STATED ON THIS SHEET MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (pgs. 4-5) AND THE MEMBERSHIP DATA SHEET (pg.2)

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/84)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1984

1. In Banks.....	\$ _____	
2. On Hand.....	\$ _____	
		TOTAL <u>31,433.67</u>

A. Receipts and Donations:

1. Membership Dues & plate collection.....	\$ 27,719.90	
2. Pledges.....	_____	
3. Stewardship.....	_____	
4. Plate Collection.....	_____	
5. Candles.....	_____	
6. Easter Yughakin.....) holiday..	_____	
7. Christmas Yughakin.....) donations	8,305.00	
8. In Lieu of Flowers.....	_____	
9. Wills and Bequests.....	_____	
10. Other Contributions:		
a. Endowment Fund.....	115.00	
b.	_____	
		TOTAL <u>\$36,139.90</u>

B. Sacraments & Rituals:

1. Baptisms.....	\$ _____	
2. Weddings.....	_____	
3. Funerals.....	_____	
4. Requiems.....	_____	
5. In Lieu of Flowers	_____	
6. Candles	_____	
		TOTAL <u>\$13,295.25</u>

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar.....	\$ _____	\$ 8,900.00
2. Picnics.....	_____	2,800.00
3. Raffles.....	_____	16,700.00
4. Bingo.....	_____	_____
5. Fairs.....	_____	_____
6. Dinners.....	_____	_____

FINANCIAL REPORT - SECTION I - INCOME (continued)

7. Other:	(Gross)	(Net)
a. <u>Diocesan Assembly</u>	\$ _____	\$ <u>2,247.87</u>
b. _____	_____	_____
c. _____	_____	_____
d. _____	_____	_____
	(NET) TOTALS	\$ <u>30,647.87</u>

D. Church Auxiliary Organizations:

1. Women's Guild.....	\$ <u>1,514.78</u>
2. Mr. & Mrs. Auxiliary.....	_____
Club	2,600.00
3. Men's League.....	_____
4. ACYOA Seniors.....	_____
5. ACYOA Seniors.....	_____
6. Other:	
a. _____	_____
b. _____	_____
	TOTAL \$ <u>4,114.78</u>

E. Other Income:

1. Interest.....	\$ <u>2,204.09</u>
2. Sale of Books, Records, Gifts.....	_____
3. Parish Newsletter.....	835.00
4. Donations for use of Facilities.....	36,960.00
5. Contributions to Building Fund.....	66,309.00
(Pledges and Memorials)	
6. Transfer of Funds.....	14,737.20
7. Other:	
a. <u>Miscellaneous</u>	2,741.57
b. <u>Fundraising</u>	3,633.33
	TOTAL \$ <u>127,420.19</u>

TOTAL RECEIPTS (Items A-E) \$ 211,617.99

TOTAL CASH ACCOUNTED FOR \$ 243,051.66

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/84)

A. Salaries and Benefits

1. Clergymen.....	\$ <u>20,960.00</u>
2. Clergymen Housing and Utility Allowance.....	<u> </u>
3. Clergymen Automobile Allowance.....	<u> </u>
4. Clergy Medical Insurance.....	<u>3,024.42</u>
5. Clergy Pension.....	<u>1,000.00</u>
	TOTAL \$ <u>24,984.42</u>

B. Other Salaries and Benefits:

1. Visiting Clergymen.....	\$ <u>500.00</u>
2. Secretary and/or Clerical.....	<u>2,910.85</u>
3. Choirmaster, soloists, organist.....	<u>1,755.00</u>
4. Payroll taxes.....	<u> </u>
5. Employee Benefits.....Custodian.....	<u>9,181.45</u>
	TOTAL \$ <u>14,347.30</u>

C. Operating Expenses:

1. Telephone.....	\$ <u> </u>
2. Stationary, Printing and Postage.	<u>3,377.45</u>
3. Parish Newsletter.....	<u> </u>
4. Candles.....	<u> </u>
5. Altar Flowers.....	<u> </u>
6. Books, Records, Gifts.....	<u> </u>
7. Furniture and Equipment (office).....	<u> </u>
8. Contributions...St...Nersess.Seminary	<u>2,000.00</u>
9. Fund Transfer.....	<u> </u>
10. Other:	
a. <u>Van Operating Expenses.....</u>	<u>1,205.89</u>
b. <u>Administration & General.....</u>	<u>12,157.85</u>
	TOTAL \$ <u>18,741.19</u>

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues.....	\$13,180.00	
2. Etchmiadzin Looma.....		
3. Other		
a. _____		
b. _____		
		TOTAL \$13,180.00

E. Educational Programs:

1. Religious Education.....	\$ 2,674.00	
2. Armenian Language.....	12.16	
3. ACYOA Seniors.....		
4. ACYOA Juniors/Sports Association....	1,983.00	
5. Choir.....		
6. Religious Vocation.....		
7. Other:		
a. _____		
b. _____		
		TOTAL \$ 4,669.16

F. Church Building Expenses

1. Mortgage (Principal/Interest).....	\$9,099.64	
2. Utilities.....	29,490.98	
3. Insurance.....	7,440.67	
4. Repairs and Maintenance.....	6,667.80	
5. Equipment.....	894.25	
6. Other: Community Center Operating Expenses	8,059.92	
a. _____		
b. Miscellaneous	1,631.78	
7. Capital Improvements	5,000.00	TOTAL \$136,906.87
8. Fundraising Expenses	8,621.83	
		TOTAL DISBURSEMENTS \$ 212,828.94

Balance - December 31, 1984

1. In Banks.....	30,222.72
2. On Hand.....	

TOTAL CASH ACCOUNTED FOR \$243,051.66

1984 ADJUSTED CLERGY STIPENDS

Effective January 1, 1985

	<u>ACTUAL 1985 STIPEND AND ALLOWANCES BUDGETED</u>
Basic Stipends \$14,490.....	\$ <u>17,680.00</u>
Additional increment for each 3 years of service in the Diocese with a maximum of 7 increments (including service in California Diocese) 1,035.....	<u>5,175.00</u>
Additional increment for parish size:	
150-300 voting members. 1,035.....	<u>1,035.00</u>
Over 300 voting members 2,070.....	<u> </u>
<u>CAR ALLOWANCE</u>	
Pastor's own car. Allowance equivalent to 22 cents per mile for pastoral business (estimated).....	<u> </u>
Parish owned car. Allowance equivalent to 17 cents per mile for pastoral business (estimated).....	<u>2,600.00</u>
<u>HOUSING ALLOWANCE</u>	
Parish owned home All costs including utilities....	<u>10,800.00</u>
Rental. If parish does not own a home, it will provide an allowance for housing including utilities \$1,035.00 monthly.....	<u> </u>
Home owned by Pastor. . . . Pastors may use allowance for rental or payment on house purchase.....	<u>3,287.52</u>
<u>CLERGY MEDICAL INSURANCE.</u> . Full payment.....	<u> </u>
<u>CLERGY PENSION.</u> \$1,000.00 (plus additional \$1,000.00 (optional))	<u> </u>
TOTAL	\$ <u>41,577.52</u>

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (ending 12/31/84)

A. ASSETS:

1. Cash.....\$ 30,222.72

2. Certificates of Deposit.....\$ _____

3. Stocks and Bonds.....\$ _____

4. Real Estate (land, buildings, etc).....\$ _____

5. Special Funds (list each)

a. 1.....\$ _____

b.\$ _____

c.\$ _____

6. Other:

a.\$ _____

b.\$ _____

TOTAL \$ 30,222.72

B. LIABILITIES:

1. Mortgage.....\$ _____

(Part B. Liabilities continued on page 10)

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (continued)

2. Loans Payable.....\$ _____

3. Accounts Payable.....\$ 21,000.00

TOTAL \$ 21,000.00

The above statement has been prepared from the books and records of St. Leon Armenian Church and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1984, and the balance on hand in cash and in the banks at such date, and any accounts payable.

[Signature]
Parish Council Chairman

[Signature]
Parish Council Treasurer

[Signature]
Auditing Committee Chairman

[Signature]
Reviewed by Parish Priest

CHURCH AUXILIARY ORGANIZATIONS

Information Requested is for the Year 1984

The Names of Officers Serving in 1985

WOMEN'S GUILD

Chairman Edna Tungrian, Florence Grunstra

Address 17 Knox Place, Clifton Telephone 473-6120

Number of Members 98 Number of Meetings 8

Amount Transferred to Parish Council _____

Cash on hand at 1/1/84 _____ Income _____

Disbursements _____ Balance at 12/31/84 _____

Major Annual Functions St. Leon Name Day, Fish 'n Chips, Lenten Luncheon, Women's Guild Sunday, Food and kitchen responsibilities for Picnic and Bazaar, Coffee hospitality.

YOUNG WOMEN'S GUILD

Chairman _____

Address _____ Telephone _____

Number of Members _____ Number of Meetings _____

Amount Transferred to Parish Council _____

Cash on hand at 1/1/84 _____ Income _____

Disbursements _____ Balance at 12/31/84 _____

Major Annual Functions _____

BOY SCOUTS

Chairman _____

Address _____ Telephone _____

Number of Members _____ Number of Meetings _____

Amount Transferred to Parish Council _____

Cash on hand at 1/1/84 _____ Income _____

Disbursements _____ Balance at 12/31/84 _____

Major Annual Functions _____

ARMENIAN SCHOOL

Name ST. LEON

Officers of the School Committee:

Chairman Rose Najarian

Address 9 Bluefield Ct. Hillsdale Telephone 666-9304

Superintendent Verkin Marashian

Address _____ Telephone _____

Number of Teachers 11 Number of Pupils 48

Number of Classrooms _____ School Days and Hours Wednesdays 5:45-8:15 p.m.

Cash on hand at 1/1/84 \$1,688.22 Income _____

Disbursements _____ Balance at 12/31/84 \$140.02

Major Annual Functions _____

Armenian School Hantes, Valentine's Dance

SUNDAY SCHOOL

Chairman Rev. Paree Metjian

Address 12-61 Saddle River Rd. Telephone 791-1583

Superintendent Berdjouhi Feredjian

Address 50 Worth St. Hackensack Telephone 440-3518

Number of Teachers 10 Number of Pupils 80

Number of Classrooms 8 School Hours 10: 30 a.m.-12 Noon

Cash on hand at 1/1/84 _____ Income _____

Disbursements _____ Balance at 12/31/84 383 42

Major Annual Functions Christmas Pageant, trip to Diocese for Poon Paregentan, Communion breakfasts at Easter and Christmas, graduation ceremonies.

RESERVE FUND

Chairman _____

Address _____ Telephone _____

A.C.Y.O.A. SENIORS

Chairman _____
Address _____ Telephone _____
Number of Members _____ Number of Meetings _____
Cash on hand at 1/1/84 _____ Income _____
Disbursements _____ Balance at 12/31/84 _____
Amount sent to Central Council in 1984 _____
Annual Affairs _____

A.C.Y.O.A. JUNIORS

Chairman Edward Kalpagian
Address 1414 Center Ave. Fort Lee Telephone 947-8771
Number of Members 29 Number of Meetings 12
Cash on hand at 1/1/84 \$1,080.37 Income _____
Disbursements _____ Balance at 12/31/84 _____
Major Annual Functions _____
ACYOA Day (Palm Sunday), Bazaar, Tennis tournament, Sports
weekend.

CHOIR

Chairman Charles Pinajian
Address 715 Timberline Dr., Wyckoff Telephone 891-5420
Number of Members: Male 8 Female 10 Total 18
Choirmaster George Paroonagian
Address 49 Greenway, Allendale Telephone 825-2543
Cash on hand at 1/1/84 \$232.24 Income \$1,642.73
Disbursements \$1,600.94 Balance at 12/31/84 \$240.60
Amount sent to Choir Association Central Council in 1984 _____
Annual Affairs _____

MEN'S LEAGUE

Chairman _____
Address _____ Telephone _____
Number of Members _____ Number of Meetings _____
Cash on hand at 1/1/84 _____ Income _____
Disbursements _____ Balance at 12/31/84 _____
Major Annual Functions _____

MR. AND MRS. AUXILIARY

Chairman _____
Address _____ Telephone _____
Number of Members _____ Number of Meetings _____
Cash on hand at 1/1/84 _____ Income _____
Disbursements _____ Balance at 12/31/84 _____
Major Annual Functions _____

CHURCH PUBLICATION

Name of Publication Lradoo Circulation 550
Editor Rev. Paree Metjian
Address 12-61 Saddle River Rd., Fairfax Telephone 791-2862
Income \$600.00 Expense \$900.00

PUBLICITY AND PUBLIC RELATIONS

Name of Church's Publicity Chairman _____
Address _____ Telephone _____

PARISH COUNCIL MEMBERS

NEWLY-ELECTED MEMBERS:

Name John Chagachbanian
Address 88 Logan Lane
Wyckoff, N. J. Telephone Home 891-3026
Number of Votes 78 Business Phone _____

Name Mirjan Kirian
Address 16-31 Eberlin Dr.
Fair Lawn Telephone Home 791-5886
Number of Votes 95 Business Phone 797-7600

Name John Nakashian
Address 2-09 27th St.
Fair Lawn, N. J. Telephone Home 796-1281
Number of Votes 114 Business Phone 796-5454

Name Tony Tungrian
Address 362 High St.
Nutley, N. J. Telephone Home 667-1580
Number of Votes 79 Business Phone _____

Name _____
Address _____
Telephone Home _____
Number of Votes _____ Business Phone _____

Name _____
Address _____
Telephone Home _____
Number of Votes _____ Business Phone _____

Name _____
Address _____
Telephone Home _____
Number of Votes _____ Business Phone _____

PARISH COUNCIL MEMBERS

RE-ELECTED MEMBERS:

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

Name Tom Ashbahian
Address 441 George St.
Ridgewood, N. J. Telephone 445-1451
Date Elected 2/13/83 Number of Terms Served: 1st__ 2nd x 3rd__

Name Arthur Ohnikian
Address 85 Standish Rd.
Hillsdale, N. J. Telephone 664-7551
Date Elected 2/13/83 Number of Terms Served: 1st__ 2nd x 3rd__

Name _____
Address _____
Telephone _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____
Address _____
Telephone _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____
Address _____
Telephone _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____
Address _____
Telephone _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____
Address _____
Telephone _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES

Name Zaven Dadekian
Address 22 Yeoman Dr.
UP. Saddle River Telephone Home 327-9586
Business Phone 599-9102
Year elected 1984

Name Charles Pinajian
Address 715 Timberline Dr.
Wyckoff, N. J. Telephone Home 891-5420
Business Phone 444-2566
Year elected 1984

Name Dovie Tilbian
Address 853 Harristown Rd.
Glen Rock, N. J. Telephone Home 445-2304
Business Phone 794-2468
Year elected 1984

Name _____
Address _____
Telephone Home _____
Business Phone _____
Year elected _____

Name _____
Address _____
Telephone Home _____
Business Phone _____
Year elected _____

Name _____
Address _____
Telephone Home _____
Business Phone _____
Year elected _____

Name _____
Address _____
Telephone Home _____
Business Phone _____
Year elected _____