

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

1993 PARISH COUNCIL ANNUAL REPORT

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) The form requesting names of incumbent and newly-elected Parish Council members; d) 1994 revenue and budget.

Name of Church: St. Thomas Armenian Church

Address	<u>9W. x E. Clinton Ave.</u>		
City	<u>Tena Fly,</u>	State	<u>N.J.</u> Zip <u>07670</u>
Telephone	<u>567-5446</u>	Fax	<u>567-5420</u>
Pastor	<u>Very Rev. Fr. Papken Dz. V. Anoushian</u>		
Assistant Pastor	-----		

Parish Council Officers:

Chairman	<u>Dr. Levon CAPAN</u>
Vice-Chairman	<u>Mrs. Virginia Victoria</u>
Secretary	<u>Mr. Leon Nigehosian</u>
Ass't Secretary	-----
Treasurer	<u>Mrs. Grace Hagopian</u>
Ass't Treasurer	-----

Names of Delegates:

1. Dr. Levon CAPAN	4. Varujan Arslanyan
2. Dr. Bedros Yavru - Sakuk	5. Levon Nazarian
3. Dr. Harout Mekhjian	6. Gregory Saraydarian
7. Albert Victoria	

Officers of Assembly:

Assembly President	Very Rev. Fr. Papken Dv. V. Anoushian
Assembly Chairman	Antranig Ouzoonian
Assembly Secretary	Silva Torosian

Number of Parish Council Meeting (1993) 24

Date of 1993 Annual Parish Assembly 1st Session Jan. 30, 1993 2nd Session Feb. 6, 1994

1994 Revenue Budget: \$ 309,000 1994 Expense Budget: \$ 309,000

PARISH St. Thomas CITY TENAFLY, N.J.

1993 MEMBERSHIP DATA

1. Total Membership 453 Over 1992 by _____
 Under 1992 by 182
2. Number of entries on mailing list _____ Over 1992 by _____
 Under 1992 by _____
3. Number of Armenians in the area _____
4. Number of potential members _____
5. 1993 membership dues:
 Per member \$ 125⁰⁰ Senior citizen \$ 125⁰⁰ Other \$ 125⁰⁰

6. How do you divide your membership revenue among these categories: (in percentage and numbers)

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

7. Do you have a membership committee? -----

8. Donation for sacraments and other services:

	<u>Members</u>	<u>Non-members</u>
a. Wedding	<u>\$ 200 -</u>	<u>\$ 300 -</u>
b. Baptism	<u>200 -</u>	<u>300 -</u>
c. Funeral	<u>100 -</u>	<u>200 -</u>
d. Other	-----	-----

Your assessment and/or Diocesan dues is based on the following formula:

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

PARISH St. Thomas Armenian Church CITY Tenafly, N.J.

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney:

Name Mr. Leon Nigahosian
Address 371 Pleasant Lane
City Haworth State New Jersey Zip 07641
Telephone 768-2822

B. Insurance:

Please identify types of insurance carries and coverage:

Property \$2,381,000 - Church Buildings Contents / Parsonage \$224,400
Liability Comprehensive Liability \$1,000,000
Other Umbrella \$2,000,000

C. Tax Exemption:

Sales Tax Yes No _____
Property Tax Yes No _____
Other _____

D. Major Equipment Purchases in 1993:

Please provide sufficient identification to permit the development of an information bank for use by all parishes:

Office None
Kitchen None
Sanctuary None
Other None

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/93)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1993

1. In Banks \$ 82,402⁰⁰
2. On Hand \$ _____
TOTAL \$ 82,402⁰⁰

A. Receipts and Donations:

1. Membership Dues \$ _____
2. Pledges \$ 84,460⁻
3. Stewardship \$ _____
4. Plate Collection \$ { 8542⁻
5. Candles \$ _____
6. Easter Yughakin \$ 2265⁻
7. Christmas Yughakin \$ 3172⁻
8. In Lieu of Flowers \$ 7505⁻
9. Wills and Bequests \$ -
10. Other Contributions:
a. Alter flowers, prayers, etc. 12,559⁰⁰
b. _____

B. Sacraments & Other Services:

1. Baptisms \$ 4,000⁻
2. Weddings \$ 5235⁻
3. Funerals \$ 1975⁻
4. Requiems \$ 5130⁻
TOTAL \$ 134,843⁰⁰

(cont'd)

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar	\$-----	42,690 ⁻
2. Picnics	-----	11,315 ⁻
3. Raffles	48,600	17,108 ⁻
4. Bingo	-----	-----
5. Fairs	-----	-----
6. Dinners	-----	17,093 ⁻
7. Other: a. <u>Kef Nights</u>	-----	21,627
b. <u>New Years Eve</u>	-----	16,158 ⁻
c.-----	-----	-----
d.-----	-----	-----
		(NET) TOTALS \$ 125,991 ⁰⁰

D. Church Auxiliary Organizations:

1. Women's Guild	\$-----	10,070 ⁻
2. Mr. & Mrs. Auxiliary	\$-----	-----
3. Men's League	\$-----	- 0 -
4. ACYOA Seniors	\$-----	750 ⁰⁰
5. ACYOA Juniors	\$-----	- 0 -
6. Other:		
a. <u>Singes</u>	\$-----	250 ⁻
b. <u>Awards</u>	\$-----	3043 ⁻
c.-----	\$-----	-----
TOTAL \$		14,043 ⁻

E. Other Income:

1. Interest	\$-----	2935 ⁻
2. Sale of Books, Records, Gifts	\$-----	(250 ⁻)
3. Parish Newsletter	\$-----	3260 ⁻
4. Donations for use of Facilities	\$-----	32,374 ⁻
5. Contributions to Building Fund	\$-----	-----
6. Transfer of Funds	\$-----	-----
7. Other:		
a. <u>Other Donations, etc.</u>	\$-----	28,034 ⁻
b.-----	\$-----	-----
TOTAL \$		80,396 ⁰⁰
TOTAL RECEIPTS (Items A-E) \$		341,230 ⁰⁰
TOTAL CASH ACCOUNTED FOR \$		341,230 ⁰⁰

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/93)

A. Salaries and Benefits:

1. Pastor (s)	\$	47,510 -
2. Pastor's Housing & Utility Allowance ^{Parsonage Expense}	\$	1,804 -
3. Pastor's Automobile Allowance	\$	3,597 -
4. Pastor's Medical Insurance	\$	4,548 -
5. Clergy Pension	\$	2,000 -
		TOTAL \$ 59,459 ⁰⁰

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$	1,500 ⁰⁰
2. Secretary and/or Clerical ^{custodial}	\$	45,938 ⁰⁰
3. Choir Director, soloists, organist	\$	5,000 ⁰⁰
4. Deacons Director Christian Ed.	\$	5,192 ⁰⁰
5. Payroll taxes	\$	4,616 ⁰⁰
6. Employee Benefits	\$	3,000 ⁰⁰
		TOTAL \$ 65,246 ⁰⁰

C. Operating Expenses:

1. Telephone	\$	3,772 ⁰⁰
2. Stationery, Printing and Postage	\$	14,089 ⁰⁰
3. Parish Newsletter	\$	8,000 ⁰⁰
4. Candles + Flowers	\$	3,605 ⁰⁰
5. Vestments + Robes	\$	- 0 -
6. Altar Flowers	\$	
7. Books, Records, Gifts	\$	
8. Furniture and Equipment (office)	\$	2,415 ⁰⁰
9. Contributions Memorial Window	\$	4,840 ⁰⁰
10. Fund Transfer Misc. Expenses	\$	9,804 ⁰⁰
11. Other:		
a. Hospitality Exp.	\$	2,764 -
b. Diocesan Assembly Exp.	\$	2,530 -
		TOTAL \$ 51,839 ⁰⁰

PARISH St. Thomas Armenia Church CITY Tena Flg, N.J.

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues	\$ <u>44,100⁰⁰</u>
2. Etchmiadzin Looma (Mite)	\$ <u>635⁰⁰</u>
3. Other:	
a. <u>Youth Ministry</u>	\$ <u>2779⁻</u>
b. _____	\$ _____
	TOTAL \$ <u>47,514⁰⁰</u>

E. Educational Programs:

1. Christian Education	\$ _____
2. Armenian Language + Culture	\$ _____
3. ACYOA Seniors	\$ _____
4. ACYOA Juniors	\$ _____
5. Choir	\$ _____
6. Religious Studies and Vocation	\$ _____
7. Other:	
a. <u>St. Versese Donation</u>	\$ <u>2000⁻</u>
b. <u>Karabagh Donation</u>	\$ <u>1000⁻</u>
	TOTAL \$ <u>3000⁻</u>

F. Church Building Expenses:

1. Mortgage (Principal/Interest)	\$ <u>6,036⁰⁰</u>
2. Utilities	\$ <u>28,753⁰⁰</u>
3. Insurance	\$ <u>15,653⁰⁰</u>
4. Repairs and Maintenance	\$ <u>17,767⁰⁰</u>
5. Equipment	\$ _____
6. Other:	
a. <u>Supplies Bldg & grounds etc.</u>	\$ <u>8,188⁰⁰</u>
b. _____	\$ _____
	TOTAL \$ <u>76,397⁰⁰</u>

Balance - December 31, 1993

1. In Banks	\$ <u>120,528⁰⁰</u>
2. On Hand	\$ _____
	TOTAL CASH ACCOUNTED FOR \$ <u>120,528⁰⁰</u>

FINANCIAL REPORT - SECTION III - ASSETS AND LIABILITIES (ending 12/31/93)

A. ASSETS:

1. Cash	\$ <u>93,776⁰⁰</u>
2. Certificates of Deposit	\$ <u>26,752⁰⁰</u>
3. Stocks and Bonds	\$ _____
4. Real Estate (land, buildings, etc)	\$ _____
5. Special Funds (list each)	
a. _____	\$ _____
b. _____	\$ _____
c. _____	\$ _____
6. Other:	
a. <u>Trustees Account</u>	\$ <u>5001.04</u>
b. <u>Barbar</u>	\$ <u>3811.12</u>

TOTAL\$ 129,340.16

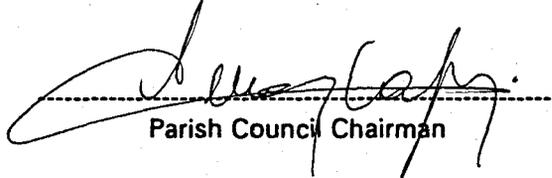
B. LIABILITIES

1. Mortgage	\$ <u>- 0 -</u>
2. Loans Payable	\$ <u>- 0 -</u>
3. Accounts Payable	\$ _____

TOTAL\$ - 0 -

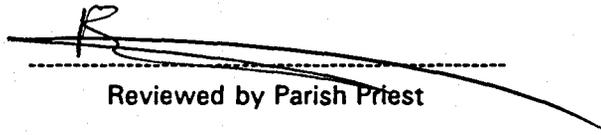
PARISH St. Thomas Armenia Church CITY Tenafly N.J.

The above statement has been prepared from the books and records of St. Thomas Armenia Church and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1993, 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


Reviewed by Parish Priest

THE NAMES OF OFFICERS SERVING IN 1993

WOMEN'S GUILD

Chairman	Mrs. Mary Ann Saraydarian (6/93)	Telephone	871-9111
Address	315 Arthur Avenue Englewood Cliffs N.J.		
Membership	127	# of meetings held	
Amount transferred to Parish Council	10,000-		
Cash on hand at 1/1/93	\$1979.12	Income	\$41,881.40
Disbursements	\$42,588.55	Balance at 12/31/93	\$13,01.97
Major annual functions	Cotillion, Lenten Dinner		

YOUNG WOMEN'S GUILD

Chairman		Telephone	
Address			
Membership		# of meetings held	
Amount transferred to Paish Council			
Cash on hand 1/1/93		Income	
Disbursements		Balance at 12/31/93	
Major annual functions			

ARMENIAN SCHOOL

Name Kirikian Armenian School

Chairman-----Telephone-----

Address-----

Superintendent Mrs. Ani CAPAN Telephone 767-3846

Address-----

Number of Teachers 20-----Number of Pupils 105

Number of Classrooms-----School Days and Hours Saturdays

Cash on hand at 1/1/93 (1483.37)-----Income 72,288.16

Disbursements 53,187.65-----Balance at 12/31/93 \$17617.14

Major annual functions Armenian Christmas Dinner, Art Show, Commemoration of Sograp Tarkmantchatz, Paregentan Fair, Commemoration of Armenian Martyrs Day, Hokehankist for Earthquake in Armenia.

SUNDAY SCHOOL

Chairman-----Telephone-----

Address-----

Superintendent Mrs. Shnorig Bashian Telephone 825-7782

Address 165 Linden Street, Mahwah N.J.

Number of Teachers 12-----Number of Pupils 130

Number of Classrooms 13-----School Hours 10:10 AM - 12:15

Cash on hand at 1/1/93 1309.27-----Income 11,196.55

Disbursements \$ 11,526.64-----Balance at 12/31/93 979.78

Major annual functions Christmas Dinner & Program, Valentine's Day Party, Easter Communion Breakfast, Ascension Day Program with DRE, Graduation Reception, CROP WALK, Homeless Shelter, Seminars for teachers.

RESERVE FUND

Chairman-----Telephone-----

Address-----

YOUTH MINISTRY (A.C.Y.O.A. SENIORS)

Chairman Alan Kirkorian Telephone _____

Address _____

Membership 13 # of meetings held _____

Cash on hand at 1/1/93 \$3010.78 Income \$51.07

Disbursements \$2270.06 Balance at 12/31/93 791.79

Amount sent to Central Council in 1993 \$100

Annual Affairs _____

YOUTH MINISTRY (A.C.Y.O.A. JUNIORS)

Chairman John Yacoubian & Nadine Yavru Sakak Telephone 914-359-7852

Address 45 Minute Man Circle, Orangeburg, NY

Membership _____ # of meetings held _____

Cash on hand at 1/1/93 \$139.99 Income 2529.43

Disbursements \$610.75 Balance at 12/31/93 2128.67

Major Annual Funtions Christmas Dance, Car Wash, Bake Sale, Educational programs - Speakers at meetings.

CHOIR

Chairman Eugenie Amerkanian Telephone 236-8999

Address 822 Georgetown Road, Ramsey, N.J.

Membership: Male 8 Female 10 Total 18

Choirmaster Susan Shamahian Telephone 947-5966

Address 301 Mehigan Way, Fort Lee, N.J.

Cash on hand at 1/1/93 \$2733.13 Income 3761.13

Disbursements 2192.39 Balance at 12/31/93 1368.74

Amount sent to Choir Association Central Council in 1993 \$300

Annual Affairs Bazaar Ice cream Booth, Bake Sale, Participation at Weddings, etc.

MEN'S AUXILIARY

Chairman ARA Babigian Telephone 871-0731
 Address 484 Eleventh St, Crosskill ^{NJ} Fax _____
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/93 \$2817.86 Income \$14,394.62
 Disbursements 13,677.95 Balance at 12/31/93 \$3534.53
 Major Annual Funtions 'Night AT The Races'

MR. & MRS. AUXILIARY

Chairman _____ Telephone _____
 Address _____ Fax _____
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/93 _____ Income _____
 Disbursements _____ Balance at 12/31/93 _____
 Major Annual Funtions _____

OFFICIAL PARISH PUBLICATION

Name of Publication "NOR TAR" Circulation _____
 Editor Very Rev. Fr. Papken Dz. V. Anoushi Telephone 567-5446
 Address Managing Editor - Mrs. Madlen Setian
 Income \$3260⁰⁰ Expense \$8020⁰⁰

PUBLICITY AND PUBLIC RELATIONS

Name of Chruch's Publicity Co-ordinator Mrs. MADLEN Setian
 Address 41 Lawrence Place Telephone 914-425-
Chestnut Ridge, N.Y. 10977 Fax 8683

OTHER (Fill in Name)

Chairman-----	Telephone-----
Address-----	
Membership-----	# of meetings held-----
Cash on hand at 1/1/93-----	Income-----
Disbursements-----	Balance at 12/31/93-----
Major Annual Funtions-----	

OTHER (Fill in Name)

Chairman-----	Telephone-----
Address-----	
Membership-----	# of meetings held-----
Cash on hand at 1/1/93-----	Income-----
Disbursements-----	Balance at 12/31/93-----
Major Annual Funtions-----	

Future Plans of the Parish Council:

Signature of the Parish Council:

President-----
Chairman-----
Secretary-----
Date-----

NEWLY-ELECTED MEMBERS:

Name Mrs. Arpi Arslanian Tel. Home 569-4120
Address 100 Jackson Drive Crosskill, N.J. Tel. Office ---
Number of Votes Received 194 Fax ---

Name Mrs. Ann Ajemian Tel. Home 261-4796
Address 211 Grand Blvd., Emerson, NJ Tel. Office ---
Number of Votes Received 215 Fax ---

Name ----- Tel. Home -----
Address ----- Tel. Office -----
Number of Votes Received ----- Fax -----

Name ----- Tel. Home -----
Address ----- Tel. Office -----
Number of Votes Received ----- Fax -----

Name ----- Tel. Home -----
Address ----- Tel. Office -----
Number of Votes Received ----- Fax -----

Name ----- Tel. Home -----
Address ----- Tel. Office -----
Number of Votes Received ----- Fax -----

Name ----- Tel. Home -----
Address ----- Tel. Office -----
Number of Votes Received ----- Fax -----

Name ----- Tel. Home -----
Address ----- Tel. Office -----
Number of Votes Received ----- Fax -----

ALTERNATE PARISH COUNCIL MEMBER

Name Mr. Ara Martalian Tel. Home 767-3584
Address 59 Pine Terrace, Demarest, NJ Tel. Office ---
Number of Votes Received 102 Fax ---

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/she again becomes eligible to a candidate for the Parish Council.)

become

Name Dr. Levon Capar Tel.Home 201-767-3846
Address 105 Dyer Court Norwood, NJ 07648
Tel.Office 212-561-6571 Fax _____
Date Elected 2/6/94 Number of Terms Served: 1st 2nd _____ 3rd _____

Name Ms. Susan Shamarian Tel.Home 201-947-5966
Address 301 Mohegan Way Fort Lee, NJ
Tel.Office _____ Fax _____
Date Elected 2/6/94 Number of Terms Served: 1st 2nd _____ 3rd _____

Name Mrs. Grace Hagopian Tel.Home 201-391-0816
Address 15 Kings Court Woodcliff Lake NJ
Tel.Office _____ Fax _____
Date Elected 2/6/94 Number of Terms Served: 1st 2nd _____ 3rd _____

Name _____ Tel.Home _____
Address _____
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd _____ 3rd _____

Name _____ Tel.Home _____
Address _____
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd _____ 3rd _____

Name _____ Tel.Home _____
Address _____
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd _____ 3rd _____

Name _____ Tel.Home _____
Address _____
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd _____ 3rd _____

DIOCESAN DELEGATES

Name Dr. Levon Capan Tel. Home 201-767-3846
Address 105 Dyer Court Norwood NJ Tel. Office _____
Year Elected 1999 Fax _____

Name Dr. Bedros Yavru-Sakuk Tel. Home 914-359-7852
Address 45 Minute Man Circle, Orangeburg N.Y. Tel. Office _____
Year Elected 1994 Fax _____

Name Dr. Harout Mekhjian Tel. Home 201-767-3381
Address P.O. Box 355, Alpine, N.J. Tel. Office _____
Year Elected 1994 Fax _____

Name Albert Victoria Tel. Home 201-567-5380
Address 309 Hudson Ave., Tenafly NJ Tel. Office _____
Year Elected 1994 Fax _____

Name Levon Nazarian Tel. Home 201-947-2812
Address 122 Kensington Dr. Fort Lee, NJ Tel. Office _____
Year Elected 1994 Fax _____

Name Gregory Saraydarian Tel. Home 871-9111
Address 315 Arthur Ave., Englewood Cliffs NJ Tel. Office _____
Year Elected 1994 Fax _____

Name Varujan Arslanyan Tel. Home 201-886-1557
Address 1055 River Road, Lincroft NJ Tel. Office _____
Year Elected 1994 Edgewater, NJ 07022 Fax _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year Elected _____ Fax _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year Elected _____ Fax _____

DIOCESAN DELEGATES (Cont'd)

Name-----Tel.Home-----
Address-----Tel. Office-----
Year Elected-----Fax-----

ALTERNATE DIOCESAN DELEGATE

Name Ara Martain-----Tel.Home 767-3584
Address 59 Pine Terrace, Demarest, N.J.-----Tel. Office-----
Year Elected 1994-----Fax-----

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