

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

1988 PARISH COUNCIL ANNUAL REPORT

Please submit with this form a) the report of the Pastor and Parish Council; b) 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; c) the form requesting names of incumbent and newly-elected Parish Council members; d) 1989 revenue and budget.

Name of Church: ST. JAMES

Address	834 Pepper Avenue		
City	Richmond	State	Va. Zip 23226 Tel.# 804-282-3818
Pastor	Rev. Arsen Barsamian		
Assistant Pastor	none		

Parish Council Officers:

Chairman	Bedros Bandazian		
Vice-Chairman	Virginia Abernathy		
Secretary	Paul Mazmanian		
Asst. Secretary			
Treasurer	John Ashjian		
Asst. Treasurer	Tigran Amirkhanian		

Names of Delegates:

1. Virginia Greene	4. _____
2. _____	5. _____
3. _____	6. _____

Officers of Assembly:

Assembly President	Rev. Arsen Barsamian		
Assembly Chairman	Gerry Sharigian		
Assembly Secretary	Virginia Greene		

Number of Parish Council Meetings (1988) _____

Date of 1989 Annual Parish Assembly January 29, 1989

1989 Revenue Budget: \$ _____ 1988 Expense Budget: \$ _____

PARISH St. James CITY Richmond, Va.

1988 MEMBERSHIP DATA

1. Total Membership 84 Over 1987 by _____
Under 1987 by 2
2. Number of entries on mailing list 285 Over 1987 by _____
Under 1987 by _____
3. Number of Armenians in the area 500
4. Number of potential members _____
5. 1988 membership dues:
per member \$ 150.00 senior citizen \$ 75.00 other \$ _____
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? no

8. Donation for sacraments and rituals:

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

1989 PARISH ASSESSMENT DATA

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

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

I. 1988 Membership:	<u>84</u>
II. Number of Clergy:	<u>1</u>
III. Gross PCP:	
Plate Collection	<u>\$ 1300.26</u>
Pledges	<u>16,453.00</u>
Dues	<u> </u>
Easter Yughakin	<u>1298.00</u>
Christmas Yughakin	<u> </u>
	TOTAL \$ <u> </u>
IV. Number of Sacraments and Rituals	
Baptisms	<u>2</u>
Weddings	<u>4</u>
Funerals	<u>5</u>
V. Number of Delegates:	<u> </u>

We hereby certify that the above information is accurate to the best of our knowledge and information.



Parish Council Chairman



Parish Council Treasurer

Auditing Committee Chairman



Reviewed by Parish Priest

THE ABOVE FIGURES MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (pages 5-6) AND THE MEMBERSHIP DATA SHEET (page 2)

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney

Name SAM BARONIAN JR.
Address 9303 Venetian Way
City... Richmond State... Virginia Zip... 23229
Telephone... 750-1714

B. Insurance

Please identify types of insurance carried and coverage:

Property _____
Liability _____
Other _____

C. Tax Exemption

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

D. Major Equipment Purchases in 1988

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

Office _____
Kitchen _____
Sanctuary _____
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/88)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1988

- 1. In Banks.....\$ 2757.91
- 2. On Hand.....\$ _____

TOTAL 2757.91

A. Receipts and Donations:

- 1. Membership Dues.....\$ 16,453.00
- 2. ^{DONATIONS} Pledges..... 3,966.00
- 3. ^{DIOCESEAN DUES} Stewardship..... 327.00
- 4. Plate Collection..... 1300.26
- 5. Candles..... 1339.30
- 6. Easter Yughakin..... _____
- 7. Christmas Yughakin..... 1298.00
- 8. In Lieu of Flowers..... 2660.00
- 9. ^{PRAYERS} Wills and Bequests..... 2865.00
- 10. Other Contributions:
 - a. Christmas Greetings 1862.00
 - b. _____

TOTAL \$ 32,070.56

B. Sacraments & Rituals:

- 1. Baptisms.....\$ _____
- 2. Weddings..... _____
- 3. Funerals..... 960.00
- 4. Requiems..... 1461.44

TOTAL \$ 2421.44

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar.....\$ _____	_____	_____
2. Picnics..... _____	_____	_____
3. Raffles..... _____	_____	_____
4. Bingo <u>drunk bot</u> _____	_____	<u>179.00</u>
5. Fairs..... _____	_____	<u>13,220.11</u>
6. Dinners..... _____	_____	_____

PARISH ST. JAMES CITY RICHMOND, VA.

FINANCIAL REPORT - SECTION I - INCOME (continued)

7. Other:	(Gross)	(Net)
a. _____	\$ _____	\$ _____
b. _____	_____	_____
c. _____	_____	_____
d. _____	_____	_____
	(NET) TOTALS	\$ <u>13,399.11</u>

D. Church Auxiliary Organizations:

1. Women's Guild.....	\$ _____
2. Mr. & Mrs. Auxiliary.....	_____
3. Men's League.....	_____
4. ACYOA Seniors.....	_____
5. ACYOA Seniors.....	_____
6. Other:	
a. _____	_____
b. _____	_____
	TOTAL \$ _____

E. Other Income:

1. Interest.....	\$ _____
2. Sale of Books, Records, Gifts.....	_____
3. Parish Newsletter.....	<u>375.00</u>
4. Donations for use of Facilities.....	<u>2335.00</u>
5. Contributions to Building Fund.....	_____
6. Transfer of Funds.....	<u>20,000.00</u>
7. Other:	
a. _____	_____
b. _____	_____
	TOTAL \$ <u>22,710.00</u>

TOTAL RECEIPTS (Items A-E) \$ 70,601.11

TOTAL CASH ACCOUNTED FOR \$ _____

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/88)

A. Salaries and Benefits

1. Clergymen.....	\$ <u>28,470.02</u>
2. Clergymen Housing and Utility Allowance.....	<u>3,506.39</u>
3. Clergymen Automobile Allowance.....	_____
4. Clergy Medical Insurance.....	<u>4,584.14</u>
5. Clergy Pension.....	<u>1,000.00</u>
	TOTAL \$ <u>37,560.55</u>

B. Other Salaries and Benefits:

1. Visiting Clergymen.....	\$ <u>600.00</u>
2. Secretary and/or Clerical.....	<u>1026.00</u>
3. Choirmaster, soloists, organist.....	<u>1445.00</u>
4. Payroll taxes.....	_____
5. Employee Benefits.....	_____
	TOTAL \$ <u>3071.00</u>

C. Operating Expenses:

1. Telephone.....	<i>Earthquake</i>	\$ <u>1136.52</u>
2. Stationary, Printing and Postage.		<u>2004.31</u>
3. Parish Newsletter.....	<i>Mailing</i>	<u>1866.00</u>
4. Candles	<i>Church supplies</i>	<u>1195.75</u>
5. Altar Flowers.....		<u>333.91</u>
6. Books, Records, Gifts	<i>Office supplies</i>	<u>1102.07</u>
7. Furniture and Equipment (office).....	<i>supplies</i>	<u>734.45</u>
8. Contributions	<i>Equipment Repair</i>	<u>1259.95</u>
9. Fund Transfer.....		_____
10. Other:		
a. <i>Bank Chg.</i>		<u>18.00</u>
b. _____		_____
		TOTAL \$ <u>9650.96</u>

1987 ADJUSTED CLERGY STIPENDS

Effective January 1, 1988

	<u>ACTUAL 1988 STIPEND AND ALLOWANCES BUDGETED</u>
Basic Stipend \$16,520.....	\$ <u>16,520.00</u>
Additional increment for each 3 years of service in the Diocese with a maximum of 7 increments (including service in the Western Diocese). 1,180.....	<u>8,260.00</u>
Additional increment for parish size:	
150-300 voting members. 1,180.....	<u>1,180.00</u>
Over 300 voting members 2,260.....	_____
 <u>CAR ALLOWANCE</u>	
Pastor's own car.22¢ per mile for pastoral business (estimated allowance).....	<u>3,300.00</u>
Parish owned car.17¢ per mile for pastoral business (estimated allowance).....	_____
 <u>HOUSING ALLOWANCE</u>	
Parish owned homeAll costs including utilities....	<u>3506.39</u>
Rental.If parish does not own a home, it will provide an allowance of \$585.00 monthly for housing including utilities.....	_____
Home owned by Pastor. . . .Pastors may use allowance for rental <u>or</u> toward payments on house purchase.....	_____
<u>CLERGY MEDICAL INSURANCE.</u> . Full payment.....	<u>4584.14</u>
<u>CLERGY PENSION.</u> \$1,000.00 (plus additional \$1,000.00 (optional))	<u>1000.00</u>
TOTAL	<u>\$38,350.53</u>

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (ending 12/31/88)

A. ASSETS:

- 1. Cash.....\$ _____

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

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

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

- 5. Special Funds (list each)
 - a. _____ \$ _____
 - b. _____
 - c. _____
- 6. Other:
 - a. _____ \$ _____
 - b. _____

TOTAL \$ _____

B. LIABILITIES:

- 1. Mortgage.....\$ _____

(Part B. Liabilities continued on page 11)

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

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

3. Accounts Payable.....	\$ _____
	TOTAL \$ _____

The above statement has been prepared from the books and records of _____ and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1988, 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

CHURCH AUXILIARY ORGANIZATIONS

Information Requested is for the Year 1988

The Names of Officers Serving in 1989

WOMEN'S GUILD

Chairman	<u>Melanie Kerneklian</u>	Telephone	<u>784-4002</u>
Address	<u>52 DAHLGREN RD</u>		
Membership	_____	# of meetings held	<u>4</u>
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/88	_____	Income	_____
Disbursements	_____	Balance at 12/31/88	_____
Major annual functions	<u>Luncheons, Meechink dinner,</u> <u>Easter Hantes, Picnic</u>		

YOUNG WOMEN'S GUILD

none

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/88	_____	Income	_____
Disbursements	_____	Balance at 12/31/88	_____
Major annual functions	_____		

BOY SCOUTS

none

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/88	_____	Income	_____
Disbursements	_____	Balance at 12/31/88	_____
Major annual functions	_____		

ARMENIAN SCHOOL

School was closed as of May 1988.

Name	_____
Chairman	_____ Tel. _____
Address	_____
Superintendent	_____ Tel. _____
Address	_____
Number of Teachers	_____ Number of Pupils _____
Number of Classrooms	_____ School Days and Hours _____
Cash on hand at 1/1/88	_____ Income _____
Disbursements	_____ Balance at 12/31/88 _____
Major annual functions	_____

SUNDAY SCHOOL

Chairman	<i>Rob Norris</i>	Tel.	⁸⁰⁴ <i>741-6511</i>
Address	<i>20 Bredghampton Pl.</i>		
Superintendent	<i>Rob. Norris</i>	Tel.	_____
Address	_____		
Number of Teachers	<i>5</i>	Number of Pupils	<i>15</i>
Number of Classrooms	<i>3</i>	School Hours	<i>Sun 11-12 noon</i>
Cash on hand at 1/1/88	_____	Income	_____
Disbursements	_____	Balance at 12/31/88	_____
Major annual functions	_____		

RESERVE FUND

Chairman	_____ Tel. _____
Address	_____

A.C.Y.O.A. SENIORS

Chairman	<u>Judy Boyajian</u>	Tel.	<u>320-8225</u>
Address	<u>6113 Winford Lane</u>		
Membership	<u>6</u>	# of meetings held	<u>20</u>
Cash on hand at 1/1/88	<u>171.86</u>	Income	<u>1834.37</u>
Disbursements	<u>639.64</u>	Balance at 12/31/88	<u>366.59</u>
Amount sent to Central Council in 1987	_____		
Annual affairs	<u>Spring Craft Fair, Membership</u> <u>dove/cookout, Halloween Party</u>		

A.C.Y.O.A. JUNIORS

none

Chairman	_____	Tel.	_____
Address	_____		
Membership	_____	# of meetings held	_____
Cash on hand at 1/1/88	_____	Income	_____
Disbursements	_____	Balance at 12/31/88	_____
Major annual functions	_____		

CHOIR

Chairman	_____	Tel.	_____
Address	_____		
Membership: Male	_____	Female	_____
Total	_____		
Choirmaster	_____	Tel.	_____
Address	_____		
Cash on hand at 1/1/88	_____	Income	_____
Disbursements	_____	Balance at 12/31/88	_____
Amount sent to Choir Association Central Council in 1988	_____		
Annual affairs	_____		

MEN'S LEAGUE

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/88 _____	Income _____
Disbursements _____	Balance at 12/31/88 _____
Major annual functions _____	

MR. AND MRS. AUXILIARY

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/88 _____	Income _____
Disbursements _____	Balance at 12/31/88 _____
Major annual functions _____	

CHURCH PUBLICATION

Name of Publication <u>Sevan</u>	Circulation <u>380</u>
Editor <u>Det Arsen / Vergina Greene</u>	Tel. <u>804-282-3818</u>
Address <u>834 Pepper Ave - Rich. Va 23226</u>	
Income _____	Expense <u>2000.00</u>

PUBLICITY AND PUBLIC RELATIONS

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

OTHER (Fill in Name)

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand 1/1/88 _____	Income _____
Disbursements _____	Balance at 12/31/88 _____
Major annual functions _____	

OTHER (Fill in Name)

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand 1/1/88 _____	Income _____
Disbursements _____	Balance at 12/31/88 _____
Major annual functions _____	

Future Plans of the Parish Council:

Signature of the Parish Council:

President _____

Chairman _____

Secretary _____

Date _____

PARISH COUNCIL MEMBERS

NEWLY-ELECTED MEMBERS:

Name JOHN ASHJIAN Tel. Home 285-7186
Address 2317 Carr Lane-Richmond, Va. 23230 Tel. Office 275-4965
Number of Votes 25

Name Linda Sharigian Tel. Home 288-3162
Address 6807 Kensington Ave. Richmond, Va. 23326 Tel. Office _____
Number of Votes 17

Name Jack Tootelian Tel. Home 740-8670
Address 402 Berwickshire Drive-Rich., Va. 23229 Tel. Office _____
Number of Votes 35

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Number of Votes _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Number of Votes _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Number of Votes _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Number of Votes _____

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 _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

PARISH COUNCIL MEMBERS

MEMBERS CURRENTLY
IN-OFFICE:

(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 Bedros Bandazian Tel. Home 741-8107
Address 2 Foxmere Drive Rich.va.23233 Tel. Office 385-5543
Date Elected Jan.1987 Number of Terms Served: 1st x 2nd 3rd

Name Tigran Amirkhanian Tel. Home 741-7533
Address 716 Lakewater Drive-Richmond, Va. 23229 Tel. Office 355-1331
Date Elected Jan. 1987 Number of Terms Served: 1st x 2nd 3rd

Name Barkev Baronian Tel. Home 741-2898
Address 1608 Stonecreek Drive Tel. Office 274-3356
Date Elected Jan. 1987 Number of Terms Served: 1st x 2nd 3rd

Name Sam Baronian Jr. Tel. Home 750-1714
Address 9303 Venetian Way-Richmond, Va. 23229 Tel. Office 359-9271
Date Elected Jan 1987 Number of Terms Served: 1st x 2nd 3rd

Name John Ashjian Tel. Home 285-7186
Address 2317 Carr Lane-Richmond, Va. 23230 Tel. Office 275-4965
Date Elected Jan. 1989 Number of Terms Served: 1st 2nd x 3rd

Name Linda Sharigian Tel. Home 288-3162
Address 6807 Kensington Avenue Tel. Office
Date Elected Jan. 1989 Number of Terms Served: 1st x 2nd 3rd

Name Jack Tootelian Tel. Home 740-8670
Address 402 Berwickshire Drive-Rich.,Va.23229 Tel. Office
Date Elected Jan. 1989 Number of Terms Served: 1st x 2nd 3rd

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES

Name Virginia Greene Tel. Home 741-0246
Address 1111 Swissvale Place Rich., Va. 23229 Tel. Office _____
Year elected 1989

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES continued

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

ALTERNATE DIOCESAN DELEGATE

Name Alice Darhanian Tel. Home 262-6704
Address 2221 Buckingham Avenue Richmond, Va 23228 Tel. Office _____
Year elected 1989