

August 26, 1970

The Diocese of the Armenian Church of America
630 Second Avenue
New York, New York 10016

ATTENTION: Archbishop Torcom Manoogian

SUBJECT: REFERENCE TO YOUR SUGGESTIONS IN YOUR LETTER OF JULY 14, 1970,
ON THE ST. MESROB'S CHURCH BUILDING PROJECT FOR RACINE, WISCONSIN

Your Grace:

The St. Mesrob Building Committee has reviewed the suggestions and comments made by the Diocese Architectural Advisory Committee. The following will answer some of the questions raised by your committee.

The St. Mesrob Building Committee would like to go over the plans with you when you are in the South Milwaukee-Racine area during the week of October 18. If you will contact Harry Cherkinian for a time and date that will be convenient for you, we will have our committee meeting set up for that time. I have gone over the suggestions with our architect and if a meeting with the architect and a member of our building committee with your Architectural Advisory Committee would help in our building program we would fly these two men to New York to meet with them. We feel that we would accomplish more with this personal contact than with numerous letters back and forth between Racine and New York. Let me hear from you on this matter.

The following sequence of answers will be based per your letter of July, 1970.

- A. Enclosed is a copy of our proposed site plan. You will note on the site plan that we have moved a building from the center of our lot to one end of our lot in line with other buildings. Most of the other property now located on our lot will be torn down. This dwelling will be used possibly for a parish home or a caretaker for our church property.
- B.
 1. The office between the nave and narthex is necessary for the trustee receiving area. The treasurer also sits in this office area and records and issues receipts for dues and keeps all church records up to date. All requirements such as books, candles etc. are kept in this area. Please note that there is a glass partition which separates the office from the church thus enabling the trustees to observe procedures in the church without disturbing the service. The sound system will enable this room to hear the services.

2. The room to the opposite side will be used as a baptistry and also double as a crying room and a dressing room for weddings. This area will also have a glass partition wall with a sound system. It can also be used by members for extra seating if the occasion ever arises. The baptistry room will accommodate all those who normally witness a parish baptism. Should the room be too small then the overflow could observe the proceeding through the glass partition from the corridor or church proper thus giving us more square feet without the addition of a larger room.
3. The suggestion of positioning the bapistry at the entrance was made to the architect by Father Davidian prior to leaving Racine. He also stated that this is permissible under Armenian church tradition. If the Diocese feels that the baptistry should be relocated then we would appreciate a drawing or revision changing the basic design.
4. We are not too clear on this question since we now have only one door leading to the exterior from the vestry and the choir room. The other doors are for exits into the church proper.
5. The choir platform can be raised one step from the nave without too great a problem.
6. The bema altar platform will be raised three feet above the platform and the amount of steps changed to accommodate this.
7. The altar dimensions are only a sketch and are presently being studied. Since we may run into inadequate funds it may be necessary for us to revise our present altar and use it on a temporary basis. The question of having a free standing altar was discussed with Father Davidian and our architect and we would start off with a free standing altar and possibly change later if tradition allows.
8. Our plans will provide a location for the chalice.
9. We presently plan on a motorized rail system for the curtain. We would have one for the general church service and also one for our lenten service. The Wisconsin code requires that the material be fire resistant. This area will be designed so as not to distract from the altar portion.
10. The size of the vestry and connecting link to the choir room has been studied and we do not feel it is too large. Most of the connecting link will be used for storage space.
11. At present we plan on having the vestive candle stands located at the rear of the church.
12. Our Sunday School runs from 75 to 90 students with class sizes ranging from 5 to 13 students per class. You will note that there are five other classrooms. The church office and the conference room will double as classrooms. We have kept two of the rooms large so that we will be able to use them for meetings for the Women's guild and other organizations of the church.
13. The church hall will accommodate 200-225 for a dinner. A careful study has gone into this matter and we feel that this will meet our needs. The ceilings will be approximately 16 feet in this area. This will enable us to use the hall for any purpose we desire such as parties for weddings, game rooms for the children, basketball court and special dinners.

13. continued

Provisions will be made in the event we can afford air conditioning and a sound system will be built into the hall area. The hall will be of concrete block construction on all interior walls and brick face on the exterior walls. The reason for the entrance into the toilet room from the hall and hallways is to cut down on the noise in the area. You will note that there is a door in the hall entrance area and we will be able to lock this area when not in use and still provide toilet facilities when church services are in progress.

14. The kitchen area will go thru a very careful study by our women's organization and also with some of catering services. We agree that this area should be gone over very carefully.

It appears now that we probably will not be able to break ground this year but sometime in the spring.

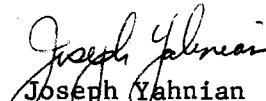
In reference to the design from the interior and exterior we know that this design may not lead to our rich history of Armenian architect, however, we have been working with various floor plans for the past year, and have gone thru five designs which did not meet with the approval of the committee. What we are trying to achieve is a seating arrangement whereby all members are as close to the altar area as possible so that they will feel they are part of the service. The various methods that you can accomplish this by have been going to a round or a triangle section shape church. The cost factor increases sharply by these methods.

By making a square and rotating it 90° we have maintained square lines for all wall sections where the majority of the cost lies. The low solitary lines enable us to save on a high ceiling cost thus bringing the project down to meet our financial goals.

We have received preliminary estimates from four of our local builders which range from \$240,000 to \$275,000. This does not include kitchen equipment or pews. We feel that the kitchen area will add an additional \$20,000 to our project and the pews will cost another \$8,000. We also have additional cost for landscaping, parking area etc.

Careful studies have been made over the past seven years on our growth factor, pledges, older members dying, and new members joining the church, so that we were able to determine our future needs. We feel that our committee has made a thorough study of this project and hope to see it to completion next year.

Thank you for the help you have given us so far and look forward to hearing from you on future assistance.


Joseph Yahnian
Secretary

St. Mesrob Building Committee

JY:eas



161
114A
259F

ԱՌԱՋՆՈՐԴՈՒԹԻՒՆ ՀԱՅՈՑ

DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N. Y. 10016 • 212 686-0710

Archbishop Torkom Manoogian, Primate

TO: REVEREND CLERGY
PARISH COUNCIL CHAIRMEN

SUBJECT: INSURANCE COVERAGE

For some time, at the prompting of various parish council members, delegates and other interested people, our Diocesan headquarters has been checking into the possibility of single, unified insurance coverage for all the church properties in our Diocese. Such investigations have been recommended with two advantages in view: assuring necessary coverage at all times, and effecting substantial savings.

We have sought advice from a number of sources, and now we are ready to request specifics on the basis of which a judgment can be made.

We cannot do this unless we have pertinent information from our parishes. We urge, therefore, that you fill out the form below and return it to our office immediately. Your prompt attention is necessary if any reform or savings are to be made in this area.

Sincerely,

Jack Antreassian
Jack Antreassian
Executive Director

Name of Church: ST. METROB - RACINE
Type of policy (ies): PACKAGE
Insurance company: ST. PAUL
Policy number (s): ?
Effective date (s): 11/73 - 11/76
Policy term(s): 3 YRS - ANNU PAY
Coverage details: (SEE OVER)
Location of property insured: 4605 ERIE ST. RACINE
Amount or limits of insurance:
Premium(s): \$750 / YR

10/73

February 5, 1973

\$ 330,500 ALL RISK - BLANKET BLDG, CONTS &
PARISH HOME

500,000 S.L. LIA. INC NON-OWNED AUTO

1,000 CHURCH THEFT

500/25,000 PREMISES MED. PAY

DACK,

I SHOULD HAVE SOMETHING
CONSTRUCTIVE FOR YOU SHORTLY.

I'LL GIVE YOU A CALL AND THEN
FLY OUT TO SEE YOU,

George
alish