

HOLY SHOGHAGAT ARMENIAN CHURCH PARISH GUIDELINES
NOVEMBER 1975

I BAPTISM

For those capable, a donation of \$30.00 is suggested for the church. The clergyman performing the sacrament is customarily remembered by the family with a personal gift. Anyone wishing baptism should contact the resident clergy.

II COMMITTEE CHAIRMAN REPORT

Each committee chairman shall submit to the Parish Council Secretary a report regarding his respective affair within one month following the function. This report shall include the following:

- A. Description of the general planning involved.
- B. Listing of committee members.
- C. Income realized.
- D. Amount of expenditures including the quantity of each item acquired.
- E. Suggestions for future years.
- F. Attendance for the activity.

In regard to a cultural event, the names of the speakers and the master of ceremonies, as well as a copy of the program shall be included.

III DUES

At the present, annual dues for Holy Shoghagat Parish have been established at \$52.00 per year per individual, except for students and for those experiencing financial difficulty. These latter two segments shall pay one-half of the regular amount.

One should note that a difference exists between a tithing (dues) and the weekly offering. The payment of dues affords an individual the privilege of a vote in Parish Assemblies, whereas the weekly offering is a separate gift made on behalf of a person to God.

IV FUNERAL

Since Deacon Manoog is authorized to perform funeral services, if a family wishes a priest, then the family must bear the total expenses for same, including transportation and lodging. The clergyman is customarily remembered by the family with a personal gift. Those wishing to make arrangements should contact the resident clergy.

V LIST OF DUES-PAYING MEMBERS

A present list of dues-paying members shall be kept current and placed

on file by both the Parish Council Secretary and the Pledge Treasurer. Also, such a list shall be attached to the Parish Guidelines distributed to parishioners.

VI LIST OF STANDING COMMITTEES

A list of standing committees and the members of each shall be kept on file by the Parish Council Secretary. In addition, a listing of each church organ and the officers of same shall be filed.

VII MATRIMONY

For those capable, a donation of \$50.00 for a dues-paying member and \$75.00 for a non dues-paying member is suggested for the church. The clergyman is customarily remembered by the family with a personal gift. Those wishing to make arrangements for a wedding should contact the resident clergy.

VIII POINT SYSTEM OF AWARDS

According to the established Diocesan schedule, a St. Vartan Award can be presented to noteworthy individuals. The point system for awards shall be kept on file by the Parish Council Secretary, and a committee shall be designated to screen potential candidates for the St. Vartan Award and to present same.

IX SOOKENHANEL

In the event of the passing away of a spouse, parent, parent-in-law, brother, sister, or an offspring, the church shall take the family out of mourning. A gift as desired to the Women's Guild for their services in preparing the dinner will be appreciated.