

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

1994 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) 1995 revenue and expense budget.

Name of Church: St. Gregory the Illuminator Armenian Apostolic church

Address	110 Main street		
City	Haverhill	State	MA Zip 01830
Telephone	508-372-9227	Fax	
Pastor	Fr. Sahag Kaishian		
Assistant Pastor			

Parish Council Officers:

Chairman	RAFIK Papalian
Vice-Chairman	EDGAR MOSESIAN
Secretary	EDGAR MOSESIAN
Ass't Secretary	-
Treasurer	ALISON Basmajian
Ass't Treasurer	-

Names of Delegates:

1. Paul Tavitian	4. _____
2. _____	5. _____
3. _____	6. _____
7. _____	

Officers of Assembly:

Assembly President	Very Rev. Fr. Haigazoun Najarian
Assembly Chairman	Vasken Gostanian
Assembly Secretary	Cynthia Kasparian

Number of Parish Council Meetings (1994) 11

Date of 1994 Annual Parish Assembly January 22 1995

1995 Revenue Budget: \$ 63,600 1995 Expense Budget: \$ 71,910

PARISH St. Gregory the Illuminator CITY Haverhill MA MA

1994 MEMBERSHIP DATA

- 1. Total Membership 129 Over 1993 by 0
- 2. Number of entries on mailing list 280 Under 1993 by _____
- 3. Number of Armenians in the area 400 Over 1993 by 20
- 4. Number of potential members 150 Under 1993 by _____
- 5. 1994 membership dues:
 Per member \$ 50 Senior citizen \$ 50 Other \$ 50

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	_____	<u>N/A</u>	_____
c. Stewardship	_____	_____	_____
d. Other contributions	_____	_____	_____

7. Do you have a membership committee? yes

8. Donation for Sacraments and other services:

	<u>Members</u>	<u>Non-members</u>
a. Wedding	<u>50</u>	<u>100</u>
b. Baptism	<u>50</u>	<u>100</u>
c. Funeral	<u>50</u>	<u>100</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. Gregory CITY Haverhill

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney:

Name Paul Kazarosian
Address 3 Berkley St.
City Haverhill State MA Zip 01830
Telephone 508 372-3070

B. Insurance:

Please identify types of insurance carried and coverage:

Property Emery + Webb \$ 654,000
Liability \$ 1000,000
Other Boiler INS - Continental Ins \$ 500,000

C. Tax Exemption:

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

D. Major Equipment Purchases in 1994:

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

Office Computer Scanner
Kitchen _____
Sanctuary _____
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/94)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1994

1. In Banks	\$	4,394
2. On Hand	\$	0
TOTAL \$		4,394

A. Receipts and Donations:

1. Membership Dues	\$	5,500
2. Pledges	\$	5,883
3. Stewardship	\$	0
4. Plate Collection	\$	1,710
5. Candles	\$	588
6. Easter Yughakin	\$	1,716
7. Christmas Yughakin	\$	1,260
8. In Lieu of Flowers	\$	5,132
9. Wills and Bequests	\$	0
10. Other Contributions:		
a. ALTAR FLOWERS		443
b. GIFTS		1,880

B. Sacraments & Other Services:

1. Baptisms	}	\$	360
2. Weddings		\$	
3. Funerals		\$	2,670
4. Requiems		\$	7,630
TOTAL \$			34,762

(cont'd)

	(Gross)	(EXPENSES)	(NET)
C. Church Affairs:			
1. Bazaar	\$ 6,934	1813	5121
2. Picnics	3,993	1656	2337
3. Raffles	0	0	
4. Bingo	0	0	
5. Fairs	0	0	
6. Dinners ANNIVERSARY	10,335	450	9885
7. Other: a. HAVERHILL FESTIVAL	4,193	1762	2431
b. SEPT FEST	658	198	460
c.			
d.			
TOTAL	26,113	5879	20,234 NET TOTAL
			SEE PAGE 8 ITEM C11(A)
			GROSS TOTALS \$ 26,113

D. Church Auxiliary Organizations:

1. Women's Guild	\$ _____
2. Senior Women's Guild/Auxiliary	\$ _____
3. Mr. & Mrs. Auxiliary	\$ _____
4. Men's Club	\$ _____
5. ACYOA Seniors	\$ _____
6. ACYOA Juniors	\$ _____
7. Other:	
a. _____	\$ _____
b. _____	\$ _____
c. _____	\$ _____
TOTAL	\$ _____

ALL INCOME INCLUDED UNDER ANNIVERSARY DINNER SEE C6 ABOVE

E. Other Income:

1. Interest	\$ _____	60
2. Sale of Books, Records, Gifts	\$ _____	25
3. Parish Newsletter	\$ _____	0
4. Donations for Use of Facilities	\$ _____	564
5. Contributions to Building Fund	\$ _____	0
6. Transfer of Funds	\$ _____	1,900
7. Other:		
a. ENDOWMENT FUND	\$ _____	521
b. MISC (MERCY MEAL ETC)	\$ _____	2,099
TOTAL	\$ _____	22,269
TOTAL RECEIPTS (Items A-E)	\$ _____	83,154
TOTAL CASH ACCOUNTED FOR	\$ _____	87,548

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/94)

A. Salaries and Benefits:

1. Pastor (s)	\$	<u>20,930</u>
2. Pastor's Housing & Utility Allowance	\$	<u>2,419</u>
3. Pastor's Automobile Allowance	\$	<u>1,683</u>
4. Pastor's Medical Insurance	\$	<u>6,236</u>
5. Clergy Pension	\$	<u>2,000</u>
	TOTAL \$	<u>33,268</u>

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$	<u>0</u>
2. Secretary and/or Clerical	\$	<u>0</u>
3. Choir Director, Soloists, Organist	\$	<u>0</u>
4. Deacons / VISITING PRIEST	\$	<u>370</u>
5. Payroll Taxes CLERGY TRAVEL	\$	<u>1,874</u>
6. Employee Benefits CLERGY LIFE INS	\$	<u>138</u>
	TOTAL \$	<u>2,382</u>

C. Operating Expenses:

1. Telephone / CHURCH	\$	<u>490</u>
2. Stationery, Printing and Postage	\$	<u>991</u>
3. Parish Newsletter	\$	<u>0</u>
4. Candles	\$	<u>0</u>
5. Vestments + Robes	\$	<u>0</u>
6. Altar Flowers	\$	<u>66</u>
7. Books, Records, Gifts	\$	<u>0</u>
8. Furniture and Equipment (office)	\$	<u>0</u>
9. Contributions	\$	<u>0</u>
10. Fund Transfer	\$	<u>14,190</u>
11. Other:		
a. CHURCH FUNCTIONS	\$	<u>5,879 (SEE PAGE 7 ITEM C)</u>
b. _____	\$	<u> </u>
	TOTAL \$	<u>21,616</u>

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

- 1. Diocesan Dues } \$ 5,500
- 2. Etchmiadzin Looma (Mite) }
- 3. Other: _____
- a. _____
- b. _____

TOTAL \$ 5,500

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. _____
- b. _____

TOTAL \$ 0

F. Church Building Expenses:

- 1. Mortgage (Principal/Interest) \$ 0
- 2. Utilities \$ 8,432
- 3. Insurance \$ 1,603
- 4. Repairs and Maintenance \$ 5,206
- 5. Equipment SUPPLIES [KITCHEN & CHURCH] \$ 948
- 6. Other: CAPITOL IMPROVEMENT \$ 3,500
- a. TAXES \$ 1,052
- b. MISC \$ 936

TOTAL \$ 21,757

TOTAL DISBURSEMENTS (ITEMS A-F) 84,523

OPERATING ACCOUNT

Balance - December 31, 1994

- 1. In Banks \$ 3025
- 2. On Hand \$ 0

TOTAL CASH ACCOUNTED FOR \$ 87548

3,025

1994 ADJUSTED CLERGY STIPENDS

EFFECTIVE JANUARY 1995

Actual 1995 Stipend & Allowances Budgeted

Basic Stipend \$21,560

Additional increment of \$1,540 for each three years of service as an ordained priest in the Diocese with a maximum of seven increments (including service in the Western and Canadian Dioceses). \$1,540

Additional increment for parish size:
150-300 voting members \$1,540

Over 300 voting members \$3,080

CAR ALLOWANCE

Pastor's owned car... *Allowance equivalent to 28 cents per mile for pastoral business (estimated).

Parish Owned Car ... *Allowance equivalent to 18 cents per mile for pastoral business (estimated)

*The above mileage allowances shall cover the entire cost of the automobile including gasoline, oil, repairs and insurance.

Note: The mileage allowance for parish owned cars does not apply where the parish assumes all cost of operation.

HOUSING ALLOWANCE:

Parish owned home.....All costs including utilities.

Rental:a) Housing Allowance of..... \$875

b) All utilities costs

Home owned by Pastor....Pastors may use housing allowance on payments on house purchases.

CLERGY MEDICAL INSURANCE: Full payment

CLERGY PENSION: \$1,000
(Plus additional \$1,000 recommended) per year.

CLERGY LIFE INSURANCE:

As much term life insurance for the Pastors as can be purchased per year for \$500. Such coverage will be purchased by the Parish for the benefit of the Pastor's beneficiaries.

\$	21560
\$	0
\$	0
\$	0
\$	2000
\$	0
\$	2500
\$	0
\$	0
\$	0
\$	5500
\$	1000
\$	500
TOTAL \$ 33 060	

FINANCIAL REPORT - SECTION III - ASSETS AND LIABILITIES (ending 12/31/94)

A. ASSETS:

N/A

1. Cash

\$ 3,025 CHECKBOOK
112,054 PASSBOOK SAVINGS

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 \$ 115,079

B. LIABILITIES

1. Mortgage

\$ _____

2. Loans Payable

\$ _____

3. Accounts Payable

\$ _____

TOTAL \$ _____

PARISH St. Gregory CITY Haverhill

The above statement has been prepared from the books and records of Parish Council Treasurer and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1994, and the balance on hand in cash and in the banks at such date, and any accounts payable.

Ralph Papalini
Parish Council Chairman

Joseph A. Lortie
Parish Council Treasurer

Michael Newjean
Auditing Committee Chairman

Rev. Jim Sabag Kashian
Reviewed by Parish Priest

THE NAMES OF OFFICERS SERVING IN 1994

WOMEN'S GUILD

Vice-Chairman Zaruhi Tavitian Telephone 508 372 0801
 Address 70 Laurel Avenue Bradford MA 01835
 Membership 14 # of meetings held 0
 Amount transferred to Parish Council 1000
 Cash on hand at 1/1/94 5896.76 on 1/3/94 Income Not available
 Disbursements 1,500 Balance at 12/31/94 5052.61
 Major Annual Functions Hokejash Dinners

SENIOR WOMEN'S GUILD / AUXILIARY

Ladies Aide Society

Chairman Twanda McNeil Telephone 508 - 373-2620
 Address 474 Hilldale Ave Haverhill MA 01832
 Membership 11 # of meetings held 10
 Amount transferred to Paish Council \$4000
 Cash on hand 1/1/94 7295.11 Income \$2157.29
 Disbursements \$5,644.35 Balance at 12/31/94 3807.45
 Major Annual Functions Kharma Dinner -
B&B Picnic

ARMENIAN SCHOOL

Name of School _____

Chairman _____ Telephone _____

Address _____

Superintendent _____ Telephone _____

Address _____

Number of Teachers _____ Number of Pupils _____

Number of Classrooms _____ School Days and Hours _____

Cash on hand at 1/1/94 _____ Income _____

Disbursements _____ Balance at 12/31/94 _____

Major Annual Functions _____

SUNDAY SCHOOL

Chairman _____ Telephone _____

Address _____

Superintendent Elaine Tahmizian Meuse Telephone 508 372 8842

Address 11 Canon Hill Ave Groveland MA 01934

Number of Teachers 5 and 1 substitute Number of Pupils 24

Number of Classrooms 4 School Hours 10:30 - 11:30

Cash on hand at 1/1/94 ~~1057.34~~ ~~\$99.57~~ 0 Income \$241.37

Disbursements \$73.70 Balance at 12/31/94 167.67

Major Annual Functions Poon Paregentan Lenten Dinner
Christmas Eve Service

RESERVE FUND

Chairman _____ Telephone _____

Address _____

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

Chairman _____ Telephone _____
 Address _____
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/94 _____ Income _____
 Disbursements _____ Balance at 12/31/94 _____
 Amount sent to Central Council in 1994 _____
 Major Annual Functions _____

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

Chairman _____ Telephone _____
 Address _____
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/94 _____ Income _____
 Disbursements _____ Balance at 12/31/94 _____
 Major Annual Functions _____

CHOIR

Chairman Richard Bazarian Telephone 508 374 0687
 Address 30 Mingam Street Haverhill MA, 01832
 Membership: Male 4 Female 8 Total 12
 Choirmaster Sue Kezerian Telephone 508 372 4474
 Address 9 Almydell Street Haverhill MA 01832
 Cash on hand at 1/1/94 \$ 814.72 Income ~~758.00~~ 758.00
 Disbursements \$ 832.65 Balance at 12/31/94 \$ 740.07
 Amount sent to Choir Association Central Council in 1994 0
 Major Annual Functions Lenten Dinner Palm Sunday Banquet

MEN'S CLUB

Chairman _____	Telephone _____
Address _____	Fax _____
Membership _____	# of meetings held _____
Cash on hand at 1/1/94 _____	Income _____
Disbursements _____	Balance at 12/31/94 _____
Major Annual Functions _____	

MR. & MRS. AUXILIARY

Chairman <u>Pauline Parmagian</u>	Telephone <u>508 683 3613</u>
Address <u>133 Jackson St. Methuen MA 01844</u>	Fax _____
Membership <u>28</u>	# of meetings held <u>8</u>
Cash on hand at 1/1/94 <u>\$ 986.79</u>	Income <u>\$ 825.66</u>
Disbursements <u>\$ 1,125.44</u>	Balance at 12/31/94 <u>\$ 687.01</u>
Major Annual Functions <u>Halloween Fun Nite Bazaar</u>	

OFFICIAL PARISH PUBLICATION

Name of Publication <u>Loosavorich</u>	Circulation <u>280</u>
Editor <u>Yn Lann Kaishian</u>	Telephone <u>508 373 8823</u>
Address <u>9 Buttonwoods Ave. Haverhill MA 01930</u>	
Income <u>\$ 767</u>	Expense <u>\$ 511.70</u>

PUBLICITY AND PUBLIC RELATIONS

Name of Church's Publicity Coordinator _____	
Address _____	Telephone _____
	Fax _____

OTHER (Fill in Name) Young Adult Group

Co-ordinator	Barbara Arthur	Telephone	508 372 6360
Chairman	28 Country Hill Lane Haverhill MA 01832		
Address			
Membership	35	# of meetings held	3
Cash on hand at 1/1/94	0	Income	1317.75
Disbursements	\$ 1,106.66	Balance at 12/31/94	211.09
Major Annual Functions	Craft Fair Lenten Dinner		

OTHER (Fill in Name)

Chairman	Telephone
Address	
Membership	# of meetings held
Cash on hand at 1/1/94	Income
Disbursements	Balance at 12/31/94
Major Annual Functions	

Future Plans of the Parish Council:

Signature of the Parish Council:

President _____

Chairman _____

Secretary _____

Date _____

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 become a candidate for the Parish Council.)

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-----

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-----

PARISH COUNCIL MEMBERS

NEWLY ELECTED MEMBERS:

Name Zarty Chilingirian Tel. Home 508 374-4224
Address 38 Westland Terrace Haverhill MA 01830 Tel. Office _____
Number of Votes Received 51 Fax _____

Name Edward Der Bogosian Tel. Home 508 372 5598
Address 325 Concord Street Haverhill MA 01830 Tel. Office 508 346 8765
Number of Votes Received 48 Fax _____

Name Virginia Chobanian Tel. Home 508 372 6827
Address 8 Dunforth Court Haverhill MA 01832 Tel. Office _____
Number of Votes Received 47 Fax _____

Name Edward Basmajian Tel. Home 372 5650
Address 13 Merrit Avenue Groveland MA 01834 Tel. Office _____
Number of Votes Received 43 Fax _____

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

→ Alternate Parish Council Members

Name James Dederian Tel. Home 508 885 1405
Address 11 Chalet Dr. Methuen MA 01844 Tel. Office _____
Number of Votes Received 41 Fax _____

Name Barbara Sarkisian Arthur Tel. Home 508 ~~408~~ 372 6360
Address 28 Country Hill Lane Haverhill MA 01832 Tel. Office _____
Number of Votes Received 39 Fax _____

ALTERNATE PARISH COUNCIL MEMBERS

Name Vasken Gostanian Tel. Home 508 372 ~~9006~~ 3156
Address 21 Bradford Avenue Bradford MA 01835 Tel. Office _____
Number of Votes Received 38 Fax _____

Name Sylvia Tavitian Tel. Home 603 382 8227
Address 107 Old County Rd Plaistow NH 03865 Tel. Office 508 372 3851
Number of Votes Received 37 Fax _____

DIOCESAN DELEGATES

Name Paul Tavitian Tel. Home 603-382-8227
Address 104 old County Rd. Plaistow N.H. 03865 Tel. Office _____
Year Elected 1993 Fax _____

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

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

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

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

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

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

ALTERNATE DELEGATES

Name Edgar Mosesian Tel. Home 508 372 4634
Address 21 Lovejoy Bradford MA 01835 Tel. Office 508 683 9963
Year Elected 1993 Fax _____

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

DIOCESE OF THE ARMENIAN CHURCH
PARISH PROFILE

PARISH ORGANIZATIONS AND STATISTICS

	Enrollment/Membership	Potential Growth
Sunday School	24	10
Armenian School	0	
ACYOA Seniors	0	
ACYOA Juniors	0	
Women's Guild <i>Ladies Aide</i>	0 11	20
Senior Women's Gld/Auxiliary	14	0
Men's Club	0	
Choir	12	8
Junior Choir	0	
Senior Citizens	0	
Bible Study	0	
Cultural Committee	0	
Social Services	0	
Youth Coordinator/Director	0	
Other <i>Young Adults</i>	35	

PARISH COMPOSITION

Not available

Ages	Over 70	60 - 70	50 - 60	40 - 50	30 - 40	20 - 30	Under 20
Male							
Female							

COMPOSITION OF THE FAMILIES OF THE PARISH

Not Available

Number Notes

	Number	Notes
Married Couples		
Single		
One Parent		
Divorced		
Widowed		
Intermarriages		

12/02/1994

GK/as