

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

1996 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) 1996 revenue and expense budget.

Name of Church: *st Gregory the Illuminator*

Address	<i>110 Main St</i>		
City	<i>Haverhill</i>	State	<i>Ma</i> Zip <i>01830</i>
Telephone	<i>508-685-2577</i>	Fax	<i>None</i>
Pastor	<i>Rev Fr Sahag Kaishian</i>		
Assistant Pastor	<i>None</i>		

Parish Council Officers:

Chairman	<i>Albert S. Movsesian</i>
Vice-Chairman	<i>James Derderian</i>
Secretary	<i>Ann Drouin</i>
Ass't Secretary	<i>Virginia Tavitian</i>
Treasurer	<i>Cynthia Kasparian</i>
Ass't Treasurer	<i>Harry Kasparian</i>

Names of Delegates:

1. <u>Paul Tavitian</u>	4. _____
2. <u>James Derdarian</u> <small>Elected in 1997</small>	5. _____
3. <u>/</u>	6. _____
7. _____	

Officers of Assembly:

Assembly President	<u>Rev Fr Sahag Kaishian</u>
Assembly Chairman	<u>Stephen Arthur</u>
Assembly Secretary	<u>Joyce Alexanian</u>

Number of Parish Council Meetings (1996) 20

Date of 1996 Annual Parish Assembly Feb 16, 1997 January 28, 1996

1997 Revenue Budget: \$ 81,900 1997 Expense Budget: \$ 90,790

PARISH St Gregory the Illuminator CITY Haverhill, Ma

1996 MEMBERSHIP DATA

1. Total Membership 97
 Over 1995 by _____ Under 1995 by 32

2. Number of entries on mailing list 287

3. Number of Armenians in the area 350

4. Number of potential members 100

5. 1996 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)

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

7. Do you have a membership committee? YES NO _____

8. Donation for Sacraments and other services:

	Members	Non-members
a. Baptism	<u>50</u>	<u>100</u>
b. Chrismation	<u>50</u>	<u>100</u>
c. Wedding	<u>50</u>	<u>100</u>
d. Funeral	<u>50</u>	<u>100</u>
e. Other	_____	_____

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

- a. 60% - Membership 58
- b. 5% - Pastor 1700
- c. 25% - Gross PCP (Plate Collection, Pledges, Dues, Yughakin). 4803
- d. 5% - BWF (Baptisms, Weddings, Funerals) 98
- e. 5% - Delegates .05

1996 PARISH ASSESSMENT DATA

I.	1996 Membership:	97	-----
II.	Number of Clergy:	1	-----
III.	<u>Gross PCP:</u>		
	Membership dues	\$ 5850	-----
	Pledges	8128	-----
	Plate Collection	2658	-----
	Easter Yughakin	1130	-----
	Christmas Yughakin	1445	-----
		TOTAL	\$ 19,211 -----

IV. Number of Sacraments and Sacramentals:

Baptisms	5	-----
Chrismations	0	-----
Engagements	0	-----
Weddings	4	-----
Funerals	6	-----

V. Number of Delegates:

1

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

Armen S. Mouradian

Parish Council Chairman

Cynthia Kasparian

Parish Council Treasurer

Michael T. Keser

Auditing Committee Chairman

F.M. Sahag Kashkian

Reviewed by Parish Priest

THE ABOVE FIGURES MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (pages 6-7) AND THE MEMBERSHIP DATA SHEET (page 3).

PARISH St Gregory the Illuminator CITY Haverhill, Ma

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney:

Name None
Address _____
City _____ State _____ Zip _____
Telephone _____

B. Insurance:

Please identify types of insurance carried and coverage:

Property Church Package Ins (Blanket Basis) \$ 735,000
Liability Comprehensive General Liability, \$ 1,000,000
Other Boiler + Machinery Coverage \$ 500,000

C. Tax Exemption:

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

D. Major Equipment Purchases in 1996:

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

Office None
Kitchen None
Sanctuary None
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/96)

PARISH COUNCIL OPERATING ACCOUNT

A. Receipts and Donations:

1. Membership Dues	\$	5,850	-----
2. Pledges	\$	8,128	-----
3. Stewardship	\$	—	-----
4. Plate Collection	\$	2,658	-----
5. Candles	\$	640	-----
6. Easter Yughakin	\$	1,130	-----
7. Christmas Yughakin	\$	1,445	-----
8. In Lieu of Flowers	\$	6,225	-----
9. Wills and Bequests	\$	—	-----
10. Other Contributions:			
a. <u>Alter Flowers</u>		295	-----
b. <u>Gifts/Donations</u>		7,626	-----

B. Sacraments & Other Services:

1. Baptisms	} →	\$	1,950	-----
2. Weddings		\$		-----
3. Funerals		\$		-----
4. Requiems		\$	2,284	-----

TOTAL \$ 38,231 -----

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar	\$ 8,126 -----	4,648 -----
2. Picnics	4,801 -----	3,178 -----
3. Fairs	— -----	— -----
4. Dinners <u>50th Anniversary</u>	6,140 -----	5,787 -----

(cont'd)

5. Other: a. Misc Donations 1897 1247
 b. Sponsored by
 c. Parish Council
 d. Auctions 3975 3127

(NET) TOTALS \$ 17,987

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. Senior Citizens \$
 8. Other
 a. \$
 b. \$

*all income
included under
anniversary Donations
See c 4*

TOTAL \$

E. Other Income:

1. Interest \$ 3097
 2. Sale of Books, Records, Gifts \$ 345
 3. Parish Newsletter \$ -
 4. Donations for Use of Facilities \$ 250
 5. Contributions to Building Fund \$ 1348
 6. Transfer of Funds \$ 8000
 7. Other Fundraising (Bingo, Raffles, etc.)
 a. ACEF \$ 718
 b. Misc \$ 345

TOTAL \$ 14,103

Balance: January 1, 1996

1. In Banks \$ 2,945
 2. On Hand \$ ⓪

TOTAL \$ 2,945

TOTAL RECEIPTS (Items A-E) \$ 73,266

TOTAL CASH ACCOUNTED FOR \$

87,369

PARISH St. Gregory the Illuminator CITY Haverhill, Ma

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/96)

A. Salaries and Benefits:

	PASTOR	ASSN'T PASTOR
1. Pastor (s)	\$ <u>23,000</u>	\$ <u> </u>
2. Pastor's Housing & Utility Allowance	\$ <u>27.05</u>	\$ <u> </u>
3. Pastor's Automobile Allowance	\$ <u>1822</u>	\$ <u> </u>
4. Pastor's Medical Insurance	\$ <u>5170</u>	\$ <u> </u>
5. Clergy Pension	\$ <u>1000</u>	\$ <u> </u>
6. <u>Clergy Life Insurance</u>	\$ <u>284</u>	\$ <u> </u>
TOTALS	\$ <u>33,981</u>	TOTAL \$ <u> </u>

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$ <u>150</u>
2. Secretary and/or Clerical	\$ <u> </u>
3. Choir Director, Soloist, Organist	\$ <u>950</u>
4. Youth Director	\$ <u> </u>
5. Custodial	\$ <u>920</u>
6. Education Directors	\$ <u> </u>
7. Deacons	\$ <u>275</u>
8. Payroll Taxes	\$ <u> </u>
9. <u>Employee Benefits Clergy Travel</u>	\$ <u>364</u>
TOTAL	\$ <u>2609</u>

C. Operating Expenses:

1. Telephone	\$ <u>690</u>
2. Stationery, Printing and Postage	\$ <u>1416</u>
3. Parish Newsletter	\$ <u>0</u>
4. Candles	\$ <u>190</u>
5. Vestments + Robes	\$ <u>0</u>
6. Altar Flowers	\$ <u>30</u>
7. Books, Records, Gifts	\$ <u>375</u>
8. Furniture and Equipment (office)	\$ <u>0</u>
9. Contributions (out of parish)	\$ <u>302</u>
10. Fund Transfer	\$ <u>1348</u>
11. Other:	
a. <u>Snow removal</u>	\$ <u>795</u>
b. <u>Bank Check / mini</u>	\$ <u>104</u>
<u>Kitchen Supplies</u>	\$ <u>846</u>
TOTAL	\$ <u>6096</u>

PARISH St Gregory the Illuminator CITY Haverhill, Ma

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues	\$ <u>2110</u>
2. Etchmiadzin Looma (Mite)	\$ <u>330</u>
3. Other:	
a.-----	\$-----
b.-----	\$-----
	TOTAL \$ <u>2440</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.-----	\$-----
b.-----	\$-----
	TOTAL \$-----

F. Church Building Expenses:

1. Mortgage (Principal/Interest)	\$ <u>0</u>
2. Utilities	\$ <u>10,663</u>
3. Insurance	\$ <u>2,089</u>
4. Repairs and Maintenance	\$ <u>5,528</u>
5. Equipment	\$ <u>0</u>
6. Other:	
a.-----	\$ <u>0</u>
b.-----	\$ <u>0</u>
	TOTAL \$ <u>18,280</u>

TOTAL (A-F) \$ 63,406

Balance - December 31, 1996

1. In Banks	\$ <u>117,095</u>
2. On Hand	\$-----

TOTAL CASH ACCOUNTED FOR \$-----
180,501

1996 ADJUSTED CLERGY STIPENDS

EFFECTIVE JANUARY 1997

Actual 1996 Stipend & Allowances Budgeted

		PASTOR	ASSN'T PASTOR
Basic Stipend	\$22,750	\$ <u>23,000</u>	\$-----
Additional increment of \$1,560 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).	\$1,583	\$-----	\$-----
Additional increment for parish size: 150-300 voting members	\$1,625	\$-----	\$-----
Over 300 voting members	\$3,250	\$-----	\$-----
<u>CAR ALLOWANCE</u>			
Pastor's owned car... * Allowance equivalent to 28 cents per mile for pastoral business.		\$ <u>1,822</u>	\$-----
Parish Owned Car ... * Allowance equivalent to 18 cents per mile for pastoral business.		\$-----	\$-----
*The above mileage allowances shall cover the entire cost of the automobile including gasoline, oil, repairs and insurance.			
<u>Note:</u> The mileage allowance for parish owned cars does not apply where the parish assumes all cost of operation.			
<u>HOUSING ALLOWANCE:</u>			
Parish owned home.... All costs including utilities.		\$ <u>2,705</u>	\$-----
Rental: a) Housing Allowance of\$924		\$-----	\$-----
b) All utilities costs		\$-----	\$-----
Home owned by PastorPastors may use housing allowance on payments on house purchases.		\$-----	\$-----
<u>CLERGY MEDICAL INSURANCE:</u> Full payment		\$ <u>5,170</u>	\$-----
<u>CLERGY PENSION:</u> \$1,000 (Plus additional \$1,000 recommended per year).		\$ <u>1,000</u>	\$-----
<u>CLERGY LIFE INSURANCE:</u>			
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.		\$ <u>284</u>	\$-----
		TOTAL \$ <u>34,061</u>	TOTAL \$-----

FINANCIAL REPORT - SECTION III - ASSETS AND LIABILITIES (ending 12/31/96)

A. ASSETS:

1. Cash	\$----- ----- -----
2. Certificates of Deposit	\$----- ----- -----
3. Stocks and Bonds	\$----- ----- -----
4. Real Estate (land, buildings, etc)	\$----- ----- -----
5. Building Funds	\$----- ----- -----
6. Reserve Fund	\$----- ----- -----
7. Other Special Funds (list each)	
a.-----	\$-----
b.-----	\$-----
c.-----	\$-----
	TOTAL \$-----

B. LIABILITIES

1. Mortgage	\$----- <u>none</u> ----- ----- -----
2. Loans Payable	\$----- <u>none</u> ----- ----- -----
3. Accounts Payable <u>Diocesan Dues</u>	\$----- <u>7,120</u> -----
	TOTAL \$----- <u>7,120</u> -----

PARISH St Gregory the Illuminator CITY Haverhill, Ma

The above statement has been prepared from the books and records of The Parish Council Treasurer and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1995, and the balance on hand in cash and in the banks at such date, and any accounts payable.

Armen S. Gyroscian
Parish Council Chairman

Cynthia Kasparian
Parish Council Treasurer

Paul M. Kesian
Auditing Committee Chairman

F.M. Sahag Kinslim
Reviewed by Parish Priest

THE NAMES OF OFFICERS SERVING IN 1996

WOMEN'S GUILD Ladies Aide Society

Chairman	Twanda McNeil	Telephone	508-373-2620
Address	474 Hilldale Ave Haverhill, Ma 01832		
Membership	18	# of meetings held	
Amount transferred to Parish Council	3,000		
Cash on hand at 1/1/96	\$2,058.36	Income	\$5284.16
Disbursements	\$5,411.20	Balance at 12/31/96	1931.36
Major Annual Functions	Lenten Dinner Martyrs' Day Madagh Picnic Bazaar		

SENIOR WOMEN'S GUILD / AUXILIARY

Chairman	None	Telephone	
Address			
Membership		# of meetings held	
Amount transferred to Paish Council			
Cash on hand 1/1/96		Income	
Disbursements		Balance at 12/31/96	
Major Annual Functions			

Name of School-----None-----

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

Address-----

Superintendent-----Telephone-----

Address-----

Number of Teachers-----Number of Pupils-----

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

Cash on hand at 1/1/96-----Income-----

Disbursements-----Balance at 12/31/96-----

Major Annual Functions-----

SUNDAY SCHOOL

Chairman-----Yn Lana Kaishian-----Telephone-----508-373-8823

Address-----9 Buttonwoods Ave Haverhill, Ma 01830-----

Superintendent-----Yn Lana Kaishian-----Telephone-----

Address-----as above-----

Number of Teachers-----4-----Number of Pupils-----15

Number of Classrooms-----3-----School Hours-----9-11

Cash on hand at 1/1/96-----\$ 207.58-----Income-----\$ 931.94

Disbursements-----\$ 885.58-----Balance at 12/31/96-----

Major Annual Functions-----

RESERVE FUND

Chairman-----None-----Telephone-----

Address-----

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

Chairman-----None-----Telephone-----
 Address-----
 Membership-----# of meetings held-----
 Cash on hand at 1/1/96-----Income-----
 Disbursements-----Balance at 12/31/96-----
 Amount sent to Central Council in 1996-----
 Major Annual Functions-----

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

Chairman-----None-----Telephone-----
 Address-----
 Membership-----# of meetings held-----
 Cash on hand at 1/1/96-----Income-----
 Disbursements-----Balance at 12/31/96-----
 Major Annual Functions-----

CHOIR

Chairman-----Richard Bazzarion-----Telephone-----508-374-0687
 Address-----30 Niagara St Haverhill, Ma 01832-----
 Membership: Male-----5-----Female-----5-----Total-----10
 Choirmaster-----Sue Kezerian-----Telephone-----
 Address-----9 Blaisdell St Haverhill, Ma 01832-----
 Cash on hand at 1/1/96-----\$592.47-----Income-----\$326.50
 Disbursements-----\$803.56-----Balance at 12/31/96-----715.41
 Amount sent to Choir Association Central Council in 1995-----1.00
 Major Annual Functions-----Lenten Dinner Palm Sunday Banquet-----

MEN'S CLUB

Chairman.....None.....Telephone.....

Address.....Fax.....

Membership.....# of meetings held.....

Cash on hand at 1/1/96.....Income.....

Disbursements.....Balance at 12/31/96.....

Major Annual Functions.....

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MR. & MRS. AUXILIARY Club

Chairman.....Michael Der Boghosian.....Telephone.....

Address.....21 Chadwick St Bradford, MA 01835.....Fax.....

Membership.....32.....# of meetings held.....1

Cash on hand at 12/31/95 \$353.02
1/1/96.....Income.....

Disbursements.....Balance at 12/31/96.....276.95

Major Annual Functions.....None.....

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OFFICIAL PARISH PUBLICATION

Name of Publication.....Loosaverich.....Circulation.....280

Editor.....Fr. Sahag Karshian.....Telephone.....508-373-8823

Address.....9 Buttonwoods Ave Haverhill, Ma 01830.....

Income.....0.....Expense.....\$100

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PUBLICITY AND PUBLIC RELATIONS

Name of Church's Publicity Coordinator.....None.....

Address.....Telephone.....

.....Fax.....

THIS YEAR 1997
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.....Sevan Demirdogen.....Tel.Home 508-774-0986
Address.....1 Princeton St Danvers, Ma 01923.....
Tel. Office.....508 777 1100 159.....Fax 508 774 0516
Date Elected.....2-16-97.....Number of Terms Served: 1st 1/2 2nd.....3rd.....

Name.....Louis Nicolosi.....Tel.Home 508-521-1213
Address.....14 Fox Run Drive Haverhill, Ma 01832.....
Tel. Office.....508 521 1213.....Fax 508 521 3012
Date Elected.....2-16-97.....Number of Terms Served: 1st 1/2 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.....

DIOCESAN DELEGATES ELECTED IN 1997

Name James Denderwin Tel. Home 508-685-1405
Address 11 Chalet Dr Methuen, Ma Tel. Office 603 437 2646
Year Elected 1997 01834 Fax -----

Name Paul Tavitian Tel. Home 603-382-8227
Address 104 Old County Rd Plaistow, NH Tel. Office ---
Year Elected 1997 03865 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 ----- Tel. Home -----
Address ----- Tel. Office -----
Year Elected ----- Fax -----

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

Please take the time to enter the proper numbers requested for each parish group/organization. If no such group exists at the present time please indicate by entering the word **NONE**.

The accuracy of your data entry will help preclude major mistakes in preparing a general overview of statistics in our parishes.

The numbers you enter now of course could increase or decrease by the time our statistical data is collated thus indicating some discrepancies. Such changes are normal and expected. However, the reporting, at the least, gives an indication of some activity within the parish groups reported.

Kindly complete the following page PARISH PROFILE even though the figures have already been entered previously in this report. This will be a helpful statistical overview of the number of active members in our parish groups.

DIOCESE OF THE ARMENIAN CHURCH

PARISH PROFILE

St Gregory the Illuminator

PARISH ORGANIZATIONS AND STATISTICS

Group Name	Enrollment/Membership	Potential Growth
Sunday School	15	5
Armenian School	none	6
ACYOA Seniors	none	0
ACYOA Juniors	none	4
Women's Guild	18	4
Senior Women's Gld/Auxiliary	none	0
Men's Club	none	0
Choir	11	2
Junior Choir	none	0
Senior Citizens	none	10
Bible Study	none	0
Cultural Committee	none	0
Social Services	none	0
Youth Coordinator/Director	none	0
Other Adults Group	12	8

12/03/96

FGK/as