

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

PARISH COUNCIL ANNUAL REPORT

January 1 through December 31, 1983

(Important: It is necessary to attach to this form a complete report of the Pastor and Parish Council, along with a letter addressed to His Eminence 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. Also, please attach form requesting names of incumbent and newly-elected Parish Council members.)

Name of Church ST. LEON ARMENIAN CHURCH

Address 12-61 Saddle River Road

City Fair Lawn State N.J. Zip 07410 Tel.# 791-2862

Pastor Rev. Paree Metjian

Assistant Pastor _____

Parish Council Officers:

Chairman Sarkis Souldanian

Vice-Chairman S. Rex Kachigian

Secretary John Chagachbanian

Ass't Secretary Arline Dadekian

Treasurer Edward Torosian

Ass't Treasurer Tom Ashbahian

Names of Delegates: (list below)

1. Zaven Dadekian 5. _____

2. Sarkis Gabrellian 6. _____

3. James Noorigian 7. _____

4. _____ 8. _____

Number of Parish Council Meetings (1983) 22

Date of 1984 Annual Parish Assembly February 5, 1984

1984 Budget Income: \$ 239,400. 1984 Budget Disbursements: \$ 139,400

Officers of Assembly

Assembly President Rev. Paree Metjian

Assembly Chairman Sarkis Bedevian

Assembly Secretary Marge Tfank

(1984 BUDGET MUST ACCOMPANY THIS ANNUAL REPORT)

1983 MEMBERSHIP DATA

1. Total Church Members 229
 1983 increase 4 1983 decrease _____
2. Number on general mailing list 650
 1983 increase _____ 1983 decrease _____
3. Approximate number of Armenians in area 350
4. Number of potential members in your area 20
5. Amount of 1983 membership dues:
 single \$ 50.00 senior citizen \$ 25.00 other \$ _____

6. What percentage of your membership is donated through:

- a. Dues _____%
- b. Pledges _____
- c. Stewardship _____
- d. Other contributions _____

7. What is the number of individuals who donated through:

	<u>Members</u>	<u>Non-members</u>
a. Dues	<u>229</u>	_____
b. Pledges	_____	_____
c. Stewardship	_____	_____
d. Other contributions	_____	_____

8. Do you have a membership committee? no

9. Donation for sacraments and rituals:

	<u>Members</u>	<u>Non-members</u>
a. Wedding	\$ <u>150.00</u>	\$ <u>250.00</u>
b. Baptism	<u>75.00</u>	<u>150.00</u>
c. Funeral	<u>150.00</u>	<u>250.00</u>
d. Other	_____	_____

1984 PARISH ASSESSMENT DATA

The Formula for calculating assessments and/or Diocesan Dues is based on the following percentage breakdown for each of the categories listed below:

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

(Please list figures compiled for 1983)

I. Number of parish members:	<u>229</u>	
II. Number of Clergy:	<u>1</u>	
III. <u>Gross PCP:</u>		
Plate Collection	<u>\$ 4,572.45</u>	
Pledges	<u> </u>	
Dues	<u>16,027.75</u>	
Easter Yughakin	<u>3,562.00</u>	
Christmas Yughakin	<u>4,980.00</u>	
	TOTAL	<u>\$ 29,142.20</u>
IV. <u>Number of Sacraments and Rituals</u>		
Baptisms	<u>15</u>	
Weddings	<u>7</u>	
Funerals	<u>14</u>	
V. <u>Number of Delegates:</u>	<u>3</u>	

It is hereby agreed that the above information is accurate to the best of our knowledge and information.

Sh. Sulltan
Parish Council Chairman

Thomas G. Sahakian
Parish Council Treasurer

Steven Kachigian
Auditing Committee Chairman

Rev. Peter M. ...
Reviewed by Parish Priest

FIGURES STATED ON THIS SHEET MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (pgs. 4-5) AND THE MEMBERSHIP DATA SHEET (pg.2)

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/83)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1983

1. In Banks.....	\$ _____	
2. On Hand.....	\$ _____	
		TOTAL <u>\$31,432.27</u>

A. Receipts and Donations:

1. Membership Dues.....	\$ 16,027.75	✓	
2. Pledges.....	_____		
3. Stewardship.....	3,824.70	✓	
4. Plate Collection.....	4,572.45	✓	
5. Candles.....	2,183.77	✓	
6. Easter Yughakin.....	3,562.00	✓	
7. Christmas Yughakin.....	4,980.00	✓	
8. In Lieu of Flowers.....	13,382.00	✓	
9. Wills and Bequests.....	_____	✗	
10. Other Contributions:			
a. <u>Organ Donation</u>	15,000.00	✓	
b. _____.....	_____		
			63,532.67
		TOTAL	<u>\$ 63,542.67</u>

B. Sacraments & Rituals:

1. Baptisms.....	\$ 700.00	
2. Weddings.....	1,867.00	
3. Funerals.....	6,601.00	
4. Requiems.....	_____	
		TOTAL <u>\$ 9,168.00</u>

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar.....	\$ _____	\$ _____
2. Picnics.....	_____	_____
3. Raffles.....	_____	_____
4. Bingo.....	_____	_____
5. Fairs.....	_____	_____
6. Dinners.....	_____	_____

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/83)

A. Salaries and Benefits

- 1. Clergymen..... \$ _____
- 2. Clergymen Housing and Utility Allowance. _____
- 3. Clergymen Automobile Allowance..... _____
- 4. Clergy Medical Insurance..... _____
- 5. Clergy Pension..... _____

TOTAL \$ 22,464.84

B. Other Salaries and Benefits:

- 1. Visiting Clergymen.....\$ _____
- 2. Secretary and/or Clerical..... 4,682.00
- 3. Choirmaster, soloists, organist..... 1,565.00
- 4. Payroll taxes..... _____
- 5. Employee Benefits..... _____

TOTAL \$ 6,247.00

C. Operating Expenses:

- 1. Telephone.....\$ 2,682.47
- 2. Stationary, Printing and Postage. _____
- 3. Parish Newsletter..... 3,586.77
- 4. Candles..... _____
- 5. Altar Flowers..... _____
- 6. Books, Records, Gifts..... _____
- 7. Furniture and Equipment (office)..... 9,181.77
(total 3,4,5,6)
- 8. Contributions..... _____
- 9. Fund Transfer..... _____
- 10. Other:
 - a. Van..... 2,069.36
 - b. Custodian..... 4,643.00

TOTAL \$ 22,163.37

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues.....	\$ <u>10,915.00</u>
2. Etchmiadzin Looma.....	_____
3. Other	
a. _____	_____
b. _____	_____
	TOTAL \$ <u>10,915.00</u>

E. Educational Programs:

1. Religious Education.....	\$ <u>2,167.05</u>
2. Armenian Language.....	<u>60.00</u>
3. ACYOA Seniors.....	_____
4. ACYOA Juniors.....	_____
5. Choir.....	_____
6. Religious Vocation.....	_____
7. Other:	
a. Care & Share	<u>300.00</u>
b. St. Nersess	
Diocesan Assembly	<u>2,000.00</u>
Sport Assoc.	<u>846.60</u>
	TOTAL \$ <u>5,826.15</u>

F. Church Building Expenses

1. Mortgage (Principal/Interest).....	\$ <u>167,290.00</u>
2. Utilities.....	<u>12,215.88</u>
3. Insurance.....	<u>4,246.40</u>
4. Repairs and Maintenance.....	<u>12,895.56</u>
5. Equipment.....	<u>491.17</u>
6. Other:	
a. Capital Improvement	<u>25,122.32</u>
b. Community Center	<u>15,185.35</u>
	TOTAL \$ <u>237,446.68</u>

TOTAL DISBURSEMENTS \$ 305,062.84

Balance - December 31, 1983

1. In Banks.....	<u>\$49,935.73</u>
2. On Hand.....	<u>10,974.80</u>

TOTAL CASH ACCOUNTED FOR \$ 60,910.53

1983 ADJUSTED CLERGY STIPENDS

Effective January 1, 1984

	<u>ACTUAL 1984 STIPEND AND ALLOWANCES BUDGETED</u>
Basic Stipends	\$ 14,490.00
Additional increment for each 3 years of service in the Diocese with a maximum of 7 increments (including service in California Diocese)	4040 <u>1,035.00</u>
Additional increment for parish size:	
150-300 voting members.	<u>1,035.00</u>
Over 300 voting members	<u>2,070.00</u>
<u>CAR ALLOWANCE</u>	
Pastor's own car.	* Allowance equivalent to 22 cents per mile for pastoral business (estimated) <u>2,400.00</u>
Parish owned car.	* Allowance equivalent to 17 cents per mile for pastoral business (estimated) <u>actual expense</u>
*The above milage allowance shall cover the entire cost of the automobile including gasoline, oil, repairs and ins.	
<u>HOUSING ALLOWANCE</u>	
Parish owned home	All costs including utilities.... <u>12,600.00</u>
Rental.	If parish does not own a home, it will provide an allowance for housing including utilities \$515.00 monthly _____
Home owned by Pastor.	Pastors may use allowance for rental or payment on house purchase _____
<u>CLERGY MEDICAL INSURANCE</u>	Full payment <u>2,580.00</u>
<u>CLERGY PENSION</u>	\$1,000.00 (plus additional \$1,000.00 (optional)) <u>1,000.00</u>
TOTAL	\$ 38,145.00

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (ending 12/31/83)

A. ASSETS:

- 1. Cash.....\$ 62,885.25

- 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 \$ 62,885.25

B. LIABILITIES:

- 1. Mortgage.....\$ 51,860.41

- _____

- _____

(Part B. Liabilities continued on page 10)