

Minutes of the 1999 Annual Assembly

The Annual Assembly of the Armenian Church of Our Saviour was called to order on Sunday, February 28, 1999 at 11:28 a.m. by Gary Dodakian, Chairman of the 1998 Annual Assembly. The opening prayer was given by Reverend Father Aved Terzian.

Election of Assembly Officers

Agnes Sahagian, Chairman of the Nominating Committee, nominated Gary Dodakian as Assembly Chairman. His nomination was seconded by Marilyn Markarian. No other candidates were nominated from the floor, and nominations were closed. The Secretary cast one vote for Gary Dodakian.

Agnes Sahagian nominated Jay Kapur as Assembly Secretary. The nomination was seconded by Jerry Stepanian. No other candidates were nominated from the floor, and nominations were closed. The Secretary cast one vote for Jay Kapur.

Quorum

The newly elected Chairman of the Assembly, Gary Dodakian, requested a show of hands of dues-paid members to indicate a quorum. 83 members were in attendance at this point of the meeting. It was determined that a quorum had been established.

Adoption of the Agenda

The Assembly agenda was presented for review by the Parish Council. Bizer Simonian made a motion to adopt the agenda as presented. The motion was seconded by Dorothy Surabian. The motion was approved. The Chairman called on Agnes Sahagian to present the nominations for the 1999 Ballot.

Nominations for Parish Council

Agnes Sahagian presented the following names of the Parish Council candidates nominated by the Nominating Committee:

Elizabeth Avakian	George Markarian
Margaret Donoian	Gregg Migridichian
Marsha Hovenesian	Shooshan Tutunjian
Edward Kachajian	Craig Whenman

Der Hayr indicated that the number of nominees did not meet the Diocesan By-Laws requirements for two times the number of candidates as open positions (5) and requested additional nominations from the floor. Several persons were nominated and respectfully declined to become candidates. They were Kap Maksian, Rich Maksian, Seth Bilazarian, Thomas Garabedian, Ani Kapur, Grace Kheboian, John Chicknavorian, and Nazar Norsigian.

Mary Migridichian was nominated by Kap Maksian, seconded by Richard Dodakian. Mary accepted the nomination. Vahe Jardarian asked whether two members of the same family could

serve simultaneously on the Parish Council. Der Hayr said that there was nothing in the Diocesan By-Laws that prevented it, and that it has happened before in our parish.

Der Hayr expressed concern that the ballot was still considered “illegal” according to the Diocesan By-Laws, and would be subject to approval by the Diocesan Council. He mentioned that while we were allowed to present a ballot with an insufficient number of nominees in the past, it was not guaranteed that it would be accepted this time, and that other parishes have had to hold additional elections. He said that a parish of our size should be able to put forth a complete ballot, with all positions duly contested.

After no further nominations were offered from the floor, Arthur Yagjian made a motion to close the nominations for Parish Council, seconded by Marilyn Markarian. The motion was overwhelmingly approved, and the final Parish Council ballot was as follows:

Elizabeth Avakian	George Markarian
Margaret Donoian	Gregg Migridichian
Marsha Hovenesian	Mary Migridichian
Edward Kachajian	Shooshan Tutunjian
	Craig Whenman

Nominations for Nominating Committee

Agnes Sahagian presented the following names of the Nominating Committee candidates nominated by the Nominating Committee:

Thomas Belezarian	Vahe Jardarian
Mark Der Mugrditchian	Michael Mamishian
Greg Donoian	Madieros Mooshagian
Harry Dostourian	Charles Sharigian, Sr.
Rose Elloian	Agnes Torosian

After no further nominations were presented from the floor, Bizer Simonian made a motion to close the nominations for Nominating Committee, seconded by Annie Kachajian. The motion was approved, and the final Nominating Committee ballot was as listed above.

Nominations for Auditing Committee

Agnes Sahagian presented the following names of the Auditing Committee candidates nominated by the Nominating Committee:

Jan Mikitarian	Linda Poldoian
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Louis S. Mikitarian, Chairman of the Parish Council, informed the Assembly of new Diocesan By-Laws pertaining to the Auditing Committee. He said that the new By-Laws called for a three-member committee (as opposed to two members previously), each serving staggered three-year terms. Under this new format, the Assembly is to elect one new member this year.

After no further nominations were presented from the floor, Kap Maksian made a motion to close the nominations for Auditing Committee, seconded by George Migridichian. The motion was approved, and the final Auditing Committee ballot was as listed above.

Nominations for Memorial Endowment Committee

Agnes Sahagian presented the following names of the Memorial Endowment Committee candidates nominated by the Nominating Committee:

Arsen Bajakian	Paul Kheboian
Anthony Barsamian	Agnes Sahagian
John Elloian	

Jerry Stepanian informed the Assembly that there were two open positions on the Memorial Endowment Committee, therefore, the highest vote getter would serve for five years, and the next highest vote getter would serve for four years. Suney Kachadoorian made a motion to close the nominations for Memorial Endowment Committee, seconded by Jerry Stepanian. The motion was approved, and the final Memorial Endowment Committee ballot was as listed above.

The Chairman proposed that the voting begin as soon as the final ballots are prepared (approximately fifteen minutes), that lunch and voting take place at the same time, and that the meeting reconvene at 1:15 p.m. This schedule was approved by the Assembly.

Louis Mikitarian announced the procedure for vote counts during the Assembly. At the time of ballot voting, blue ("yes", "for") and red ("no", "against") cards would be handed out to dues-paying, voting members of the parish. These cards would be used during the Assembly.

The Chairman reconvened the meeting at 1:15 p.m. The Chairman requested a show of blue (yes) cards to note the number of voting members present. 65 members were counted.

New Business

Jerry Stepanian made a motion, seconded by Steven Migridichian, that an additional New Business item (C) be added with regards to proposed changes to the Memorial Endowment Fund. This motion was approved by the Assembly.

1998 Annual Assembly Minutes

The 1998 Annual Assembly Minutes were reviewed, and the following change was approved:

Jay Kapur stated that the names of Edward J. Bilzerian and Edward S. Bilzerian were reversed in the entire 1998 Minutes. He apologized for the error.

Auditing Committee Report

The Chairman referred the Assembly to the Auditing Committee Report in the Annual Report. Richard Dodakian (chairman) and Richard Bedrosian serve on the Auditing Committee.

Jerry Stepanian asked if the festival income listed was net or gross income. Louis Mikitarian stated that it was net income. Richard Dodakian said that the gross festival income was approximately \$40,000.

George Migridichian asked if the custodian was doing any of the landscaping work. Louis Mikitarian said that the custodian only works about 15 hours per week for the Church (because he has another full-time job) and that we still need outside services for landscaping, snow removal, etc.

Jerry Stepanian asked why there was a large disparity between the 1997 and 1998 Sunday School expenditures (only \$123 in 1998). Louis Mikitarian said that the 1998 figure represented net expenditures for the Sunday School program (due to offsetting Memorial Endowment Fund income) and that the actual amount spent was \$1449.

Agnes Sahagian made a suggestion that there be supplemental information to indicate how much Memorial Endowment Funds contribute to various purposes. Louis Mikitarian said the Parish Council will be handing out supplemental budget information that shows how much MEF money gets allocated to various budget line items. He also referred the Assembly to pages 78-79 in the Annual Report, which provided additional information. George Migridichian suggested that this information can also be added to pages 74-75. Louis also said that this issue may also be covered in the New Business agenda item added by Jerry Stepanian earlier.

George Migridichian asked why there was a difference in the Transfer Account figure between the Auditing Committee Report and the Women's Guild Report (\$2300 vs. \$2700). Agnes Sahagian said that an MEF fund in the amount of \$400 was established at year's end, instead of a transfer.

Seth Bilazarian asked for a summary of the performance of the Church's investment account in 1998. Edward J. Bilzerian, the Church's financial advisor, said that the Church's various investments did very well in 1998 (about 11.9% overall). He also indicated that somebody generously donated 200 shares of General Electric stock to the Church, which the Investment Committee decided to include in the Church's portfolio.

Edward J. Bilzerian made a motion, seconded by Agnes Sahagian, to accept the Auditing Committee Report. The motion was approved.

Adoption of 1999 Operating Budget

Louis Mikitarian passed out supplementary budget information in order to assist the Assembly in evaluating the proposed 1999 Budget. This information made it easier to compare 1998 budgeted and actual figures, as well as indicating how much MEF funds, if any, contributed to various budget line items.

Bizer Simonian asked about budget line items, such as the Youth Director, where money was allocated, but has not been spent. Louis Mikitarian said that the Parish Council puts these items

in the budget in order to have the flexibility to make decisions throughout the year that it feels are in the best interests of the Church, especially if the right opportunity arises.

Arthur Yagjian asked about the line item dealing with the Sister Parish Program. Der Hayr said that the Diocese may adopt a requirement for this program at the 1999 Diocesan Assembly.

Kap Maksian asked about the Sunday School line item, and why there is such a large increase for 1999, especially taking into account the MEF funds allocated for the Sunday School. Louis Mikitarian said that the Parish Council had no definitive plans for actually spending the total amount, but again, wants the flexibility if the need arises.

Jerry Stepanian congratulated Jay Kapur for his efforts in renting the Cultural Center and generating a substantial increase in income for the Church. Der Hayr said that Jay will need additional help in order to successfully continue this effort.

Jerry Stepanian asked about the status of the roof project, and if it was completed. Louis Mikitarian said that the Cultural Center roof was completely replaced, and that the work appears to have been successfully completed. He indicated, however, that roofing work in the Church and in the Church connector was not performed satisfactorily, and that we experienced substantial water damage in the Church connector area while roofing work was being performed. In addition, parts of the Church are still leaking and additional trouble areas were discovered while work was being performed. Louis indicated that a portion of the payment will be withheld until the contractor has completely fulfilled its obligations. Louis said that the Parish Council is working closely with Ramon Hovsepian, who drew up the specifications for the roofing work, and the contractor. Louis indicated that the roofing contractor will be covering the cost of replacing the carpeting in the connector. Jerry asked where the money will come from for the additional repairs. Louis said these costs should be minor, and that they would come from the "Capital Expenditures - Building" account.

Agnes Sahagian asked about the "Youth Activities" line item in the budget, and whether this was pertaining to the ACYOA only. Louis Mikitarian said that this could be used for any activities pertaining to the youth of the parish, but not limited to the ACYOA, Sunday School, etc.

Arthur Yagjian asked why our Diocesan Assessment has gone up while our membership has actually declined. Louis Mikitarian explained that the Diocesan formula for parish assessments is applied to the total figure approved for these assessments in the Diocesan budget. The formula stays the same, but the number plugged into the formula can increase with the Diocesan budgetary needs.

George Migridichian asked where the Diocesan Assembly was this year. Der Hayr replied that it was in Watervliet, NY. Jerry Stepanian therefore asked why the Diocesan Assembly budget number was higher than last year, where the Assembly was held in New York City. Louis Mikitarian said that many delegates donated their travel expenses last year, and that the Church should not anticipate donations when preparing a budget.

Steven Migridichian asked why the Workmen's Compensation Insurance budget figure was significantly higher than last year. Louis Mikitarian said that the figure was only an estimate, but that he expected the actual figure to be greater than last year because of the addition of the part-time custodian to the payroll (as opposed to last year, when the Church had contract services).

Seth Bilazarian stated that the Church desperately needs a Youth Director. Louis Mikitarian said the parish as a whole should be on the lookout for the right person for this position. Kap Maksian said that we have 22 active youth in our Church and doubted that a part-time paid person could do much more with the youth than what is currently being done with a volunteer effort. He said that a full-time person, who can also assist Der Hayr with religious duties (like Sunday School) may be more effective. Kap went on to say that we have the second most active youth group in the Diocese, but that additional parental involvement is crucial to our efforts. Kap was congratulated by the Assembly for his work with the youth of our parish.

Jerry Stepanian made a motion, seconded by George Migridichian, to remove the Youth Director line item from the budget, based on what Kap Maksian said. Jerry said that when the opportunity arises to hire such a person, people from within the parish would be happy to put forth the necessary funds. Seth Bilazarian said that this move would not send the right message to the parish. Edward J. Bilzerian said that since this was a budget discussion only, the entire debate was meaningless. The motion was overwhelmingly defeated.

Agnes Sahagian asked about the Cultural Center Chair Replacement line item, and if the Church was planning to keep the old ones. Louis Mikitarian said that the chairs in the Cultural Center are in disrepair, but have served us well over the past 25 years. He said that the Church may have an opportunity to sell the old chairs for a decent price, but that we would probably keep some for emergency purposes.

Agnes Sahagian said that the Church Hall needs a small piano. Louis Mikitarian said that the Parish Council will consider purchasing an inexpensive one.

George Migridichian asked what the current balance was in the Parish Car Replacement Fund. Louis Mikitarian said that the balance was \$7500 and that John and Michelle Fashjian have generously donated approximately half of the value of the current 3-year lease on the parish car (approximately \$5000).

Edward J. Bilzerian made a motion, seconded by Jerry Stepanian to adopt the 1999 Budget, as presented. The motion was overwhelmingly approved.

Old Business

Louis Mikitarian said that the Parish Council is still considering fundraising plans for an extensive renovation project and that one popular idea was to raise money in the form of three-year pledges. He said that the Church was fortunate that the 1998 budget covered the major capital expenditures (like the roof and new copying machine), but that we should not expect that this will happen from year to year. In 1999, replacement of the heating and air

conditioning system in the Cultural Center is planned. Louis said that many things need to be done and the Parish Council will be looking for volunteers to assist it.

Gary Dodakian said that motions and commitments were made at last year's Assembly, without subsequent follow-through or action by those individuals. He said that these people should approach the Parish Council to "get the ball rolling" on these action items. Ruth Haddon said that the Parish Council should guide these individuals in their efforts. Louis Mikitarian said that the Parish Council's time is extremely limited and that self-motivated individuals are needed.

George Migridichian made a motion, seconded by Edward J. Bilzerian to accept the Old Business item on the agenda. The motion was approved.

Annual Report of the Pastor

A motion was made by Jerry Stepanian, seconded by Edward J. Bilzerian to accept the Pastor's Report. The motion was approved.

Annual Report of the Parish Council

Vahe Jardarian said that the list of Mas Committee volunteers (pg. 39) should have included Pamela Der Kazarian and Rose Elloian. Alice Papazian said that Rose Gulanian also helped in the Church Office (pg. 33). A motion was made by Bizer Simonian, seconded by Eva Haroyan to accept the Annual Report of the Parish Council, as amended. The motion was approved.

Annual Reports of Church Organizations

Bizer Simonian once again congratulated the efforts of Kap Maksian in working with the ACYOA and youth of the parish.

Jerry Stepanian said that in the Memorial Endowment Fund Report, the names of Mr. and Mrs. Zarvin Kasparian should be added to "Contributors to Existing Accounts."

George Migridichian asked why the Cultural Organization and ACYOA had large sums of money in their respective accounts at year's end which were not transferred over to the Church. Ruth Haddon said that the Cultural Committee kept some additional money in the account because of some events that were planned in the near future. George said that these organizations also have MEF funds available to them and that they should turn over up to 75% of their funds to the Church at the end of the year.

A motion was made by Arthur Yagjian, seconded by Jerry Stepanian, to accept the Annual Reports of the Church Organizations. The motion was approved.

New Business:

Der Hayr said that the auxiliary organizations of our parish are becoming weaker and that additional parish involvement is needed to strengthen them. Hazel Eljanian said that the Sunday School should have a Junior Choir, and that she would volunteer to run it if there was enough participation.

Der Hayr spoke about the Primate's call for a pilgrimage to the Holy Land in the Year 2000, to celebrate the important milestone of Christ's birth 2000 years ago. The Primate has said that as many people in our Diocese as possible should take advantage of this "once in a lifetime experience." Information will be forthcoming in the near future.

Jerry Stepanian said that on the Memorial Endowment Fund Report (pg. 75), "K&M Aroian" should be listed as "Ruth and Zaven Aroian." He also said that the two Nalbandian accounts should be renamed to "Violet & Irene Nalbandian - Hokehankist" and "Violet & Irene Nalbandian - General."

Jerry Stepanian said that because the Memorial Endowment Fund application has "confidential" written at the top of it, there is a general assumption that the information provided on the application is to be kept confidential. Therefore, he subsequently made a motion, seconded by Dorothy Surabian, that future reports of the Memorial Endowment Fund not list the individual names and values of the accounts, unless specifically authorized by the contributors. Paul Andonian said that a simple solution would be to remove the word "confidential" from the application. Der Hayr said that the Parish Council has the right to reject any donation to the Church, based on its appropriateness. Vahe Jardarian asked to confirm that only those individuals who are specifically authorized to review the application could. There was some confusion among the Assembly as to what would be listed in the future reports. Jerry clarified the motion to state that with future reports of the Memorial Endowment Fund, the individual names and values of the funds not be listed, and that these individuals would have the option of having the names and fund values listed when they receive the performance reports that will be sent to them this year. The total values of the sub-accounts would be listed in the MEF report. The motion was approved.

Results of the Elections

The Chairman called on Agnes Sahagian to announce the results of the Elections. A total of 119 ballots were cast. Elected to the Parish Council were:

Elizabeth Avakian (91)	Gregg Migridichian (94)
Marsha Hovenesian (82)	Mary Migridichian (45)
Edward Kachajian (96)	

The first alternate was Margaret Donoian (36).

Elected to the Nominating Committee were:

Mark Der Mugrditchian (69)	Vahe Jardarian (86)
Greg Donoian (56)	Agnes Torosian (55)
Rose Elloian (64)	

The first alternate was Harry Dostourian (52).

Elected to the Auditing Committee was:

Jan Mikitarian (78)

The alternate was Linda Poldoian (33).

Elected to the Memorial Endowment Committee were:

Agnes Sahagian (74) (5 years)

Anthony Barsamian (53) (4 years)

The alternate was John Elloian (44).

Benediction

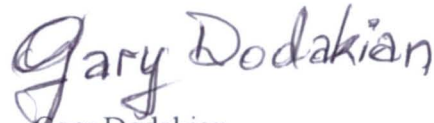
Der Hayr thanked retiring Parish Council members Harry Dostourian, Vahe Jardarian, and Patricia Arakelian. Harry had served for the maximum of six consecutive years. Der Hayr thanked the members of the Nominating Committee for their efforts. Der Hayr also thanked the Assembly Chairman, Gary Dodakian, and Assembly Secretary, Jay Kapur. Der Hayr extended special thanks to Louis Mikitarian for his leadership and tireless efforts throughout the year.

A motion was made by Annie Kachajian, seconded by Bizer Simonian to adjourn the meeting. The Assembly was adjourned at 4:00 p.m., followed by the closing prayer by Der Hayr.

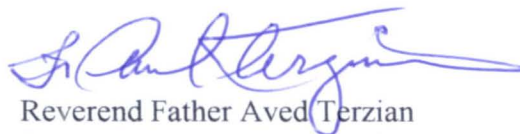
Respectfully Submitted,



Jay A. Kapur
Assembly Secretary



Gary Dodakian
Assembly Chairman



Reverend Father Aved Terzian
Pastor