

ARMENIAN CHURCH



WESTCHESTER

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DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N. Y. 10016 212 686-0710

ARCHBISHOP TORKOM MANOOGIAN, PRIMATE

December 6, 1974

TO: Parish Priests and Council Chairmen
FROM: The Primate
SUBJECT: Annual Parish Assembly

This is formal notification that, in accordance with the provisions of the Diocesan By-Laws, you hold your annual parish Assembly during the month of January, with particular attention given to Article 17 of the By-Laws.

The following should be submitted to us as soon as they are ready:

- ✓ 1. All reports prepared for the parish Assembly.
2. Your Church's financial statement for 1974. *mailed separately ✓*
- ✓ 3. A copy of the invitation and agenda of the Assembly.

The following should be submitted to us immediately after your parish Assembly:

- ✓ 4. The results of the partial election of your parish council, with the number of votes each candidate received.
- ✓ 5. The names of your Diocesan delegates, together with their addresses and telephone numbers.
- ✓ 6. The names of the chairmen of all church-affiliated organizations, together with their addresses and telephone numbers.
- ✓ 7. The minutes of the Assembly.
- ✓ 8. The completed questionnaire we have enclosed.

It is essential that the parish Assemblies of all our churches be held in January, so that all necessary reports and data will be available to us in time for the Diocesan Council report to be presented to the Diocesan Assembly in May.

Prayerfully,

Abp. Torkom Manoogian
Archbishop Torkom Manoogian
Primate

Enclosure

#52/74