

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. Thomas Armenian Church

Address	9 W. & E. Clinton Avenue		
City	Tenafly	State	N.J. Zip 07670
Telephone	201-567-5446	Fax	567-5420
Pastor	V. Rev. Fr. Papken Dz. V. Anoushian		
Assistant Pastor			

Parish Council Officers:

Chairman	Dr. Levon Capan
Vice-Chairman	Mari Camcikyan
Recording Secretary	Arpi Arslanian, Madlen Setian, Susan SHAMAMIAN
Ass't Secretary	(corresponding) Susan SHAMAMIAN
Treasurer	GRACE Hagopian
Ass't Treasurer	MADLEN Setian

Names of Delegates:

1. Dr. Levon Capan	4. Varujan Arslanyan
2. Dr. Bedros Yavru Sakuk	5. Levon Nazaria
3. Dr. Harout Mekhjian	6. Gregory Saraydarian
7. Albert Victoria	

Officers of Assembly:

Assembly President	V. Rev. Fr. Papken Dz. V. Anoushian
Assembly Chairman	Leon Nisohosian
Assembly Secretary	Martha Saraydarian

Number of Parish Council Meetings (1996) 15

Date of 1996 Annual Parish Assembly (Jan 26, 1997 - 1st) Feb 4, 1997 2nd session

1997 Revenue Budget: \$ 311,100 - 1997 Expense Budget: \$ 311,100

PARISH St. Thomas CITY Tenafly NJ

1996 MEMBERSHIP DATA

1. Total Membership 354 Over 1994 by 5
 Under 1994 by 5
2. Number of entries on mailing list ----- Over 1994 by -----
 Under 1994 by 36
3. Number of Armenians in the area -----
4. Number of potential members -----
5. 1995 membership dues:
 Per member \$ 125⁰⁰ Senior citizen \$ 125⁰⁰ Other \$ 125⁰⁰

6. How do you divide your membership revenue among these categories: (in percentage and numbers)

	%	Members	Non-members
a. Dues	<u>100%</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>* 200⁰⁰</u>	<u>* 300⁰⁰</u>
b. Chrismation	-----	-----
c. Wedding	<u>200⁰⁰</u>	<u>300⁰⁰</u>
d. Funeral	<u>100⁰⁰</u>	<u>200⁰⁰</u>
e. 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

1996 PARISH ASSESSMENT DATA

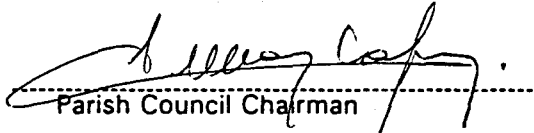
I. 1996 Membership: 354
II. Number of Clergy: 1
III. Gross PCP:
Membership dues \$ 47,238
Pledges 7272
Plate Collection 11 95
Easter Yughakin 20 35
Christmas Yughakin
TOTAL \$ 57,740⁰⁰

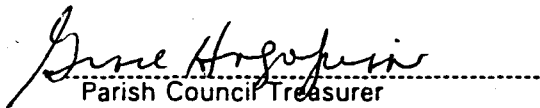
IV. Number of Sacraments and Sacramentals:

Baptisms 25
Chrismations
Engagements
Weddings 10
Funerals 10

V. Number of Delegates: 7

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


Parish Council Chairman


Parish Council Treasurer


Auditing Committee Chairman


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).

ST. Thomas Armenian Church Tenafly, NJ
PARISH.....CITY.....NJ

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney:

Name..... Leon Nigohosian
Address..... 371 Pleasant Lane
City..... Haworth, State..... N.J. Zip.....
Telephone..... 385-0752 x 768-2822

B. Insurance:

Please identify types of insurance carried and coverage:

Property..... \$2,381,000 Church Bldg & contents / Parsonage 224,400
Liability..... Comprehensive Liability \$1,000,000 Umbrella 3,000,000
Other.....

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..... None

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

PARISH COUNCIL OPERATING ACCOUNT

A. Receipts and Donations:

1. Membership Dues	\$	-----
2. Pledges	\$	-----
3. Stewardship	\$	-----
4. Plate Collection	\$	-----
5. Candles	\$	-----
6. Easter Yughakin	\$	-----
7. Christmas Yughakin	\$	-----
8. In Lieu of Flowers	\$	-----
9. Wills and Bequests	\$	-----
10. Other Contributions:		
a. Prayers		-----
b. Misc.		-----

{ 47,238 -
 }

 7272 -

 2826 -

 1195 -

 2035 -

 9121 -

 30,000 -

 6641 -

 10991 -

B. Sacraments & Other Services:

1. Baptisms	\$	-----
2. Weddings	\$	-----
3. Funerals	\$	-----
4. Requiems	\$	-----

7850 -

 2000 -

 1200 -

 4855 -

TOTAL \$ 133,224 -

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar	\$-----	32,637 -
2. Picnics	-----	11,551 -
3. Fairs	-----	-----
4. Dinners	-----	11,325 -

(cont'd)

5. Other:
- a. Altar flowers 1115⁰⁰ -----
 - b. Holiday flowers 1046⁰⁰ -----
 - c. car Raffle 22,550⁰⁰ -----
 - d. -----

(NET) TOTALS \$ 79,629⁰⁰

D. Church Auxiliary Organizations:

- 1. Women's Guild \$ 16,000⁰⁰
- 2. Senior Women's Guild/Auxiliary \$ -----
- 3. ~~Wives~~ Family Auxiliary \$ 4,589⁰⁰
- 4. Men's Club \$ 3,286⁰⁰
- 5. ACYOA Seniors \$ -----
- 6. ACYOA Juniors \$ 1,000⁰⁰
- 7. Senior Citizens \$ 500⁰⁰
- 8. Other
 - a. Cultural \$ 7,461⁰⁰
 - b. -----

TOTAL \$ 32,836⁰⁰

E. Other Income:

- 1. Interest \$ 11,634⁰⁰
- 2. Sale of Books, Records, Gifts ^(net) \$ 4,003⁰⁰
- 3. Parish Newsletter \$ 3,620⁰⁰
- 4. Donations for Use of Facilities ^(Net) \$ 4,528⁰⁰
- 5. Contributions to Building Fund \$ -----
- 6. Transfer of Funds \$ -----
- 7. Other Fundraising (Bingo, Raffles, etc.)
 - a. Insurance Settlement \$ 81,751⁰⁰
 - b. Misc. Income \$ 7,100⁰⁰

TOTAL \$ 153,336⁰⁰

Balance: January 1, 1996

- 1. In Banks + Investments \$ 254,002.00
- 2. On Hand \$ -----

TOTAL \$ 254,002⁰⁰

TOTAL RECEIPTS (Items A-E) \$ 399,020⁰⁰

TOTAL CASH ACCOUNTED FOR \$ 653,022⁰⁰

PARISH St. Thomas Armenian Church, Terafly NJ CITY Terafly NJ

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

A. Salaries and Benefits:

	PASTOR	ASSN'T PASTOR
1. Pastor (s) <i>50,000 + 7694 unused vacation</i>	\$ 57694	\$
2. Pastor's Housing & Utility Allowance	\$ 5898	\$
3. Pastor's Automobile Allowance	\$ 8820	\$
4. Pastor's Medical Insurance	\$ 5483	\$
5. Clergy Pension	\$ 2000	\$
TOTAL \$	79,895	TOTAL \$ 79,895

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$ 1400	
2. Secretary and/or Clerical	\$ 19,708	
3. Choir Director, Soloist, Organist	\$ 5000	
4. Youth Director	\$ -	
5. Custodial	\$ 19,347	
6. Education Directors	\$ 5000	
7. Deacons	\$ -	
8. Payroll Taxes	\$ 3391	
9. Employee Benefits	\$ 4772	
TOTAL \$	58,618	

C. Operating Expenses:

1. Telephone	\$ 4535
2. Stationery, Printing and Postage	\$ 10,233
3. Parish Newsletter	\$ 6050
4. Candles	\$ 1124
5. Vestments + Robes	\$ -
6. Altar Flowers	\$ 700
7. Books, Records, Gifts	\$ -
8. Furniture and Equipment (office)	\$ 789
9. Contributions (out of parish)	\$ -
10. Fund Transfer	\$ -
11. Other:	
a. Sports Program - Mens Club	\$ 3286
b. Misc. & Hotel Advertising	\$ 6850
TOTAL \$	33,567

PARISH St. Thomas CITY Tenafly NJ

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues	\$ <u>30,637⁻</u>
2. Etchmiadzin Looma (Mite)	\$ <u>1,000⁻</u>
3. Other:	
a.	\$
b.	\$
	TOTAL \$ <u>31,637⁻</u>

E. Educational Programs:

1. Christian Education	\$ <u>500⁰⁰</u>
2. Armenian Language + Culture	\$
3. ACYOA Seniors	\$
4. ACYOA Juniors	\$
5. Choir	\$
6. Religious Studies and Vocation	\$
7. Other:	
a. <u>CASp d Seminary</u>	\$ <u>1,200⁻</u>
b.	\$
	TOTAL \$ <u>1,700⁻</u>

F. Church Building Expenses:

1. Mortgage (Principal/Interest)	\$
2. Utilities	\$ <u>27,879⁻</u>
3. Insurance	\$ <u>21,599⁻</u>
4. Repairs and Maintenance	\$ <u>15,248⁻</u>
5. Equipment <u>MAintenance Reserve</u>	\$ <u>24,000⁻</u>
6. Other:	
a. <u>Bldg. Supplies</u>	\$ <u>5,613⁻</u>
b.	\$
	TOTAL \$ <u>94,339⁻</u>

TOTAL (A-F) \$ 299,756⁻

Balance - December 31, 1996

1. In Banks & Investments	\$ <u>318,214⁻</u>
2. On Hand	\$
	TOTAL CASH ACCOUNTED FOR \$ <u>318,214⁻</u>

1996 ADJUSTED CLERGY STIPENDS

EFFECTIVE JANUARY 1997

Actual 1996 Stipend & Allowances Budgeted

		PASTOR	ASSN'T PASTOR
Basic Stipend	\$22,750	\$50,000-	\$-----
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.		\$-----	\$-----
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.			
Note: 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.		\$3265-	\$-----
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		\$5483-	\$-----
<u>CLERGY PENSION:</u> \$1,000 (Plus additional \$1,000 recommended per year).		\$2000-	\$-----
<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.		\$500-	\$-----
		TOTAL \$60,748	TOTAL \$-----

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

A. ASSETS:

1. Cash	\$ <u>30,605⁻</u>
2. Certificates of Deposit	\$ <u>195,000^W</u> <u>28,389^W</u> <u>6,420^W</u>
3. Stocks and Bonds	\$ _____
4. Real Estate (land, buildings, etc)	\$ <u>—</u>
5. Building Funds	\$ <u>—</u>
6. Reserve Fund Other Assets	\$ <u>2675⁻</u>
7. Other Special Funds (list each)	
a. _____	\$ _____
b. _____	\$ _____
c. _____	\$ _____

TOTAL \$ 320,889⁻

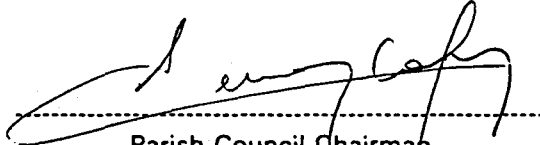
B. LIABILITIES

1. Mortgage <u>Rental Security Deposits</u>	\$ <u>5,000^W</u>
2. Loans Payable <u>Payroll Taxes</u>	\$ <u>1,236⁻</u>
3. Accounts Payable	\$ _____

TOTAL \$ 6,236⁻


PARISH St. Thomas Armenian Church CITY Tenafly, N.J.

The above statement has been prepared from the books and records of St. Thomas Armenian Church 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.


Parish Council Chairman


Parish Council Treasurer


Auditing Committee Chairman


Reviewed by Parish Priest

THE NAMES OF OFFICERS SERVING IN 1996

WOMEN'S GUILD

Chairman	Violet Ourounis	Telephone	768-7532
Address	40 Buzzoni Drive	Claster, N.J.	
Membership	150	# of meetings held	12
Amount transferred to Parish Council	\$16,000		
Cash on hand at 1/1/96	\$4,549.07	Income	\$56,152.06
Disbursements	\$57,365.94	Balance at 12/31/96	\$3,335.19
Major Annual Functions	Cotillion, Bus Trip Culinary Institute, Christmas Luncheon, Old Age Home monthly visits.		

SENIOR WOMEN'S GUILD / AUXILIARY

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

ARMENIAN SCHOOL

Name of School Kirikian Armenian School
 Chairman _____ Telephone _____
 Address _____
 Superintendent Ani CAPAN Telephone 201-767-3846
 Address 105 Dyer Ct, Norwood, NJ
 Number of Teachers 18 Number of Pupils 105
 Number of Classrooms 13 School Days and Hours Saturdays
 Cash on hand at 1/1/96 \$21,249.10 Income 35,642.52
 Disbursements 37,063.14 Balance at 12/31/96 19,828.48
 Major Annual Functions Armenian Christmas Dinner,
Vartanants Day, Spring Brunch, Year End, Hantess.

SUNDAY SCHOOL

Chairman — Telephone _____
 Address _____
 Superintendent Shnorig Bashian Telephone 825-7782
 Address 165 Linden St., Mahwah NJ
 Number of Teachers 10 Number of Pupils 100
 Number of Classrooms 13 School Hours 10:10 - 12:15
 Cash on hand at 1/1/96 \$1494.46 Income \$4026.25
 Disbursements 3924.03 Balance at 12/31/96 1596.68
 Major Annual Functions Christmas Dinner, Valentine Day Party,
Old Age Home Visit.

RESERVE FUND

Chairman None Telephone _____
 Address _____

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

Chairman-----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 Kim Karagosian Telephone 767-8329
 Address 29 Brookside Avenue Demarest N.J.
 Membership-----# of meetings held 5
 Cash on hand at 1/1/96 \$3213.76 Income \$3375.00
 Disbursements \$3677.26 Balance at 12/31/96 \$2911.60
 Major Annual Functions Spring dance, FALL Dance,
Bake Sale.

CHOIR

Chairman Marie Zakian Telephone 947-4365
 Address P.O. Box 1586 Fort Lee NJ 07024
 Membership: Male 10 Female 11 Total 21
 Choirmaster Susan Shamamian Telephone 947-5966
 Address 301 Mahogon Way Fort Lee NJ.
 Cash on hand at 1/1/96 \$1925.80 Income \$2232.00
 Disbursements \$859.85 Balance at 12/31/96 \$3297.95
 Amount sent to Choir Association Central Council in 1995 \$100
 Major Annual Functions-----

MEN'S CLUB

Chairman	Matthew Keshishian	Telephone	387-8491
Address	136 Merritt Drive, Oradell N.J.		
Membership		# of meetings held	10
Cash on hand at 1/1/96	\$ 2594.76	Income	\$ 10,042-
Disbursements	\$ 9241.48	Balance at 12/31/96	\$ 3395.28
Major Annual Functions			

**Family
MR. & MRS. AUXILIARY**

Chairman	Ani CAPAN	Telephone	767-3846
Address	105 Dyer Court, Norwood, NJ		
Membership		# of meetings held	
Cash on hand at 1/1/96	257.77	Income	-
Disbursements	-	Balance at 12/31/96	\$ 257.77
Major Annual Functions	Ket night, New Year's Eve		

OFFICIAL PARISH PUBLICATION

Name of Publication	Nor TAY	Circulation	1000
Editor	V. Rev. Fr. Papken Dm. V. Anoushian		
Address			
Income	3620	Expense	6050-

PUBLICITY AND PUBLIC RELATIONS

Name of Church's Publicity Coordinator	Mrs. Madlen Setian
Address	41 Lawrence Place Chestnut Ridge NY
Telephone	914-425-8683
Fax	

OTHER (Fill in Name)

AVAKS

Chairman Charles Sarajian Telephone 945-1425
 Address 409 Aurora Ave., Cliffside Park NJ.
 Membership 43 # of meetings held _____
 Cash on hand at 4/1/96 \$ 2838.54 Income \$ 2151.96
 Disbursements \$ 2048.85 Balance at 12/31/96 \$ 2941.15
 Major Annual Functions Weekly meetings

OTHER (Fill in Name)

Chairman _____ Telephone _____
 Address _____
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/96 _____ Income _____
 Disbursements _____ Balance at 12/31/96 _____
 Major Annual Functions _____

Future Plans of the Parish Council:

Signature of the Parish Council:

President [Signature]
 Chairman [Signature] 3/11/97
 Secretary [Signature]
 Date 3/11/97

PARISH COUNCIL MEMBERS

**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 MADLER Setian Tel.Home 914-928-8683
Address 41 Lawrence Place Chestnut Ridge NY
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd 3rd _____

Name Mari CAmeikyan Tel.Home 914-353-2772
Address 26-B Gail Drive Nyack NY
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd 3rd _____

Name Richard Saraydarian Tel.Home 568-5315
Address 276 Alfred Street, Englewood Cliffs N.J.
Tel.Office _____ Fax _____
Date Elected _____ Number of Terms Served: 1st _____ 2nd 3rd _____

Name Jack Torosian Tel.Home 899-0527
Address 315 Bobz Pt., Englewood Cliffs NJ.
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 IN 1997:

Name Onnik Bozian Tel. Home 201-224-5720
Address 10 Plateau Ave., Fort Lee Tel. Office _____
Number of Votes Received 98 Fax _____

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

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

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

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

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

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

ALTERNATE PARISH COUNCIL MEMBERS

Name Gregory Amerikanian Tel. Home 201-236-8999
Address 822 Georgetown Drive Ramsey NJ Tel. Office _____
Number of Votes Received 25 Fax _____

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

DIOCESAN DELEGATES ELECTED IN 1997

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-----

None

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-----