

ST. SAHAG AND ST. MESROB ARMENIAN CHURCH  
PARISH ASSEMBLY MINUTES

February 11, 1996

The Annual Parish Assembly was opened with prayer by The Reverend Dr. Patee Metjian, Pastor and President of the Assembly.

Verification of Eligible Voters: Sixty-nine (69) eligible members registered and received official ballots. Sixty-seven (67) members voted.

Election of Assembly Officers: George Devletian welcomed those in attendance and asked for nominations for Assembly Chairman and Secretary. By acclamation, Bruce Ballard was elected chairman and Betty Boyajian, secretary.

Minutes of the 1995 Assembly were approved as corrected. A recommendation was made that the format of the Parish Assembly Annual Report be revised for two reasons:

- (1) When 8½" x 11" pages were reduced to fit pages in the booklet, the type was reduced in size and difficult to read;
- (2) Collating, folding and stapling the 5½" x 8½" booklet was time consuming.

It was suggested the size of future Parish Assembly Annual Reports be 8½" x 11". The Parish Council will consider the suggestion.

Election of Parish Council members, Diocesan Delegates, Nominating and Auditing Committee members: Aram Fayda, Nominating Committee Chairman asked for additional nominations for each category. Charles Keytanjian was added as a candidate for Parish Council, and withdrew his name from the Nominating Committee list. There being no other additions, nominations were closed. The candidates present were introduced to the Assembly. Ballots were cast as each member's name was read from the registration book.

Pastor's Report: Der Patee reviewed his report in Armenian and English. He made special mention of how successful the Outreach Committee's activities were during the year, and urged that they be encouraged by supporting their endeavors to serve the church and the community.

Eligible members who arrived late were permitted to vote. The ballot box was closed, and the Nominating Committee retired to another room to count ballots.

There was an intermission for lunch.

Report of the Parish Council: There was an omission at the top of page 14. The first two lines should read:

"The Parish Council would like to take this opportunity to thank Dearon Mazmanian, Maintenance Coordinator, who took care of our . . . ."

Financial Report: A question was raised regarding salary to the church organist, which is not reflected in the budget for 1995. The Treasurer stated that the organist is given a \$25.00 Honorarium per Sunday. This is not considered salary, and is included in Miscellaneous Expenses in the budget. Discussion followed. It was recommended that future budgets contain a line item for Organist and Organ Lessons.

A motion was made and seconded to increase the salary for Office Secretary. During the discussion period which followed, it was explained that the Parish Council has a formula for salary increases for all employees. The motion was defeated.

At the previous Parish Assembly, the cost of clergy health insurance was raised. The Parish Council was asked to research other health plans to see if there was one - similar to that of the Diocese - which would be less expensive. After a thorough study of other health plans, it was agreed that the Pastor would obtain his own health insurance, for which he is reimbursed by the Parish Council. The cost of this insurance is less than that offered by the Diocese.

- Hayatian Hall Janitorial Expenses. This figure is for clean-up after outside rentals. However, individuals who rent the Hall are charged a clean-up fee, in addition to the rental fee, to compensate for the janitorial expenses. This procedure is also true for Memorial Hall.

- ACYOA Computer Fund. The total figure of \$2460.00 is the balance remaining after the two computers were purchased for the church. The Fund was created from the profit realized when our ACYOA hosted the Diocesan ACYOA Convention a few years ago.

Motion was made, seconded and carried to accept the budget of \$250,800.00 for calendar year 1996.

Reports of Church Organizations

Permanent Endowment Fund: The Report for 1995 (copy attached) was circulated by members of the Committee. Kevin Leszczynski, Chairman of the Executive Body, explained the Report and asked for comments. There are presently six separate funds within the Permanent Endowment Fund, with a value of \$1,081,199.00, as of 12/31/95.

The Asset Allocation for most of the individual funds are invested: 50% in CD's, 25% Domestic Growth, 25% International Growth. There is a Permanent Endowment Fund in Lieu of Flowers

in a Savings Account, which will be added to the Core Fund, for better interest income and to increase the Principal.

The PEF Committee is considering a change in the distribution schedule. If there is at least a 25% increase in the value of the Mutual Fund Accounts, the funds transferred to the Parish Council would be adjusted, accordingly, to share the growth. The Principal would be preserved.

A tribute for a job well-done was extended to Kevin who will complete his 7-year term, three as Chairman, with the PEF. He has, however, agreed to be available as a financial consultant.

Choir: It was noted that our Choir received the Gomidas Award for excellence, at the 1995 Choir Convention. Congratulations!

Youth Committee: Since most of the current members do not have young children, it was requested that parents of pre-teenage children be encouraged to work with the Youth Committee in its many endeavors.

A special "Thank You" was given to John Eskandarian for his untiring contribution as Acting Youth Director, among his many services to the church.

Sunday School: Corrections in the Annual Report:

- Executive Body, Supervisor, should read:  
Patti Ayjian Smith; Adrienne Hatchikian Riser
- Teaching Staff: Treasurer, Add: Araxie Richards  
First & Second Grades, Add: Barbara Ahirabedian  
Ninth - Twelfth Grades, Delete: Shake Derderian & Noubar Karagulian. Add: Patti A. Smith & Adrienne H. Riser

Women's Guild Certificate Report: Since its inception, over \$20,000.00 in profit has been turned over to the Parish Council. Future Annual Reports will include the value of certificates on hand, as well as the cash balance.

The Assembly expressed appreciation for the work of the church organizations.

Auditing Committee: As of this date, auditing the books of the General Fund and all but two of the organizations had been done. Recommendations will be submitted to the Parish Council when the auditing is completed.

Election Results:

PARISH COUNCIL (7 elected)

Papken Megerian	(59)	David Nalbantian	(52)
Bruce Ballard	(57)	Noubar Karagulian	(50)
Souren Pakhtigian	(57)	Karnig Torossian	(43)
Edward Boyajian	(52)		

Alternates

Charles Keytanjian	(31)	Leslie Alyanakian	(29)
Henry Ohanissian	(25)		

DIOCESAN DELEGATES

George Devletian	(61)	Dearon Mazmanian	(48)
Papken Megerian	(54)	Louis Karagulian	(31)

Alternates

Elizabeth Boyajian	(30)	David Nalbantian	(22)
Lisa Manookian	(21)		

NOMINATING COMMITTEE

Elizabeth Boyajian	(58)	Vaughn Hoplamazian	(56)
Lucille Branin	(42)		

Alternates

Richard Kazigian	(25)	Esahag Gurenlian	(13)
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AUDITING COMMITTEE

John Eskandarian	(64)	Jane Keytanjian	(52)
Daniel C. Takoushian	(48)		

Alternates

Vahe Soghomonian	(26)	Steve Sarian	(10)
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Report of Ad Hoc Committee on Revision of PEF By-Laws:

- Question: Can the Parish Council Chairman be an Ex-Officio member of the PEF? The Parish Council Chairman is an Ex-Officio member of all church organizations.

-- Question regarding submission of names for the PEF: Names of candidates for the PEF must be submitted to the PEF Committee before the end of a calendar year. Anyone may make a recommendation, including Parish Council. However, names for membership are referred by the PEF to the Parish Council, which makes the final approval.

- Question: Can interest money in Camp Ground Fund #1 be touched? The interest is growing. After a careful review by the Parish Council and the PEF Committee, a proposal will be presented at a future Parish Assembly.

Proposal to Change Date of Parish Assembly: It was recommended that the date of the Parish Assembly be changed to a Sunday in the Fall, because many parishioners take winter vacations. Discussion followed. The budget would have to be prepared before the end of the year, and financial information would be estimated. It would not be the same information submitted to the Diocese, which operates on a calendar year.

The recommendation was put to a motion, seconded. Defeated.

Progress Report on Diocesan Assembly, April 29-May 5, 1996, was given by George Devletian, Co-chairman of the Committee. He briefly outlined the schedule of events, and encouraged parishioners to respond favorably to requests for contributions to the Commemorative Assembly Booklet.

All Reports were accepted with thanks.

New Business:

- Office Security: The design of the church office makes it difficult for the secretary to see people enter until they are at the inner-office door. The Parish Council is aware of the situation, and is looking into ways to tighten security throughout the entire church complex.


- It was suggested that voting - or at least the announcement of election results - be at the end of the meeting, so that members will remain and contribute to the other business of the Agenda. The Parish Council will consider this suggestion.

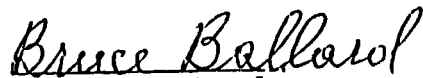
- A recommendation was made to lower annual dues in order to increase dues-paying membership. A motion was made and seconded authorizing the incoming Parish Council to study the dues structure, and call a Special Parish Assembly to present its findings. The motion carried.

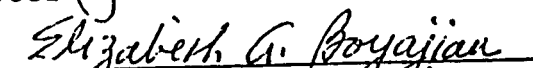
Closing Remarks: Der Paree thanked the membership for their input; and the Assembly Chairman, Secretary, Nominating and Auditing Committees for their contributions. He also congratulated and welcomed the newly elected individuals. However, as we move forward into the 21st century, we must extend helping hands to our newcomers to assist them as they adjust to their new way of life, and instill in our young people the desire to actively contribute to the Parish as plans are made for the future of their church.

The meeting was closed with prayer, and adjourned at 4:40 p.m.

Respectfully submitted,

  
The Rev. Dr. Paree Meljjan  
President and Pastor

  
Bruce Ballard  
Assembly Chairman

  
Elizabeth A. Boyajian  
Assembly Secretary