

1989 PARISH COUNCIL ANNUAL REPORT

Please submit with this form a) the report of the Pastor and Parish Council; b) with a letter addressed to 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; c) the form requesting names of incumbent and newly-elected Parish Council members; d) 1990 revenue and budget.

Name of Church: ST. JAMES

Address	834 Pepper Avenue		
City	Richmond	State	Va. Zip 23226 Tel. # 282-3818
Pastor	Very Rev. Oshagan Gulgulian (as of January 1, 1990)		
Assistant Pastor			

Parish Council Officers:

Chairman	Bedros Bandazian
Vice-Chairman	Barkev Baronian
Secretary	Linda Sharigian
Asst. Secretary	Jack Tootelian
Treasurer	John Ashjian
Asst. Treasurer	Tigran Amirkhanian

Names of Delegates:

1. Virginia Greene	4.
2. Alice Darhanian (alternate)	5.
3.	6.

Officers of Assembly:

Assembly President	
Assembly Chairman	John Baronian
Assembly Secretary	Virginia Greene

Number of Parish Council Meetings (1989) _____

Date of 1990 Annual Parish Assembly March 4, 1990

1990 Revenue Budget: \$ _____ 1990 Expense Budget: \$ 83,664.00

1989 MEMBERSHIP DATA

1. Total Membership 87 Over 1988 by 3
Under 1988 by
2. Number of entries on mailing list 320 Over 1988 by
Under 1988 by 20
3. Number of Armenians in the area 7144
4. Number of potential members 50
5. 1989 membership dues:
per member \$ 150⁰⁰ senior citizen \$ 75⁰⁰ other \$
6. How do you divide your membership revenue among these categories: (in percentage and numbers)

*TAKES FROM ENROLLMENT REPORT
USE FIRST 70% TO 75% REVENUE DIV P/L*

	%	Members	Non-members
a. Dues	<u>100%</u>	<u>100%</u>	<u> </u>
b. Pledges	<u> </u>	<u> </u>	<u> </u>
c. Stewardship	<u>3/4%</u>	<u> </u>	<u>100%</u>
d. Other contributions	<u>11</u>	<u>25%</u>	<u>75%</u>

7. Do you have a membership committee? No

8. Donation for sacraments and rituals:

	Members	Non-members
a. Wedding <u>(-?)</u>	<u> </u>	<u> </u>
b. Baptism <u>(Charismatic)</u>	<u>617.50</u>	<u>617.50</u>
c. Funeral <u>(Requiem)</u>	<u>740⁰⁰</u>	<u>740⁰⁰</u>
d. Other <u>(Yughakim)</u>	<u>1605</u>	<u>535⁰⁰</u>

1990 PARISH ASSESSMENT DATA

Your assessment and/or Diocesan dues is based on the following formula:

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

I. 1989 Membership: 87

II. Number of Clergy: ONE THROUGH MAY 31, 1989 - NONE

III. Gross PCP:

Plate Collection	\$	<u>1564.29</u>
Pledges		<u>—</u>
Dues		<u>18926.14</u>
Easter Yughakin		<u>—</u>
Christmas Yughakin		<u>2140.00</u>
	TOTAL	\$ <u>22630.43</u>

*ONE THROUGH MAY 31, 1989 - NONE
JUNE 1, 1989 THRU
DEC. 31, 1989*

IV. Number of Sacraments and Rituals

Baptisms	<u>7</u>
Weddings	<u>7</u>
Funerals	<u>7</u>

V. Number of Delegates: 1

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

Parish Council Chairman

Jah Achon
Parish Council Treasurer

Dale Baronian
Auditing Committee Chairman

Reviewed by Parish Priest

THE ABOVE FIGURES MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (pages 5-6) AND THE MEMBERSHIP DATA SHEET (page 2)

Richmond, Va.
SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney

Name Samuel Baronson
Address 9303 Venetian Way
City Richmond State Va Zip 23229
Telephone 804-250-1714

B. Insurance

Please identify types of insurance carried and coverage:

Property _____
Liability _____
Other Workmans Comp

C. Tax Exemption

Sales Tax Yes No _____
Property Tax Yes No _____
Other _____

D. Major Equipment Purchases in 1989

Please provide sufficient identification to permit the development of an information bank for use by all parishes:

Office _____
Kitchen None
Sanctuary _____
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/89)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1989

1. In Banks.....	<u>SAVINGS</u>	\$ 31278.50
2. On Hand.....	<u>CHECKING</u>	\$ 3613.65

TOTAL 34892.15

A. Receipts and Donations:

1. Membership Dues.....	\$ 18926.14
2. Pledges	<u>DUES</u> 240.00
3. Stewardship.....	_____
4. Plate Collection.....	1564.29
5. Candles.....	1011.25
6. Easter Yughakin.....	_____
7. Christmas Yughakin.....	2140.00
8. In Lieu of Flowers.....	745.00
9. Wills and Bequests.....	405.45
10. Other Contributions:	
a. <u>DONATIONS</u> 5634.50	_____
b. <u>MEMBERSHIP</u> 8030.00	_____

TOTAL \$ 38696.63

B. Sacraments & Rituals:

1. Baptisms.....	\$ 1235.00
2. Weddings, <u>CANALS</u>	1011.25
3. Funerals.....	_____
4. Requiems.....	1480.00

TOTAL \$ 2715.00

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar.....	\$ _____	\$ 10,000.00
2. ^o Picnics.....	_____	_____
3. Raffles.....	_____	_____
4. <u>RUG SALE</u>	_____	17670.41
5. Fairs.....	_____	_____
6. ^o Dinners.....	_____	3634.57

FINANCIAL REPORT - SECTION I - INCOME (continued)

7. Other:	(Gross)	(Net)
a. <u>PHONE REBATE</u>	\$ _____	\$ <u>412.99</u>
b. <u> </u>	_____	<u> </u>
c. <u> </u>	_____	<u> </u>
d. <u> </u>	_____	_____
	(NET) TOTALS	\$ <u>31717.97</u>

D. Church Auxiliary Organizations:

1. Women's Guild.....	\$ _____	_____
2. Mr. & Mrs. Auxiliary.....	_____	_____
3. Men's League.....	_____	_____
4. ACYOA Seniors.....	_____	_____
5. ACYOA Seniors.....	_____	_____
6. Other:		
a. <u>EARTHQUAKE EXPENSE DONATION</u>	_____	<u>2020.00</u>
b. _____	_____	_____
	TOTAL \$	<u>2020.00</u>

E. Other Income:

1. Interest.....	\$ <u>2918.12</u>
2. <u>SEVAN ADVERTISING</u> Sale of Books, Records, Gifts.....	<u>206.60</u>
3. Parish Newsletter. <u>CHRISTMAS GREETING</u> <u>370.00</u> <u>2917.00</u>	<u>3287.00</u>
4. Donations for use of Facilities.....	<u>700.00</u>
5. Contributions to Building Fund.....	_____
6. Transfer of Funds - <u>ENDOWMENT FUND</u>	<u>5400.00</u>
7. Other:	
a. _____	_____
b. _____	_____
	TOTAL \$ <u>12511.72</u>

TOTAL RECEIPTS (Items A-E) \$ 87661.32
 TOTAL CASH ACCOUNTED FOR \$ 122553.47

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/89)

A. Salaries and Benefits

- 1. Clergymen..... \$ 12,083.35 + 6609.25 (VISITING CLERGY)
- 2. Clergymen Housing and Utility Allowance. 2036.40
- 3. Clergymen Automobile ^{INSURANCE} Allowance..... 654.87
- 4. Clergy Medical Insurance..... 1564.56
- 5. Clergy Pension..... 416.25

TOTAL \$ 16339.26

B. Other Salaries and Benefits:

- 1. Visiting Clergymen..... \$ 6609.25
- 2. Secretary and/or Clerical..... 1101.00
- 3. Choirmaster, soloists, organist..... 1260.00
420.00 + 840.00
- 4. ~~Payroll taxes~~ ^{DELEGATE EXPENSE (426.27 + 620.63)}..... 1046.90
- 5. Employee Benefits: ^{Moving Allowance}..... 2471.00

TOTAL \$ 12488.15

C. Operating Expenses:

- 1. Telephone..... \$ 1512.02
- 2. Stationery, ^(2098.56) Printing and ^(1101.01) Postage..... 3199.57
- 3. Parish Newsletter..... 507.53
- 4. Candles..... _____
- 5. Altar Flowers..... 361.32
- 6. Books, Records, Gifts, ^{Supplies}..... 3665.33
- 7. Furniture and Equipment ^(office) ^{MAINTENANCE}..... 686.93
- 8. Contributions..... _____
- 9. Fund Transfer ^{AFFAIRS & DINNER}..... 3258.04
- 10. Other:
 - a. ^{SECURITY DEPOSITS} 200.00
 - b. ^{GRANT COMMITTEE} 49.59

TOTAL \$ 13468.31

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues.....	\$ <u>7793.62</u>
2. Etchmiadzin Looma.....	<u> </u>
3. Other:	
a. _____	<u> </u>
b. _____	<u> </u>
	TOTAL \$ <u>7793.62</u>

E. Educational Programs:

1. Religious Education - <u>HONORARIUM</u>	\$ <u>2407.66</u>
2. Armenian Language.....	<u> </u>
3. ACYOA Seniors.....	<u> </u>
4. ACYOA Juniors.....	<u> </u>
5. Choir.....	<u> </u>
6. Religious Vocation.....	<u> </u>
7. Other:	
a. _____	<u> </u>
b. _____	<u> </u>
	TOTAL \$ <u>2407.66</u>

F. Church Building Expenses

1. Mortgage (Principal/Interest).....	\$ <u> </u>
2. Utilities.....	<u>6734.31</u>
3. Insurance.....	<u>3413.00</u>
4. Repairs and Maintenance. <u>Janitorial</u>	<u>3275.00</u>
5. Equipment.....	<u> </u>
6. Other:	
a. <u>Pres Conrol</u> 225.00	<u> </u>
b. <u>Parking Lot</u> 2000.00	<u> </u>
	<u>Auto for Hyamsky</u> 6227.00
	TOTAL \$ <u>21874.31</u>

TOTAL DISBURSEMENTS \$ 74371.31

Balance - December 31, 1989

1. In Banks.....	<u>45640.03</u>
2. On Hand.....	<u>2842.13</u>
	TOTAL CASH ACCOUNTED FOR \$ <u>122553.47</u>

Effective January 1, 1989

ACTUAL 1989 STIPEND
AND ALLOWANCES BUDGETED

Basic Stipend \$17,220.....

~~\$17,220⁰⁰~~

Additional increment for each 3 years
of service in the Diocese with a
maximum of 7 increments (including
service in the Western Diocese). 1,230.....

1,230⁰⁰

Additional increment for parish size:

150-300 voting members. 1,230.....

1,230⁰⁰

Over 300 voting members 2,460.....

2,460⁰⁰

CAR ALLOWANCE

Pastor's own car.27¢ per mile for pastoral
business
(estimated allowance).....

Full
Actual as
Reported by
Pastor

Parish owned car.17¢ per mile for pastoral
business
(estimated allowance).....

0⁰⁰

HOUSING ALLOWANCE

Parish owned home All costs including utilities....

3,500⁰⁰

Rental.If parish does not own a home,
it will provide an allowance of
\$700.00 monthly for housing
including utilities.....

0⁰⁰

Home owned by Pastor. Pastors may use allowance for
rental or toward payments on
house purchase.....

0⁰⁰

CLERGY MEDICAL INSURANCE. . Full payment.....

4,600⁰⁰

CLERGY PENSION. \$1,000.00
(plus additional \$1,000.00 (optional))

1,000⁰⁰

TOTAL

\$ 39,480⁰⁰

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (ending 12/31/89)

A. ASSETS:

- 1. Cash.....\$ _____

- 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 \$ _____

B. LIABILITIES:

- 1. Mortgage.....\$ _____

(Part B. Liabilities continued on page 11)

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (continued)

2. Loans Payable.....	\$ _____

3. Accounts Payable.....	\$ _____
	TOTAL \$ _____

The above statement has been prepared from the books and records of _____ and to the best of our knowledge reflects accurately the receipts and disbursements for the year ended December 31, 1989, and the balance on hand in cash and in the banks at such date, and any accounts payable.

Parish Council Chairman

Joh Achia

Parish Council Treasurer

Dale Baronian

Auditing Committee Chairman

Reviewed by Parish Priest

The Names of Officers Serving in 1990

WOMEN'S GUILD

Chairman	Elizabeth Tootelian	Telephone	804-740-8670
Address	402 Berwickshire Drive Richmond, Va. 23229		
Membership		# of meetings held	
Amount transferred to Parish Council			
Cash on hand at 1/1/89	401.71	Income	1052.34
Disbursements	100.00	Balance at 12/31/89	1354.05
Major annual functions			
No Women's Guild in 1989			

YOUNG WOMEN'S GUILD

Chairman	none	Telephone	
Address			
Membership		# of meetings held	
Amount transferred to Parish Council			
Cash on hand at 1/1/89		Income	
Disbursements		Balance at 12/31/89	
Major annual functions			

BOY SCOUTS

Chairman	none	Telephone	
Address			
Membership		# of meetings held	
Amount transferred to Parish Council			
Cash on hand at 1/1/89		Income	
Disbursements		Balance at 12/31/89	
Major annual functions			

ARMENIAN SCHOOL

Name	Richmond Armenian School		
Chairman	Diran Bezirdjian	Tel.	
Address	8637 Tower Brdige Way Lutherville, Md. 21093		
Superintendent		Tel.	
Address	3412 BRIDGEMONT		
Number of Teachers	3	Number of Pupils	12
Number of Classrooms	3	School Days and Hours	Sundays 9:45-10:45
Cash on hand at 1/1/89	2994.53	Income	25.00
Disbursements	744.00	Balance at 12/31/89	2405.10
Major annual functions	none		

SUNDAY SCHOOL

Chairman		Tel.	
Address			
Superintendent	Rob Norris	Tel.	205 741-6511
Address	20 Bridgehampton Place Richmond, Va. 23229		
Number of Teachers	4	Number of Pupils	10
Number of Classrooms	2-3	School Hours	11:00-12:00
Cash on hand at 1/1/89		Income	
Disbursements		Balance at 12/31/89	
Major annual functions	Easter Egg Hunt		
	Christmas Party		

RESERVE FUND

Chairman		Tel.	
Address			

A.C.Y.O.A. SENIORS

Chairman	Judy Boyajian	Tel.	320-8225
Address	6110 Winford Lane	Richmond, Va.	23225
Membership	3	# of meetings held	6
Cash on hand at 1/1/89	1266.59	Income	484164
Disbursements	1000.00	Balance at 12/31/89	484.64
Amount sent to Central Council in 1989			
Annual affairs	Farewell dinner for Der Arsem Barsamian and also assisted in the Halloween Party		

A.C.Y.O.A. JUNIORS

Chairman		Tel.	
Address			
Membership		# of meetings held	
Cash on hand at 1/1/89		Income	
Disbursements		Balance at 12/31/89	
Major annual functions			

CHOIR

Chairman	Robert Thomas	Tel.	740-5349		
Address	1303 Westridge	Richmond, Va.	23229		
Membership: Male	2	Female	5	Total	
Choirmaster	Robert Thomas	Tel.			
Address					
Cash on hand at 1/1/89	none	Income			
Disbursements		Balance at 12/31/89			
Amount sent to Choir Association Central Council in 1989					
Annual affairs	none				

MEN'S LEAGUE

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/89 _____	Income _____
Disbursements _____	Balance at 12/31/89 _____
Major annual functions _____	

MR. AND MRS. AUXILIARY

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/89 _____	Income _____
Disbursements _____	Balance at 12/31/89 _____
Major annual functions _____	

CHURCH PUBLICATION

Name of Publication <u>Sevan</u>	Circulation <u>350</u>
Editor <u>Very Rev. Oshagan Gulgolian & Vriginia</u>	Tel. <u>282-3818</u>
Address <u>834 Pepper Avenue</u> <u>Greene</u>	
Income <u>Richmond, Va. 23226</u>	Expense _____
<u>no income</u>	

PUBLICITY AND PUBLIC RELATIONS

Name of Church's Publicity Chairman _____	
Address _____	Telephone _____

C

OTHER (Fill in Name)

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand 1/1/89 _____	Income _____
Disbursements _____	Balance at 12/31/89 _____
Major annual functions _____	

OTHER (Fill in Name)

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand 1/1/89 _____	Income _____
Disbursements _____	Balance at 12/31/89 _____
Major annual functions _____	

Future Plans of the Parish Council:

Signature of the Parish Council:

President _____

Chairman _____

Secretary _____

Date _____

PARISH COUNCIL MEMBERS

NEWLY-ELECTED MEMBERS:

Name Virginia Abernathy Tel. Home 355-1243
Address 3404 Monument Avenue, Rich. Va. 23221 Tel. Office 741-4090
Number of Votes 27

Name Ronnie Greene Tel. Home 747-8066
Address 9521 Pine Shadow Drive-Rich, Va. 23233 Tel. Office 965-7524
Number of Votes 38

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

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

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

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

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

PARISH COUNCIL MEMBERS

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 again becomes eligible to become a candidate for the Parish Council.)

Name Barkev Baronian Tel. Home 741-2898
Address 1608 Stonycreek Drive Richmond, Va. 23233 Tel. Office 274-3356
Date Elected 3-4-90 Number of Terms Served: 1st__ 2nd x 3rd__

Name Sam Baronian Jr. Tel. Home 750-1714
Address 9303 Venetian Way, Rich. Va. 23229 Tel. Office 359-9274
Date Elected 3-4-90 Number of Terms Served: 1st__ 2nd x 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Date Elected _____ Number of Terms Served: 1st__ 2nd__ 3rd__

PARISH COUNCIL MEMBERS

MEMBERS CURRENTLY
IN-OFFICE:

(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 again becomes eligible to become a candidate for the Parish Council.)

Name Virginia Abernathy Tel. Home 355-1243
Address 3404 Monument Ave. Rich. Va. 23221 Tel. Office 741-4090
Date Elected 3-4-90 Number of Terms Served: 1st x 2nd 3rd

Name John Ashjian Tel. Home 285-7186
Address 2317 Carr Lane Rich. Va. 23230 Tel. Office 275-4965
Date Elected 1-29-89 Number of Terms Served: 1st 2nd x 3rd

Name Barkev Baronian Tel. Home 741-2898
Address 1608 Stonycreek DRive, Rich. Va. 23233 Tel. Office 274-3356
Date Elected 3-4-90 Number of Terms Served: 1st 2nd x 3rd

Name Sam Baronian Jr. Tel. Home 750-1714
Address 9303 Venetian Way Rich. Va. 23233 Tel. Office 359-9274
Date Elected 3-4-90 Number of Terms Served: 1st 2nd x 3rd

Name Ron Greene Tel. Home 747-8066
Address 9521 Pine Shadow Drive Tel. Office 965-7524
Date Elected 3-4-90 Number of Terms Served: 1st x 2nd 3rd

Name Linda Sharigian Tel. Home 288-3162
Address 6807 Kensington Avenue Rich. Va. 23226 Tel. Office
Date Elected 1-29-89 Number of Terms Served: 1st z 2nd 3rd

Name Jack Tootelian Tel. Home 740-8670
Address 402 Berwickshire Drive Rich. Va. 23229 Tel. Office none
Date Elected 1-29-89 Number of Terms Served: 1st x 2nd 3rd

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES

Name Virginia Ashjian Greene Tel. Home 741-0246
Address 1111 Swissvale Place Rich.Va.23229 Tel. Office none
Year elected 1989

Name Alicia Darhmanian (alternate) Tel. Home 262-6704
Address 2221 Buckingham Avenue Rich. Va. 23228 Tel. Office 288-5246
Year elected 1989

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES continued

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

Name _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____

ALTERNATE DIOCESAN DELEGATE

Name Alice Darhanian Tel. Home 262-6704
Address 2221 Buckingham Avenue Rich.Va.23228 Tel. Office 288-5246
Year elected 1989