

1990 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) 1991 revenue and budget.

Name of Church: St. James Armenian Church

Address	<u>834 Pepper Av</u>						
City	<u>Richmond</u>	State	<u>Va</u>	Zip	<u>23226</u>	tel. #	<u>804-282-3818</u>
Pastor	<u>Rev Fr Oshagan Gulgolian</u>						
Assistant Pastor							

Parish Council Officers:

Chairman	<u>Jack Tootelian</u>
Vice-Chairman	<u>Virginia Abernathy</u>
Secretary	<u>Dr. Paul Mazmanian</u>
^{corps} Asst. Secretary	<u>Barker Baronian</u>
Treasurer	<u>Ron Greene</u>
Asst. Treasurer	<u>Linda Sharigian</u>

Names of Delegates:

1.	<u>Virginia Greene</u>	4.	_____
2.	_____	5.	_____
3.	_____	6.	_____

Officers of Assembly:

Assembly President	<u>V. Rev Fr Oshagan Gulgolian</u> <u>Dr Paul Mazmanian</u>
Assembly Chairman	<u>Dr Paul Mazmanian</u>
Assembly Secretary	<u>Pam Mazmanian</u>

Number of Parish Council Meetings (1990) 14

Date of 1991 Annual Parish Assembly Feb 1991

1991 Revenue Budget: \$ 80,000 1991 Expense Budget: \$ 80,000

PARISH St James CITY Richmond Va

1990 MEMBERSHIP DATA

1. Total Membership 75 Over 1989 by _____
Under 1989 by _____
2. Number of entries on mailing list 375 Over 1989 by _____
Under 1989 by _____
3. Number of Armenians in the area 1,000
4. Number of potential members 50
5. 1990 membership dues:
per member \$ 200 senior citizen \$ _____ other \$ _____
6. How do you divide your membership revenue among these categories: (in percentage and numbers)

	<u>%</u>	<u>Members</u>	<u>Non-members</u>
a. Dues	<u>100</u>	<u>100%</u>	_____
b. Pledges	_____	_____	_____
c. Stewardship	_____	_____	<u>100%</u>
d. Other contributions	_____	_____	_____

7. Do you have a membership committee? No

8. Donation for sacraments and rituals:

	<u>Members</u>	<u>Non-members</u>
a. Wedding	\$ <u>—</u>	\$ <u>—</u>
b. Baptism	800 <u>410</u>	800 <u>410</u>
c. Funeral	<u>410</u>	<u>410</u>
d. Other	<u>1105</u>	<u>1100</u>


1991 PARISH ASSESSMENT DATA

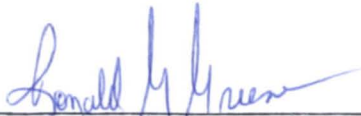
Your assessment and/or Diocesan dues is based on the following formula:

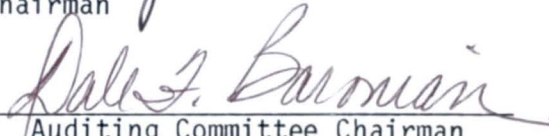
- a. 60% - Membership
- b. 5% - Clergy
- c. 25% - Gross PCP (Plate Collection Pledges, Dues, Yughakin.
- d. 5% - BWF (Baptisms, Weddings, Funerals)
- e. 5% - Delegates

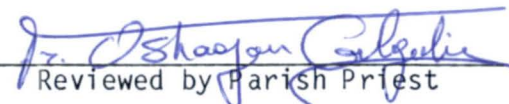
I. 1990 Membership:	<u>75</u>	
II. Number of Clergy:	<u>1</u>	
III. <u>Gross PCP:</u>		
Plate Collection	\$ <u>1,944.16</u>	
Pledges	19,586.00	
Dues	<u>19,586.00</u>	
Easter Yughakin	<u>2,413.50</u>	
Christmas Yughakin	<u>560.00</u>	
	TOTAL	\$ <u>24,503.66</u>
IV. <u>Number of Sacraments and Rituals</u>		
Baptisms	<u>?</u>	
Weddings	<u>?</u>	
Funerals	<u>?</u>	
V. <u>Number of Delegates:</u>	<u>1</u>	

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 5-6) AND THE MEMBERSHIP DATA SHEET (page 2)

PARISH St James CITY Richmond Va

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney

Name Sam Baronian Jr
Address 9303 Venetian Way
City Richmond State Va Zip 23229
Telephone 750-1714

B. Insurance

Please identify types of insurance carried and coverage:

Property ✓ _____
Liability ✓ _____
Other Workmens Comp. _____

C. Tax Exemption

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

D. Major Equipment Purchases in 1990

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

Office NONE _____
Kitchen _____
Sanctuary ↓ _____
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/90)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1990

- 1. In Banks.....\$ _____
- 2. On Hand.....\$ _____

TOTAL _____

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. _____
 - b. _____

TOTAL \$ _____

B. Sacraments & Rituals:

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

TOTAL \$ _____

C. Church Affairs:

- | | (Gross) | (Net) |
|------------------------|---------|----------|
| 1. Bazaar.....\$ _____ | _____ | \$ _____ |
| 2. Picnics..... _____ | _____ | _____ |
| 3. Raffles..... _____ | _____ | _____ |
| 4. Bingo..... _____ | _____ | _____ |
| 5. Fairs..... _____ | _____ | _____ |
| 6. Dinners..... _____ | _____ | _____ |

*financial
report
enclosed*

FINANCIAL REPORT - SECTION I - INCOME (continued)

7. Other:	(Gross)	(Net)
a. _____	\$ _____	\$ _____
b. _____	_____	_____
c. _____	_____	_____
d. _____	_____	_____
		(NET) TOTALS \$ _____

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. _____	_____
b. _____	_____
TOTAL \$ _____	

E. Other Income:

1. Interest.....	\$ _____
2. Sale of Books, Records, Gifts.....	_____
3. Parish Newsletter.....	_____
4. Donations for use of Facilities.....	_____
5. Contributions to Building Fund.....	_____
6. Transfer of Funds.....	_____
7. Other:	
a. _____	_____
b. _____	_____
TOTAL \$ _____	

*detailed
report
enclosed*

TOTAL RECEIPTS (Items A-E) \$ _____

TOTAL CASH ACCOUNTED FOR \$ _____

PARISH St James CITY Richmond Va

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/90)

A. Salaries and Benefits

- 1. Clergymen..... \$ _____
 - 2. Clergymen Housing and Utility Allowance. _____
 - 3. Clergymen Automobile Allowance..... _____
 - 4. Clergy Medical Insurance..... _____
 - 5. Clergy Pension..... _____
- TOTAL \$ _____

B. Other Salaries and Benefits:

- 1. Visiting Clergymen.....\$ _____
 - 2. Secretary and/or Clerical..... _____
 - 3. Choirmaster, soloists, organist..... _____
 - 4. Payroll taxes..... _____
 - 5. Employee Benefits..... _____
- TOTAL \$ _____

report enclosed

C. Operating Expenses:

- 1. Telephone.....\$ _____
 - 2. Stationery, Printing and Postage. _____
 - 3. Parish Newsletter..... _____
 - 4. Candles..... _____
 - 5. Altar Flowers..... _____
 - 6. Books, Records, Gifts..... _____
 - 7. Furniture and Equipment (office)..... _____
 - 8. Contributions..... _____
 - 9. Fund Transfer..... _____
 - 10. Other:
 - a. _____
 - b. _____
- TOTAL \$ _____

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

- 1. Diocesan Dues.....\$ _____
 - 2. Etchmiadzin Looma..... _____
 - 3. Other:
 - a. _____
 - b. _____
- TOTAL \$ _____

E. Educational Programs:

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

report enclosed

F. Church Building Expenses

- 1. Mortgage (Principal/Interest).....\$ _____
 - 2. Utilities..... _____
 - 3. Insurance..... _____
 - 4. Repairs and Maintenance..... _____
 - 5. Equipment..... _____
 - 6. Other:
 - a. _____
 - b. _____
- TOTAL \$ _____

TOTAL DISBURSEMENTS \$ _____

Balance - December 31, 1990

- 1. In Banks..... _____
 - 2. On Hand..... _____
- TOTAL CASH ACCOUNTED FOR \$ _____

1990 ADJUSTED CLERGY STIPEND

Effective January 1, 1991

	<u>ACTUAL 1991 STIPEND AND ALLOWANCES BUDGETED</u>
Basic Stipend \$19,110.....	\$ <u>N/A</u>
Additional increment for each 3 years of service in the Diocese with a maximum of 7 increments (including service in the Western Diocese). 1,365.....	_____
Additional increment for parish size:	
150-300 voting members. 1,365.....	_____
Over 300 voting members 2,730.....	_____
<u>CAR ALLOWANCE</u>	
Pastor's own car.27¢ per mile for pastoral business (estimated allowance).....	_____
Parish owned car.17¢ per mile for pastoral business (estimated allowance).....	_____
<u>HOUSING ALLOWANCE</u>	
Parish owned homeAll costs including utilities....	_____
Rental.If parish does not own a home, it will provide an allowance of \$775.00 monthly for housing including utilities.....	_____
Home owned by Pastor.Pastors may use allowance for rental <u>or</u> toward payments on house purchase.....	_____
<u>CLERGY MEDICAL INSURANCE</u> . . Full payment.....	_____
<u>CLERGY PENSION</u> \$1,000.00 (plus additional \$1,000.00 (optional))	_____
TOTAL	\$ _____

PARISH St James

CITY Richmond

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (ending 12/31/90)

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)

PARISH St James

CITY Richmond Va

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, 1990, and the balance on hand in cash and in the banks at such date, and any accounts payable.

James F. [Signature]
Parish Council Chairman

Ronald H. [Signature]
Parish Council Treasurer

Paul J. Baronian
Auditing Committee Chairman

Vr. Oshagan Gulyali
Reviewed by Parish Priest

The Names of Officers Serving in 1991

WOMEN'S GUILD

Chairman	<u>Lilly Thomas</u>	Telephone	<u>740-5349</u>
Address	<u>1303 Westridge</u>		
Membership	<u>36</u>	# of meetings held	<u>9</u>
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/90	<u>6073.40</u>	Income	<u>7098.02</u>
Disbursements	<u>2190.35</u>	Balance at 12/31/90	<u>10,981.07</u>
Major annual functions	<u>American Christmas dinner, Mid-Sept dinner, Easter dinner & Annual Food Festival.</u>		

YOUNG WOMEN'S GUILD

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/90	_____	Income	_____
Disbursements	_____	Balance at 12/31/90	_____
Major annual functions	_____		

BOY SCOUTS

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/90	_____	Income	_____
Disbursements	_____	Balance at 12/31/90	_____
Major annual functions	_____		

ARMENIAN SCHOOL

Name	<u>Richmond Armenian School</u>		
Chairman	<u>Mural Haboush</u>	Tel.	<u>740-7573</u>
Address	<u>10412 Brookmont Dr.</u>		
Superintendent	<u>Mural Haboush</u>	Tel.	<u>R</u>
Address	_____		
Number of Teachers	<u>4</u>	Number of Pupils	<u>20</u>
Number of Classrooms	<u>3</u>	School Days and Hours	<u>9:45-11:15 am</u> <u>9:45-10:30 am</u>
Cash on hand at 1/1/90	<u>2405.10</u>	Income	<u>1474.72</u>
Disbursements	<u>2110.27</u>	Balance at 12/31/90	<u>1769.55</u>
Major annual functions	<u>Mothers Day Program</u>		

1st, 3rd Sunday
2nd, 4th Sunday

SUNDAY SCHOOL Board

Chairman	<u>Anne Harris</u>	Tel.	<u>741-6511</u>
Address	<u>20 Bridgchampton Place</u>		
Superintendent	<u>School Board</u>	Tel.	_____
Address	_____		
Number of Teachers	<u>2</u>	Number of Pupils	<u>8</u>
Number of Classrooms	<u>2</u>	School Hours	<u>10:30-11:15 am</u>
Cash on hand at 1/1/90	<u>—</u>	Income	<u>—</u>
Disbursements	<u>—</u>	Balance at 12/31/90	<u>—</u>
Major annual functions	<u>Christmas Party</u> <u>Easter Egg Hunt</u>		

2nd & 4th Sundays

RESERVE FUND

Chairman	_____	Tel.	_____
Address	_____		

A.C.Y.O.A. SENIORS

Chairman	<u>Arpe Bourouyan</u>	Tel.	<u>270-5444</u>
Address	<u>10816 Lebring Drive</u>		
Membership	<u>15</u>	# of meetings held	<u>12</u>
Cash on hand at 1/1/90	<u>48464</u>	Income	<u>3310.75</u>
Disbursements	<u>1941.12</u>	Balance at 12/31/90	<u>3310.75</u> <u>2876.11</u>
Amount sent to Central Council in 1990	_____		
Annual affairs	<u>Appreciation Night - dinner.</u>		
	<u>New Year's Eve dinner dance</u>		
	<u>Halloween Party</u>		

A.C.Y.O.A. JUNIORS

Chairman	_____	Tel.	_____
Address	_____		
Membership	_____	# of meetings held	_____
Cash on hand at 1/1/90	_____	Income	_____
Disbursements	_____	Balance at 12/31/90	_____
Major annual functions	_____		

CHOIR

Chairman	<u>Donna Sozhaian</u>	Tel.	<u>288-2118</u>
Address	<u>6319 Kensington Ave</u>		
Membership: Male	<u>3</u>	Female	<u>7</u>
		Total	<u>10</u>
Choirmaster	<u>Robert Thomas</u>	Tel.	<u>740-5349</u>
Address	<u>1303 Westridge</u>		
Cash on hand at 1/1/90	<u>—</u>	Income	<u>—</u>
Disbursements	<u>—</u>	Balance at 12/31/90	<u>—</u>
Amount sent to Choir Association Central Council in 1990	_____		
Annual affairs	<u>—</u>		

MEN'S LEAGUE

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/90 _____	Income _____
Disbursements _____	Balance at 12/31/90 _____
Major annual functions _____	

MR. AND MRS. AUXILIARY

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/90 _____	Income _____
Disbursements _____	Balance at 12/31/90 _____
Major annual functions _____	

CHURCH PUBLICATION

Name of Publication <u>Sevan</u>	Circulation <u>350</u>
Editor <u>V. Rev. Fr. Oshagan Gulghosian</u>	
Address <u>834 Pepper Ave</u>	
Income _____	Expense <u>\$ 2500.00</u>

PUBLICITY AND PUBLIC RELATIONS

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

OTHER (Fill in Name)

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand 1/1/90 _____	Income _____
Disbursements _____	Balance at 12/31/90 _____
Major annual functions _____	

OTHER (Fill in Name)

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand 1/1/90 _____	Income _____
Disbursements _____	Balance at 12/31/90 _____
Major annual functions _____	

Future Plans of the Parish Council:

Signature of the Parish Council:

President Fr. Oshgan Cosfacki

Chairman Paul B...

Secretary Linda Sharquist

Date 22. March 1991

PARISH COUNCIL MEMBERS

NEWLY-ELECTED MEMBERS:

Name Dr. Paul Magmanian Tel. Home 740-9542
Address 1206 Giltspur Rd. Tel. Office 786-0494
Number of Votes 21

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 _____

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 Jack Zotelean Tel. Home 740-8670
Address 402 Berwickshire Tel. Office _____
Date Elected 1991 Number of Terms Served: 1st__ 2nd__ 3rd__

Name Linda Sharigan Tel. Home 288-3162
Address 6807 Kensington Tel. Office _____
Date Elected 1991 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__

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 Jack Zoatelian Tel. Home 740-8670
Address 402 Berwickshire Tel. Office
Date Elected 1991 Number of Terms Served: 1st 2nd 3rd

Name Virginia Abernathy Tel. Home 355-1243
Address 3404 Monument Tel. Office 741-4090
Date Elected 1990 Number of Terms Served: 1st 2nd 3rd

Name Dr. Paul Mozmanian Tel. Home 740-9542
Address 1206 Giltspur Tel. Office 786-0494
Date Elected 1991 Number of Terms Served: 1st 2nd 3rd

Name Parker Baroman Tel. Home 741-2898
Address 1608 Stonycreek Tel. Office
Date Elected 1990 Number of Terms Served: 1st 2nd 3rd

Name Ron Greene Tel. Home 747-8066
Address 9521 Pine Shadow Dr Tel. Office 965-7524
Date Elected 1990 Number of Terms Served: 1st 2nd 3rd

Name Linda Sharigan Tel. Home 288-3162
Address 6807 Kensington Tel. Office
Date Elected 1991 Number of Terms Served: 1st 2nd 3rd

Name Samuel Baroman Jr. Tel. Home 750-1714
Address 9303 Venetian Way Tel. Office
Date Elected 1990 Number of Terms Served: 1st 2nd 3rd

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES

Name Virginia A. Greene Tel. Home 741-0246
Address 1111 Swissvale Pl Tel. Office _____
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 _____

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 Ave Tel. Office _____
Year elected 1989