

630 Second Avenue
New York, New York 10016-4885

1991 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) 1992 revenue and budget.

Name of Church: ST. JAMES ARMENIAN CHURCH

Address 834 Pepper Avenue	
City Richmond	State Va. Zip 23226 Tel.# 282-3818
Pastor V. Rev. Fr. Oshagan Gulgulian	
Assistant Pastor	

Parish Council Officers:

Chairman	Virginia Abernathy (upon the resignation of Jack Tootelian)
Vice-Chairman	none
Secretary	Dr. Paul Mazmanian
Asst. Secretary	
Treasurer	Ron Greene
Asst. Treasurer	Linda Sharigian

Names of Delegates:

1. Virginia Greene	4. _____
2. _____	5. _____
3. _____	6. _____

Officers of Assembly:

Assembly President	V. Rev. Fr. Oshagan Gulgulian
Assembly Chairman	John Baronian
Assembly Secretary	Azniv Amirkhanian

Number of Parish Council Meetings (1991) 13

Date of 1992 Annual Parish Assembly February 2, 1992

1992 Revenue Budget: \$ \$77,000.00 1992 Expense Budget: \$7,000.00

1991 MEMBERSHIP DATA

1. Total Membership 63 Over 1990 by _____
 Under 1990 by 12
2. Number of entries on mailing list 250 Over 1990 by _____
 Under 1990 by _____

3. Number of Armenians in the area 500

4. Number of potential members ?

5. 1991 membership dues:

per member \$ 225.00 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	_____	_____	_____
b. Pledges	_____	_____	_____
c. Stewardship	_____	_____	_____
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>100.00</u>	\$ <u>300.00</u>
b. Baptism	<u>75.00</u>	<u>250.00</u>
c. Funeral	<u>100.00</u>	<u>300.00</u>
d. Other	_____	_____

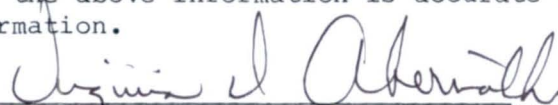
1992 PARISH ASSESSMENT DATA

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. 1991 Membership:	<u>63</u>
II. Number of Clergy:	<u>1</u>
III. <u>Gross PCP:</u>	
Plate Collection	\$ <u>1867.75</u>
Pledges	<u>16,300.00</u>
Dues	<u>16,962.50</u>
Easter Yughakin	<u>1,118.00</u>
Christmas Yughakin	<u>703.00</u>
	TOTAL \$ <u>20,651.25</u>
IV. <u>Number of Sacraments and Rituals</u>	
Baptisms	<u>4</u>
Weddings	<u>3</u>
Funerals	<u>3</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)

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney

Name Sam Baronian Jr.
Address 9303 Venetian Way
City... Richmond State.. Va. Zip 23229
Telephone... 804-750-1718

B. Insurance

Please identify types of insurance carried and coverage:

Property ALLSTATE Commercial policy with liability
Liability at 2 million
Other _____

C. Tax Exemption

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

D. Major Equipment Purchases in 1991

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

Office COMPUTER
Kitchen _____
Sanctuary _____
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/91)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1991

1. In Banks.....	\$ 253,625.16	
2. On Hand.....	45,774.57	
		TOTAL \$ 299,399.73

A. Receipts and Donations:

1. Membership Dues.....	\$ 16,962.50	
2. Pledges.....	0	
3. Stewardship.....	350.00	
4. Plate Collection.....	1867.75	
5. Candles.....	963.25	
6. Easter Yughakin.....	1118.00	
7. Christmas Yughakin.....	703.00	
8. In Lieu of Flowers.....	2508.00	
9. Wills and Bequests.....	--	
10. Other Contributions:		
a. _____	_____	
b. _____	_____	
		TOTAL \$ 24,472.50

B. Sacraments & Rituals:

1. Baptisms.....	\$ (
2. Weddings.....	(
3. Funerals.....	(1275.00	
4. Requiems.....	4113.00	
		TOTAL \$ 5,388.00

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar.....	\$ _____	\$ 10,000.00
2. Picnics FUNCTIONS.....	_____	1,512.17
3. Raffles.....	_____	_____
4. Bingo.....	_____	_____
5. Fairs.....	_____	_____
6. Dinners.....	_____	_____

FINANCIAL REPORT - SECTION I - INCOME (continued)

7. Other:	(Gross)	(Net)
a. <u>CANDLES</u>	<u>\$ 963.25</u>	<u>\$ 963.25</u>
b. <u>Rug Sale</u>	<u> </u>	<u>14,211.32</u>
c. <u> </u>	<u> </u>	<u> </u>
d. <u> </u>	<u> </u>	<u> </u>
	(NET) TOTALS	\$ <u>26,684.74</u>

D. Church Auxiliary Organizations:

1. Women's Guild.....	<u>\$ 8,350.16</u>
2. Mr. & Mrs. Auxiliary.....	<u> </u>
3. Men's League.....	<u> </u>
4. ACYOA Seniors.....	<u> </u>
5. ACYOA Seniors.....	<u> </u>
6. Other:	
a. <u>Dance group</u>	<u>500.00</u>
b. <u> </u>	<u> </u>
	TOTAL \$ <u>8,850.16</u>

E. Other Income:

1. Interest.....	<u>\$ 2,343.31</u>
2. Sale of Books, Records, Gifts.....	<u> </u>
3. Parish Newsletter.....	<u>436.80</u>
4. Donations for use of Facilities.....	<u>280.00</u>
5. Contributions to Building Fund.....	<u> </u>
6. Transfer of Funds.....	<u> </u>
7. Other:	
a. <u> </u>	<u> </u>
b. <u> </u>	<u> </u>
	TOTAL \$ <u>3060.11</u>

FINANCIAL REPORT ENCLOSED

TOTAL RECEIPTS (Items A-E) \$ 68,457.51

TOTAL CASH ACCOUNTED FOR \$

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/91)

A. Salaries and Benefits

1. Clergymen.....	\$ <u>16,900.00</u>
	529.39
2. Clergymen Housing and Utility Allowance.....	<u>6,180.00</u>
3. Clergymen Automobile Allowance.....	<u>2,624.13</u>
4. Clergy Medical Insurance.....	<u>3,913.43</u>
5. Clergy Pension, Loan and gift.....	<u>3,640.00</u>
	TOTAL \$ <u>33,786.95</u>

B. Other Salaries and Benefits:

1. Visiting Clergymen.....	\$ <u>2,719.01</u>
2. Secretary and/or Clerical.....	<u>--</u>
3. Choirmaster , soloists, organist.....	<u>1,040.00</u>
4. Payroll taxes.....	<u> </u>
5. Employee Benefits.....	<u> </u>
	TOTAL \$ <u>1,040.00</u>

C. Operating Expenses:

1. Telephone.....Utilities.....	\$ <u>7,823.73</u>
2. Stationery, Printing and Postage.	<u>3,874.51</u>
3. Parish Newsletter.....	<u>3,751.27</u>
4. Candles.....	<u> </u>
5. Altar Flowers.....	<u> </u>
6. Books, Records, Gifts.....	<u> </u>
7. Furniture and Equipment (office).....	<u>4,350.16</u>
8. Contributions.....	<u> </u>
9. and transfer Maintenance.....	<u>5,179.03</u>
10. Other:	
a. <u>Improvements</u>	<u>6000.00</u>
b. <u>Equipment maintenance</u>	<u>2,615.57</u>
	TOTAL \$ <u>33,594.27</u>

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues.....	\$ <u>7,588.00</u>
2. Etchmiadzin Looma.....	_____
3. Other:	
a. _____	_____
b. _____	_____
	TOTAL \$ <u>7,588.00</u>

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 \$ _____

F. Church Building Expenses

1. Mortgage (Principal/Interest).....	\$ <u>none</u>
2. Utilities.....	<u>7,823.73</u>
3. Insurance.....	<u>2,113.43</u>
4. Repairs and Maintenance.....	<u>6,000.00</u>
5. Equipment.....	<u>2,613.57</u>
6. Other:	
a. _____	_____
b. _____	_____
	TOTAL \$ <u>16,439.30</u>

TOTAL DISBURSEMENTS \$ _____

Balance - December 31, 1991

1. In Banks.....	<u>253,625.16</u>
2. On Hand.....	<u>45,774.57</u>
	TOTAL CASH ACCOUNTED FOR \$ <u>299,399.73</u>

1991 ADJUSTED CLERGY STIPEND
Effective January 1, 1992

	<u>ACTUAL 1992 STIPEND AND ALLOWANCES BUDGETED</u>
Basic Stipend	\$ 16,900.00
Additional increment for each 3 years of service in the Diocese with a maximum of 7 increments (including service in the Western Diocese).	_____
Additional increment for parish size:	
150-300 voting members.	_____
Over 300 voting members	_____
<u>CAR ALLOWANCE</u>	
Pastor's own car.27¢ per mile for pastoral business (estimated allowance).....	2,624.13
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 \$805.00 monthly for housing including utilities.....	529.39 6,180.00
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.(auto,life.&Med)...	3,913.43
<u>CLERGY PENSION.</u> \$1,000.00 (plus additional \$1,000 recommended per year)	_____
<u>CLERGY LIFE INSURANCE.</u> As much term life insurance for Pastors as can be purchased per year for \$500.00. Such coverage will be purchased directly by the Parish for the benefit of the Pastor's beneficiaries.	_____
TOTAL	\$ 30,146.95

FINANCIAL REPORT - SECTION III- ASSETS AND LIABILITIES (ending 12/31/91)

A. ASSETS: (REPORT ENCLOSED)

1. Cash.....	\$	<u>45,774.57</u>	
2. Certificates of Deposit.....	\$	<u> </u>	
3. Stocks and Bonds.....	\$	<u>none</u>	
4. Real Estate (land, buildings, etc).....	\$	<u>none</u>	
5. Special Funds (list each)			
a. <u>Endowment Fund</u>	\$	<u>113,258.52</u>	
b. <u>Education</u>		<u>5,083.71</u>	
c. <u>Cultural</u>		<u>19,905.15</u>	
6. Other:			
a. <u>General Cultural</u>	\$	<u>13,203.94</u>	
b. <u>Pastoral Housing</u>		<u>97,037.40</u>	
Capital Reserve		5,136.44	
		TOTAL \$	<u>253,625.16</u>

B. LIABILITIES:

1. Mortgage.....	\$	<u>none</u>

(Part B. Liabilities continued on page 11)

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

2. Loans Payable.....	\$	<u>none</u>
		<u> </u>
		<u> </u>
3. Accounts Payable.....	\$	<u>--</u>
		<u> </u>
	TOTAL	\$ <u> </u>

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, 1991, and the balance on hand in cash and in the banks at such date, and any accounts payable.

J. J. Obermeyer
Parish Council Chairman

Linda Shaugian
Parish Council Treasurer

Azmir Aminikhan
Auditing Committee Chairman

F. Shaugian Guloglu
Reviewed by Parish Priest

The Names of Officers Serving in 1992

WOMEN'S GUILD

Chairman	Lilly Thomas	Telephone	740-5349
Address	1303 Westridge Drive Richmond, Va. 23229		
Membership	35	# of meetings held	10
Amount transferred to Parish Council	15,350.16		
Cash on hand at 1/1/91	10,527.35	Income	11,083.76
Disbursements	19,914.21	Balance at 12/31/91	7,696.90
Major annual functions	Spring & Fall Food Festival Luncheons, special programs, picnic etc.		

YOUNG WOMEN'S GUILD

none

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/91	_____	Income	_____
Disbursements	_____	Balance at 12/31/91	_____
Major annual functions	_____		

BOY SCOUTS

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand at 1/1/91	_____	Income	_____
Disbursements	_____	Balance at 12/31/91	_____
Major annual functions	_____		

ARMENIAN SCHOOL

Name	RICHMOND ARMENIAN SCHOOL		
Chairman	_____	Tel.	_____
Address	_____		
Superintendent	MARAL HABOUSH	Tel.	740-7573
Address	10412 Brookmont Drive Richmond, Va. 23233		
Number of Teachers	4	Number of Pupils	13
Number of Classrooms	3+1 adult	School Days and Hours	Sunday 9-10:30am Mon 7-30-9:30am
Cash on hand at 1/1/91	1,769.55	Income	2,223.08
Disbursements	2,892.93	Balance at 12/31/91	1,099.70
Major annual functions	Mother's Day dinner Annual Dinner/Dance		

SUNDAY SCHOOL

Chairman	_____	Tel.	_____
Address	_____		
Superintendent	Linda Sharigian	Tel.	288-3162
Address	6807 Kensington Avenue Richmond, Va. 23226		
Number of Teachers	3	Number of Pupils	16
Number of Classrooms	3	School Hours	10:30-11:30 a.m Sundays
Cash on hand at 1/1/91	_____	Income	_____
Disbursements	_____	Balance at 12/31/91	_____
Major annual functions	-		

RESERVE FUND

Chairman	_____	Tel.	_____
Address	_____		

A.C.Y.O.A. SENIORS

Chairman	ARPI BOUROUJIAN	Tel.	270-5444
Address	10816 Sebring Drive Richmond, VA, 23233		
Membership	10	# of meetings held	17
Cash on hand at 1/1/91	\$1,415.42	Income	\$4,640.10
Disbursements	\$4,532.25	Balance at 12/31/91	1,523.27
Amount sent to Central Council in 1991	none		
Annual affairs	Halloween		
	Appreciation Day (Thanksgiving) Dinner/dance		

A.C.Y.O.A. JUNIORS

Chairman		Tel.	
Address			
Membership		# of meetings held	
Cash on hand at 1/1/91		Income	
Disbursements		Balance at 12/31/91	
Major annual functions			

CHOIR

Chairman	DONNA WALKER	Tel.	288-2118
Address	6319 Kensington Avenue Richmond, Va. 23226		
Membership:	Male 2	Female 8	Total 10
Choirmaster	Robert Thomas	Tel.	740-5349
Address	1303 Westridge Drive Richmond, Va. 23229		
Cash on hand at 1/1/91	0	Income	0
Disbursements	0	Balance at 12/31/91	
Amount sent to Choir Association Central Council in 1991			
Annual affairs	none		

MEN'S LEAGUE

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/91 _____	Income _____
Disbursements _____	Balance at 12/31/91 _____
Major annual functions _____	

MR. AND MRS. AUXILIARY

Chairman _____	Tel. _____
Address _____	
Membership _____	# of meetings held _____
Cash on hand at 1/1/91 _____	Income _____
Disbursements _____	Balance at 12/31/91 _____
Major annual functions _____	

CHURCH PUBLICATION

Name of Publication	SEVAN	Circulation	350
Editor	V. Rev. Fr. Oshagan Gulgulian	Tel.	282-3818
Address	834 Pepper Avenue Richmond, VA. 23226		
Income	\$ 436.80	Expense	_____

PUBLICITY AND PUBLIC RELATIONS

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

OTHER (Fill in Name)

ORIENTAL RUG SALE

Chairman	DR. MICHAEL VRANIAN	Tel.	794-2646
Address	13841 Grey Friars Lane Midlothian, Va. 23113		
Membership		# of meetings held	
Cash on hand 1/1/91		Net Income	14,125.43
Disbursements		Balance at 12/31/91	
Major annual functions			

OTHER (Fill in Name)

Chairman		Tel.	
Address			
Membership		# of meetings held	
Cash on hand 1/1/91		Income	
Disbursements		Balance at 12/31/91	
Major annual functions			

Future Plans of the Parish Council:

- 35th Anniversary celebration
- Fathers Day picnic
- Rug Sale
- Exhibition

Signature of the Parish Council:

President *J. B. Stanger*

Chairman *M. Vranian*

Secretary *A. C.*

Date February 2, 1992

PARISH COUNCIL MEMBERS

NEWLY-ELECTED MEMBERS:

Name DORIAN BARSAMIAN Tel. Home 275-1012
Address 5127 Timbercreek Ct. Richmond, VA. 23237 Tel. Office _____
Number of Votes 16

Name Carol Garabetian Tel. Home 741-7170
Address 12303 Ridgefield Parkway Tel. Office _____
Richmond, Va. 23233
Number of Votes 20

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 _____ 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__

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 DORIAN BARSAMIAN Tel. Home 275-1012
Address 5127 Timbercreek Ct. Rich.Va. 23237 Tel. Office _____
Date Elected 2-2-92 Number of Terms Served: 1st 2nd ___ 3rd ___

Name CAROL GARABETIAN Tel. Home 741-7170
Address 12303 Ridgefield Pkway Rich.Va. 23233 Tel. Office _____
Date Elected 2-2-92 Number of Terms Served: 1st 2nd ___ 3rd ___

Name HENRY MAGARIAN Tel. Home 355-8585
Address 4920 W. Marshall St. Rich.Va. 23230 Tel. Office _____
Date Elected Feb. 1991 Number of Terms Served: 1st 2nd ___ 3rd ___

Name DR. PAUL MAZMANIAN Tel. Home 740-9542
Address 1206 Giltspur Rd. Richmond, Va. 23233 Tel. Office _____
Date Elected Feb. 1991 Number of Terms Served: 1st 2nd ___ 3rd ___

Name LINDA SHARIGIAN Tel. Home 288-3162
Address 6807 Kensington Avenue Rich.Va. 23226 Tel. Office _____
Date Elected Feb. 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 ___

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES

Name VIRGINIA GREENE Tel. Home 741-0246
Address 1111 Swissvale Pl. Richmond, Va. 23229 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 _____ Tel. Home _____
Address _____ Tel. Office _____
Year elected _____