



250D

DIOCESE OF THE ARMENIAN CHURCH
630 Second Avenue
New York, NY 10016 - 4885

1992 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 uncumbent and newly-elected Parish Council members; d) 1993 revenue and budget.

Name of Church:

Address	ST. JAMES ARMENIAN CHURCH		
City	RICHMOND	State	VA Zip 23226
Telephone	804-282-3818	Fax	804-285-3833
Pastor	V. REV. FR. OSHAGAN GULGULIAN		
Assistant Pastor	NONE		

Parish Council Officers:

Chairman	LINDA SHARIGIAN
Vice-Chairman	DORIAN BARSAMIAN
Secretary	DR. PAUL MAZMANIAN
Ass't Secretary-/Treas.	CAROL GARABETIAN
Treasurer	CAROL GARABETIAN
Ass't Treasurer	HENRY MAGARIAN

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-----	PAM MAZMANIAN

Number of Parish Council Meeting (1992)----- 12 plus 4 called meetings & 1 Called special general meeting

Date of 1992 Annual Parish Assembly----- FEBRUARY 28, 1993

1993 Revenue Budget: \$----- \$85,000.00 1993 Expense Budget: \$----- \$84,460.00

1992 MEMBERSHIP DATA

1. Total Membership 60 Over 1991 by _____
 Under 1991 by 3
2. Number of entries on mailing list 270 Over 1991 by _____
 Under 1991 by _____
3. Number of Armenians in the area 600
4. Number of potential members 100
5. 1992 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	<u>100</u>	<u>60</u>	<u>--</u>
b. Pledges	<u>12</u>	<u>6</u>	<u>--</u>
c. Stewardship	<u>20</u>	<u>0</u>	<u>5</u>
d. Other contributions	_____	_____	_____

7. Do you have a membership committee? NO

8. Donation for sacraments and other services:

	<u>Members</u>	<u>Non-members</u>
a. Wedding	<u>\$100.00</u>	_____
b. Baptism	_____	<u>\$75.00</u>
c. Funeral	_____	_____
d. Other	_____	_____

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

1993 PARISH ASSESSMENT DATA

I.	1992 Membership:	60	-----
II.	Number of Clergy:	1	-----
III.	<u>Gross PCP:</u>		
	Plate Collection	\$ 1,866.75	-----
	Pledges	445.00	-----
	Dues	15,450.00	-----
	Easter Yughakin	1,518.00	-----
	Christmas Yughakin	1,095.00	-----
		TOTAL	
			\$ 20,374.75

IV.	<u>Number of Sacraments and Funerals:</u>		
	Baptisms	3	-----
	Weddings	1	-----
	Funerals	1	-----
V.	<u>Number of Delegates:</u>	1	-----

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

Linda Shaugian

Parish Council Chairman

Carol J. Garabetian

Parish Council Treasurer

John Roman

Auditing Committee Chairman

Fz. Oshegan

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-----SAMUEL BARONIAN JR.-----
Address-----9303 Venetian Way-----
City-----Richmond-----State-----VA-----Zip-----23229-----
Telephone-----804-750-1714-----

B. Insurance:

Please identify types of insurance carries and coverage:

Property-----Allstate-----
Liability-----Allstate-----
Other-----Workmen's Comp-----
State Farm-Hospitalization & Life Insurance

C. Tax Exemption:

Sales Tax	Yes----- ^x -----	No-----
Property Tax	Yes----- ^x -----	No-----
Other-----		

D. Major Equipment Purchases in 1992:

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

Office-----COPY MACHINE-----
Kitchen-----
Sanctuary-----
Other-----

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/92)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1992

1. In Banks	\$45,774.57	\$-----
2. On Hand		\$-----
	TOTAL \$	\$45,774.57

A. Receipts and Donations:

1. Membership Dues	\$15,450.00	\$-----
2. Pledges	445.00	\$-----
3. Stewardship	750.00	\$-----
4. Plate Collection	1,866.75	\$-----
5. Candles	1,103.00	\$-----
6. Easter Yughakin	1,518.00	\$-----
7. Christmas Yughakin	1,095.00	\$-----
8. In Lieu of Flowers	4,675.00	\$-----
9. Wills and Bequests		\$-----
10. Other Contributions:		
a. <u>General donations</u>	6,538.34	-----
b. -----		-----

B. Sacraments & Services:

1. Baptisms	75.00	\$-----
2. Weddings	100.00	\$-----
3. Funerals		\$-----
4. Requiems	3,880.00	\$-----
	TOTAL \$	37,496.09

(cont'd)

<u>C. Church Affairs:</u>	(Gross)	(Net)
1. Bazaar	\$-----	\$ 10,000.00
2. Picnics	-----	-----
3. Raffles	-----	-----
4. Bingo	-----	-----
5. Fairs	-----	-----
6. Dinners	-----	-----
7. Other: a. Rug Sale	-----	16,760.48
b. Affairs	-----	4,041.18
c. Hall rental	-----	105.00
d. -----	-----	-----
		(NET) TOTALS \$ 30,801.66

<u>D. Church Auxiliary Organizations:</u>	
1. Women's Guild	\$ 10,000.00
2. Mr. & Mrs. Auxiliary	\$-----
3. Men's League	\$-----
4. ACYOA Seniors	\$-----
5. ACYOA Juniors	\$-----
6. Other:	
a. -----	\$-----
b. -----	\$-----
	TOTAL \$ 10,000.00

<u>E. Other Income:</u>	
1. Interest	\$ 1469.23
2. Sale of Books, Records, Gifts	\$-----
3. Parish Newsletter	\$ 278.00
4. Donations for use of Facilities	\$ 105.00
5. Contributions to Building Fund	\$-----
6. Transfer of Funds	\$-----
7. Other:	
a. -----	\$-----
b. -----	\$-----
	TOTAL \$ 1852.23

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

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/92)

A. Salaries and Benefits:

1. Clergymen	\$ 18,503.00
2. Clergymen Housing & Utility Allowance	\$ 6,300.00
3. Clergymen Automobile Allowance	\$ 3,673.66
4. Clergy Medical Insurance	\$ 1,449.74
5. Clergy Pension	\$ 3,000.00
	TOTAL \$ 32,926.40

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$ 1,153.00
2. Secretary and/or Clerical	\$ 0
3. Choirmaster, soloists, organist	\$ 1,125.00 (organist)
4. Deacons	\$
5. Payroll taxes	\$
6. Employee Benefits	\$
	TOTAL \$ 2,278.00

C. Operating Expenses:

1. Telephone	\$ 1615.08
2. Stationery, Printing and Postage	\$ 4922.90
3. Parish Newsletter	\$
4. Candles	\$ 892.69
5. Altar Flowers	\$ 587.07
6. Books, Records, Gifts	\$
7. Furniture and Equipment (office)	\$ 3860.12
8. Contributions	\$ 2105.00
9. Fund Transfer	\$
10. Other:	
a.-----	\$
b.-----	\$
	TOTAL \$ 13,982.86

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues	\$ 6,800.00
2. Etchmiadzin Looma	\$ -----
3. Other:	
a. -----	\$ -----
b. -----	\$ -----
	TOTAL \$ 6,800.00

E. Educational Programs:

1. Religious Education	\$ 390.00
2. Armenian Language	\$ -----
3. ACYOA Seniors	\$ -----
4. ACYOA Juniors	\$ -----
5. Choir	\$ -----
6. Religious Vocation	\$ -----
7. Other:	
a. -----	\$ -----
b. -----	\$ -----
	TOTAL \$ 390.00

F. Church Building Expenses:

1. Mortgage (Principal/Interest)	\$ -----
2. Utilities	\$ 7,925.17
3. Insurance	\$ 2,839.00
4. Repairs and Maintenance	\$ 9,323.72
5. Equipment	\$ 3,860.12
6. Other:	
a. -----	\$ -----
b. -----	\$ -----
	TOTAL \$ 23,948.01

Balance - December 31, 1992

1. In Banks	\$ 48,839.44
2. On Hand	\$ -----
	TOTAL CASH ACCOUNTED FOR \$ 48,839.44

1992 ADJUSTED CLERGY STIPENDS
EFFECTIVE JANUARY 1993

Actual 1993 Stipend & Allowances Budgeted

Basic Stipend \$20,300

20,300.00
~~\$-----1,160.00-----~~ cost of living increase
21,460.00

Additional increment of \$1,450 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). \$1,450

\$-----2,900.00-----

Additional increment for parish size:
 150-300 voting members \$1,450

\$-----

Over 300 voting members \$2,900

\$-----

CAR ALLOWANCE

Pastor's owned car... *Allowance equivalent to 27 cents per mile for pastoral business (estimated).

\$-----3,000.00-----

Parish Owned Car ... *Allowance equivalent to 17 cents per mile for pastoral business (estimated)

\$-----

*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.

HOUSING ALLOWANCE:

Parish owned home.....All costs including utilities.

\$-----

Rental:a) Housing Allowance of..... \$826

\$-----6,300.00-----

b) All utilities costs

\$-----543.25-----

Home owned by Pastor....Pastors may use housing allowance on payments on house purchases.

\$-----

CLERGY MEDICAL INSURANCE:Full payment

520.00)
~~\$-----929.74-----~~

CLERGY PENSION: \$1,000 (Plus additional \$1,000 recommended) per year.

\$-----1,000.00-----

CLERGY LIFE INSURANCE:

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.

\$-----93.80-----

TOTAL \$-----36,746.79-----

FINANCIAL REPORT - SECTION III - ASSETTS AND LIABILITIES (ending 12/31/92)

A. ASSETTS:

1. Cash	\$-----48,839.44-----
2. Certificates of Deposit	\$-----101,390.08-----
3. Stocks and Bonds	\$-----
4. Real Estate (land, buildings, etc)	\$-----600,000.00-----
5. Special Funds (list each)	
a.-----Endowment-----	\$-----117,133.89-----
b.-----Education-----	\$-----5,257.72-----
c.-----Capital Reserve-----	\$-----5,312.16-----
Baronian Cultural Fund	20,636.22
General Cultural Fund	13,644.72
6. Other:	
a.-----	\$-----
b.-----	\$-----
	912,225.23
TOTAL\$-----	-----

B. LIABILITIES

1. Mortgage	\$-----
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, 1992, and the balance on hand in cash and in the banks at such date, and any accounts payable.



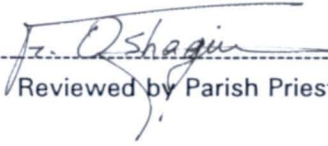
Parish Council Chairman



Parish Council Treasurer



Auditing Committee Chairman



Reviewed by Parish Priest

THE NAMES OF OFFICERS SERVING IN 1993

WOMEN'S GUILD

Chairman	LILLY THOMAS	Telephone	804-740-5349
Address	1303 Westridge Road Richmond, VA 23229		
Membership	43	# of meetings held	8 general 13 executive
Amount transferred to Parish Council	\$15,000.00		
Cash on hand at 1/1/92	\$ 1696.90	Income	\$27,778.08
Disbursements	\$25,293.21	Balance at 12/31/92	\$ 4,181.77
Major annual functions	Food Festival, Fashion Show, Christmas & Easter Dinners		

YOUNG WOMEN'S GUILD

none

Chairman		Telephone	
Address			
Membership		# of meetings held	
Amount transferred to Paish Council			
Cash on hand 1/1/92		Income	
Disbursements		Balance at 12/31/92	
Major annual functions			

BOY SCOUTS

none

Chairman		Telephone	
Address			
Membership		# of meetings held	
Amount transferred to Paish Council			
Cash on hand 1/1/92		Income	
Disbursements		balance at 12/31/92	
Major annual functions			

ARMENIAN SCHOOL

Name-----	RICHMOND ARMENIAN SCHOOL	
Chairman-----	MARAL HABOUSH	Telephone-----804-740-7573
Address-----	10412 Brookmont Drive Richmond, VA 23233	
Superintendent-----	Maral Haboush	Telephone-----740-7573
Address-----	10412 Brookmont Drive Richmond, VA 23233	
Number of Teachers-----	2	Number of Pupils-----11
Number of Classrooms-----	2	School Days and Hours-----Sat. 10am-12 noon
Cash on hand at 1/1/92-----	\$ 1099.70	Income-----\$315.65
Disbursements-----	\$ 1346.00	Balance at 12/31/92-----\$ 69.35
Major annual functions-----	Joint dance with ACYOA-Thanksgiving weekend Participation in Armenian Christmas program	

SUNDAY SCHOOL

Chairman-----	Telephone-----
Address-----	
Superintendent-----	Telephone-----
Address-----	
Number of Teachers-----	Number of Pupils-----
Number of Classrooms-----	School Hours-----
Cash on hand at 1/1/92-----	Income-----
Disbursements-----	Balance at 12/31/92-----
Major annual functions-----	

RESERVE FUND

Chairman-----	Telephone-----
Address-----	

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

Chairman	ARPI BOUROUJIAN	Telephone	804-965-0252
Address	9200 Pineberry Court Richmond, VA 23229		
Membership	10	# of meetings held	18
Cash on hand at 1/1/92	\$ 1518.62	Income	\$ 988.12
Disbursements	\$ 2,957.68	Balance at 12/31/92	\$ 2,506.74
Amount sent to Central Council in 1992			
Annual Affairs	Palm Sunday lunch; Archbishop Tournament, Halloween party; Farewell to Summer Cookout, Putt-Putt; Thanksgiving Dance		

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

Chairman		Telephone	
Address			
Membership		# of meetings held	
Cash on hand at 1/1/92		Income	
Disbursements		Balance at 12/31/92	
Major Annual Funtions			

CHOIR

Chairman	DONNA WALKER	Telephone	804-288-2118
Address	6319 Kensington Avenue Richmond, VA 23226		
Membership: Male	2	Female	6-8
		Total	8-10
Choirmaster	Robert Thomas	Telephone	804-740-5349
Address	1303 Westridge Road Richmond, VA 23229		
Cash on hand at 1/1/92	0	Income	0
Disbursements	0	Balance at 12/31/92	0
Amount sent to Choir Association Central Council in 1992	0		
Annual Affairs	0		

MEN'S AUXILIARY

Chairman-----	Telephone-----
Address-----	Fax-----
Membership-----	# of meetings held-----
Cash on hand at 1/1/92-----	Income-----
Disbursements-----	Balance at 12/31/92-----
Major Annual Funtions-----	

MR. & MRS. AUXILIARY

Chairman-----	Telephone-----
Address-----	Fax-----
Membership-----	# of meetings held-----
Cash on hand at 1/1/92-----	Income-----
Disbursements-----	Balance at 12/31/92-----
Major Annual Funtions-----	

OFFICIAL PARISH PUBLICATION

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

PUBLICITY AND PUBLIC RELATIONS

Name of Chruch's Publicity Co-ordinator-----	
Address-----	Telephone-----
-----	Fax-----

OTHER (Fill in Name)

Chairman-----	Telephone-----
Address-----	
Membership-----	# of meetings held-----
Cash on hand at 1/1/92-----	Income-----
Disbursements-----	Balance at 12/31/92-----
Major Annual Funtions-----	

OTHER (Fill in Name)

Chairman-----	Telephone-----
Address-----	
Membership-----	# of meetings held-----
Cash on hand at 1/1/92-----	Income-----
Disbursements-----	Balance at 12/31/92-----
Major Annual Funtions-----	

Future Plans of the Parish Council:

Signature of the Parish Council:

President----- *Fr. Oshaghi*

Chairman----- *Linda Shaugian*

Secretary----- *(Asst.) Carol J. Garabedian*

Date----- *3-10-93*

PARISH COUNCIL MEMBERS

NEWLY-ELECTED MEMBERS:

Name-----Tigran Amirkhanian-----Tel. Home-----741-7533
Address-----716 Lakewater Drive Richmond, VA 23229-----Tel. Office-----355-1331
Number of Votes Received-----21-----Fax-----

Name-----Henry Magarian-----Tel. Home-----355-8585
Address-----4920 West Marshall St. Richmond, VA 23230-----Tel. Office-----same
Number of Votes Received-----20-----Fax-----

Name-----Aram Topjian-----Tel. Home-----675-0355
Address-----8513 Spruance Pine Drive Richmond, VA 23235-----Tel. Office-------
Number of Votes Received-----33-----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-----

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-----Dorian Barsamian-----Tel.Home-----275-1012-----
Address-----5127 Timbercreek Court-----Richmond, VA 23237-----
Tel.Office-----Fax-----
Date Elected-----1992-----Number of Terms Served: 1st^x-----2nd-----3rd-----

Name-----Carol Garabetian-----Tel.Home-----747-7170-----
Address-----12303 Ridgefield Parkway-----Richmond, VA 23233-----
Tel.Office-----804-527-4000-----x 6334-----Fax-----
Date Elected-----1992-----Number of Terms Served: 1st^x-----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-----

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

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-----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-----

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

DIOCESAN DELEGATES

Name-----Virginia Greene-----Tel.Home-----741-0246
Address-----1111 Swissvale Place Richmond, VA 23229-----Tel. Office-----
Year Elected-----1993-----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-----

Name-----Tel.Home-----
Address-----Tel. Office-----
Year Elected-----Fax-----

Name-----Tel.Home-----
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Name-----Tel.Home-----
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Year Elected-----Fax-----

Name-----Tel.Home-----
Address-----Tel. Office-----
Year Elected-----Fax-----

Name-----Tel.Home-----
Address-----Tel. Office-----
Year Elected-----Fax-----

PARISH COUNCIL MEMBERS

DIOCESAN DELEGATES (Cont'd)

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 DIOCESAN DELEGATE

Name-----Tel.Home-----
Address-----Tel. Office-----
Year Elected-----Fax-----

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