

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

1994 PARISH COUNCIL ANNUAL REPORT

Please submit with this form: a) The report of the Pastor and Parish Council; b) A letter addressed to the Primate giving the results of the election of the Parish Council and Diocesan Delegates 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) 1995 revenue and expense budget.

Name of Church: ST. JAMES ARMENIAN Church

Address	834 PEPPER AVE.		
City	Richmond	State	VA. Zip 23226
Telephone	804-282-3818	Fax	
Pastor	THE VERY REV. FR. NAREG BERBERIAN		
Assistant Pastor	-		

Parish Council Officers:

Chairman	JOHN BARONIAN
Vice-Chairman	BEDROS BANDAZIAN
Secretary	HAGOP BERBERIAN
Ass't Secretary	AZNIU AMIRKHANDIAN
Treasurer	ROB NORRIS
Ass't Treasurer	NEBE BOYAJIAN

Names of Delegates:

1. <u>AZNIV AMIRKANIAN</u>	4. _____
2. _____	5. _____
3. _____	6. _____
7. _____	

Officers of Assembly:

Assembly President	<u>THE VERY REV. FR. NAREG BERBERIAN</u>
Assembly Chairman	<u>LINDA SHARIQIAN</u>
Assembly Secretary	<u>AZNIV AMIRKANIAN</u>

Number of Parish Council Meetings (1994) 19

Date of 1994 Annual Parish Assembly FEB. 19, 1994

1995 Revenue Budget: \$ 82,000 - 1995 Expense Budget: \$ 79,570 -

PARISH ST. JAMES CITY Richmond, VA.

1994 MEMBERSHIP DATA

1. Total Membership 79 Over 1993 by 11
 2. Number of entries on mailing list 300 Under 1993 by _____
 3. Number of Armenians in the area 500 Over 1993 by _____
 4. Number of potential members 125 Under 1993 by _____
 5. 1994 membership dues:
 Per member \$ 100⁰⁰ Senior citizen \$ 100⁰⁰ 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>10</u>	<u>100</u>	_____
b. Pledges	<u>10</u>	<u>80</u>	<u>20</u>
c. Stewardship	<u>-</u>	_____	_____
d. Other contributions	<u>80</u>	<u>80</u>	<u>20</u>

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>300 -</u>	_____
b. Baptism	<u>150 -</u>	_____
c. Funeral	<u>300 -</u>	_____
d. Other	_____	_____

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

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

1995 PARISH ASSESSMENT DATA

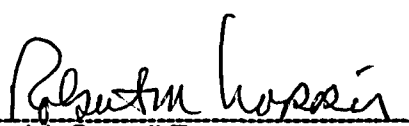



I.	1994 Membership:	79	_____
II.	Number of Clergy:	1	_____
III.	<u>Gross PCP:</u>		
	Plate Collection	\$ 2700 -	_____
	Pledges	7500 -	_____
	Dues	7600 -	_____
	Easter Yughakin	1500 -	_____
	Christmas Yughakin	1900 -	_____
		TOTAL	\$ 21,200 -

IV. Number of Sacraments and Sacramentals:

Baptisms	1	_____
Chrismations		_____
Engagements		_____
Weddings	1	_____
Funerals	4	_____

V. Number of Delegates: _____

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

 _____ Parish Council Treasurer	 _____ Parish Council Chairman	 _____ Auditing Committee Chairman
	 _____ Reviewed by Parish Priest	

THE ABOVE FIGURES MUST COINCIDE WITH THOSE SPECIFIED ON FINANCIAL REPORT SECTION I (pages 6-7) AND THE MEMBERSHIP DATA SHEET (page 3).

PARISH ST. JAMES CITY Richmond, VA.

SUPPLEMENTAL QUESTIONS FOR THE ANNUAL REPORT

A. Parish Attorney:

Name SAM BARONIAN JR.
Address 5413 PATTERSON AVE
City Richmond. State VA. Zip 23230
Telephone 804-288-9030

B. Insurance:

Please identify types of insurance carried and coverage:

Property Church Building, Educational Building
Liability WORKMANS COMP } ALL STATE INS.
Other AUTO

C. Tax Exemption:

Sales Tax Yes No
Property Tax Yes No
Other _____

D. Major Equipment Purchases in 1994:

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

Office PACKARD BELL 486 COMPUTER
Kitchen _____
Sanctuary AIR CONDITION UNIT REPLACED
Other _____

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/84)

PARISH COUNCIL OPERATING ACCOUNT

Balance: January 1, 1994

1. In Banks \$ 20,790 -
2. On Hand \$ _____

TOTAL \$ 20,790 -

A. Receipts and Donations:

1. Membership Dues \$ 7,600 -
2. Pledges \$ 7,877 -
3. Stewardship \$ -
4. Plate Collection \$ 2,724 -
5. Candles \$ 1,188 -
6. Easter Yughakin \$ 1,500 -
7. Christmas Yughakin \$ 1,900 -
8. In Lieu of Flowers \$ 8,671 -
9. Wills and Bequests \$ _____
10. Other Contributions:
 a. GENERAL DONATIONS \$ 14,515
 b. _____ \$ _____

B. Sacraments & Other Services:

1. Baptisms \$ 150 -
2. Weddings \$ 300 -
3. Funerals \$ 300 -
4. Requiems \$ 4,330 -

TOTAL \$ 51,055 -

(cont'd)

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar	\$ 18,360	7530-
2. Picnics	910-	596-
3. Raffles		
4. Bingo		
5. Fairs		
6. Dinners	8,100	4,250-
7. Other: a. <u>Rug SALE</u>	9,871	-0-
b. _____		
c. _____		
d. _____		

(NET) TOTALS \$ 12,376-

D. Church Auxiliary Organizations:

1. Women's Guild	\$ 2867.94
2. Senior Women's Guild/Auxiliary	\$ -
3. Mr. & Mrs. Auxiliary	\$ -
4. Men's Club	\$ -
5. ACYOA Seniors	\$ 1702.00
6. ACYOA Juniors	\$ 816.00
7. Other:	
a. <u>Choir</u>	\$ 986.00
b. _____	\$ -
c. _____	\$ -

TOTAL \$ 6,371-

E. Other Income:

1. Interest	\$ 3,936-
2. Sale of Books, Records, Gifts	\$ -
3. Parish Newsletter	\$ 600-
4. Donations for Use of Facilities	\$ 800-
5. Contributions to Building Fund	\$ -
6. Transfer of Funds	\$ -
7. Other:	
a. _____	\$ -
b. _____	\$ -

TOTAL \$ 5336-

TOTAL RECEIPTS (Items A-E) \$ 104,072-

TOTAL CASH ACCOUNTED FOR \$ _____

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/94)

A. Salaries and Benefits:

1. Pastor (s)	\$ 18,350 -
2. Pastor's Housing & Utility Allowance	\$ 7,791 -
3. Pastor's Automobile Allowance	\$ 457 -
4. Pastor's Medical Insurance	\$ 616 -
5. Clergy Pension	\$ 1,000 -
	TOTAL \$ 28,214 -

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$ 2,737 -
2. Secretary and/or Clerical	\$ -
3. Choir Director, Soloists, Organist	\$ -
4. Deacons	\$ 1,500 -
5. Payroll Taxes	\$ -
6. Employee Benefits	\$ -
	TOTAL \$ 4,237 -

C. Operating Expenses:

1. Telephone	\$ 794 -
2. Stationery, Printing and Postage	\$ 2,485 -
3. Parish Newsletter	\$ 1,230 -
4. Candles	\$ 360 -
5. Vestments + Robes	\$ -
6. Altar Flowers	\$ 320 -
7. Books, Records, Gifts	\$ -
8. Furniture and Equipment (office)	\$ 1,600 -
9. Contributions	\$ 2,305 -
10. Fund Transfer AFFAIRS	\$ 3,033 -
11. Other: AUTO Purchase	\$ 7,000 -
a. Rug SALE	\$ 9,871 -
b. Moving Pastor	\$ 4,866 -
	TOTAL \$ 33,864 -

PARISH ST. JAMES CITY Richmond, Va.

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues	\$ <u>5454-</u>
2. Etchmiadzin Looma (Mite)	\$ _____
3. Other:	
a. _____	\$ <u>1280-</u>
b. _____	\$ _____
	TOTAL \$ <u>6734-</u>

E. Educational Programs:

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

F. Church Building Expenses:

1. Mortgage (Principal/Interest)	\$ _____
2. Utilities	\$ <u>7315-</u>
3. Insurance	\$ <u>2256-</u>
4. Repairs and Maintenance	\$ <u>11,511-</u>
5. Equipment	\$ _____
6. Other:	
a. <u>MISC.</u>	\$ <u>831-</u>
b. _____	\$ _____
	TOTAL \$ <u>28,447-</u>

Balance - December 31, 1994

1. In Banks	\$ <u>20,790-</u>
2. On Hand	\$ _____
	TOTAL CASH ACCOUNTED FOR \$ _____

1994 ADJUSTED CLERGY STIPENDS

EFFECTIVE JANUARY 1995

Actual 1995 Stipend & Allowances Budgeted

Basic Stipend \$21,560

Additional increment of \$1,540 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). \$1,540

Additional increment for parish size:
150-300 voting members \$1,540

Over 300 voting members \$3,080

CAR ALLOWANCE

Pastor's owned car... *Allowance equivalent to 28 cents per mile for pastoral business (estimated).

Parish Owned Car ... *Allowance equivalent to 18 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..... \$875
b) All utilities costs

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

CLERGY MEDICAL INSURANCE: Full payment

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

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.

\$	21,870 -
\$	
\$	
\$	
\$	
\$	3,000 -
\$	
\$	
\$	
\$	2,500 -
\$	
\$	
\$	
\$	912 -
\$	1,000 -
\$	
TOTAL \$	34,282 -

FINANCIAL REPORT - SECTION III - ASSETS AND LIABILITIES (ending 12/31/94)

A. ASSETS:

1. Cash	\$ <u>20,790 -</u>
2. Certificates of Deposit	\$ _____
3. Stocks and Bonds	\$ _____
4. Real Estate (land, buildings, etc)	\$ <u>680,160 -</u>
Church	<u>124,800 -</u>
EDUCATIONAL BLDG	_____
5. Special Funds (list each)	
a. <u>GENERAL ENDOWMENT</u>	\$ <u>105,344 -</u>
b. <u>EDUCATIONAL</u>	\$ <u>5,400 -</u>
c. <u>BARONIAN CULTURAL</u>	\$ <u>19,541 -</u>
CAPITAL RESERVE	<u>8,387 -</u>
GEN. CULTURAL	<u>9,009 -</u>
6. Other:	
a. <u>VRANIAN Youth</u>	\$ <u>10,550 -</u>
b. <u>GARIAN ST. JAMES</u>	\$ <u>5,000 -</u>
	<u>988,987 -</u>
TOTAL	\$ _____

B. LIABILITIES

1. Mortgage	\$ _____
2. Loans Payable	\$ _____
3. Accounts Payable	\$ <u>4,500 -</u>
TOTAL	\$ <u>4,500 -</u>

PARISH ST. JAMES CITY RICHMOND, VA.

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, 1994, and the balance on hand in cash and in the banks at such date, and any accounts payable.



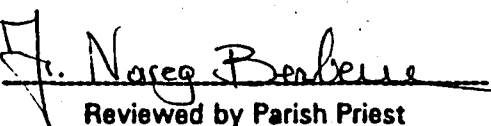
Parish Council Chairman



Parish Council Treasurer



Auditing Committee Chairman



Reviewed by Parish Priest

THE NAMES OF OFFICERS SERVING IN 1994

WOMEN'S GUILD

Chairman	Lilly BOURBOUJIAN THOMAS	Telephone	804-740-5349
Address	1303 WESTRIDGE RD, RICHMOND, VA. 23229		
Membership	41	# of meetings held	18
Amount transferred to Parish Council	NONE -		
Cash on hand at 1/1/94	1680.14	Income	9,626.53
Disbursements	7,946.39	Balance at 12/31/94	2,867.94
Major Annual Functions	FOOD FESTIVAL, NEW YEAR'S EVE PARTY, EASTER AND MOTHER'S DAY AFFAIRS		

SENIOR WOMEN'S GUILD / AUXILIARY

N/A.

Chairman	_____	Telephone	_____
Address	_____		
Membership	_____	# of meetings held	_____
Amount transferred to Parish Council	_____		
Cash on hand 1/1/94	_____	Income	_____
Disbursements	_____	Balance at 12/31/94	_____
Major Annual Functions	_____		

ARMENIAN SCHOOL

Name of School	ST. JAMES ARMENIAN School		
Chairman	—	Telephone	—
Address	—		
Superintendent	DR DIRAN BEZIRJIAN	Telephone	804-750-2018
Address	504 WAISING DR, RICHMOND, VA. 23229		
Number of Teachers	4	Number of Pupils	24
Number of Classrooms	4	School Days and Hours	FRI: 6 - 7:30 AM
Cash on hand at 1/1/94	—	Income	—
Disbursements	—	Balance at 12/31/94	—
Major Annual Functions	—		

SUNDAY SCHOOL

Chairman	—	Telephone	—
Address	—		
Superintendent	MELANIE KERIVEKLIAN	Telephone	804-784-4002
Address	52 DALGAEN Rd, RICHMOND VA. 23233		
Number of Teachers	8	Number of Pupils	26
Number of Classrooms	5	School Hours	10:30 - 12:00 SUN
Cash on hand at 1/1/94	—	Income	—
Disbursements	—	Balance at 12/31/94	—
Major Annual Functions	—		

RESERVE FUND

Chairman	BEDROS BANDAZIAN	Telephone	804-741-8107
Address	2 FOXMORE DR, RICHMOND, VA. 23233		

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

Chairman	_____	Telephone	_____
Address	_____		
Membership	10	# of meetings held	_____
Cash on hand at 1/1/94	1702.00	Income	_____
Disbursements	_____	Balance at 12/31/94	_____
Amount sent to Central Council in 1994	_____		
Major Annual Functions	_____		

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

Chairman	MICHAEL AMIRKHAVIAN	Telephone	804-741-7533
Address	716 LAKEWATER DR, RICHMOND, VA. 23229		
Membership	12	# of meetings held	12
Cash on hand at 1/1/94	816.00	Income	_____
Disbursements	_____	Balance at 12/31/94	_____
Major Annual Functions	_____		

CHOIR

Chairman	DAVID LIVINGSTONE	Telephone	804-288-3780		
Address	7706 YOLANDA RD, RICHMOND, VA 23229				
Membership: Male	2	Female	10	Total	12
Choirmaster	ROBERT THOMAS	Telephone	804-740-5349		
Address	_____				
Cash on hand at 1/1/94	_____	Income	_____		
Disbursements	_____	Balance at 12/31/94	_____		
Amount sent to Choir Association Central Council in 1994	_____				
Major Annual Functions	_____				

MEN'S CLUB

N/A

Chairman	Telephone
Address	Fax
Membership	# of meetings held
Cash on hand at 1/1/94	Income
Disbursements	Balance at 12/31/94
Major Annual Functions	

MR. & MRS. AUXILIARY

N/A

Chairman	Telephone
Address	Fax
Membership	# of meetings held
Cash on hand at 1/1/94	Income
Disbursements	Balance at 12/31/94
Major Annual Functions	

OFFICIAL PARISH PUBLICATION

Name of Publication	SEVAN	Circulation	300
Editor	RAFFI BANDAZIAN	Telephone	804-741-8107
Address			
Income	800.00	Expense	1,240.00

PUBLICITY AND PUBLIC RELATIONS

N/A

Name of Church's Publicity Coordinator	
Address	Telephone
Fax	

OTHER (Fill in Name) SENIOR CITIZEN

Chairman ROSE SOGHOIAN Telephone 804-358-6025
 Address 3211 HANOVER AVE, RICHMOND, VA. 23221
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/94 _____ Income _____
 Disbursements _____ Balance at 12/31/94 _____
 Major Annual Functions _____

OTHER (Fill in Name)

Chairman _____ Telephone _____
 Address _____
 Membership _____ # of meetings held _____
 Cash on hand at 1/1/94 _____ Income _____
 Disbursements _____ Balance at 12/31/94 _____
 Major Annual Functions _____

Future Plans of the Parish Council:

RENOVATE SUNDAY SCHOOL AND SOCIAL HALL
EXPAND PLEDGE SYSTEM

Signature of the Parish Council:

President Nareg Berberian
 Chairman Alan Dorman
 Secretary Nareg Berberian
 Date 4/1/95

REMAINING MEMBERS 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/she again becomes eligible to become a candidate for the Parish Council.)

~~Name~~
 Name JOHN BARONIAN Tel.Home 804.740-8509
 Address 20 V DESOTA DR.
 Tel. Office _____ Fax _____
 Date Elected _____ Number of Terms Served: 1st _____ 2nd _____ 3rd _____

Name CERRY SHARGIAN Tel.Home 804-282-4315
 Address 4318 FITZHUGH AVE
 Tel. Office _____ Fax _____
 Date Elected _____ Number of Terms Served: 1st _____ 2nd _____ 3rd _____

Name BEDROS C. BANTAZIAN Tel.Home 804-741-8107
 Address 2 FOXMERE DR. 23233
 Tel. Office 358-5543 Fax 804-358-5590
 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

NEWLY ELECTED MEMBERS:

Name AZNIV AMIRKHAMIAN Tel. Home 804-741-7533
Address 716 LAKEWATER DR. RICHMOND, VA 23229 Tel. Office _____
Number of Votes Received _____ Fax _____

Name NEBE BOYAJIAN Tel. Home 804-740-7573
Address 6113 WINFORD LN. RICHMOND, VA Tel. Office _____
23225 Fax _____

Name HAGOP BERDERIAN Tel. Home 804-740-7573
Address 10412 BROOKMONT RICHMOND, VA Tel. Office _____
23233 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 _____

ALTERNATE PARISH COUNCIL MEMBERS

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

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

DIOCESAN DELEGATES

Name AZIV AMIRKHANIAN Tel. Home 804-741-7533
Address 716 LAKEWATER DR. RICHMOND VA. Tel. Office _____
Year Elected 1993 23129 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 _____
Address _____ Tel. Office _____
Year Elected _____ Fax _____

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

ALTERNATE DELEGATES

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

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