

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

1995 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) 1996 revenue and expense budget.

Name of Church: ST. JAMES ARMENIAN

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	MURAD KERNEKLIAN
Secretary	AZIV AMIRKHANIAN
Ass't Secretary	NUBAR OZBALIK
Treasurer	ROB NORRIS
Ass't Treasurer	NUBAR BOYAJIAN

Names of Delegates:

1. AZNIV AMIRKANIAN	4. _____
2. _____	5. _____
3. _____	6. _____
7. _____	

Officers of Assembly:

Assembly President	THE VERY REV. FR. NAREG BERBERIAN
Assembly Chairman	WILFRID SCHIEN
Assembly Secretary	STELLA BANDAZIAN

Number of Parish Council Meetings (1995)----- 18 -----
Date of 1995 Annual Parish Assembly----- FEB. 25, 1996 -----
1996 Revenue Budget: \$----- 82,000 - ----- 1996 Expense Budget: \$----- 82,000 - -----

PARISH ST. JAMES CITY Richmond

1995 MEMBERSHIP DATA

- 1. Total Membership 82 Over 1994 by 3
- 2. Number of entries on mailing list 350 Under 1994 by _____
- 3. Number of Armenians in the area 500 Over 1994 by _____
- 4. Number of potential members 100 Under 1994 by _____
- 5. 1995 membership dues:
 - Per member \$ 100- Senior citizen \$ 100- 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>82</u>	_____
b. Pledges	<u>15</u>	<u>82</u>	<u>20</u>
c. Stewardship	_____	_____	_____
d. Other contributions	<u>75</u>	<u>80</u>	<u>20</u>

7. Do you have a membership committee? YES _____ NO

8. Donation for Sacraments and other services:

	<u>Members</u>	<u>Non-members</u>
a. Baptism	<u>300 -</u>	_____
b. Chrismation	_____	_____
c. Wedding	_____	_____
d. Funeral	<u>300 -</u>	_____
e. 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.	1995 Membership:	82	-----	
II.	Number of Clergy:	1	-----	
III.	<u>Gross PCP:</u>			
	Membership dues	\$ 7,900 -	-----	/
	Pledges	11,500 -	-----	/
	Plate Collection	2,488 -	-----	/
	Easter Yughakin	2,082 -	-----	/
	Christmas Yughakin	1,970 -	-----	/
		TOTAL		
				\$ 25,940 -

IV. Number of Sacraments and Sacramentals:

Baptisms	4	-----
Chrismations		-----
Engagements		-----
Weddings		-----
Funerals	3	-----

V. Number of Delegates: ----- 1 -----

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

[Signature]

Parish Council Chairman

[Signature]

Parish Council Treasurer

[Signature]

Auditing Committee Chairman

[Signature]

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

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 & Parish House - CONTENTS
Liability WORKMAN'S COMP.
Other AUTO

C. Tax Exemption:

Sales Tax Yes No
Property Tax Yes No
Other _____

D. Major Equipment Purchases in 1995:

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

Office CARPET
Kitchen _____
Sanctuary _____
Other CARPET FOR SUNDAY SCHOOL & SOCIAL HALL

FINANCIAL REPORT - SECTION I - INCOME (ending 12/31/95)

PARISH COUNCIL OPERATING ACCOUNT

A. Receipts and Donations:

1. Membership Dues	\$-----	7,900 - ✓
2. Pledges	\$-----	11,522 - ✓
3. Stewardship	\$-----	-
4. Plate Collection	\$-----	2,488 - ✓
5. Candles	\$-----	976 -
6. Easter Yughakin	\$-----	2,082 - ✓
7. Christmas Yughakin	\$-----	1,970 - ✓
8. In Lieu of Flowers	\$-----	3,218 -
9. Wills and Bequests	\$-----	1,000 -
10. Other Contributions:		
a. <u>GENERAL DONATIONS</u>	-----	29,824 -
b. -----	-----	-----

B. Sacraments & Other Services:

1. Baptisms	\$-----	300 -
2. Weddings	\$-----	-----
3. Funerals	\$-----	300 -
4. Requiems	\$-----	3,821 -

TOTAL \$----- 64,501 -

C. Church Affairs:

	(Gross)	(Net)
1. Bazaar	\$-----	14,000 -
2. Picnics	-----	600 -
3. Fairs	-----	-----
4. Dinners	-----	-----

(cont'd)

5. Other: a.-----
 b.-----
 c.-----
 d.-----

(NET) TOTALS \$----- 11,600 -

D. Church Auxiliary Organizations:

1. Women's Guild \$----- 1,500 -
 2. Senior Women's Guild/Auxiliary \$-----
 3. Mr. & Mrs. Auxiliary \$-----
 4. Men's Club \$-----
 5. ACYOA Seniors \$-----
 6. ACYOA Juniors \$-----
 7. Senior Citizens \$-----
 8. Other
 a.----- \$-----
 b.----- \$-----

TOTAL \$----- 1,500 -

E. Other Income:

1. Interest \$----- 355 -
 2. Sale of Books, Records, Gifts \$-----
 3. Parish Newsletter \$----- 45 -
 4. Donations for Use of Facilities \$----- 1,760 -
 5. Contributions to Building Fund \$-----
 6. Transfer of Funds \$-----
 7. Other Fundraising (Bingo, Raffles, etc.)
 a.----- \$-----
 b.----- \$-----

TOTAL \$----- 2,160 -

Balance: January 1, 1995

1. In Banks \$----- 14,350 -
 2. On Hand \$-----

TOTAL \$----- 14,350 -

TOTAL RECEIPTS (Items A-E) \$----- 79,761 -

TOTAL CASH ACCOUNTED FOR \$-----

PARISH ST. JAMES CITY Richmond

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (ending 12/31/95)

A. Salaries and Benefits:

	PASTOR	ASSN'T PASTOR
1. Pastor (s)	\$ <u>21,000</u>	\$ -----
2. Pastor's Housing & Utility Allowance	\$ <u>5,066</u>	\$ -----
3. Pastor's Automobile Allowance	\$ <u>3,206</u>	\$ -----
4. Pastor's Medical Insurance	\$ <u>1,000</u>	\$ -----
5. Clergy Pension	\$ <u>1,000</u>	\$ -----
TOTAL	\$ <u>31,272</u>	TOTAL \$ ----- TOTAL \$ <u>31,272-</u>

B. Other Salaries and Benefits:

1. Visiting Clergymen	\$ <u>700-</u>
2. Secretary and/or Clerical	\$ <u>476-</u>
3. Choir Director, Soloist, Organist	\$ <u>200-</u>
4. Youth Director	\$ -----
5. Custodial	\$ -----
6. Education Directors	\$ -----
7. Deacons	\$ -----
8. Payroll Taxes	\$ -----
9. Employee Benefits	\$ -----
TOTAL	\$ <u>1376-</u>

C. Operating Expenses:

1. Telephone	\$ <u>1525-</u>
2. Stationery, Printing and Postage	\$ <u>2484-</u>
3. Parish Newsletter	\$ -----
4. Candles	\$ -----
5. Vestments + Robes	\$ -----
6. Altar Flowers	\$ -----
7. Books, Records, Gifts	\$ -----
8. Furniture and Equipment (office)	\$ <u>650-</u>
9. Contributions (out of parish)	\$ <u>200-</u>
10. Fund Transfer	\$ -----
11. Other:	
a. -----	\$ -----
b. -----	\$ -----
TOTAL	\$ <u>4859</u>

PARISH ST. JAMES CITY Richmond

FINANCIAL REPORT - SECTION II - DISBURSEMENTS (continued)

D. Assessments:

1. Diocesan Dues	\$ <u>5256 -</u>
2. Etchmiadzin Looma (Mite)	\$ -----
3. Other:	
a.-----	\$ -----
b.-----	\$ -----
TOTAL \$ <u>5256 -</u>	

E. Educational Programs:

1. Christian Education	\$ <u>600 -</u>
2. Armenian Language + Culture	\$ <u>350 -</u>
3. ACYOA Seniors	\$ -----
4. ACYOA Juniors	\$ -----
5. Choir	\$ -----
6. Religious Studies and Vocation	\$ <u>300 -</u>
7. Other:	
a.-----	\$ -----
b.-----	\$ -----
TOTAL \$ <u>1250 -</u>	

F. Church Building Expenses:

1. Mortgage (Principal/Interest)	\$ <u>3500 -</u>
2. Utilities	\$ <u>10,200 -</u>
3. Insurance	\$ <u>3,117 -</u>
4. Repairs and Maintenance	\$ <u>13,285 -</u>
5. Equipment	\$ <u>9,881 -</u>
6. Other:	
a.-----	\$ -----
b.-----	\$ -----
TOTAL \$ <u>39,980 -</u>	

TOTAL (A-F) \$ 83,993 -

Balance - December 31, 1995

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

1995 ADJUSTED CLERGY STIPENDS

EFFECTIVE JANUARY 1996

Actual 1996 Stipend & Allowances Budgeted

		PASTOR	ASSN'T PASTOR
Basic Stipend	\$22,050	\$ <u>22,050</u>	\$-----
Additional increment of \$1,560 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).			
	\$1,560	\$-----	\$-----
Additional increment for parish size:			
150-300 voting members	\$1,575	\$-----	\$-----
Over 300 voting members	\$3,150	\$-----	\$-----
<u>CAR ALLOWANCE</u>			
Pastor's owned car... *Allowance equivalent to 28 cents per mile for pastoral business.			
		\$-----	\$-----
Parish Owned Car ... *Allowance equivalent to 18 cents per mile for pastoral business.			
		\$ <u>3000-</u>	\$-----
*The above mileage allowances shall cover the entire cost of the automobile including gasoline, oil, repairs and insurance.			
<u>Note:</u> The mileage allowance for parish owned cars does not apply where the parish assumes all cost of operation.			
<u>HOUSING ALLOWANCE:</u>			
Parish owned home.... All costs including utilities.			
Rental: a) Housing Allowance of ...	\$896	\$-----	\$-----
b) All utilities costs		\$-----	\$-----
Home owned by PastorPastors may use housing allowance on payments on house purchases.			
		\$-----	\$-----
<u>CLERGY MEDICAL INSURANCE:</u> Full payment			
		\$ <u>1000-</u>	\$-----
<u>CLERGY PENSION:</u> \$1,000			
(Plus additional \$1,000 recommended per year).			
		\$ <u>1000-</u>	\$-----
<u>CLERGY LIFE INSURANCE:</u>			
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.			
		\$-----	\$-----
TOTAL		\$ <u>36,550</u>	\$-----

FINANCIAL REPORT - SECTION III - ASSETS AND LIABILITIES (ending 12/31/95)

A. ASSETS:

1. Cash	\$ <u>15,568 -</u>
2. Certificates of Deposit	\$ _____
3. Stocks and Bonds	\$ _____
4. Real Estate (land, buildings, etc)	\$ <u>804,960 -</u>
5. Building Funds	\$ _____
6. Reserve Fund <u>VRANIAN - YOUTH</u>	\$ <u>18,485 -</u>
<u>GARIAN - ST. JAMES</u>	<u>5,000 -</u>
<u>GENERAL CULTURAL</u>	<u>7,078 -</u>
7. Other Special Funds (list each)	
a. <u>GENERAL ENDOWMENT.</u>	\$ <u>109,179 -</u>
b. <u>BARONIAN - CULTURAL</u>	\$ <u>18,739 -</u>
c. <u>EDUCATIONAL</u>	\$ <u>5,682 -</u>
	TOTAL \$ <u>984,691 -</u>

B. LIABILITIES

1. Mortgage	\$ <u>25,000 -</u>
2. Loans Payable	\$ _____
3. Accounts Payable	\$ <u>1,500 -</u>
	TOTAL \$ <u>26,500 -</u>

PARISH ST. JAMES CITY Richmond

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, 1995, 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 1995

WOMEN'S GUILD

Chairman	Lilly Bouroujian Thomas	Telephone	804-240-5349
Address	1303 WEST RIDGE Rd, Richmond, VA. 23229		
Membership	37	# of meetings held	16
Amount transferred to Parish Council	1500 -		
Cash on hand at 1/1/95	Income		
Disbursements	Balance at 12/31/95		
Major Annual Functions	FOOD FESTIVAL, NEW YEAR'S EVE, MOTHER'S DAY.		

SENIOR WOMEN'S GUILD / AUXILIARY

Chairman	Telephone
Address	
Membership	# of meetings held
Amount transferred to Parish Council	
Cash on hand 1/1/95	Income
Disbursements	Balance at 12/31/95
Major Annual Functions	

ARMENIAN SCHOOL

Name of School ST. JAMES
Chairman-----Telephone-----
Address-----
Superintendent Dr. AMAN BEZIRJIAN Telephone 804-750-2018
Address 504 WALSHING Dr. Richmond, VA 23229
Number of Teachers 4-----Number of Pupils 26
Number of Classrooms 4-----School Days and Hours FRI. 6-8PM
Cash on hand at 1/1/95-----Income-----
Disbursements-----Balance at 12/31/95-----
Major Annual Functions-----

SUNDAY SCHOOL

Chairman-----Telephone-----
Address-----
Superintendent MELANIE KERNEKLIAN Telephone 804-784-4002
Address 57 DALGREN Rd, Richmond, VA 23233
Number of Teachers 8-----Number of Pupils 27
Number of Classrooms 5-----School Hours 10:30-12 Noon
Cash on hand at 1/1/95-----Income-----
Disbursements-----Balance at 12/31/95-----
Major Annual Functions-----

RESERVE FUND

Chairman Bedros BARDAZIAN Telephone 804-741-8107
Address 2 FOXMORE Dr., Richmond, VA 23233

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

Chairman-----	Telephone-----
Address-----	
Membership-----	# of meetings held-----
Cash on hand at 1/1/95-----	Income-----
Disbursements-----	Balance at 12/31/95-----
Amount sent to Central Council in 1995-----	
Major Annual Functions-----	

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

Chairman-----	Telephone-----
Address-----	
Membership-----	# of meetings held-----
Cash on hand at 1/1/95-----	Income-----
Disbursements-----	Balance at 12/31/95-----
Major Annual Functions-----	

CHOIR

Chairman-----	Telephone-----	
Address-----		
Membership: Male-----	Female-----	Total-----
Choirmaster-----		Telephone-----
Address-----		
Cash on hand at 1/1/95-----	Income-----	
Disbursements-----	Balance at 12/31/95-----	
Amount sent to Choir Association Central Council in 1995-----		
Major Annual Functions-----		

MEN'S CLUB

Chairman-----	Telephone-----
Address-----	Fax-----
Membership-----	# of meetings held-----
Cash on hand at 1/1/95-----	Income-----
Disbursements-----	Balance at 12/31/95-----
Major Annual Functions-----	

MR. & MRS. AUXILIARY

Chairman-----	Telephone-----
Address-----	Fax-----
Membership-----	# of meetings held-----
Cash on hand at 1/1/95-----	Income-----
Disbursements-----	Balance at 12/31/95-----
Major Annual Functions-----	

OFFICIAL PARISH PUBLICATION

Name of Publication-----	Circulation-----
Editor-----	Telephone-----
Address-----	
Income-----	Expense-----

PUBLICITY AND PUBLIC RELATIONS

Name of Church's Publicity Coordinator-----	
Address-----	Telephone-----

OTHER (Fill in Name)

SENIOR CITIZEN

Chairman-----ROSE SOGHORIAN-----Telephone-----804-358-6025

Address-----3211 HANOVER AVE, RICHMOND, VA 23221-----

Membership-----25-----# of meetings held-----

Cash on hand at 1/1/95-----Income-----

Disbursements-----Balance at 12/31/95-----

Major Annual Functions-----

OTHER (Fill in Name)

Chairman-----Telephone-----

Address-----

Membership-----# of meetings held-----

Cash on hand at 1/1/95-----Income-----

Disbursements-----Balance at 12/31/95-----

Major Annual Functions-----

Future Plans of the Parish Council:

Signature of the Parish Council:

President-----

Chairman-----

Secretary-----

Date-----

PARISH COUNCIL MEMBERS

THIS YEAR 1996
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-----JOHN BARONIAN-----Tel.Home-----804-740-8509
Address-----202 DESOTA DR.-----
Tel.Office-----Fax-----
Date Elected-----1996-----Number of Terms Served: 1st-----2nd-----3rd-----

Name-----ROB NORRIS-----Tel.Home-----804-741-6511
Address-----20 BRIDGEHAMPTON PLACE-----
Tel.Office-----804-272-0014-----Fax-----
Date Elected-----1996-----Number of Terms Served: 1st-----2nd-----3rd-----

Name-----AZNIY AMIRKHANIAN-----Tel.Home-----804-741-7533
Address-----716 LAKEWATER DR.-----
Tel.Office-----Fax-----
Date Elected-----Number of Terms Served: 1st-----2nd-----3rd-----

Name-----HAGOP BERBERIAN-----Tel.Home-----804-740-7573
Address-----10412 BROOKMONT Rd.-----
Tel.Office-----Fax-----
Date Elected-----Number of Terms Served: 1st-----2nd-----3rd-----

Name-----NEBE BOYANIAN-----Tel.Home-----³²⁰⁻⁸²²⁵
~~804-740-75~~
Address-----6113 WINFORD LANE-----
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 IN 1996:

Name-----MURAD KERNEKLIAN-----Tel. Home-----804-284-4002
Address-----52 DAHLGREN Rd.-----Tel. Office-----
Number of Votes Received-----Fax-----

Name-----NUBAN OZBALIK-----Tel. Home-----804-378-7453
Address-----11403 PINE RIDGE LANE-----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-----

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 ELECTED IN 1996

Name-----AZNIV AMIRKANYAN-----Tel.Home-----804-741-1533
Address-----716 LAKEWATER DR.-----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-----

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-----