

A N N U A L P A R I S H A S S E M B L Y

A N N U A L R E P O R T

(S U P P L E M E N T)

M A R C H 20, 1992

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ST. MARY ARMENIAN APOSTOLIC CHURCH

4125 FESSENDEN ST. N.W.

WASHINGTON, D.C. 20016

St. Mary Armenian Apostolic Church
Minutes of the Parish Assembly
February 6, 1993

The meeting was called to order at approximately 12:30 p.m. on February 6, 1993. The meeting opened with a prayer for deceased members followed by the Prayer Before Meetings. A roll call revealed that 62 out of 267 dues paying members were present. The election for officers to preside over the assembly (Tivan) was held. Col. Juskalian and Dr. Kumkumian were nominated for chairman, and Jackie Aghamalian for secretary. Voting by secret ballots revealed the following results: Col. Juskalian- 36; Dr. Kumkumian-31; and Jackie Aghamalian-58.

Col. Juskalian and Jackie Aghamalian took their seats. Col. Juskalian thanked the assembly for the honor and proceeded with the agenda.

Minutes of the 1992 Assemblies

The minutes of the Feb. 9, 1992, March 1, 1992 and July 27, 1992 Assemblies were accepted as recorded.

Nominations

The nominating committee presented the list of nominees for various offices and committees. In addition, the following were nominated for the position of Diocesan Delegate: Col. M. Mooradian, Mrs. Lucy Murad and Mr. David Zenian. Dr. Hratch Semerjian withdrew his name from the ballot as a candidate for Diocesan Delegate. Dean Shahinian, Esq. was recognized to offer words of appreciation for Dr. Semerjian's outstanding services as a Delegate representing our parish. A motion was made to close the nominations. The Committee withdrew to prepare the ballots.

Pastor's Report

Der Hayr highlighted the main points in his report. Acknowledged the active life in the Baltimore Community which now has an ongoing Armenian School Program, and an active Women's Guild.

Office Activities

Along with personal and family counseling, the office hours were kept as normal. The Shnorhali, the parish paper, was published 10 times and was used for information as well as education. He thanked Mrs. Grace Shahinian for doing a superb job in putting together and editing it. He thanked Mr. O Janjikian for his efforts to enter the financial records of the church into the computer. He informed us that he will no longer be involved in the management of the St. Vartan Camp.

Der Hayr, together with Yeretzgin was appointed to the committee called HAVAD which is active in the propagation of faith and religious education in Armenia.

Der Hayr further highlighted the activities related to "Aid for Armenia" and informed us that in 1992 through several fund raising efforts, St. Mary's has raised over \$40,000.00. He emphasized this fact in light of the perceived financial difficulties of the church which necessitated sending an urgent appeal for financial help for the church. He noted with appreciation that the community's

response for both the aid to Armenia and the church was generous.

In reference to paragraph #14 of his report, Der Hayr mentioned that \$15,000 was transferred to C.S.I (Christian Solidarity International) to help their effort to provide humanitarian aid to Artzakh-Karabagh. He also informed that the residual amount of the Ad Hoc Committee's funds were forwarded to the Diocese despite a request made by the Parish Council to merge the funds with the new donations that were being solicited as part of "Operation Winter Rescue".

Der Hayr Made a special appeal to encourage the Third Sunday of the Month program which was initiated to encourage participation and Christian education for adults, young adults and the youth of the parish.

Der Hayr also called upon the parishioners to keep the Charitable Fund active because through such available funds the church could reach out and help the area needy persons and families.

He then thanked the Executive officers of all organizations particularly Gary and Queenie Avedikian for managing the bookstore, the parking lot, and much more.

In 1992 the parish was visited by a number of prominent clergy and visitors both from Armenia and other countries. He mentioned also his participation in the conference which was initiated by then senator Vice President Al Gore. The conference dealt with issues of the environment.

Der Hayr noted, with special satisfaction, the harmonious workings of the Parish Council under the leadership of Mr. Stephen Ohanian.

Der Hayr report was accepted as presented with the highlighted amplifications.

Parish Council Report

Mr. Stephen Ohanian, the Chairman of the Parish Council made a special point of reminding the parishioners to "keep the concept of being a family strong". He thanked the organizations for their dedication and highlighted a few of the projects that the Parish Council was concerned with. Among the new projects was the renovation of the sanctuary about which there was a proposal on the agenda to consider under new business.

The Chairman's report was accepted as presented.

Diocesan Delegate's Report

Dean Shahinian, Esq. presented the report. He highlighted the fact that in 1992 the Diocesan Assembly considered the issues related to the youth and the Young adults through organized panel discussions.

Both Mr. Shahinian and Dr. Semerjian addressed the issue of by-law's requirements for voting eligibility. It was agreed that further clarification is necessary. The Assembly Chairman Col. Juskalian commended Dean Shahinian's efforts on behalf of the young adults. The Diocesan Delegates' report was accepted as presented.

Reports from the First session (February 5, 1993)

The Chairman invited Dean Shahinian, Esq. to present the report on the previous evening's first session of the 1993 Parish Assembly. (See the attached report). The report was accepted with appreciation.

Elections

The ballots were distributed to 71 members in Attendance. The chairman called upon the auditing Committee to assist the Nominating Committee in the conduct of the election. The voting took place in secret ballots and the committee retired to tabulate the results.

Treasurer's Report and the Proposed Budget

Mr. Hagop Safak, the treasurer and Mr. Onik Janjikian were available to answer questions. There emerged the fact that in the process of computerizing the yearly account, some technical difficulties were encountered. There were some questions that could not be answered because of the new itemization system.

On behalf of the Auditing Committee, Dr. H. Semerjian reported that the financial report is presented in this new format over the objections of the Committee. A lengthy discussion followed. The general sense was that: The new computerized system needs to be looked over. The Auditing Committee should audit on a quarterly schedule. The assembly was not ready to accept the financial report and therefore could not act upon the 1993 Proposed budget. A similar difficulty was identified with regards to the Bazaar report.

Dr. Kumkumian made a motion to make the necessary corrections in both parish Council and the Bazaar financial reports and with the approval of the Auditing Committee come back in 4 weeks time to report to the Assembly.

Dr. H. Semerjian offered an amendment to convene the special Assembly in 6 weeks instead of 4. The motion as amended past.

The need to have the financial activities of the organizations audited on regular intervals was discussed. Col. Mooradian made a motion to have the books audited quarterly. Dr. Semerjian made an amendment to limit the auditing to the records of the Parish Council., Women's Guild and the Finance Committee. The motion as amended passed.

Women's Guild Report

Mrs. Seta Sivaslian gave the report and added the names of the Executive Committee members to the report. Mr. Dean Shahinian commended the hard work of the ladies. The report was accepted as amended.

Shnorhali Report

There were no additional comments on the Religious and Armenian programs of the school. An increase in the enrollment was noted. The work and the dedication of both Superintendents and the Teachers was appreciated. The reports were accepted.

ACYOA Jrs Report

Yeretzgin A. Kalayjian expanded on the written report. As the advisor/coordinator of the ACYOA Jrs. activities she said that she was proud of the 30 plus members and their activities. She noted that the activities are varied in social, sport and religious categories. She mentioned the Christmas

Potluck dinner which was attended by the Peace Corps Volunteers on route to Armenia. She also emphasized the need for parental help as well as encouragement from the community. Mr. O. Janjigian made a remark that Yerezgin should not be left alone with the responsibility. There is a need, he said, to form a committee of 3-4 persons to help Yerezgin. The report was accepted.

Three "M" Adult Fellowship Report

The organization in its first year's existence has registered great success in a number of areas. An appreciation was expressed for Yerezgin's role in developing the activities and the events. The Grand Raffle resulted in a great success producing over ten thousand dollars profit. It was noted that raffles may require licensing by the D.C Government. The report was accepted.

ACYOA Srs. Report

Yerezgin announced that on March 27, the Primate Archbishop K. Barsamian will visit the parish to meet the young adults in an open forum. The intent is to hear out the young adults with their complaints, observations, suggestions to make the church more responsive to their needs, especially in church services. There was no "activities report" presented.

Choir Report

Mrs. Queenie Avedikian volunteered to note that the choir could use more members. The report was accepted.

Ararat Avak Society

There was no "Activities Report" presented. However, special thanks were expressed for the work done by Miss Ann Kavookian and her Committee of Volunteers.

Bookstore Report

The report was accepted with special thanks to Gary and Queenie Avedikian for doing a great job.

Shnorhali Newsletter

The report was financial. Mrs. Grace Shahinian, the Editor, expressed her thanks to everyone for writing and contributing to its success. The report was accepted with appreciation.

Endowment Fund

It was noted that the fund now stands at \$47,683.49 which produced \$2,280.13 in 1993. Der Hayr emphasized the importance of long range investment and planning. One such planning which has been in practice by many other churches and synagogues, he said, was purchasing life insurance with the church designated as the beneficiary. The subject is under consideration and Mr. Vahe Aghamalian as financial planner was available to offer his services. Der Hayr Added: If and when the Parish Council appeals to you on this matter please cooperate.

Auditing Report

Dr. Semerjian gave the report. Women's Guild with Mrs. L. Zenian as treasurer did a wonderful job. Parish Council made great stride to convert the system to a computerized system. Problems with small organizations remain. He also remarked that there were frequent transfers of funds from one organization to another without proper documentation and/or notation.

Election Results

a. Diocesan Delegates. Der Hayr announced prior to the election that given the number of parish members we now qualify to have three delegates instead of the current two. Therefore, he suggested to elect three Delegates in anticipation of the Primate's and the Diocesan Council's approval. If the approval was denied the third person with the least votes will be considered the Alternate Delegate. If approval was given, the fourth person will become the Alternate. The result is as follows:

Mr. George Derderian	11
Col. Moorad Mooradian	22
Mrs. Lucy Murad	32
Dr. Edward Onanian	32
Dr. Ohanes Sahakian	19
Mr. Vaughn Sayian	12
Dean Shahinian, Esq.	48
Mr. David Zenian	26

Elected were: Dean Shahinian, Esq., Mrs. Lucy Murad, and Dr., Edward Onanian. Since there was a tie, a second voting was held between the last two in case a three member delegation was not approved. Dr. Edward Onanian received the plurality of votes.

Parish Council

Brig. Gen. Albert Kaehn	47*
Col. Moorad Mooradian	49*
Mr. Alfred Moosakhanian	38
Mr. Gregory Murad	41
Mr. Hagop Safakian	49*
Mr. Avedis Ozkayan	17
Mr. Onnik Sivaslian	49*
Miss Beth Ann Tutunjian	52*

Nominating Committee

Mr. Abraham Bodurian	52*
Mrs. Asanet Hacikoglu	27
Miss. Sirarpi Ohanessian	42*
Mrs. Seta Sivaslian	39*
Mrs. Evelyn Vartabedian	24
Mrs. Hripsime Zenopian	24

Auditing Committee

Mr. Raffi Karahisar 37*
Mr. John Kavookian 18
Miss Elise Vartabedian 11

Finance Committee

Mr. Arut Koseian 19
Mr. Michael Sahakian 26*
Mrs. Leda Zenian 22

* Elected

Finance Committee

The Chairman of the Finance Committee, Dr. E. Onanian being absent (As a diocesan Council member he was attending The Annual Assembly of St. Thomas Church, Tenefly, N.J.) there was no oral explanation. Der Hayr offered a correction to have "\$25,000 in memorial Funds with the ACEF" to read "\$47,683.29 in memorial Funds with the ACEF" according to the figures that appeared under the Endowment Fund Report. The report was accepted.

Old Business

There was none

New Business

Dean Shahinian, Esq. offered a few appreciative remarks concerning Der Hayr's outstanding performance and leadership as the Pastor and his representing our parish and community among non-Armenian circles.

There were two proposals to consider. The text of the proposals are attached to these minutes.

Proposal #1: Sanctuary Renovation

The hour being late and not enough time for thorough discussion, it was decided to allow a brief consideration of the proposal. The architect, Mr. Tavit Hakopian, was called upon by Mr. Richard Hatchik, Parish Council Member, to familiarize the members with the drawings.

The following points were made:

- A handicapped entrance should be considered.
- The project will be completed in three stages.
- The \$15,000 requested for the working drawings is reasonable, considering the fact that the entire project may cost as much \$5-600,000.
- The renovation of the front section of the church is not cosmetic. The front entrance of the church is crumbling and it needs major repairs.
- It was suggested to make copies of the architect's drawings and display them for the congregation to see and be informed.

- The architect, Mr. Tavit Hakopian, was thanked for the beautiful design.
- The full consideration of the proposal will be taken up at the Special Parish Assembly to be convened in six weeks from today.

Proposal #2

Miss Beth Ann Tutunjian introduced the proposal in three parts

Part (a) was amended to read:

"We propose that the Diocesan Council conduct a survey to assess the needs of all Armenian women. Based on the results of the survey, programs to be developed for the fulfillment of their spiritual needs". It was approved as amended.

Part (b) was approved as presented.

Part (c) was amended to read

"We propose that the Primate and the Diocesan Council encourage women to seek representation on the Diocesan Council, including participation on the nominating process". It was approved as amended.

Dr. Kumkumian noted that since the consideration of the financial report will be taken up at a Special Parish Assembly, we should postpone the approval of the 1993 Budget and consider it at the same Assembly. It was moved.

A motion was made to close the meeting. It carried by unanimous vote. Der Hayr took the opportunity to thank the Chairman and the Secretary of the Assembly and to congratulate the newly elected Delegates, Parish Council Members. The assembly was adjourned at 5:00 pm after a closing prayer by Der Hayr.

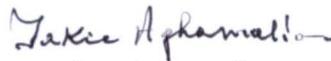
Respectively Submitted,



Fr. Vertanes Kalayjian
Pastor-President



Col. George Juskalian
Chairman



Jacqueline Aghamalian
Secretary

MEMORANDUM OF UNDERSTANDING
 between
 The Parish Council of St. Mary's Armenian Apostolic Church
 of Washington, DC
 and Reverend Vertanes Kalayjian

We agree that the following financial and related considerations shall apply to Fr. Kalayjian's services as Pastor of St. Mary's Church during the period set forth herein:

1. Stipend and Allowances:

	1992	1993
Basic Stipend	\$19,810	20,300.00
Service Increment	9,905	10,150.00
Membership Increment	1,415	1,450.00
Mileage Allowance	5,400	6,500.00
Life Insurance	500	1,500.00
	37,030	39,900.00

The Parish will also make the required contributions to Clergy Insurance and IRA accounts, which are estimated at \$12,400. The Parish will assume the payment of all utility expenses (heating, electricity, water, sewer and telephone) at the Parish House. A bonus of \$3,000 will be provided during 1993.

2. Vacation:

In accord with the Diocesan vacation schedule, we agree that Fr. Kalayjian shall be allowed to take four weeks of vacation, including four Sundays. Leave may be accrued with the prior consent of the Parish Council. As of 1/1/1992 Fr. Kalayjian has a modest balance of accrued leave.

As in prior years, except in emergency situations, two weeks' notice will be provided for extended leave. In addition, Fr. Kalayjian shall not be charged leave on the Sunday of the Diocesan Assembly weekend, provided his return to Washington for services should prove inconvenient. A similar policy shall apply in the event he chooses to attend the ACYOA and/or Choir Assemblies. An allowance shall be provided by the Parish toward his lodging and travel expense for attendance at the Clergy conference and at the Diocesan Assemblies. In the case of the ACYOA or Choir Assemblies, it is expected that those organizations will provide lodging and travel expenses.

This memorandum of understanding becomes effective on January 1, 1993, and continues through December 31, 1993, provided it receives the approval of the Annual Parish Assembly.

St. Mary's Armenian Apostolic Church
1992 Bazaar Report

Balance as of 12/31/91 \$ 97.96

Income

Luncheons	\$ 8,120.00
Carry-out	5,064.00
Bake table	6,499.00
Dinners	5,974.00
Mezza Table	754.00
Refresh. & Coffee	1,445.00
Jewelry sales	512.00
White elephant	670.00
Arts & Crafts	1,470.00
Left-over sales	2,218.00
Misc. Income	<u>1,777.53</u>
	\$34,503.53

Expenses

Food & Related Items	\$12,884.96
Cleanup	200.00
Waste Management	413.00
Mailing & Printing	1,488.00
Cashiers-Change	300.00
Transportation	133.00
Misc. Supplies	46.36
Bank charges	<u>150.51</u>
	\$15,615.83

Net Income +\$18,887.70

Advances - Parish Council	\$ 3,000.00
- Women's Guild	7,000.00
- Finance Comm.	5,000.00
Raffle Income (partial)	<u>190.00</u>

+\$15,190.00

Repayment - Parish Council	\$10,000.00 ¹
- Finance Comm.	<u>\$ 5,000.00</u>

-\$15,000.00

Income Distribution - Parish Council	-\$ 2,000.00
- Parish Council ²	-\$ 5,317.79
- Finance Committee	-\$10,000.00
- Women's Guild ³	<u>-\$ 1,813.00</u>

Balance as of 12/31/92 \$ 44.87

Checkbook Balance as of 12/31/92 \$44.87

¹ Includes WG's Share

² Raffle/Rug Sale and other PC expenses - paid out of the Bazaar acct.

³ Food and Arts/Crafts Sales Income - kept by WG.

ST. MARY'S ARMENIAN APOSTOLIC CHURCH
PARISH COUNCIL FINANCIAL REPORT
CALENDAR YEAR 1992

<u>Income</u>	<u>Actual 1992</u>	<u>Projected 1993</u>
Balance from 1991	19656.85	
Altar Flowers	320.00	300.00
Bazaar	8882.09	9000.00
Book Store	2000.00	2000.00
Candles	5055.95	5000.00
Candle Lighting	3445.00	4000.00
Charitable	400.00	500.00
Church Organizations (1)	22790.80	22000.00
Donations	3704.01	4000.00
Hall Rental & Parking	4790.00	5000.00
Hokehankist	6515.00	6500.00
Interest	744.00	800.00
Plate	4586.52	5000.00
Pledges and Dues	56580.80	56000.00
Reinbursements	861.54	0.00
Sacraments	5103.00	6000.00
Shnorhali	435.00	2000.00
Special Donations	6335.70	6500.00
Special Events/P.C Activities (2)	42964.50	43000.00
Special Fund (3)	27167.00	0.00
Transfer (4)	21932.50	0.00
Youth Advisor	3344.60	4000.00
Youghakin	5286.00	6000.00
Miscellaneous	390.00	0.00
<u>Unidentified Surplus</u>	<u>855.14</u>	<u>0.00</u>
TOTAL	254146.00	187600.00

Note: See Exhibits (1), (2), (3) and (4) for further breakdown.

EXPENSES

ACTUAL 1992

PROJECTED 1993

ALTAR FLOWERS	262.69	300.00
ALTAR SUPPLIES	226.93	300.00
BANK CHARGES	281.68	300.00
BUILDING EQUIPMENT	3,948.57	4,000.00
BUILDING EQUIPMENT MAINTNANCE	4,354.83	4,000.00
CHARITABLE FUND	500.00	500.00
CHOIR & ORGANIST	5,390.00	5,500.00
CHURCH INSURANCE	3,759.00	4,000.00
CHURCH ORGANIZATIONS	250.00	500.00
DIOCESAN DUES	7,600.00	25,000.00
\$10,720.00 for 1992 will be paid in 1993		
KARABAGH FUND	25,000.00	0.00
a.To Diocese : \$24,000.00		
b.Bp. Barkev : \$ 1,000.00		
GUEST PRIEST	1,009.00	1,000.00
IN LIEU OF FLOWERS	20.00	0.00
INSURANCE/IRA (For Priest)	12,446.54	16,000.00
JANITORIAL	6,565.00	7,000.00
KITCHEN SUPPLIES	170.53	300.00
MISCELLANEOUS	711.00	0.00
OFFICE SUPPLIES	3,288.31	3,000.00
P.C.ACTIVITIES	4,454.14	8,000.00
PETTY CASH	1,166.00	0.00
POSTAGE & PRINTING	3,579.36	4,000.00
RENOVATIONS (minor repairs)	200.00	0.00
RUG SALE	25,616.00	25,000.00
SECRETARIAL	8,561.64	12,000.00
SHNORHALI	1,874.95	2,000.00
STIPEND	40,679.08	42,900.00
TELEPHONE	3,699.26	4,000.00
TRANSFER	18,222.50	0.00
a.Bldg. Fund for anonymous: \$11,970.00		
b.To anonymous paid direct: \$ 3,000.00		
c.Other transfers : \$ 3,252.50		
UTILITIES	16,815.98	17,000.00
YOUTH ACTIVITIES	828.33	1,000.00
T O T A L	204,481.32	187,600.00

1992 - INCOME \$ 254146.00

1992 - EXPENSES \$ 204481.32

1993 STARTING BALANCE \$ 49664.68

RESTRICTED FUNDS:

CHARITABLE (GEN) :	3,563.39
BIBLES FOR ARM. :	291.00
CHOIR MEM. :	500.00
KIRAZIAN ESTATE :	1,000.00
YOUTH ADVISOR :	10,000.00
TOTAL RESTR.FUND :	15,354.39

PARISH COUNCIL FINANCIAL REPORT
CALENDAR YEAR 1992 - Exhibits #1,2,3 and 4

Income	Actual 1992
(1) Church Organizations	
a. Women's Guild	10000.00
b. Three M	10500.00
c. Avak Society	500.00
d. ACYOA & Others	1790.80
	22790.80
 (2) Special Events/P.C. Activities	
a. Rug Sale	30693.00
b. Picnic	2894.50
c. Lotto	500.00
d. Others	10605.00
Anniversaries	2933.00
ACEF	2280.00
Raffle	3344.00
Soda Machine	320.00
	42964.50
 (3) Special Fund	
a. Karabagh	24877.00
b. Bp. Mutafyan	1250.00
c. Arme. Emer. Fund	1000.00
d. Save Children	40.00
	27167.00
 (4) Transfer	
a. Building Fund	5000.00
b. Anonymous	14970.00
c. Others	1962.50
Organist	
Priest	
Deacon	
	21932.50

