

**Minutes of the Parish Assembly  
St. Mary Armenian Apostolic Church  
February 22, 1998**

The Parish Assembly was called to order at 1:15 PM on February 22, 1997. Der Hayr opened the meeting with a prayer. 55 dues paid members were in attendance which constituted a quorum. The Stewards Report and Proposal A were added to the agenda which was adopted. The nominating committee presented nominees for the Tivan. By a secret ballot Dean Shahinian, Esq. and Mr. Saro Kalayjian were elected Chairman and Secretary of the Assembly respectively.

**1. Minutes of 1997 Assembly**

The minutes of February 23, 1997 did not need approval since it was already approved at the special Assembly of April 13, 1997. Approval of the minutes of the April 13, 1997 Assembly was tabled. There was an attempt by a parishioner to offer correction to the minutes line-by line. Der Hayr suggested that any person is welcome to examine the original hand written notes of the secretary who took the minutes. No one, he added can be so fast as to add or edit as she is taking the minutes of a meeting in progress. Der Hayr said that if the suggested corrections are submitted in writing they could be attached to the minutes. A parishioner suggested, furthermore, that minutes should be in a more summary and "non-attribution" format.

**2. Nominating Committee Report.**

Mrs. Sylvia Kodjanian on behalf of the nominating Committee submitted the Nominees as presented in the "Sample Ballot". Simon Kumkumian and George Dunyan withdrew their nominations for Parish Council. Nominations made and seconded from the floor were: Dr. Richard Doyan, Mr. Neshan Dulgerian, Mr. Boghos Sivaslian, and Mr. Onnik Sivaslian for Parish Council, and Mr. George Dunyan and Mr. Arto Hovannesian were for the Finance Committee. It was noted that the person who receives the fifth most votes will serve the unexpired term of (one year) Mr. Vartan Vartanian, who resigned. It was noted also that the nominee for Finance Committee who receives the most votes will serve a full term of five years and the person receiving the second highest number of votes will serve on year of the unexpired term of Mrs. Lucy Murad, who resigned.

The election results are attached as Exhibit - A.

The Assembly voted that all nominations from the floor will require the prior consent of the nominee in all future parish elections.

**3. Pastor's Report**

Since the English text was made available in the Annual Report booklet prior to the Assembly Der Hayr spoke in Armenian and highlighted his report. Then he underlined two items:

-The need for our people to respond to the religious and cultural programs.  
-the need for our parishioners to be more welcoming and hospitable to new comers as well as to our "regular" parishioners who come less frequently. He stressed the bonding and the fellowship necessary to evolve as a more cohesive parish. At present, he added, most of the connections are through the Pastor, a very personalized relationship which presents its dangers once the pastor retires. There has to be a viable parishioner to parishioner relationship and fellowship, he concluded.

He commended the parish for the fact that despite some financial difficulties for the operating budget our parish extended itself in fund-raising for charitable and philanthropic purposes and projects with almost ten thousand dollars.

#### **4. Parish Council Report**

Dr. Ara Avedisian, Chairman, presented the Parish Council report. He stressed three main points, that parishioners should be:

- More forthcoming for assistance and to offer help to the Parish Council.
- Positive and appreciative when dealing with church members and with church organizations.
- More active in the community life.

A parishioner requested a copy of the minutes of the Parish Council meetings for the past year pursuant to a past Assembly vote. No parishioner present recalled such a resolution and Der Hayr noted that any parishioner can request and inspect the minutes. In response to questions, Dr. Avedisian reported that the 50/50 raffle and the New year's Celebration earned \$6,000 and \$2,000 respectively. Br. Gen. Albert Kaehn, Chairman of the Bazaar, reported the Bazaar earned \$21,000, which was more than last year due to the Saturday dinner, the raffle, and reduced costs.

#### **5. Doctor's Will**

The Assembly voted to move the consideration of the report by the PC and the administrators, CTA of the late William E. Docter's will from Old Business to this time as the continuation of the PC Report. (See proposal A) Exhibit B.

The PC Chairman directed the Assembly's attention to paragraph 16 of the PC annual report on page 28 of the 1998 Annual Report booklet:

"Mr. William E. Docter's will has been probated in the Virginia Court and a new Trustee, Dr. Ara Avedisian, was sworn in as the Trustee of the William E. Docter Educational Fund. Two additional trustees will be added as soon as possible."

He said that the Parish Council is also in the process of establishing two Advisory Committees. One Committee will advise the trustees on financial and investment affairs, and the second committee will administer the scholarship and educational assistance program. Both Committees will make their recommendations to the trustees and together in a combined session they will reach their final conclusions and make decisions and take actions.'

He introduced Martin Mooradian, Esq, who the Parish Council hired to handle the legal affairs of the will. Mr. Mooradian discussed the procedure for administering the Fund. He noted the funds at Merrill Lynch at the time of Mr. W. E. Docter's death totaled approx. \$800,000 and have appreciated to \$1,260,000. Br. Gen. Kaehn recapped the last few months of activities of the Administrators, CTA up to the moment of the transfer. He stressed that the courts will hold the trustees legally responsible for their decisions.

There were additional inquiries concerning the term of the Trustees, the appointments of the Advisory Committees.

As to the mandate of the last year's Assembly to form a committee to determine with the PC how to proceed with the "Docker's Will", Dr. Avedisian reported that a committee was composed of Haig Ellian, Esq., Mr. Vaughn Sayian, Mr. Joseph Vartabedian in addition to the P.C. Members, and the decision was to keep the administration of the will within the parish with the understanding of the above mentioned paragraph 16 of the PC Annual Report. A parishioner discussed the need for Parish Assembly involvement in final decisions regarding the Fund.

Dr. Charles Kumkumian as moved and the Assembly passed the following motion:

"It is proposed that based upon the recommendation of the P.C. the Parish Assembly assume the responsibility and authority to:

- select the Trustees [for the William E. Docter's Educational Fund"] for a specific period of time.
- to define the guidelines utilized for investment decisions consistent with the terms of the Trust [the Will].
- to define the academic selection guidelines consistent with the trust [the will].
- to delegate to the Trustees the administration of the guidelines.
- to annually review the administration of the trust [the will] consistent to these guidelines.

## **6. Diocesan Delegates Report**

On behalf of the Delegates, Dean Shahinian, Esq., in addition to the printed report, noted that:  
-During the year the Dept. of Youth Ministry was merged with the Dept. of Religious Education and the Dept. of Social Services abolished. This resulted in a reduction of the number of persons engaged in Department ministry from 6 to 3. At the same time the Diocesan Administration budget and staff has not been reduced. He also pointed out that the Diocesan budget increased from \$3.5 million to \$3.8 million, for less than 9,000 Diocesan dues paid members. He reported the Diocesan Assembly passed St. Mary's proposal to have the Diocese publish a booklet disclosing information on restricted funds, but that the Diocese has not yet prepared the report and appears unwilling to do so.

## **7. Finance Committee Report**

There was no oral presentation to supplement the written Finance Committee report. Parishioners discussed: the need to review the mission statement. Der Hayr noted the need to review how P.C. and the Finance Committee conduct short and long-term, financing and fund raising, recruiting members, investing assets, and development.

A motion was made to make the Finance Committee directly accountable to the P.C. rather than to the Parish Assembly which convenes only once a year. The motion carried.

## **8. Auditing Committee Report**

See exhibit (C). The report was accepted

## **9. Parish Council Financial Report**

Mr. Steve Evereklian, PC Treasurer reported on the capital improvements and maintenance expenses. He responded to questions concerning the charitable funds, the need to repair the church carpeting and the final phase of the renovation of the sanctuary. It was noted that there was a lack of detailed accounting of funds under "restricted Fund," and an accounting was promised to be given soon.

The proposed 1998 Budget was approved at \$170,000.

## **10. Election Results**

Election results were reported to the Assembly earlier than prescribed by the adopted agenda. The results are attached.

## **11. Reports from the Church Organizations**

a. Mrs. Rosemary Arkoian, on behalf of the Women's Guild Executive Committee presented the report as the Co-Chairlady. The report was accepted.

B. Mrs. Clara Andonian presented the Choir Report and thanked the chairman Arto Hovannessian for his leadership, described the successful Annual Assembly of the Diocesan Choirs, and noted the choir's donation of robes to the mission parish in Ocala, Fl.

C. Dr. Charles Kumkumian spoke on behalf of the Board of Stewards. He added the missing name of Mr. Saro Kalayjian on the Board. He highlighted the activities in the following areas:

- Organization of Ushers to assist the PC
- Continuing Bible Study and the need for more participation
- Organizing visitation teams for VA, MD, and DC.

### **d. Three "M" Fellowship, ACYOA Jrs and Shnorhali School**

Yeretzgin A. Kalayjian provided information as the co-ordinator and the Superintendent respectively. She stressed again that parishioners and especially parents should be more forthcoming with support and direct involvement with the youth (ACYOA Jrs.) With the Three "M" which needs re-organization and with the Shnorhali School and requested that a large screen TV be installed as soon as possible.

E. Mr. Saro Kalayjian, Chairman presented the ACYOA Srs report.

He made the following points:

- The group has increased in membership.
- Needs the support of the parishioners.
- Programs have been developed to have meaningful spiritual, social, and cultural activities.

F. Ararat Avak Society was reported to be alive and well thanks to the effort of Miss Ann Kavookian, Mrs. Arousiag Kumkumian and Mrs. Alice Baker.

G. There was no oral reports on the Bookstore, The Library, or the Shnorhali Newsletter to supplement the written report in the Annual Report Booklet. The Assembly thanked Mr. Armik Khachaturians, Bookstore Manager; Ms. Elizabeth Kayaian Garabedian, Librarian; and Mrs. Grace Shahinian, Shnorhali Editor, for their good work.

The organizational reports were accepted as presented.

## 12. Old Business.

There was no Old Business

## 13. New Business

Proposal A. The Assembly determined to discuss proposal A, by Gen. Kaehn, during the PC Report.

Proposal B. See the text. (Exhibit D)

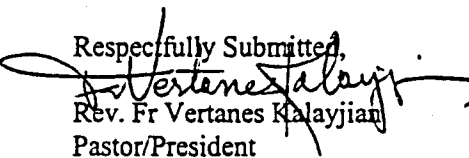
The Assembly passed a proposal by Zaven Kalayjian that St. Mary's teach tithing and have a line item in the budget for tithing. During discussion, it was noted that tithing is not to be confused with dues. It was requested that the clarification and/or the definition be made through the pages of Shnorhali.


The proposal was put to a vote and was approved.


## 14. Adjournment

The Chairman thanked all for their cooperation in the course of the deliberations. Der Hayr expressed appreciation to the Tivan (Chairman and Secretary), to the outgoing Executive members and welcomed and congratulated those elected and wished them well. The meeting was adjourned at 5:00pm

Respectfully Submitted,

  
Rev. Fr. Vertanes Kalayjian  
Pastor/President

  
Saro Kalayjian  
Secretary

  
Dean Shahinian, Esq.  
Chairman