TESTIMONIAL BANQUET COMMITTEE IN HONOR OF MR. ALEX MANOOGIAN

Thursday, March 7, 1991 at 7:30 pm

AGENDA

- 1. Opening Prayer
- 2. Chairman's Address Mr. John Hoplamazian
- 3. Appointment of Secretary
- 4. Appointment of Committees:

Booklet Program - (May 17, 1991) Finance - Budget Publicity Reception/Dinner

5. Other





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Minutes of the Committee for the Alex Manoogian Testimonial

Meeting No. 2

March 21, 1991

Attendance: V. Rev. Haigazoun Najarian, Vicar General; John Hoplamazian, Chairman; Rev. Arten Ashjian, Yeretzkin Mary Ashjian, Sonia Boghosian, Lucy Dabagian, Armine Dikijian, Lionel Galstaun, Hrant Gulian, Roy Kelegian, Seet Kelegian, Helen Misk, Syraun Palvetzian, Dovie Tilbian, Arpi Vartevarian.

Call to Order and Opening Prayer: The meeting was called to order at 7:35 by the Chairman. Opening prayer was offered by the Vicar General.

Reports:

<u>Public Relations</u>: A preliminary draft of the announcement has been prepared. Releases will appear in the Mirror-Spectator and Reporter during the week of March 25. A letter has gone to Vartan Abdo of the Armenian Hour. The AGBU has been notified.

H. Gulian will contact Sarkis Baharlian for photo coverage. On motion by Roy Kelegian, seconded by Rev. Ashjian, and passed unanimously, selected photos will be mounted in an album which will be presented to Mr. Manoogian. Recommendation was made that an identical copy be made up for the Diocese records.

<u>Program</u>: Violinist Ani Kavafian has agreed to play at the testimonial. It is expected that she will play for a reduced fee. Attempt was made to reach Ara Berberian but he was out of the country. He will be contacted during the week of March 25. It was agreed that artists and their accompanists would be guests for dinner. The musical program will be designed to last thirty minutes. Motion was made, seconded and passed unanimously to approve the musical program as presented. As stated at the last meeting, the musical program will start after all tables and dishes are cleared.

<u>Tickets and Invitations</u>: The invitations are expected from the printer on March 21 or 22. The cost for 11,000 copies is \$2,057. Some additional charge may be required for printing the bulk mailing "stamp" on the envelopes. It is planned to place the invitations in the mail on Tuesday March 26.

<u>Dinner/Reception</u>: Quotes have been received from two bidders. The first, at \$40 per plate, will include Hors d'Oeuvres from a list, Radicio-Watercress Salad, Filet Mignon, Dessert (Khadaif/Baklava) and Coffee/Tea. The Hors d'Oeuvres, with champagne, will be served at the Reception which will take place in G-Hall and the Lobby.

The second quote, from Suren Kilerciyan (Carnetta's Seafood Restaurant) is for \$32/plate. A selection of 10-14 Hors d'Oeuvres and champagne will be served at the Reception. The dinner will include Shrimp Cocktail or Melon, Salad, Filet Mignon and dessert of Tulumba/Khaimagh.

Both quotes assume a crowd of 300, and one waiter per two tables. The second quote was favored unanimously.

Patrons will be invited to a private reception where Hors d'Oeuvres and wine will be served.

<u>Decorations</u>: John Hoplamazian offered to order the flowers. He needs to be informed on the choice of flowers.

Suggestion was made and generally approved to have a diorama of Ellis Island and the Statue of Liberty in back of the head table. It was also suggested that Ruth Thomasian may be able to provide suitable photos. Hrant Gulian will contact Ruth and determine if the dioramas of Ellis Island/Statue

of Liberty can be obtained. He will also contact Sam Azadian about parking of limousines.

Hotel reservations will be offered to Mr. and Mrs. Manoogian; they may prefer to stay with Mrs. Simone.

Finance and Budget: A letter has gone to Mr. Avedisian inviting him to be the M. C. No answer as yet.

Expenditures are estimated as follows:

Dinner	\$10,500.
Printing	3,500.
Champagne	500.
Advertising	1,000.
Musical Artists	1,500.
Photographer	500.
Printing of Booklet	2,500.
Preparation of Collage	500.
Complimentary tickets (20)	<u>700.</u>
- · · ·	21,200

Income, assuming 300 guests at \$50/person will be \$15,000, leaving at least \$6,500 to be raised by sponsorships for the booklet.

Booklet: Arline and Zaven Dadekian have declined to serve as Booklet Chairpersons. Garbis and Alice Kirikian and Andy and Alice Shahinian were suggested.

Sponsorship rates were agreed on as follows:

Benefactor	>\$1,000.
Diamond Page	1,000.
Platinum	500.
Gold	250.
Silver	100.
Friends	<100.

There are about 20 organizations that should be invited to purchase tables. This may be done by circular letter.

The Booklet should solicit letters or statements from the Governors of the Tri-State group plus Michigan. It could be designed to contain a historical background, a map highlighting areas which have benefited from Mr. Manoogian's philanthropy, and a reduction of the collage.

It was thought that between \$20,000 and \$50,000 could be raised through sponsorships. It was agreed that the profits should go to the Diocese general fund.

Next Meeting: The next meeting will take place on Tuesday April 2, 1991, 7:30 PM.

Adjournment and Closing Prayer:

On motion by Roy Kelegian, seconded by Dovie Tilbian, the meeting was adjourned at 9:35 PM. Closing prayer was offered by the Vicar General. Reported by Kerrill J. Galstaun

Secretary

Minutes of the Committee for the Alex Manoogian Testimonial

Meeting No. 4

April 18, 1991

Attendance:

Rt. Rev. Bishop Khajag Barsamian, Primate; John Hoplamazian, Chairman; Rev. Arten Ashjian, Yeretzkin Mary Ashjian, Sonia Boghosian, Lionel Galstaun, Roy Kelegian, Berch Khatchadourian, Helen Misk, Syraun Palvetzian, Dovie Tilbian, Hagop Vartevarian.

Call to Order and Opening Prayer:

The meeting was called to order at 7:55 by the Chairman. Opening prayer was offered by the Primate.

Minutes of Meeting No. 3:

Minutes of Meeting No. 3 were accepted with a correction: under "Publicity" on page 2, Garbis Kazanjian's affiliation should be changed from "the Hovnanian School" to - New Jersey

Reports:

<u>Program</u>: Ara Berberian will sing providing we are unable to obtain someone else. Roy Kelegian is trying to contact Vahan Khanzadian. Sahan Arzruni will participate as a co-artist with Ani Kavafian. Armine Dikijian has been notified and will be kept informed regarding the singer.

Srpazan Khajag reported on a conversation with Mrs. Simone regarding the program. She has suggested that the program held to reasonable length, and that Senator Carl Levin of Michigan might be invited to speak. Srpazan will write (and FAX) the Senator on April 19 with a formal invitation It was moved by Rev. Ashjian, seconded by Lionel Galstaun, that Senator Levin be formally invited to speak. Motion was carried unanimously.

Mr. Suren Fesjian has accepted the Honorary Chairmanship of the Committee. Mr. Fugazi will present the medal to Mr. Manoogian.

Formal invitations to the Manoogian Family are to be sent over Srpazan's signature. It was decided that congratulatory telegrams would not be read. Instead, the Mr. Avedisian will be asked to note the number of telegrams received, and to present them to Mr. Manoogian.

<u>Publicity</u>: A display ad has appeared in the current issues of the Armenian papers. Another one is due next week.

<u>Tickets and Invitations</u>: Thirty-nine tickets have been sold and paid for. This is considered satisfactory for this stage of development.

<u>Booklet</u>: A major decision was made to eliminate the booklet since it may be inappropriate to give the impression that the Diocese was using the Tribute to Mr. Manoogian as a means of fundraising. Instead, Mrs. Simone has offered a contribution to help defray a deficit. An 8-page program will be prepared under the direction of Hagop Vartaverian. Mr. Berch Khatchadourian offered to underwrite the cost of printing the program.

<u>Dinner/Reception</u>: G-Hall, which was slated to be used for the reception, will be exhibiting paintings and other art by children from the Yerevan Childrens' Museum. The Lobby will be used for the reception instead of G-Hall, and the attendees encouraged to view the exhibit in G-Hall. The

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guests will be asked to take their seats at 7:45 so that the dinner can start promptly at 8:00 PM. The program should be gauged to end at 11:00 PM.

Srpazan, John Hoplamazian and Roy Kelegian will select the Head Table guests. They will assemble for a private reception in the Talich and will be escourted to Kavookjian Hall as soon as the guests are seated.

Dovie Tilbian will contact the Diocese staff to decide on table arrangements.

Roy Kelegian will follow up with Hrant Gulian on the Video recording, the preparation of the Collage, Photo services and finalization of the food.

Limousine service will be provided for the Manoogians and Senator Levin.

Next Meeting: The next meeting will take place on Thursday May 2, 1991, 7:30 PM, at the Diocese.

Adjournment and Closing Prayer: The meeting was adjourned at 9:00 PM. Closing prayer was offered by the Primate.

Reported by Rionel & Galstain

Secretary



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Testimonial Dinner for Alex Manoogian

Tuesday, April 2, 1991 at 7:30 p.m.

AGENDA

Opening Prayer 1.

Minutes of Previous Meeting 2.

3. Committee Reports:

Publicity

Dinner/Reception

Other 4.

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Finance—Budget
Public:

Tickets—Invitations
Booklet

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DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

March 25, 1991

The Reverend Father and Mrs. Arten Ashjian 127 Beverly Road Yonkers, New York 10710

Dear Father Arten and Mrs. Ashjian:

The next meeting of the Alex Manoogian Testimonial Committee will be held on **Tuesday, April 2 at 7:30 p.m.** at Diocesan Headquarters.

We will expect you to be present, unless you inform us otherwise.

Looking forward to seeing you.

Yours respectfully,

John Hoplamazian

Chairman

Minutes of the Committee for the Alex Manoogian Testimonial

Meeting No. 3

April 2, 1991

Attendance: Rt. Rev. Bishop Khajag Barsamian, Primate; V. Rev. Haigazoun Najarian, Vicar General; John Hoplamazian, Chairman; Rev. Arten Ashjian, Yeretzkin Mary Ashjian, Sonia Boghosian, Lucy Dabagian, Armine Dikijian, Lionel Galstaun, Roy Kelegian, Sossie Kelegian, Helen Misk, Syraun Palvetzian, Dovie Tilbian, Arpi Vartevarian, Hagop Vartevarian.

Call to Order and Opening Prayer: The meeting was called to order at 7:45 by the Chairman. Opening prayer was offered by the Primate.

Minutes of Meeting No. 2: Minutes of Meeting No. 2 were accepted with a correction of the spelling of Sossie Kelegian's name.

Reports:

<u>Primate's trip to Armenia:</u> The Primate opened his remarks by extending his Easter wishes to the attendees. He followed with a concise report on his observations in Armenia.

The trip was taken at the invitation of the Holy See, and was attended by the Primates of the North American Dioceses as well as the Patriarch of Jerusalem. During their visit, they met with the President of the Armenian Parliament, Mr. Ter Petrossian, and with Vehapar for a review of matters affecting the Holy See. Also included were appearances on Yerevan television.

The reconstruction work at Stepanavan is proceeding, but there are general shortages of food and gasoline. Prices are high. The severity of the winter was exacerbated by a shortage of natural gas. There are signs of impatience on the part of the general population, and there is a need for recognition by the general public that interferences can make a difficult situation worse. Nevertheless, there is reason to believe that the problems will be resolved in time.

The church is now completely free from governmental interference, and there are signs of support from the authorities, some of whom attended Christmas services at Etchmiadzin. New seminaries are being established and about 100 young people have shown interest in clerical vocations. Vehapar has an able staff which includes a sizable proportion of young people. The outlook is encouraging.

<u>Program</u>: Violinist Ani Kavafian's appearance at the testimonial is now firm. Ara Berberian has a conflicting date with a family observance, but it is hoped that it can be resolved.

It was agreed that Mr. and Mrs. Alex Manoogian would be offered hotel reservations.

Mr. Armen Avedisian has accepted to serve as Master of Ceremonies. There was discussion of the list of speakers. John Hoplamazian will introduce Mr. Avedisian; Suren Fesjian will be asked to be Honorary Chairman but will not be asked to speak; Richard Gregory will be asked to speak on behalf of the Diocese, for 3 minutes; Mr. Fugazi will present the award to Mr. Manoogian; Mr. Alex Manoogian will be asked to respond; the Committee will ask Richard Manoogian, Louise M. Simone, and/or Alex Manoogian's grandchildren if they wish to make a response from the family. In case Mr. Alex Manoogian is indisposed, the presentation of the award will be made to one of the family.

The Primate asked to have all features of the program to be firmed by the next meeting. Armine Dikijian will contact Mr. Fugazi, or coordinate with Irma Der Stepanian, to obtain Mr. Fugazi's biography.

The Primate brought up the subject of Video coverage. Reactions were mixed, but it was finally moved, seconded and passed to have Video coverage. The photographers will be asked to minimize their movement around the hall, and to be appropriately dressed for the occasion. Copy of the tape will be sent to Yerevan for local broadcast.

Finance: Arpi Varteverian has developed a detailed budget which she will give to Hagop Varteverian. Complimentary tickets will be issued to the scheduled speakers, members of the Manoogian family. and Mr. Avedisian. The Primate will make a selection of the other people awarded Ellis Island medals for invitations and complimentary tickets to those who accept.

Publicity: A short News Release has been sent to all of the Armenian papers. Because of the uncertainty of Ara Berberian's appearance, the first display advertisement will not include names of the musical artists. They will be included in the second. All advertisements will feature "Limited Seating". Rev. Fr. Arten Ashjian reported that he had written to Garbis Kazanjian of the Havingulan School with a request that the Manoogian Testimonial be given publicity.

News Releases should have a picture of Mr. Alex Manoogian.

Tickets and Invitations: Invitations were mailed on time to a list of about 10,000. All reservations will be honored on receipt of checks, up to a preferred seating capacity of about 400, with a maximum of 500. Phone inquiries will be to the New Jersey number. There was discussion of adding numbers in Manhattan and Queens for inquiries, but no decision.

Fifty invitations will be sent to the AGBU for the Board members. These will be sent by first class mail to the AGBU office. John Hoplamazian will call Sonig Vayejian to alert her.

Dinner/Reception: Hrant Gulian has contacted the photographer who has agreed to prepare two copies of an album of photos for \$300. One will be presented to Mr. Alex Manoogian, and the second for the Diocesan records. Ruth Thomasian will require ten days to prepare a collage.

Sam Azadian will attend one of the Committee's meetings to obtain the scope of parking requirements. He will handle contacts with city authorities as needed.

The catering is all set at \$35 per person including the champagne reception.

Table cloths will be white, napkins red, and the centerpiece will comprise blue irises. Floral decorations will surround the collage. A bouquet of roses will be presented to Ani Kavafian.

Booklet: Vera and Berj Setrakian have agreed to chair the Booklet Committee. They will be asked to contact major contributors. John Hoplamazian will contact Mr. Setrakian on April 3, to ask for his permission to send out solicitation letters over his signature. Mechanics of booklet preparation will be handled by the General Committee.

Hagop Varteverian has a list of about 800 names to be solicited for contributions to the booklet. The envelopes for the solicitation will be hand addressed. Return envelopes will have a printed address to "Tribute to Alex Manoogian", 630 Second Avenue, New York, but will not be stamped for mailing. The Diocese staff will print the solicitation letters and have the return envelopes prepared in a few days. The salutation on the solicitation letters will be to "Dear Friends of Alex Manoogian", rather than to individual names. Sossie Kelegian and Helen Misk will arrange for hand addressing the envelopes, stuffing them on or about April 10, and delivering them to the Diocese for mailing. Alternately, the Diocese staff may stamp the envelopes ahead of time, but the actual mailing date must correspond to the stamped date.

All returns will be directed to Hagop Varteverian who will maintain control over the contributions received, and will coordinate with the Setrakians and John Hoplamazian. Acknowledgments of contributions will be returned to the donors.

Next Meeting: The next meeting will take place on Thursday April 18, 1991, 7:30 PM.

Adjournment and Closing Prayer: On motion by Yeretzkin Mary Ashjian, seconded by Dovie Tilbian, the meeting was adjourned at 9:30 PM. Closing prayer was offered by the Primate.

Reported by Kwill & Galataun

Secretary



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DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

April 9, 1991

The Reverend Father and Mrs. Arten Ashjian 127 Beverly Road Yonkers, New York 10710

Dear Father Arten and Mrs. Ashjian:

The next meeting of the Tribute Committee for Alex Manoogian will be held on **Thursday**, **April 18 at 7:30 p.m.** at Diocesan Headquarters.

We will expect you to be present, unless you inform us otherwise.

Looking forward to seeing you.

Yours respectfully,

John Hoplamazian

Chairman



DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

Tribute Dinner for Alex Manoogian

Thursday, April 18, 1991 at 7:30 p.m.

AGENDA

- 1. Opening Prayer
- 2. Minutes of Previous Meeting
- 3. Committee Reports:

Program
Finance—Budget
Publicity

Dinner/Reception

Tickets—Invitations

Booklet

4. Other



DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

MANOOGIAN TRIBUTE
Thursday, May 2, 1991
7:30 pm
Chairman: John Hoplamazian

AGENDA

- 1. Opening Prayer
- 2. Minutes of Previous Meeting
- 3. Committee Reports
 - Tickets
 - Publicity and Public Relations
 - Program & Speaker
 - Decorations
 - Food
- 4. Other

Minutes of the Committee for the Alex Manoogian Testimonial

Meeting No. 5

May 2, 1991

Attendance:

Rev. Arten Ashjian, Yeretzkin Mary Ashjian, Sonia Boghosian, Armine Dikijian, Lionel Galstaun, Roy Kelegian, Sossie Kelegian, Berch Khatchadourian, Helen Misk, Syraun Palvetzian, Vera Setrakian, Dovie Tilbian, Hagop Vartevarian.

John Hoplamazian was ill. In his absence, Syraun Palvetzian presided.

Call to Order and Opening Prayer:

The meeting was called to order at 8:00 PM by Ms. Palvetzian. Opening prayer was offered by Rev. Fr. Ashjian.

Minutes of Meeting No. 4:

Minutes of Meeting No. 4 were accepted with a correction to the correction of the minutes of Meeting No. 3. Under "Publicity", Garbis Kazanjian's affiliation should be "The Urfa Compatriotic Society."

Reports:

Publicity:

Prominent advertisements will be placed in the May 3 issue of The Reporter and the May 5 issue of the Mirror-Spectator. There will be a story on Mr. Manoogian, and the presentation of the Ellis Island Medal by Mr. Fugazi.

Armen Avedisian has sent in his biography. Armine Dikijian has sent a write-up to Hagop Varteverian for translation into Armenian. A review of the concert by the Armenian Youth Orchestra has also been sent to Hagop Varteverian for translation

Ticket Sales:

To date, 69 tickets have been sold and covering checks received. Mr. Kevork Hovnanian sent in his request for tickets, minus a covering check. Dovie Tilbian will speak to Mr. Hovnanian's secretary.

Local clergy have not been invited. It was decided that clergy from Diocese Churches in NY, NJ, PA and CT will be invited with a request to respond by May 11.

There has been no answer yet to the invitational letter written to the Manoogian Family.

Assignments were made to the Committee members for telephone follow-ups to a number of people who have not yet responded.

Dovie Tilbian will contact Hrant Gulian to coordinate calling his list of about 30.

Program:

We do not yet have a principal speaker. Senator Levin can not come, and Dr. Vartan Gregorian is in the Orient. Roy Kelegian moved that Berj Setrakian be invited to deliver the main address. Hagop Varteverian seconded. Other possibilities suggested by various members of the Committee included: Dr. Gregory Adamian, Dr. Dennis Papazian and Edmond Azadian.

Ara Berberian has definitely declined to sing. Roy Kelegian will talk to Vahan Khanzadian. If Vahan accepts, this will be the final choice, and if he can not make it, there will be no singer. If he accepts, Vahan will be asked to sing the National Anthem. Video coverage will be provided; the camera will be held stationary, and the camera operators will be dressed appropriately.

Decorations:

There are no changes in the previous plans for floral arrangements.

G-Hall will be needed for the reception. The exhibit of paintings from the Children's Museum of Yerevan will have to be demounted. Some "sprucing-up" will be needed to give the room a little warmth.

The tables can hold ten people, but it makes a very tight seating arrangement. Eight is comfortable, and nine can be accommodated. Roy Kelegian asked especially for a good table for the performing artists.

The diorama which was to be based on pictures from Ruth Thomasian's Project Save is not feasible in the time available. Roy Kelegian believes that Hrant Gulian may be able to obtain 3-foot by 5-foot pictures of Ellis Island.

Mr. Fugazi may also have large pictures of Ellis Island. Sossie Kelegian will call his office. Dinner:

The Filet Mignon will be served as a single piece. There will be no champagne at the tables. Gingerale and champagne will be offered at the reception.

Next Meeting:

The next meeting will be on May 14, at 7:30 PM.

Adjournment and Closing Prayer:

The meeting was adjourned at 9:00 PM. Closing prayer was offered by Father Ashjian.

Reported by Secretary wiel S. Galitain



DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

May 7, 1991

The Reverend Father and Mrs. Arten Ashjian 127 Beverly Road Yonkers, New York 10710

Dear Father Arten and Mrs. Ashjian:

The next meeting of the Tribute Committee for Alex Manoogian will be held on **Tuesday**, **May 14 at 7:30 p.m.** at Diocesan Headquarters.

We will expect you to be present, unless you inform us otherwise.

Looking forward to seeing you.

Yours respectfully,

John Hoplamazian

Chairman



DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

April 23, 1991

The Reverend Father and Mrs. Arten Ashjian 127 Beverly Road Yonkers, New York 10710

Dear Father Arten and Mrs. Ashjian:

Enclosed please find the Minutes of the meeting of the Tribute Committee for Alex Manoogian held at the Diocesan Headquarters on Thursday, April 18, 1991.

The next meeting of the Committee will be held on Thursday, May 2 at 7:30 p.m. at Diocesan Headquarters.

We will expect you to be present, unless you inform us otherwise.

Looking forward to seeing you.

Yours respectfully,

John Haplamage

John Hoplamazian

Chairman

Enclosure



DIOCESE OF THE ARMENIAN CHURCH OF AMERICA, 630 SECOND AVENUE, NEW YORK, N.Y. 10016-4885 212 686-0710

MANOOGIAN TRIBUTE Tuesday, May 14, 1991 7:30 pm Chairman: John Hoplamazian

AGENDA

- 1. Opening Prayer
- Minutes of Previous Meeting 2.
- 3. Committee Reports
 - **Tickets**
 - Publicity and Public Relations
 Program & Speaker
 Decorations

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Other 4.