

ORTHODOX CHURCH IN AMERICA
DIOCESE OF NEW YORK AND NEW JERSEY
OFFICE OF THE CHANCELLOR
109 Grand Street – Jersey City, NJ 07302
(201) 434-1986, (201) 892-7233 *Mobile* and (201) 434-1210 *Fax*

September 5, 2021

Dear Reverend Father and Parish Council,

His Eminence, Archbishop MICHAEL, in conjunction with the Diocesan Council, has scheduled the Annual Diocesan Assembly as a one-day event on Wednesday, November 3, 2021. As announced to the Diocesan clergy on August 3, the 2021 Diocesan Assembly will be held via online video conference, in recognition of ongoing public health concerns.

The Assembly will begin with the Moleben Service, at 11:00 AM, celebrated by His Eminence and live-streamed by video conference. The business agenda of the Assembly will commence following the Moleben service.

Pre-registration by mail is necessary. The Delegate Certification Forms are on the following pages. Please send in your Certification Form(s) for Delegates and, if applicable, Observer(s), **in time for the Diocesan Treasurer's Office to receive them by October 11.** This is essential for the Diocesan Council to ensure that a quorum (54 voting members) can be achieved.

Completed Credential Forms are to be mailed to the Diocesan Treasurer's Office, P.O. Box 325, Lake Hiawatha, NJ 07034.

Assembly Registration Fee Waived for 2021

As in 2020, the customary Diocesan Assembly Registration fee is waived this year, because the Assembly is being held by videoconference.

Annual Parish Financial Obligations to the Diocese

In order for lay delegates to be seated at the Assembly, regular annual parish financial obligations, as agreed between the parish and the Office of the Diocesan Treasurer, must be current for the parish for the year 2021.

As per the Diocesan By-Laws, retired priests residing in the Diocese have a blessing to attend and be a consultative voice, but do not have the right to vote.

Observers

A member of the Diocese in good standing with the Archbishop and the parish, who has the approval of the parish priest, and who has registered according to the established procedures, has the right to attend the Assembly as a non-voting observer. Observers must register as per the instructions above.

Resolutions

Any Resolutions must be received in writing at the Office of the Diocesan Chancellor, Mitred Archpriest Joseph Lickwar, 109 Grand Street, Jersey City, NJ, 07302 by September 17, 2021.

(continues over)

The Diocesan Council Members are:

Diocesan Bishop - Archbishop Michael
Chancellor – Mitred Archpriest Joseph Lickwar
Vice Chancellor – Archpriest David Cowan

Deans - Archpriest Alexey Karlgut (New York State), Archpriest Gary Breton (New Jersey) and
Archpriest Wiaczeslaw Krawczuk (New York City)

Clergy and Lay Representatives for each Deanery:

New Jersey Deanery – Archpriest Stephen Evanina and Trudy Ellmore
New York State Deanery – Archpriest Peter Olsen and Marie Giokas
New York City Deanery – Archpriest Martin Kraus and George Elia

Diocesan Treasurer – Janet Van Duyn
Diocesan Secretary – Presbyter Matthew Brown

Metropolitan Council Representatives – Archimandrite Joseph (Hoffman) and James P. Kornafel

Auditors – Archimandrite Joseph (Hoffman), Deacon David Maliniak, and Jessica Anghel, CPA

The Agenda

The Assembly Agenda, reports, proposed budget and the 2020 Assembly minutes will be provided separately.

Technical Information

Additional information, including the instructions for accessing the video conference for the 2021 Diocesan Assembly, will be sent to the parishes at a time nearer to November 3.

Please contact me should you require additional information.

In Christ,

V. Rev. Joseph Lickwar

Mitred Archpriest Joseph Lickwar
Diocesan Chancellor

DELEGATE CERTIFICATION
Assembly of the Diocese of New York and New Jersey
November 3, 2021

DEADLINE: Monday, October 11

CLERGY

The Reverend _____

of the Church of _____

at (city) _____, (state) _____

is a clergy delegate of the parish.

LAY

The is to certify that _____

is a member in good standing

of the Church of _____

at (city) _____, (state) _____

and is a lay delegate of the parish.

The Rector _____

Signature

Parish Secretary _____

Signature

The customary Assembly Delegate Registration Fee is waived for 2021.

Complete this form and mail it to:

DIOCESAN TREASURER
P. O. BOX 325
LAKE HIAWATHA, NJ 07034

OBSERVER CERTIFICATION
Assembly of the Diocese of New York and New Jersey
November 3, 2021

DEADLINE: Monday, October 11

This is confirm that _____

Is a member in good standing of

Name of Parish _____

City & State _____

and is recommended to be admitted as an observer to the Assembly of the Diocese of New York and New Jersey to be held on November 3, 2021.

Respectfully submitted

Signature of the Rector _____
Signature

Signature of Parish Secretary _____
Signature

Signature of Observer _____
Signature

Complete this form and mail it to:

DIOCESAN TREASURER
P. O. BOX 325
LAKE HIAWATHA, NJ 07034