

ORTHODOX CHURCH IN AMERICA  
DIOCESE OF NEW YORK AND NEW JERSEY  
OFFICE OF THE CHANCELLOR  
109 Grand Street – Jersey City, NJ 07302

August 18, 2022

Dear Reverend Father and Parish Council,

His Eminence, Archbishop MICHAEL, in conjunction with the Diocesan Council, has scheduled the Annual Diocesan Assembly, to be convened on Wednesday, November 2 and Thursday, November 3, at Saints Peter and Paul Orthodox Church, 210 Hill Avenue, Endicott, New York 13760. Day One of the event will consist of the celebration of the Hierarchical Divine Liturgy and the formal business of the Diocesan Assembly itself. Day Two will consist of workshops for clergy and lay leaders of our parishes. Lay delegates to the Assembly are strongly encouraged to stay for Day Two and attend the educational workshops designed specifically for them.

On Day One, an invited guest presentation will be offered by His Grace, Bishop ALEXEI, the newly-enthroned Bishop of Sitka and Alaska. His Grace will speak on the unique experience and current conditions in the Mother Diocese of the Orthodox Church in America. This will be a soul-stirring presentation and will serve as the launch for the planned 2023 Diocesan Charity Appeal, whose purpose is to provide support for the dedicated yet struggling clergy and churches of Alaska.

### **Two Day Schedule**

The Divine Liturgy opening the Assembly is on Wednesday, November 2, at 9:00 a.m. Registration is from 8:00 a.m. to 8:45 a.m. and during lunch. The Assembly will begin at 1:00 p.m. The next day, Thursday, November 3, a Molieben will be served at 9:00 a.m., followed by breakfast and educational symposia for both clergy and laity. The agendas for both days will be published shortly.

### **Credentials**

Every parish is responsible for submitting a registration fee of \$150 to cover the Assembly expense. Each parish is assessed the \$150 fee whether or not it sends a delegate. Fees cover Assembly registration, meals, and the cost of the Continuing Clergy Education provided on the second day of the Assembly. The observer fee is \$25. Checks are payable to: The Diocese of New York and New Jersey.

In order for lay delegates to be seated at the Assembly, annual parish financial obligations must be current for the parish for the year 2021.

As stated in the Diocesan By-Laws, the Assembly shall consist of the Archbishop, members of the Diocesan Council, members of the Auditing Committee, the senior priest of the Diocesan Cathedral, assigned priests and deacons of each parish, *ex-officio*, and an equal number of lay delegates elected by their respective parish meetings or parish councils.

As per the By-Laws, retired priests residing in the Diocese have the right to attend and the right of consultative voice, but are without the right to vote.

### **Observers**

A member of the Diocese in good standing with the Archbishop and the parish and with 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.

### **Amendments to the Diocesan By-Laws**

The By-Laws of the Diocese may be amended by a two-thirds vote at any Diocesan Assembly. Requirements for proposing Amendments to the Diocesan By-Laws are articulated in Article IX of the Bylaws, available at the Diocesan Website, [www.nynjoca.org](http://www.nynjoca.org) and selecting "Documents and Publications / Diocesan By-Laws". The text of any proposed changes, amendments, or additions to the Diocesan By-Laws which are accepted as being in order must be e-mailed to my office no later than August 25, so that they can be forwarded to all Parishes for distribution to the membership at least sixty days before the Diocesan Assembly.

### **Resolutions**

Any proposed resolutions for the Diocesan Assembly are to be submitted in writing to Very Rev. Joseph Lickwar, 109 Grand Street, Jersey City, NJ, 07302, email [josephlickwar@gmail.com](mailto:josephlickwar@gmail.com) by September 16, 2022. Resolutions may also be proposed from the floor.

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**Elections**

The 2022 Assembly Agenda will include the elections of Diocesan District Deans, Members of the Diocesan Council, Diocesan Representatives to the Metropolitan Council, and Diocesan Auditors. Each is to serve for a term of three years.

The Diocesan Council consists of appointed positions and elected positions. The positions elected by the Diocesan Assembly are one clergy and one lay member from each of the three Deaneries, and one clergy and one lay representative from the Diocese to the Metropolitan Council. District Deans are members of the Diocesan Council; they are elected by and from among the rectors of the Deanery and confirmed by the Archbishop.

Nominations will be received for one priest and one lay member from each Deanery to the Diocesan Council, and for Diocesan Clergy and Lay Representatives to the Metropolitan Council. Nominations may be submitted in writing to my office on or before **September 16<sup>th</sup>**. Nominations from the floor of persons present will also be accepted at the Assembly.

**Appointed Members Presently Serving:**

Fr. Joseph Lickwar (Chancellor)  
Janet Van Duyn (Diocesan Treasurer)  
Presently there are two positions appointed by the Archbishop which are not voting members of the Council:  
Vice-Chancellor / Personal Secretary: Fr. David Cowan  
Diocesan Secretary: Fr. Matthew Brown

**Elected Members Presently Serving:**

Fr. Alexey Karlgut (Dean, New York State Deanery)  
Fr. Wiaczeslaw Krawczuk (Dean, New York City Deanery)  
Fr. Gary Breton (Dean, New Jersey Deanery)  
Fr. Peter Olsen and Marie Giokas (NY State Deanery)  
Fr. Martin Kraus and George Elia (NYC Deanery)  
Fr. Stephen Evanina and Trudy Ellmore, Secretary (NJ Deanery)

**Metropolitan Council Representatives: (terms expire 2022)**

Archimandrite Joseph (Hoffman) (Clergy Representative to Metropolitan Council, non-voting)  
James Kornafel (Lay Representative to Metropolitan Council, non-voting)

Nominations will be received for Diocesan Auditors. The present Diocesan Auditors are Archimandrite Joseph (Hoffman), Deacon David Maliniak, and Elizabeth Anghel.

All those listed above who presently serve in elected, voting Diocesan Council offices are eligible for nomination and re-election. **The two Metropolitan Council Representatives, however, have served their limit of two consecutive terms. A new Clergy Representative and a new Lay Representative to the Metropolitan Council must be elected at this Diocesan Assembly.**

Under separate cover via email, you will receive registration forms for delegates and observers, required reports, the 2022 Assembly Agenda, Resolutions submitted for the 2022 Assembly, Minutes from the 2021 Assembly, and the 2023 Proposed Diocesan Budget.

Information on local hotel accommodations, as well as the Assembly Agenda, reports, proposed budget and previous minutes will be made available. Please contact me should you require additional information.

In Christ,

*Mitred Archbishop Joseph Lickwar*

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