

Trinity Episcopal Church

220 Prospect Street

Torrington CT

175th Annual Parish Meeting

Sunday, January 28, 2018



Trinity Episcopal Church, Torrington, Connecticut

175th Annual Parish Meeting

January 28, 2018

AGENDA

1. Opening Prayer
2. Distribution of Annual Reports
3. Call to order
4. Acceptance of the roll of voting members (members sign Voting List)
5. Acceptance of Minutes of the 174th Annual Parish Meeting (2017)
6. Amendment to Parish Bylaws
7. Thanks to retiring members of the Vestry
8. Report of the Nominating Committee for 2018
9. Election of Vestry, Officers, Delegates (and naming of Tellers if needed)
10. Parish statistics and attendance for 2017
11. Priest in Charge report
12. Senior Warden's report
13. Junior Warden's report
14. Building Warden's Report
15. Oral reports as needed
16. Treasurer's report for 2017
17. Budget for 2018
18. Additional Business
19. Adjournment with prayer and dismissal

The meeting was called to order by the Reverend Ann Lovejoy Johnson, Priest-in-Charge, at 10:10am with prayers. Notice of the meeting has been previously published to Parishioners via email, posting in the Parish Hall, church bulletins and in The Messenger.

Distribution of Annual Reports

Reverend Johnson noted that the Annual Reports have been distributed and declared the Annual Meeting to be in session.

Acceptance of voting members

A motion by Faye-Tway Grant, seconded by Naomi Cardello, accepted those members present and signing the voting list as voting members. Motion passed.

Acceptance of the Minutes of the 173rd Annual Meeting

On a motion by Bruce Fox, seconded by Mary Hart, the Minutes of the 173rd Annual Meeting were accepted as presented.

Proposal to Amend the By-Laws

Motion made by Bruce Fox, seconded by Barbara Dwyer, to amend the Parish by-laws creating the position of Pastoral Care Warden was passed.

Nominations for Parish Officers

Reverend Johnson expressed thanks to the retiring Vestry members George Anderson, Lauren Lyn, Gloria Olson, and Sandy Schmidt.

The Nominating Committee for 2017 proposed the following persons for Vestry (3 years): Mary Hart, Charlie Tirrell, Beth Steinberg and Diane Schapp (2 years). Parish officer nominations were presented: Conrad Sienkiewicz (Senior Warden), Roger Coutant (Junior Warden) and Robin Turpin (Treasurer). The floor was opened to further nominations; however, none were heard. On a motion by Gloria Olson, seconded by Barbara Dwyer and passed, the Clerk was instructed to cast one vote electing these persons to the positions proposed. The Clerk of the Vestry for 2017 will be elected at the next Vestry meeting.

Reports

The following reports were presented:

Priest-in-Charge

Sunday Attendance

Burials, Baptisms, Marriages

Senior and Junior Warden's Reports

Building Warden's Report

Gary Grant suggested that non-Sunday services such as Christmas Eve service(s) be included in future attendance statistics.

A motion to accept these reports as presented was made by Faye Tway-Grant, seconded by Mary Rolfe. Motion passed.

Bruce Fox moved to receive the various Treasurer's reports for 2016 and budget for 2017 as presented, seconded by Mary Rolfe and carried.

Reverend Johnson expressed her thanks to the 14 Licensed Eucharist Visitors who have brought communion to shut-ins during the year.

The Junior Warden also expressed thanks on behalf of the parish for the stewardship shown during the recent pledge drive.

There being no further business to discuss, Naomi Cardello moved and Gloria Olson seconded meeting dismissal at 10:45am. Motion carried unanimously.

Respectfully submitted,

George A Anderson, Clerk

Proposal to amend Trinity Episcopal Church, Torrington, CT bylaws 1/28/2018

Current bylaw, Section 1A.

A. The direction, management and control of the property and business affairs of the Parish shall be the responsibility of the Vestry. The Vestry shall consist of fourteen (14) members – five(5) officers and nine(9) Vestry persons. The officers shall be: The Rector, Senior Warden, Junior Warden, Treasurer, and Clerk. All duly elected Lay Delegates to the Annual Diocesan Convention, who are not serving on the Vestry, shall become ex-officio members of the Vestry with voice but without a vote. The Vestry may appoint Assistant Treasurer(s), who need not be a member of the Vestry. The Vestry may appoint a Building Warden who is a member of the Vestry.

Revised Proposal: Section 1A **(Changes in bold)**

A. The direction, management and control of the property and business affairs of the Parish shall be the responsibility of the Vestry. The Vestry shall consist of **eleven (11) to fourteen (14)members – five(5) officers and six(6) to nine(9)** Vestry persons. The officers shall be: The Rector, Senior Warden, Junior Warden, Treasurer, and Clerk. All duly elected Lay Delegates to the Annual Diocesan Convention, who are not serving on the Vestry, shall become ex-officio members of the Vestry with voice but without a vote. The Vestry may appoint Assistant Treasurer(s), who need not be a member of the Vestry. The Vestry may appoint a Building Warden who is a member of the Vestry.

Trinity Church Sunday Attendance 2017

January

1	58	
8	55	
15	48	
22	88	
29	81	Annual Meeting

February

5	89	
12	51	
19	88	
26	88	

March

5	64	
12	61	
19	71	
26	65	

April

2	80	
9	85	Palm Sunday
16	157	Easter Sunday
23	89	
30	103	

May

7	77	
14	70	
21	61	
28	68	

June

4	80	
11	74	
18	55	
25	61	

July

2	62
9	59
16	61
23	56
30	55

August

6	53
13	62
20	60
27	72

September

3	57
10	82
17	84
24	79

October

1	94
8	70
15	76
22	86
29	77

November

5	93
12	90
19	68
26	80

December

3	91
10	84
17	99
24	125
31	53

Average Sunday- 2017 = 74

2016 = 85

2015 = 90

2014 = 97

2013 = 93

2017 – Burials – Baptisms - Marriages

Burials

Lorraine Stevenson
Nancy Visentin
Arlene DeWitt
Albert Troughton
Eric P. Ross
Kathleen Sloan
Jeannette B. Deveau
Virginia Clinton
Hazel Porter
Mary Edythe Costantino
George Heym
Barbara “Bobbie” Miller

Baptisms

Ethan Isadore Nadle
William Per Edward Eylers
Dustin Kobylenski
Waylan Kobylenski
Ryleigh Wilcox

Marriages - 0

Dear Brothers and Sisters in Christ,

After four months here, there is still a great deal I have to learn, but also much to be thankful for. First of all, it is a privilege for me to serve you as a priest; this is a wonderful community that gathers to worship God and be his hands and feet on the ground here in Torrington. This is a parish that is committed to supporting God's work in the wider community, and both the ministries and services offered by members of the congregation and the use of this building testify to that fact.

This is a parish that has been through quite a lot recently; the budgets from the last several years speak volumes, as well as the many stories of the challenges that this community has faced. From where I stand, peeking back through what others have shared with me, I can see that God has drawn fresh breath into this community. The Holy Spirit has moved people to step up, make some very difficult decisions, take some risks, and trust that God would work through both faith and hard work. Many parishes face daunting challenges today; you, as Trinity, are exemplary in rising to the challenge of today.

Many, many people have played essential roles and completed difficult tasks to lay the foundation for the miracles that have sprung forth here in the last few years, including my predecessor, Ann Lovejoy Johnson. I want to take just a moment to thank her for all she did as a leader in this community to make it possible for me to be here. I am not unaware at how special my opportunity is: Trinity is a parish community with deep roots, awake to the changing times, able to take risks in following God's call, and healthy enough to take on a new Priest as it also traveled into the uncharted waters of part-time clergy. On a related note, I would like to thank everyone for their patience, love, and support, as I learn how to serve the church as a parish priest. Like many people, I do my best learning by making mistakes and then trying to correct them, or avoid them in the future.

I would especially like to recognize several people, and I apologize in advance that this will be an incomplete list. Conrad Sienkiewicz has demonstrated super-human effort as a strong leader in the parish and community, leading by example in exploring new roles as we all discern how to be Trinity in this day and age. Gary Grant organizes and fixes things around the church all year round.

Robin Turpin has invested enormous time and energy into the books, turning over every leaf and prodding every unsuspecting person about what/where/how money was being spent. This was her contribution to helping Trinity finish 2017 in the black and

present the vestry with a balanced budget for 2018, WHILE upgrading out internet and making it easier for us to be a church in the 21st century. Mary Hart passionately leads our Pastoral Care Team as they do visits and bring communion to shut-ins and people unable to join us Sunday mornings all year round. Roger Coutant and the Trinity Think Tank (TTT) have helped keep me informed of the current pulse and temperature of the community, as well as helped ground some of my ideas. The altar guild silently prepares and cleans up for services on Sunday and at funerals and baptisms. Courtney Quigley keeps church school running, Alison Jeannin keeps Confirmation moving along. Mel quietly takes care of numerous things in the office, and Jerry hums new music upstairs, keeping our choir at its best. Also worth noting is that our building also continues to do ministry: Operation Overflow hosted 75 different guests last year, here in this building. In the same time, the Community Soup Kitchen served 54,556 meals including 402 kids.

I know I must be forgetting several groups and many people: while it is unfortunate there may be a lesson in here about what “part-time” clergy looks like; the priest may not know everything that is going on. One of the core aspects of the priests job is “Administration.” See any familiar words in there? “Ad-Ministry,” is about supporting people in ministry. “Ad-Ministry” doesn’t mean doing everyone’s ministry for them, but supporting and nurturing people in their work following Christ. Put differently, my job isn’t to micromanage every ministry, but to support you so that you are at your best to do your ministry. Only together, we are all the body of Christ.

There are numerous things to look forward to in 2018. The budget approved by vestry (which I wholeheartedly support) has funds allocated for Choral Evensong, an experiment in prayer and witness as we try and discern where we are called to serve next. Thanks to the tireless work of George and Kathy Anderson, we have four new acolytes helping us to have an age spread around the altar that we should celebrate.

I would like to end with a few more statistics. In 2017 we had 0 weddings, 5 baptisms, and 12 funerals. Regarding Sunday attendance, I see sobering news as well as great hope: for the last 10 years (at least) we have been shrinking ~6% a year. This is more or less normal these days. However, in December we had the strongest turnout in at least five years, and January is looking strong as well, even with the cold weather and flu season upon us. There have been many new beginnings here at Trinity; there is new life that can be felt in the air; the spirit of our community is finding new strength. We stand at an exciting time: we have much to celebrate, as well as much work to do. Who knows what God will do through this community in the coming years? I know that we can embrace the call laid out before us. I pray and I hope that we will.

Respectfully Submitted,
The Reverend Nikolaus M. Combs

Annual Report Message from the Senior and Junior Wardens – 175th Annual Parish Meeting January 28, 2018

2017 was definitely a year of transition and change, yet we did enjoy seeing the completion of some projects funded under the Capital Campaign.

In January, we started looking at the “Leaving Well” policy of ECCT, in preparation for the departure of our full-time Priest in Charge, Rev. Ann Lovejoy Johnson. We also welcomed new vestry members Mary Hart, Jessica Magda, Beth Steinberg and Charlie Tirrell.

As the weather warmed up, The Other Side Book Club was formed – with two book clubs in the church, we are surely well-read. In May, Rev. Ann celebrated her last service with us, and we enjoyed cake for breakfast and a bouncy house for the kids. Some Trinity parishioners were also confirmed or received when the bishop visited the region that month.

Some churches slow down in the summer, but not Trinity. We started the season with a fabulous picnic in the backyard – and there was more sunshine and space thanks to some significant landscaping. Rev. Salin Low was quite busy as our go-to Supply Clergy. Other priests, such as Rev. Herb Mohlenhoff, assisted as needed. We published a Letter to Our Future P/T Priest in Charge on our newly created website. Organ work continued, as did landscaping work in the courtyard and backyard. LED lighting was installed in many areas of our buildings – our church has never seemed brighter! Eliza Marth – the Northwest Region Missionary – introduced herself to us and later in the year moved her office into our building. We also saw Iglesia Pentecostal Unida Latino America purchase the former synagogue – we lost a good tenant but gained a new downtown neighbor.

In the fall, Nik Combs arrived as a Transitional Deacon – the interview committee unanimously supported welcoming him to Trinity. We enjoyed another potluck in the backyard, with a raffle of artistically designed roof slates. A few weeks later, Nik was ordained here at Trinity – with his Bishop from Idaho present. Bishop Douglass returned in November to officially visit Trinity, and his sermon for the children was so well-received that Nik will soon be delivering a children’s sermon during each service.

There has been much discussion about collaboration in ECCT, so our kids enjoyed a great morning learning about and celebrating St. Nicholas at St. John’s in Pine Meadow – we look forward to more collaborations with them and possibly other churches. Our Children’s Pageant was – again – a great success, thanks to the dedicated adults who organized and directed it. Our Fun-Raising Committee also planned a delicious Harvest Dinner and coordinated a very successful Holiday Fair Luncheon and Tea Cup Raffle.

Given that we anticipated 2017 to be a year of transition, the Vestry considered that there would be *more* transitions with the Senior Warden and Junior Warden terms both expiring at the start of 2018. The Vestry weighed the benefits of extending both of the Wardens’ terms for another year

as we started (or continued) the work with our new PIC. The Wardens agreed to stay on in their roles for another year – through 2018 – so we might have one less change and a smoother transition from a full-time PIC to a part-time PIC. We have some new Vestry members coming on board as well, and the future looks very bright, thanks to the work being done by so many dedicated and talented parishioners all around our church.

God continues to give us what we need!

Respectfully submitted,

Conrad Sienkiewicz, Senior Warden

Roger Coutant, Junior Warden

Building Warden Report for 2017

In 2017, we have completed the majority of the Capital Campaign projects listed below. Plus, a variety of other building projects that have been completed on this 175-year-old church.

Here's what WE'VE DONE!

- Nave roof completely replaced - 15,000 square feet
- The two Clock Tower roofs replaced
- Five dormer windows in Nave have been cleaned, re-leaded and glazed
- New ramps and railing leading into Upper and Lower Parish Hall were replaced
- All exterior doors repaired to improve security and save on the heating bill
- Computers purchased and software upgrade
- Replacement micro-phones and new amplifier for Sanctuary sound system
- All outside Church downspout drains cleaned and repaired as needed
- Painting
 - All exterior woodwork and stucco - 90% complete
 - Selected interior spaces
- Masonry Repair
 - Brick work leading into Court Yard
 - Foundation for Celtic Cross in Memorial Garden
 - Paving under stone bench in Memorial Garden in progress
 - Repair of granite wall in back yard, Chapel sidewalk wall, Water Street steps and Mason Street wall by Soup Kitchen
 - The three church parking lot drains cleaned and repaired
 - The Bell Tower room was pointed before installing the new roof in addition the following projects have been completed out

The following projects have been completed or are in process. These projects are being funded by the OPERATING BUDGET. Please note that much of the Tree Removal was partially funded by a generous Donation to Trinity in Memory of Albert Troughton.

- Tree Removal projects:

Large Maple and cedar in courtyard

Three dying hemlocks and one overgrown cedar in parking lot

Overgrown fir in back yard

Trim of maple whose branches were threatening to block path leading to Water Street

Chapel Entrance

Removal of dying Dogwood tree too close to the Water Street maple described above.

- Plumbing projects:

Fixing both flush and tank type toilets and leaking faucets and sinks.

Repair leaking water pipe to the courtyard from the main supply in progress.

- Electrical completed projects.

Upper Parish Hall and choir area light fixtures were fixed by changing the ballasts and/or bulbs.

Clock Tower: Set clocks for daylight saving time.

- Telecommunications Technology

- Purchased a new computer for Trinity Web Site Maintenance
- All software is in process of being updated and Virus Protection installed
- All office computers will be backed up to the cloud
- Two new office computers were purchased
- Ethernet cable for the building has been installed, enabling Wi-Fi usage throughout the entire building.
- Next will be security cameras in various locations to improve security

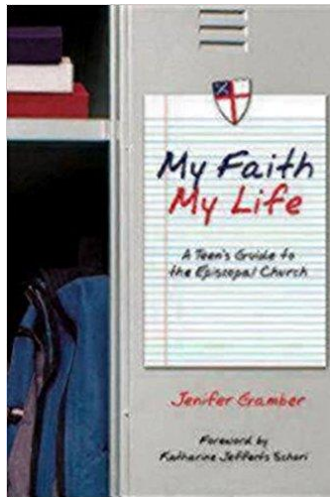
- LED lighting installed in Nave, Lower Parish Hall, Courtyard, some exterior doorways and signage to save on the electric bill. Please note that this project was largely paid from part of the Life Insurance proceeds from Ed Sexauer.

All this!! Yes, it has taken money, but all the items listed above also demanded a lot of volunteer hours. From researching options, managing contractors and volunteers, and just plain pitching in. So, a big SHOUT-OUT to everyone who has given time and talent as well as treasure.

Gary Grant

Building Warden

Young Adult Formation (Confirmation) Program



The teen class has been working on several things to prepare them for confirmation in the Spring. The class focuses on three areas; learning about the Episcopal church, participating in the different lay ministries that support our parish, and what outreach programs Trinity supports in our community.

We have been loosely following the book *My Faith, My Life* by Jenifer Gamber which provides an overview of the Episcopal service, the church, the history and discernment. The review on Good Reads states ***“If you listen closely enough to teenagers, you'll hear their deep yearning to connect with God, and a powerful instinct to belong. And you'll find out right away the one thing they really hate--being preached to.”*** Father David Elyers has been invaluable in breathing life into these topics and delivers them in a way that connects the dots for teens who live in a world that is so different from our Christian roots.

We have also drawn back the curtain on some of the ministries at Trinity and learned what different groups do to support our church. There are many tasks that are accomplished behind the scenes by fellow parishioners. Some are like miracles and just appear on Sunday morning like a decorated alter and Eucharist bread. Others are more visible like beautiful music, fellowship, and some outreach programs. Some they may never learn about until an event triggers a group into action like the Card Ministry or the Prayer Chain. Here are some of the things they have learned and participated in:

- Card Ministry: Designed and created cards for those who need a hug.
- Music Ministry: Wrote lyrics for a song for Jerry.
- Outreach: Served lunch at the Soup Kitchen.
- Children's Ministry: Assisted with the Children's Christmas Pageant.
- Fellowship: Hosted Coffee Hour.
- Maintenance of our Building: Designing a mural to be painted on the bathroom wall downstairs.
- Baked Eucharist Bread from scratch.

In February, the girls will be hosting a Tea Party at the Wollcott Hall Nursing Center, and in March they will be polishing silver with the Alter Guild in preparation for Easter Week. In the spring, they will assist in the Garden Ministry with clean up and plant new flowers.

Confirmation will be held in the spring for those who chose to be confirmed.

Respectfully submitted,

Alison Jeannin

Young Adult Formation Coordinator



Annual Report 2017 – Music Report

Our volunteer choir has had a wonderful year, growing together in musicianship and helping to lead our congregation in corporate worship. Give thanks to God for Jim Allen, Claudia Buick, Joyce Gustafson, Mary Hart, Newlin Keen, George Rolfe, Beth Steinberg, Janice Stephens, Charlie Tirrell, Payton Turpin, Anne Vaccarello, Matthew Vella, and Alicia Withnell for their superb and generous contributions to our worship together. Please help us grow by identifying individuals who you may know that should be singing in our choir. There are enough unchurched singers in the Torrington area that if we were to recruit them all we would undoubtedly have the largest choir in the diocese. Help us locate them!

Michael Kalinin, our Organ Scholar, continues to grow and develop into a first-rate musician and we look forward to his continued presence. He is a talented and delightful young man and a real asset to our parish.

Perhaps the most notable aspect of Trinity's music program is the robust congregational singing. Visitors to our parish frequently comment on this very healthy sign of our spiritual life together.

Dr. D has been named the Director of the American Guild of Organists' national Committee on Continuing Professional Development and, together with Northwest Region's Missioner Eliza Marth, is taking a leading role in organizing the musicians in this region.

Many thanks to all of you who have offered encouragement, assistance, and counsel. We look forward to growth and development in the coming year.

Jerry Davidson

Annual Report 2017 - Pastoral Ministry

The Pastoral Leadership Team would like to start by thanking everyone in the parish for the prayers that they offer daily for those who need it in this community and the world. The strength of prayer and love will undoubtedly prevail and is so important to all that request it and even for those that don't! At any given moment in our parish there are between 30-50 folks that need a visit, communion, a call, or a note to know that we are thinking and praying for them. And those are just the ones that we know about! Some you see regularly and some you have never seen as they have been homebound for years. The need for this connection is large and something that we are challenged to fulfill!

Our team is finding it's way this year as a new entity. With a strong and inspiring part time clergy person, our call to this ministry must be stronger than ever. After the changes that 2017 brought us, we welcome the challenge of 2018 with open hearts and minds. This parish is poised and ready to engage in this ministry. We are ready to care for each other and the community knowing that God is with us and the Trinity is always guiding us!

There are a few goals to set forward in 2018. One is to build the team of visitors and Lay Eucharistic Visitors that take care of our parishioners. Are you called to be one of these folks? I know that many of you engage in this ministry on your own. I encourage you to make it official and share your talents with the wider parish! Do you have a bit of time every month to visit? Your call does not have to include the many hours of training that Stephen Ministry entails, just a few hours can get you on the road to sharing the love that is Trinity Church. You can visit someone in their home or the hospital. You can bring communion or just call on the phone. You can join the card ministry and send greetings in the mail.

We would also like to engage in a new ministry this year which involves the Soup Kitchen, extending our involvement by being present, sharing meals with the folks that use the kitchen daily. It is wonderful that our building is there to house the soup kitchen, and some of us cook and serve. Let 2018 be the year that we engage our hearts and open them up to the people themselves that need this meal and no doubt hunger for more.

Watch the Messenger for news of an informational gathering in early Lent for anyone that would like to hear more. Learn what this will mean to those you visit and to you.

Respectfully-

Mary Hart
Pastoral Warden

Eucharistic Visitors

During the year of 2017 our Eucharistic Visitors brought communion to those unable to join us at Sunday Worship resulting in 155 receiving communion.

Community Soup Kitchen – Annual Report 2017

The Community Soup Kitchen housed in the Lower Parish Hall here at Trinity Church, served 54,556 meals in which 402 children were among those in need of a meal. In addition to a daily luncheon meal this past year they provided a Breakfast meal each Monday thru Friday mornings.

The Soup Kitchen is not funded by our state or federal governments.

We have been very fortunate to provide these meals to those in need through the receipt of food and generous monetary donations from our Northwest Community.

We are thankful for the team from Trinity who warms and serves our meal to our Guests the 4th Sunday of each month.

Respectfully submitted,

Lisa Hageman, Director Community Soup Kitchen Director

Men's Breakfast Report - 2017

Men's Breakfast met for breakfast once a month throughout the year. We typically get six to ten men gathering on a Saturday in the Upper Parish Hall at 9am to make and share a breakfast of eggs, sausage, toast, pastry, coffee and juice: with the exception of the coffee, all food is brought in by various men. As we eat, we discuss whatever topics might come up: current events, weather, Trinity, etc. We then clean up and leave about 10:30. Once or twice a year, if there is another event scheduled in the Upper Parish Hall, we meet at LaMonica's.

We welcome any man of Trinity to join us for breakfast and fellowship.

HIGHLIGHTS OF 2017 FINANCIALS for Parish Meeting
Trinity Episcopal Church, Torrington, CT.

January 28, 2018

Trinity had a surplus of \$2,285 for 2017 vs. a projected loss of \$37,151 ..while holding the Endowment Withdrawal level to the recommended 5% (\$45,000) .

There is much to celebrate. This is YOUR achievement!

In 2016 we had a loss of \$6,470. In 2015 we had a loss of \$23,598. In both of those years we withdrew funds from the endowment at a 6 – 7 % rate or @\$58k per year. In 2012, 2013 and 2014 we had surpluses but were withdrawing from the endowment at the rate of \$66,000 per year.

Reaching this point has been a long four year process. Remember all the task forces and committees formed early in 2014 to address our issues? The biggest issue to discern was how to be financially sustainable in the future. That was the start of the very difficult work which led us to this point, which is a true milestone. That work involved thousands of hours of dedicated volunteer parishioner time and energy under the direction of the Rev. Ann Lovejoy Johnson. Tough, disciplined decisions had to be made and then implemented.

The work was enabled by a congregation which made financial pledges and kept to their pledges. This work was made possible by a congregation which pledged generously to a Capital Campaign and kept those pledges too.

Income and Expenses

- + Our surplus is largely due to the transition to a Part-time Priest, which saved us \$70k.
- + We received 96.1 % of pledges for a total received of \$ 186,489.
- + Melanie's hours were increased to 32.00 midyear. That, combined with all the Supply Clergy fees put us \$10k over for Support Staff expense.
- + We lost \$3k of projected income as the Latin Church moved out mid-year.
- + Utilities were almost \$8k over budget.
- + The Building and Property Maintenance budget line was only \$2k over for the year but we invested in Capital Improvements of \$12,745 which had a budget of zero. A new account was set up for Capital Expenses so that we could easily capture the amount that we can exclude from the Diocese assessment of our Common Share payment. These capital projects included the LED Lighting in the Nave, Lower Parish Hall, courtyard and exterior doorways, the tree removal and the Telecommunications project. The budget for property repair and maintenance also benefited from the creation of the Maintenance Fund sub-section of the Capital Campaign and a portion of the Sexauer Life Insurance proceeds. Total Building and Property Maintenance expenses for the year were Utilities of \$31,641 and other excluding Property Insurance (which is out of our control) of \$44,074. These numbers exclude anything done under the Capital Campaign umbrella. Total of everything spent on Property out of the Operating Budget in 2017 was \$84,000, which was 29.4 % of our Income. This building remains very expensive to occupy.
- + Administrative Expenses came in \$4,000 under for the year.

Loans and Line of Credit

The net borrowing on our Revolving Line of Credit was zero in 2017. We owe \$61,835 on this line, which has a maximum draw of \$100,000. The interest rate on this line is variable and now 4.5%. We continue to pay \$1,387 every month to the bank for the 2004 Loan taken out for renovations to the Undercroft. The balance on this loan is \$192,000 and it has a fixed interest rate of 4.8%.

Endowment Accounts

We have two Endowment accounts. One large account was held as full collateral for the 2004 loan, the revolving line of credit and the \$100,000 line of credit secured from the bank for seed money for the Capital Campaign. Because the unsecured account we draw from was so small it was imperative to get the Capital Campaign loan paid off and go to work with the Bank and our Investment team to get the collateral requirements reduced and the accounts reorganized. This process took from Jan. to March. We changed it to have the minimum required in the collateralized endowment account - \$450,000. At year end this investment account value was \$471k and the uncollateralized account used for monthly withdrawals was \$479k.

We withdrew \$45,000 from the Endowments in 2017, **5.0 % of the Endowment value** at the end of 2016. The previous year we had withdrawn 6.35%. The Endowment accounts had strong total returns and their value increased from \$900,000 at the end of 2016 to \$950,000 at the end of 2017. The Budget for 2018 keeps us at the recommended level of a 5% withdrawal. The Lindsley Scholarship Account at the bank was closed out and the \$6k transferred to the Endowment Fund in 2017. When you factor in that, fees and withdrawals the Endowment returned 10% this year.

Funds

The Organ Fund was closed out and \$24k transferred to the Capital Campaign as Vestry had designated.

The Capital Campaign continued along exceptionally well. Through year end 2017 we have received \$471,775 of pledges – **94 %** of the total amount pledged of \$502,000, which is extraordinary. People have been faithfully making their Pledged payments. Your Vestry felt so positive about the numbers that they created the Maintenance Fund of \$26,682. \$8,600 of this has been spent on the Masonry work and sound equipment for the Sanctuary. We paid off the Diocese Loan to the Capital Campaign towards year end and the Capital Campaign is now entirely debt free with **cash in the bank of \$93,328.00 at year end**. At this point in time over \$1.2 million dollars has flowed through the Capital Campaign account.

The details of the Capital Campaign activity at year end are summarized on another handout titled "Treasurer Summary of the Capital Campaign".

Other

+It has troubled me for years that we have been paying almost \$600 a month to Frontier for sub-par internet. That's the genesis of the Telecommunications project. Why is this such a major deal? First, we have converted Internet to much faster cable, modified and improved the Fire Alarm system and now have Wi-Fi throughout the building. Second, not only do we have vastly superior service we have a savings of a solid **\$4,800 a year**. We invested \$4,230 in this project knowing the payback would be a year or less. The payback started in part July 2017 and will end this Spring. If we can get our renters to use our WiFi and reimburse us instead of paying for their own, we could save another \$100 a month.

- +Your Vestry voted to allocate the Ed Sexauer Life Insurance payout of \$23.5k as \$18k to the Capital Campaign and \$5.5k to the Operating Account for Maintenance and Capital Projects.
- +We used an outside service (Paychex) for Payroll in 2017 and it has been a good decision.
- +The Trinity Treasurer was given responsibility for the Operation Overflow account and books this year.
- +We funded \$1,000 to the Rectors Discretionary account from the Operating Account this year.
- +Melanie renegotiated the Xerox contract and ended up with a new machine and a plan saving us over \$100 a month.
- +Scrip profits of close to a thousand dollars were transferred to the Operating account.
- +The audit was performed for the 2016 books and there are no issues to report.

2018

- +Our budget for 2018 forecasts a surplus of \$5,730. This includes increasing Rev. Nik to 60% time.
- +Pledges on record for 2018 are \$193,101, very close to 2017 pledge of \$193,911.
- +We hope to form a Finance Committee. We are contemplating what the role of Assistant Treasurer might be.
- +We will finish the Computer and technology project with updated software and security cameras installed.
- +We will be implementing a stronger Expenditure Authorization Policy in 2018.

I would like to thank The Reverend Ann Lovejoy Johnson, the Reverend Nik Combs and Melanie Lay for their steadfast support this year.

Respectfully submitted,

Robin R. Turpin



Treasurer

2018 BUDGET - TRINITY EPISCOPAL CHURCH

	2016 <u>Actual</u>	2017 <u>BUDGET</u>	2017 <u>ACTUAL</u>	2018 <u>BUDGET</u>
Income				
Plate	5,309	5,000	4,490	5,000
Current Pledges	219,607	193,911	181,009	193,101
Advance & Prior Year Pledges	6,064	-	5580	
	230,980	198,911	191,079	198,101
Altar Flowers/Guild	325	500	200	500
Holiday Memorials/Music	435	300	130	300
Holiday Memorials/Flowers	577	500	740	500
Misc. Trinity Donations	4,054	6,000	8,819	6000
Stole Offerings received	3,350	1,000	1,550	900
Ministry & Program	8,741	8,300	11,439	8,200
TAH & Waterbury Health Rentals	10,410	10,410	11,542	10,410
Soup Kitchen Rent	12,000	12,000	12,000	12,000
Joyful Noise Rent	6,400	7,200	7,200	7,200
Other Building Usage	1,425	2,400	675	1,500
Other Church Rental		5,400	4,825	-
Building Use	30,235	37,410	36,242	31,110
Endowment Transfer to Checking	57,600	45,000	45,005	47,523
Misc. Gifts to Trinity	-	800		-
Book of Remembrance	125	200		200
Bishops Fund for Children	-	200	565	-
Camp Washington	740	1,600	1,431	1,200
Outreach	865	2,800	1,996	1,400
TOTAL INCOME	\$ 328,421	\$ 292,421	\$ 285,761	\$ 286,334
Expenses				
Rector's Salary	44,196	45,305	22,488	25,041
Rector's Housing	30,000	30,000	15160	14,000
Rector's Self-Employ. Tx	7,501	7,613	4083	3,947
Rector's Pension Fund	14,705	14,925	8762	7,738
Rector's Medical & Dental Insurance	29,314	30,712	11486	10,083
Rector's Life Insurance	300	600	125	-
Rector Continuing Education	884	1,750		1,750
Clergy Auto & Travel Expense	848	1,500	532	1,500
Clergy Business Expense	1,783	2,200	2224	2,200
Rector Expenses	\$ 129,531	\$ 134,605	64,860	66,259

	2016 <u>Actual</u>	2017 <u>BUDGET</u>	2017 <u>ACTUAL</u>	2018 <u>BUDGET</u>
Director of Music Salary	18,000	18,000	18,000	18,000
Dir. Of Music - Soc. Security	1,376	1,377	1,377	1,377
Bookkeeper Salary & Soc. Security	2,366	3,134	3,135	3,135
Admin. Assistant Salary	21,125	21,125	24,993	27,040
Admin. Assistant Soc. Security	1,493	1,500	1,911	2,069
Pension & Dental- Admin. Assistant	1,969	1,969	3,647	2,434
Supply Clergy	804	800	4,246	1,000
Supply Organist	300	600	900	2,000
Support Staff Expense	\$ 47,433	\$ 48,505	\$ 58,209	57,054
Evangelism + Outreach	349	300	579	200
Remittance to Camp Washington	740	1,600	1430	1,200
Remittance of Bishop's Fund	-	200	565	-
Outreach	\$ 1,089	\$ 2,100	\$ 2,574	\$ 1,400
Diocesan Pledge	\$ 33,160	\$ 29,183	29,184	28,965
Altar Guild	675	500	-	500
Altar Flowers	862	500	895	725
Liturgical Music	1,648	1,000	-	1,000
Fellowship & Coffee Hour	543	650	1,885	2,000
Adult Education/Ministry	-	1,500	126	500
Organ and Piano Tuning	-	-	2,556	3,000
Worship incl Evensong	1,084	500	1,270	3,000
Stole Payments	1,200	1,200	1,555	1,000
Worship & Fellowship & Adult Ed	6,012	\$ 5,850	\$ 8,287	\$ 11,725
Nursery	3,934	-	65	-
Background Check Expense	-	100	0	100
J2A Admin. Expense	-	100	0	100
Church School Expense	1,098	100	230	300
Youth	5032	\$ 300	\$ 295	\$ 500
Property Insurance	18,108	19,017	16,284	17,630
Workmens Comp. Insurance	996	1,000	984	870
Insurance	19,104	\$ 20,017	\$ 17,268	\$ 18,500
Outside Cleaning Service	3,637	3,600	3,492	3,600
Repairs & Maintenance	6,173	6,000	4,380	6,000
Grounds & Building Maintenance	9,110	5,000	7,244	5,000
Capitalized Expenses	-	-	6,745	2,050
Maintenance Contracts (Orkin)	381	857	1,928	900
Cloister Garden Expense	-	-	1,010	680
Trash Removal	3,960	3,960	3,630	3,960
Janitorial Supplies	1,161	1,200	1,017	1,250
Building & Property	\$ 24,422	\$ 20,617	\$ 29,446	\$ 23,440

	2016 <u>Actual</u>	2017 <u>BUDGET</u>	2017 <u>ACTUAL</u>	2018 <u>BUDGET</u>
Fuel (Gas)	16,460	15,000	20,177	20,000
Electricity	6,393	6,400	9,182	8,500
Water	1,835	1,500	1,797	1,800
Sewer	670	850	485	850
Utilities	\$ 25,358	\$ 23,750	\$ 31,641	\$ 31,150
Total Building Expense	\$ 68,884	\$ 64,384	\$ 78,355	\$ 73,090
Audit	2,140	2,200	2,200	2,200
Copying Machine Lease	7,611	7,690	6,131	6,000
Office Expense	4,880	5,000	4,040	4,000
Postage	2,134	2,100	1,421	1,500
Telecommunication	6,082	6,100	5,272	4,000
Bank Service Charges	440	420	410	420
Outside Payroll Service	-	1,500	2,000	2,000
Misc. Admin	1,009	1,000	404	2,000
Total Admin.	\$ 24,296	\$ 26,010	\$ 21,878	22,120
Interest on Line of Credit	\$ 2,095	\$ 2,000	2,186	2,856
Loan Payment (30 year Capital Loan from 2004)	\$ 17,359	\$ 16,635	16,648	16,635
Total Debt Service	\$ 19,454	\$ 18,635	\$ 18,834	19,491
Transfer to Rector's Discretionary Fund	0	0	\$ 1,000	\$ -
TOTAL EXPENSE	\$ 334,891	\$ 329,572	\$ 283,476	\$ 280,604
Surplus or (Deficit) for the Year	\$ (6,470)	\$ (37,151)	\$ 2,285	\$ 5,730

Submitted by
Robin R. Turpin
Treasurer



Trinity Episcopal Church
TREASURER SUMMARY OF THE CAPITAL CAMPAIGN
as of December 31, 2017

Here is a recap of the Sources and Uses of Funds related to the Capital Campaign.

SOURCES OF FUNDS:

Cash Received from Pledges and Donations	\$ 471,775.30
Interest Earned	\$ 840.34
Diocese Loan	\$ 100,000.00
Draw Down of Capital Loan at Bank	\$ 30,000.00
Grant from Comm. Foundation NWCT	\$ 5,000.00
Ed Sexauer Life Insurance proceeds	\$ 18,062.06
Organ Fund Transfer In	\$ 24,090.40
Grant from the State of CT.	<u>\$ 16,750.00</u>
Total Income	\$ 666,518.10
Spent to date	\$ 573,190.10
Balance in Capital Fund	<u>\$ 93,328.00</u>

USES OF FUNDS - Here is a recap of our Capital Campaign spending by the official Vestry approved Campaign Slate:

Capital Campaign Slate Category	<u>BUDGET</u>	<u>SPENT TO DATE</u>
#1 ROOF		

A. ROOF	\$	219,500.00	\$	220,446.73
B. ARCHITECT	\$	37,000.00	\$	37,007.58
C. LED LIGHTING	\$	590.00	\$	2,305.61
D. DORMER STAINED GLASS WINDOWS	\$	37,125.00	\$	37,125.00
E. MASONRY FOR TOWER ROOF	\$	5,736.00	\$	5,736.00
TOTAL	\$	299,951.00	\$	302,620.92
less Grant to be received	\$	(18,500.00)		
Total Budget for Roof	\$	281,451.00		

#2 EXTERIOR REPAIR

F. RAMP & RAILINGS	\$	9,600.00	\$	10,082.77
G. EXTERIOR DOORS	\$	1,000.00	\$	2,462.07
H. PAINT	\$	42,860.00	\$	38,500.00
J. PARKING LOT DRAIN	\$	1,000.00	\$	3,428.90
K. DRAINS	\$	1,000.00	\$	325.00
Total Budget for Exterior Repair	\$	55,460.00	\$	54,798.74

#3 STAINED GLASS WINDOWS	\$	50,000.00	\$	30,525.10
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#4 PROFESSIONAL CAMPAIGN EXPENSES	\$	39,330.00	\$	37,206.61
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#5 COMPUTER	\$	1,000.00	\$	1,087.31
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#6 INTEREST EXPENSE	\$	8,000.00	\$	5,093.23
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#7 MISCELLANEOUS	\$	-	\$	3,231.98
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DIOCESE LOAN PRINCIPAL			\$	100,000.00
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LITCHFIELD BANCORP PRINCIPAL			\$	30,000.00
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Subtotal	\$	435,241.00		
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CONTINGENCY FUND	\$	10,107.00		
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MAINTENANCE FUND	\$	26,682.00	\$	8,626.21
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GRAND TOTAL SLATE TARGET GOAL	\$	472,030.00 *		
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GRAND TOTAL SPENT TO DATE			\$	573,190.10
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Robin R. Turpin



Treasurer