

**The Journal of
The Annual Meeting
of
Trinity Episcopal Church
Collinsville**

**In the Town of Canton
and
The Episcopal Church in Connecticut**

January 22, 2017



MISSION STATEMENT:

“Trusting in God, we the people of Trinity Church commit ourselves to deepening our faith so that we may share it with others.”

Trinity Episcopal Church
Collinsville, CT 06022-0374
Annual Meeting Minutes - January 24, 2016

The Reverend Linda Spiers called the meeting to order at 11:25 a.m.

A motion was made by Roy McAdoo to accept the Agenda, seconded by Laurie Barnhart and unanimously passed.

Minutes of the 2015 Annual Meeting were reviewed. A motion was made by Mike Wallace to accept the minutes, seconded by Travis Robinson and unanimously passed.

Treasurer's Report:

A couple of points: Last year there were large losses in revenue and we were looking at \$38,000 deficit before borrowing from the endowment fund. A year later, we are in quite a different place. There is a deficit, but it is manageable. We ended the year in better shape because more money was collected than budgeted and the expenses were kept down. One of the biggest changes was our payment of the diocesan pledge. Our pledge went from 12.5% to 10% with the 2.5% going to local outreach. We were allowed to use the proceeds of Quality Street as our 2.5% outreach, which saves us \$6,800, because we give the proceeds of Quality Street away. The outlook for 2016 is positive, however, we can improve. \$12,000 of 2015 pledge money that has not been collected would help the bottom line. We wouldn't have to borrow money from other accounts if we had money that was pledged to the church. When we pledge we need to honor our commitments. A motion was made by Mike Wallace to accept the Treasurer's Report, seconded by Rob Finney and unanimously passed.

Report from Nominating Committee & Election:

Ann McAdoo gave a report for the Nominations Committee; the entire slate is as follows:

- Maryellen Prudhomme – Senior Warden
- Neale Hegarty – Junior Warden
- Jim Stapleton – Treasurer (one year term)
- Arthur Lowell – Asst. Treasurer
- Tom Sweeney – Asst. Treasurer
- Heather Garvin – Clerk of the Vestry
- Rachelle Harper – Vestry Member
- Marc-Yves Regis – Vestry Member
- Julia Wholey – Vestry Member
- Ann McAdoo, Jerry Holmes, Rachelle Harper (after filling out the last 2 years of her husband's term) and Dave McGill are retiring from the Vestry. Reed Stapleton and Maddie Noyes will be leaving as Youth Members.
- Mimi McGill will fill the last year of Neale Hegarty's vestry term.
- Keith Viering, Diocesan Convention Delegate
- Karanne Farling, Diocesan Convention Delegate
- Ann McAdoo, Diocesan Convention Alternate Delegate
- Susan Jones, Diocesan Convention Alternate Delegate

Motion to accept the slate as presented was made by Rob Finney, seconded by Laurie Barnhart and it passed. Motion to cast one ballot for the slate as presented was made by Sandra Richardson, seconded by Peter Dehey and it passed.

Rector's Report:

Linda's report was her sermon with a few additional items. She highlighted that we are in process of a Mutual Ministry Review with Canon Tim Hodapp leading the vestry.

There is a Saturday night service being planned and if you want to be on the committee, please let a member of the committee know. Dawn Lowell, Travis Robinson, Ann McAdoo, Rebecca and Stephen Gorman are on the committee.

The following Resolution was presented for consideration in the event we need to get work done in the Capital Campaign before the money is collected. This allows us to secure a loan if needed.

**Resolution for Revolving Fund Loan Request from the Episcopal Diocese of Connecticut
Trinity Episcopal Church Collinsville
Annual Meeting – January 24, 2016**

Whereas Trinity Episcopal Church, Collinsville, is in process with its *Nurture Trinity* capital campaign and has raised \$308,792 of its primary goal of \$340,900 as its primary goal and its challenge goal of \$400,000;

Whereas this capital campaign is to raise monies solely for the purpose of restoring and maintaining the existing buildings in the following ways: \$98,500 to restore the Church Exterior including the remediation of lead paint and exterior repairs/painting (*this exterior work having been completed in 2014*); \$19,800 to Restore the Church Interior including the upgrading of the sanctuary's electrical panel and outlets, painting the interior, and bringing exterior doors to code for fire safety exit (*this interior work having been completed in 2015 with the exception of the sanctuary's electrical panel*); \$68,300 to Improve Energy Efficiency including the replacement of the current boiler, updating lighting, and replacing windows; \$35,000 to Replace the Roof; \$10,000 to Renovate the Lift in the Narthex to improve handicapped accessibility; \$18,500 to Replace Carpeting in the sanctuary, narthex, office and classrooms (*this interior work having been completed in 2015*); \$10,000 to upgrade Phone and Computer Systems including the replacement of current phone system and computers; \$40,800 to Repair the Bell Tower including repair of decay and correcting the Bell Tower exterior doors to open outwards to meet code and fire safety exit (*this exterior work having been completed in 2014*); \$40,000 to Conduct the Campaign including the cost of Episcopal Church Foundation consultant and other campaign expenses. Challenge goal items include \$15,300 to Increase the Maintenance Fund to set aside funds for maintenance needs; \$24,000 to Install a Gas Line including the conversion to natural gas for cooking, heating, and hot water with long term savings in utility costs; and \$19,800 to Restore the Pews;

Whereas monies pledged as of December 31, 2014 include 76 pledges and 3 additional gifts and together total \$308,792, to be paid over a 3-year period;

Whereas significant exterior painting/repair and interior painting/carpeting work have already been completed in 2014 and 2015 respectively as indicated by italics above;

Be it resolved that the people of Trinity Episcopal Church, Collinsville, authorize the Treasurer and Vestry to proceed, if necessary in 2016, with the securing of a Revolving Fund Loan from the Episcopal Diocese of CT for an amount up to the maximum sum of \$100,000 as a bridge loan to allow us to continue our maintenance work inside the building or to complete any remaining work encompassed within the scope of the *Nurture Trinity* Capital Campaign.

Walter Lowell made a motion to pass the resolution, Roy McAdoo seconded and it was unanimously passed.

Linda thanked the wardens for their faithful service during her sabbatical and she is very appreciative of their efforts. Al Prudhomme and Dave McGill were instrumental in the summer construction and she gave them hard hats with the Episcopal seal in appreciation. She had colorful duct tape for Carolyn Jones in thanks for all her help with choosing the colors for the church and decorating the church after construction. Linda gave Peter Dehey and John Almori hammer holders with a magnetic side for nails in thanks for their assistance all year long with all the jobs that need to be done around the church.

Senior Warden: Maryellen pointed out how the Peace extended for 7 minutes and how special our church is. She went on to tell of the reason she is at Trinity, Collinsville. She suggested we tell our friends about our church, as personal witness is the best way to attract new members.

Junior Warden's Report:

David thanked Al Prudhomme for all his help in the construction and putting the building back together. He thanked Bob Witkowitz for his help in writing up proposals and Carolyn Jones for her artistic talents.

Work completed in 2015

1. Painting of the church interior
2. New Carpeting throughout.

Unexpected costs that were completed:

1. Heat cables on the roof cost \$1,650.
2. Removal and re-landscaping of the trench around the church \$2,750.

Projects to still be completed:

1. Overall energy audit of the church.
2. Phone system and computer system for church office.
3. Heating system - as needed based on information from energy audit.
4. New roofing - to be determined by inspection.
5. Overhaul elevator - adjusting doors and switches.
6. Development of an ongoing fund for future maintenance.
7. Rewire parish hall to bring in an additional circuit.

Presentation of 2016 Budget:

We are starting with a deficit. The budget does include a 2% increase in salaries. \$7,500 will be taken from the endowment fund to cover expenses. There will be a line item in the budget of 7.5% of money from endowment to cover expenses. Sandra asked if the money that was taken from the endowment was the proceeds of the endowment or the principal. It is the interest from the principal that we use. The problem with the budget is that we don't collect enough money to cover our costs.

Laurie Barnhart asked about the "bookkeeping" item and Jim explained that it is a yearly audit of the church books. This year the review of the finances for 2014 and 2015 will take place. In the confusion of the construction this summer, the 2014 audit was missed. Peg Pinton asked what efforts were put into recovering the money owed to the church. Jim explained that it is extremely difficult to ask for money and giving statements have been sent out to give everyone their information in hopes that they will honor their pledge commitment. Keith Viering made a motion to accept the budget, Jo Wallace seconded it and it was approved.

Stewardship Update:

Stephen Gorman talked about opportunity. Good news is more money was pledged this year than last year, although we haven't collected all the money pledged from last year. When you look around at the capital campaigns accomplishments, it is amazing what has been done. Stephen asked if you did make a commitment, do your best to honor the pledge to Trinity. We need to take care of our spiritual house and we can take care of so much in our community and the world when our spiritual house is strong. Ask yourself: What is it that I really can do? This is a wonderful place and with our support we can take the church to new levels, physically in the improvements through the capital campaign and bringing new families in through our doors. Let's make it happen this year!

Recognition of Committee Chairs:

Reed Stapleton, Ann McAdoo, Neale Hegarty, Rachelle Harper, Dave McGill, Maddie Noyes and Jerry Holmes were thanked for their service. Linda had the chairs of committees stand and thanked them. Everyone stood and read the following poem:

"I Thank You for Those Things That Are Yet Possible"

Thank you

For work

which engages me in an internal debate
between right and reward
and stretches me toward responsibility
to those who pay for my work,
and those who cannot pay
because they have no work;

For justice

which repairs the devastations of poverty;

For Liberty

which extends to the captives of violence;

For healing

which binds up the broken bodied
and the broken hearted;

For bread broken

for all the hungry earth;

For good news

of love which is stronger than death;

And for peace

for all to sit under fig trees and not be afraid;

For my calling.....my life.

- Ted Loder in *Guerrillas of Grace: Prayers for the Battle* (San Diego: Lura Media, 1984) 43.

Roy McAdoo made a motion at 12:28 p.m. to adjourn the meeting, it was seconded by Walter Lowell and it was unanimously approved.

Respectfully submitted,

Heather Garvin

Clerk of the Vestry

Rector's 2016 Annual Report

“On Christ the solid Rock, I stand. All other ground is sinking sand. All other ground is sinking sand.”
LEVAS, 99

The year began liturgically with Trinity's children of all ages telling the old, old story of Jesus' birth and the arrival of the Wise Ones. It was a poignant beginning reminding us that liturgy is the work of all the people. The story came alive and inspired us to go out and tell the story as we live it. Our work with the Mutual Ministry Review revealed in the Vestry that Trinity needed to look more deeply into our worship life and Christian formation life. A survey sought feedback from the congregation at large, and resulted in good reflections and ultimately some changes.

We began *Jammin' with Jesus*, a contemporary worship service at 5 p.m. on Saturday nights. The notion of this was already underway and was reinforced by the survey. We needed to offer something different. With the musical gifts of Travis Robinson, Dawn Lowell, and Leslie Dehey, the service began on April 2 and continued through December 31. We now take a break to reassess the service. Stay tuned for next steps.

In June we celebrated the ministry of Kenneth Woods, who faithfully served Trinity for nearly 32 years as Minister of Music and retired June 30. We planned and began the search process, which is still open at this time. Alex Kirstukas, a gifted member of Trinity's Choir, began serving as Interim Director of Music in December, and I am so grateful for Alex's gifts and generosity of self. A variety of supply organists covered the months after Kenny's retirement, and the Choir has continued to lead us with grace and flexibility during this time of transition. As part of faith formation Trinity's children are now in church in what is called Family Worship, once a month. The children enrich our lives in so many ways, and these monthly Family Worship services have brought the children into more aspects of our worship life together.

We gathered in life event celebrations near and far. Welcomed into Christ's fold in baptism were Gianna Diane Baio, Jensen Zane Drouillard, Eve Jesicha Marjorie Napolitano, Alivia Elsie Taft, and Mia Kay Solak. Marriages celebrated were Patrick Michael Sheridan and Sherri Michelle Cook; and John Robert Carlson and Amanda Marie Murphy. We said farewell and celebrated the lives of Dorothy August St. Pierre, Michael J. LeBlanc, Frederick Raymond Blackinton, Dawn Constance Downing, Joyce Corrow Bentley, Nicole Laurie Lostocco, and Carol Ann Viering. We welcomed 8 new individuals and/or families into the Trinity family.

Reaching out into the wider Canton community and beyond continued as a focus. Trinity young people sponsored a Spaghetti dinner, raising funds for Camp Hispaniola. A group of Trinity all-aged volunteers helped create and pack dinners at the Farmington Valley American Muslim Center. A faithful group of Trinity folks gathered quarterly to make lunches for the *Church by the Pond* guests in Bushnell Park—made possible by the generous donations each quarter of food items and the folks who take the lunches into Hartford and distribute them. Trinity youth worshipped at Christ Church Cathedral and helped with their Sunday feeding program *Church Street Eats*. Generous Trinity folks regularly donate clothing, which is taken into Hartford for *Church Street Eats'* guests. Check out the Outreach report for the many and varied ways monetary offerings were given including *Quality Street Fair*. *Quality Street* takes nearly every Trinity member working for its success, and this year \$3,600 was given to the Canton Food Bank, and \$3,600 was given to the Canton Fuel Bank. *Holy Smoke Barbeque* returned and invited many folks into our midst with delicious food and sweet hospitality and great music from Travis Robinson and his band. Trinity youth went on mission with *Heads Up! Hartford* camp and \$1,800 was given in memory of my mother to provide scholarships for campers. I was deeply touched by the generosity of this parish for the love and support at the death of my mother, and for this outreach to make sure no one is turned away from *Heads Up! Hartford*.

A new outreach ministry was birthed in the fall—the idea for *Miriam's Closet* was tossed about by Mimi McGill, discussed in the Vestry, and off you went with the closet's construction. There are people in our community and much beyond who do not have clothes to wear for a job interview. Gently used clothes specifically appropriate for an interview or special occasion will be collected. Full production will begin in 2017, and yet one person was already helped with an interview outfit in December.

We continued our Capital Campaign progress with a new roof, new gutters, and new computers for Mary's office and Theresa's office. The amazing and wonderful thing is that we have still completed all of the work without need of a loan, thanks to the generosity of each of you.

The Episcopal Church in CT began its new structure of Regions and the new Mission Council, members for which were elected at Region Convocations and Annual Convention. A number of Trinity members attended the first North Central Region Convocation in June. Karanne Farling and I continued to work on the North Central Region Leadership team, planning the Annual Convention gathering and future gatherings that will continue into 2017. On November 20, we had only one service at Trinity and joined our sister and brother Episcopalians with a huge worship service together at Hartford's Convention Center where our Presiding Bishop Michael Curry left us all with a profound message: "Look to the Rock." Many things are new and fresh in our diocese and in our parish because we are intentionally looking to the Rock.

You have reached out to one another in love as members have recovered from illnesses and hospital stays and losses—taking meals, checking in on them, helping to love them through whatever they were going through.

Presiding Bishop Michael Curry also speaks passionately about the Jesus Movement—a movement with three important ingredients: loving, liberating, and life-giving. As I think about this year, we have certainly been part of that Jesus Movement with those ingredients ringing out loudly. You have done amazing and wonderful things as well as listened for God in the midst of change. I am eternally grateful for Trinity's staff and for the many ways they each live into this Jesus Movement along with us. It is an honor to serve with them and with each of you. Thank you for all that you do and all that you are.

With blessings and gratitude,
Linda+

Senior Warden's 2016 Annual Report

My role here this morning is to provide you with a “Year in Review” for 2016. This is a busy place, but I will try to be brief.

In late 2015, Linda “encouraged” the Vestry to participate in a Mutual Ministry Review, led by the Reverend Canon Timothy Hodapp. We spent a good bit of time analyzing and reflecting, and fortunately Reverend Tim was there to keep us on task. Thanks to the talents and dedication of Neale Hegarty and Sheri Sparks, a survey was created and delivered to everyone in the parish, and based upon the results of that survey the Vestry decided to focus on two areas: Worship and Liturgy, and Christian Education for all ages. This work is ongoing, and we have made some progress – we now have a family liturgy each month, and until very recently *Jammin’ with Jesus* on Saturdays. I want to take a moment to thank Travis, Dawn, Leslie, and all of the musicians who participated in making each Saturday special – only those involved directly know how much planning and practice went into each week. And thank you to the Altar Guild for taking on yet another service, and for Jo Wallace and her weekly cookies. *Jammin’* is on sabbatical for now, but I think it, or something like it will be back. And thank you to Theresa for continuing to lead us in thinking creatively about Christian Education for everyone.

We brought back the Holy Smokes BBQ, a success once again, celebrated Kenny’s retirement and continued the Quality Street tradition. We had pancakes and a Mardi Gras celebration on Shrove Tuesday, the church picnic and a Tag Sale. You may also have noticed that we have a new roof and gutters, with thanks to the leadership of our fine Junior Warden, who is also quite handy with a paintbrush.

So, we are doing quite well with the things we like to do – worship together, sing, talk, cook and share a meal. We are good at caring about and doing for others, from the Food Bank and Lunch in the Park to Gifts for Canon and the many other Outreach activities. BUT – there is the “S” word, “Stewardship”. We did not have a Stewardship chair this year, and while every Vestry member contributed and helped, we need a leader or two to assume this task. We are not on financial support just yet, but we must do better. We must be able to talk about our financial needs and goals in a realistic way, to sustain the present and ensure the future. Please talk with Linda or with me if you would be willing to help.

As I write this, I am hopeful that we have found a way to share some of the moments from the “Celebration of the Spirit” at the Convention Center on November 20. I was there, and I can tell you it was terrific. If you need some inspiration or encouragement for any reason, sign in to You Tube and listen to Bishop Curry’s sermon and “Look to the Rock”.

With gratitude for each of you,

Maryellen Prudhomme
Senior Warden

Junior Warden 2016 Annual Report

After such a busy 2015, things (for the most part) slowed down during 2016. Our focus moved from installing new carpet and new paint in every room, to one of maintenance – specifically, keeping our home looking as good as it did the day painting was finished.

As many of you are aware, we have had struggles in the past with water finding its way into the building. I am very happy to report that, as of the end of 2016, we appear to be officially “water-tight”. The work around the church foundation has succeeded in keeping the water out of our basement. In addition, the replacement of all of the gutters with commercial-grade material will aid in directing water away from the building. Finally, and certainly not least, we replaced our entire roof! This new roof will ensure that the rain, ice and snow cannot penetrate our attic for the next 50 years, and threaten the newly-painted ceilings.

Looking forward to 2017, we will be shifting our focus to our aging furnace, as we explore our options to ensure we have a cost-effective, efficient and safe way to heat our home.

Special shout-outs to the Trinity Handymen and women who assisted with everything from replacing faulty plumbing valves to covering items in the attic during the roofing project. It is a great pleasure to have so many people who are willing to help keep our building in tip-top shape!

While 2016 was a somewhat slower year, I find comfort in the fact that there was a significant decrease in unforeseen repairs or “emergencies” due to lack of maintenance. The Capital Campaign has allowed us to bring our building back to the level it deserves – now it is upon all of us to keep it there. I thank all of you who stepped up and helped to keep Trinity well maintained.

With Gratitude,
Neale Hegarty
Junior Warden

Treasurer's Report

For the year ended December 31, 2016

The Numbers

Financial numbers, at Trinity, are segregated between budgeted and non-budgeted categories. When reviewing the financial health of the parish, it is important to distinguish between these. Budgeted amounts are predictable, non-budgeted amounts are not.

- The budgeted numbers represent the operating revenues and expenses Trinity anticipates for the upcoming year. These are the numbers included in the operating budget adopted by the Vestry each January and distributed at the Annual Meeting.
- The non-budgeted items are those that are not included in the budget. Historically, the non-budgeted items have related to outreach and mission; things like Quality Street and special envelopes, as well as special gifts or other items where there isn't a reasonable basis to estimate an amount to include in the budget process.

The Funds

Trinity maintains a series of Funds, where money has been set aside for various purposes. The balance of these funds is reported on the consolidated balance sheet. Some of these funds have been designated by the Vestry, while others are specified by the donors.

- The primary fund is the **Operating Fund**. This is the fund used to support the day to day operations of Trinity. This is where pledge receipts are deposited and operating expenses are paid.
- The **Youth, Maintenance** and **Music** funds represent money collected for those specific programs. There is little activity in these funds. The music fund was closed in 2016.
- The **Memorial Fund** represents funds given 'in memory of' members of the parish family.
- The **Rectory Fund** represents the remaining proceeds from the sale of the rectory. Both the Memorial and Rectory funds have been designated by the Vestry to be used, as the need arises, for unique one-time expenses; these monies are not to be used to fund the operations of the parish.
- The **Endowment Fund** represents money given to the parish with the expectation that the income earned by the fund could be used at the Vestry's discretion. The expectation is that the principal in the fund would not be touched.
- The **Cudworth Trust** was established to benefit members of the Trinity community. The principal is not to be used. The income from the Trust is deposited to the Rector's Discretionary Fund semi-annually.
- The **Rector's Discretionary Fund** represents money given to Trinity to be used at the Rector's discretion, generally for alms.
- The **DS Burton Memorial Fund** was established in memory of Debbie Burton. The money is used to grant scholarships for students in need attending Trinity Nursery School (TNS). Scholarships are approved by the Vestry based on recommendations of the TNS staff. TNS holds fundraisers to add monies to this fund.
- **Capital Fund** (Nurture Trinity Capital Campaign) was created in 2014 for the purpose of raising money to cover capital improvements at Trinity. The capital campaign is a three-year campaign, ending December 31, 2016. A summary of the capital campaign is reported separately in the annual report.

2016 Results

Cash Flow

Cash flow is the primary financial concern of the parish leadership; making sure we have enough money on hand to pay our bills. For the first time in years, operating cash flow was positive in 2016. All 2016 operating expenses were covered by 2016 operating revenue!

In addition, all outstanding operating fund liabilities were repaid in 2016. The balance due to the Memorial Fund as well as the balance due to the Diocese were repaid using money from the Endowment Fund. For the first time in decades, Trinity does not have a balance due to the Diocese. The balance due to the Diocese had been reduced, during the year, by a credit for previously paid insurance premiums. The vestry then authorized the repayment of the remaining balance using funds from our endowment.

Consolidated Balance Sheet (all funds, excluding Capital Campaign)

Significant changes in the consolidated balance sheet include:

- Cash balances improved year over year. The Operating Fund has a positive balance for the first time in years!
- The Memorial Fund still has an outstanding receivable from the Capital Campaign. That should be repaid in early 2017.
- The Endowment Fund decrease, \$ 5,070, reflects the net of the appreciation in the fund against the \$11,821 withdrawn for repayments to the Memorial Fund and the Diocese.
- The DS Burton Memorial Fund has been reduced by scholarships awarded to students at Trinity Nursery School. No scholarships were awarded in 2016.
- Liabilities – all liabilities have been paid as of the end of the year.

Revenues – Operating Fund

Budgeted operating revenues collected were \$16,589 greater than budgeted. The variance is attributable to pledges received after the operating budget was approved as well as contributions in excess of what had been pledged. In 2016, parishioners contributed \$17,000 more than they had pledged (and we still have roughly \$15,000 of outstanding 2016 pledges!)

The outreach amounts represent collections using the special envelopes (Christmas, Easter, etc). or specific events, most notably Quality Street. The outreach amounts are disbursed as non-budgeted expenses.

Expenses – Operating Fund

Actual expenses in 2016 were less than budget by \$12,885. The expenses are lower than budgeted due to music director vacancy as well as lower utility costs. A summary of the variance, by category:

- Salaries and other employee expenses include all costs associated with personnel at Trinity. Favorable variance relates to the Music Director vacancy for roughly half the year.
- Worship expenses include flowers, supply priest, music and altar supplies; costs associated with our worship services. The unfavorable variance reflects payments made for supply organists over the last half of the year.
- Mission expenses include Trinity's pledge to the diocese as well as Christian formation and advertising.

- Utility expenses include oil, electricity, and water. Those expenses were lower than anticipated.
- Maintenance expenses include maintenance contracts as well as repairs and upkeep.
- Administrative expenses are the costs of maintaining our office, including postage and liability insurance. The favorable variance relates to costs budgeted for the independent review of our 2014 and 2015 financial records. We had anticipated that the work would be completed in 2016. It was not. The 2017 budget includes these costs, as well as the review of our 2016 financial records.
- “Other expenses” is a catch all of activity not classified elsewhere.

Respectfully submitted,
Jim Stapleton
Treasurer

Consolidated Balance Sheet						
		31-Dec-16		31-Dec-15		Change
Assets						
	Cash, Operating Fund	\$ 8,798		\$ (4,984)		13,782
	Cash, Trinity Youth	3,451		3,451		0
	Maintenance Reserve	20,964		19,069		1,895
	Music Fund	-		504		(504)
	Cash	33,213		18,040		15,173
	Memorial Fund Savings	23,562		24,954		(1,392)
	Due from Capital Campaign	19,223		19,223		0
	Due from Operating Fund	-		5,000		(5,000)
	Proceeds from Rectory, market value	35,083		34,465		618
	Endowment Fund, market value	106,380		111,450		(5,070)
	Cudworth Trust, market value	14,440		13,909		531
	DS Burton Memorial Trust, market value	4,386		2,834		1,552
	Savings and Investments	203,074		211,835		(8,761)
	Discretionary Fund	7,023		8,726		(1,703)
	2015 Outstanding pledges, net	2,500		-		2,500
	2015 Outstanding pledges, net	-		2,500		(2,500)
	Past Due Pledges	2,500		2,500		-
	Total Assets	\$ 245,810		\$ 241,101		\$ 4,709
Liabilities						
	Medical Dental	0		(7,117)		7,117
	Property Casualty	0		(4,273)		4,273
	Due to Memorial Fund	0		(5,000)		5,000
	Total Liabilities	0		(16,390)		16,390
	Net Assets	\$ 245,810		\$ 224,711		\$ 21,099

Statement of Revenues and Expenses - Operating Fund						
		2016 Actuals	2016 Budget	Variance to Budget	Prior Year Actuals	Variance btwn Years
Revenues						
	Pledge Revenue, budgeted	\$ 244,610	\$ 230,160	\$ 14,450	\$ 238,271	\$ 6,339
	Other Revenue, budgeted	28,884	25,677	3,207	24,491	4,393
	Misc Income	1,680	1,000	680	2,429	(749)
	Fundraising, net	3,252	5,000	(1,748)	4,930	(1,678)
	Total budgeted revenue	278,426	261,837	16,589	270,121	8,305
	Prepaid 2016 pledges	7,500			4,000	3,500
	Flowers	2,533			2,845	(312)
	Special Gifts	1,541			2,524	(983)
	Outreach	11,574	0	0	9,369	2,205
	Event Outreach	11,373			4,403	6,970
		8,100			8,200	(100)
		19,473	0	0	12,603	6,870
	Total Revenue	\$ 309,473	\$ 261,837	\$ 16,589	\$ 292,093	\$ 17,380
Expenses						
	Salaries	\$ 142,486	\$ 150,906	\$ (8,420)	\$ 146,860	\$ (4,374)
	Other Employee Expenses	42,941	47,408	(4,467)	40,292	2,649
	Worship	10,487	7,150	3,337	13,514	(3,027)
	Mission	31,579	31,573	6	36,363	(4,784)
	Utilities	12,972	15,700	(2,728)	15,237	(2,265)
	Maintenance	12,829	12,500	329	13,958	(1,129)
	Administration	21,906	23,083	(1,177)	19,146	2,760
	Other Expenses	1,435	1,200	235	1,905	(470)
		276,635	289,520	(12,885)	287,275	(10,640)
	Expenses, not budgeted	19,473			13,800	5,673
	Total Expenses	296,108	289,520	(12,885)	301,075	(4,967)
	Budgeted Net Cash Flow	1,791	(27,683)	29,474	(17,154)	18,945
	Non Budgeted Net Cash Flow	11,574	0	0	8,172	3,402
	Net Operating Fund Cash Flow	\$ 13,365	\$ (27,683)	\$ 29,474	\$ (8,982)	\$ 22,347

**Trinity Episcopal Church
Nurture Trinity Capital Campaign
31-Dec-16**

	Actuals 2015	Actuals Inception to Date	Budget
Pledges Received	64,770	302,863	304,000
Exterior Restoration	750	78,238	139,300
Lead Abatement	-	15,465	
Interior Restoration	5,125	63,109	19,800
Roof Replacement	34,600	34,600	35,000
Carpet Replacement	75	19,105	18,500
Equipment	-	334	
Consulting		37,777	40,000
Other	3,242	10,918	
Total Expenses	43,792	259,546	252,600
Net	20,978	43,317	
Due to the Memorial Fund		19,223	
Cash on Hand, December 31, 2016		62,540	

Finance Committee 2017 Annual Report

The role of the Finance Committee is to monitor the financial health of the Parish and provide recommendations, pertaining to financial matters, to the Vestry.

Financially, 2016 should be a year to celebrate. We began the year anticipating a \$30,000 deficit in the operating fund. Instead, we end the year with a \$1,791 surplus. How did that happen - the continued generosity of our parishioners and favorable operating expense variances. Parishioners contributed over \$17,000 more than they had pledged in 2016! And, we end the year with almost \$15,000 of 2016 pledges not paid. We will be sending out notices asking parishioners to honor their 2016 pledges. Imagine what our financial health would be if we collected all pledges.

In addition to the operating fund surplus, 2016 marks the year that all operating fund liabilities were repaid, removing all debt from our balance sheet. The repayment was made using money from the Endowment fund. A balance due to the Memorial Fund, representing 2014 operating expenses, was repaid. The balance due to the Diocese was also repaid, after the balance had been reduced by a \$4,500 premium credit for prior year claims experience.

Still, we struggle with our annual pledge process. The reason we forecast a \$30,000 deficit for 2016 was the limited number of pledges we had at the time of the annual meeting. If we applied the same logic this year, we would be projecting a similar deficit for 2017. Instead, we are using a three-year average of pledges collected in the 2017 budget, thinking this will more closely reflect what we will collect in 2017. It is impossible to budget effectively without reliable pledge data. We currently have 69 pledge cards in hand, for \$210,606. That is 8 cards and \$17,000 less than we had at this time last year. Our ability to ensure our long term financial health is compromised by our inability to collect meaningful pledges prior to the start of the year.

The 2017 operating budget again forecasts a deficit, though a much smaller deficit than 2016. The budget is presented elsewhere in this report. The parish will be updated throughout the year on the financial health of the parish.

One other item of note; Trinity did not complete it's required independent review of our 2014 and 2015 financial data. The data for the review has been delivered to our accountant, but the work is not yet completed. It should be completed in 2017, along with a review of 2016.

Respectfully submitted,
Tom Sweeney, Paul Atkins, Jim Stapleton

2017 Operating Budget

Summary

As in the past, expenses for 2017 have been budgeted based on 2016 actual expenses. 2017 revenues are based on averages over the past three years. Total pledging units received to date is 69, 8 fewer than this time last year. Rather than present another budget with a gaping deficit, the decision was taken to use the three year average to better reflect what we have experienced in the past. This assumes that additional pledges will be made during the year and parishioners will continue to make contributions in excess of their pledge.

Despite our positive cash flow in 2016, the 2017 operating budget, once again, is projected to run at a deficit. The deficit reflects reduced pledge numbers and increased expenses, relative to 2016 actuals. A portion of the deficit will be covered with our current year end cash balance. As in the past, updates will be provided throughout the year regarding the financial health of the parish.

Revenues

Pledges – We have received a total of 69 pledge cards for \$210,606. This represents a 7.5% reduction in signed pledge amounts compared to 2016. The 2017 budgeted amount is derived from a three year average of actual pledge collections.

Plate - The 2017 budget reflects a three year average of plate collections.

Fundraising – Assumes events will be held during 2017 to raise funds for operating purposes.

Expenses

Personnel Expenses have decreased 2% over prior year budget and increased 5% over 2016 actual expenses. The variance to budget relates to the elimination of insurance coverage for the music director. The variance to 2016 actuals relates to the music director vacancy during the last half of the year. The 2017 budget includes a 1% salary increase for all employees.

Worship Expenses are lower than prior year budget and prior year actual. The variance to actual relates to the costs associated with supply organists during the last half of 2016. The variance to budget also relates to a reduction in the anticipated costs for supply organists in 2017.

Mission Expenses is in line with prior year actual and budget, based on 10.5% of our revenue due to the Diocese. Included in the budget, but not funded, are lines for Millennium Development and Seminary Support. These are both items Trinity is expected to support, but has not. Millennium Development should be .07% of pledge income (\$162) while Seminary Support should be 1% of revenue (\$2,300). Including these on the budget, even though they are not funded, serves as a reminder of obligations we are not yet meeting

Utility expenses vary with the weather and the price of oil.

Maintenance costs are anticipated to be in line with prior year budgeted amounts. Maintenance expenses in excess of the budgeted amounts will be covered by the maintenance fund

Administrative expenses are 7% greater than the 2016 budget and 2% greater than 2016 actual expenses. The budget variance is attributable to the portion of the 2014 and 2015 financial reviews that will be completed in 2017. The 2017 budget includes those expenses, which had also been included in the 2016 budget.

Respectfully submitted,
Jim Stapleton, Treasurer

Stewardship 2016 Annual Report Time, Talent and Treasure

At Trinity we continued to emphasize that stewardship is a year around ministry for each of us—it is time, talent, and treasure all year around. “‘Walk in love’ is a simple phrase, but packed with implications for all of us as we worship together and work to maintain the security and sanctity of our sacred church home. When we walk in love with one another in this Christian community, we will surely have the resources needed to continue our good works in the name of God. Walking in love requires that each of us does what we can to keep our community in good financial shape while we anticipate yet another year of worshipping God, growing together in faith, helping others, and loving our neighbors.

We all know the church lights must stay on, our building must be heated. We must care for the children and youth who attend our church and pay the modest salaries of those who are responsible for coordinating these activities. We must provide spiritual nourishment to all who enter our doors, we must be prepared to baptize, confirm, marry and bury those who worship among us. These needs don’t vary much from year to year and yet the price tag assigned does rise a bit with the national economy. Let’s keep our momentum going in God’s name. Trinity, Collinsville is known as a safe, giving, loving place in the community. This is with thanks to the dedication of so many volunteers and your previous financial gifts!”

This year your Vestry took responsibility for Stewardship with the theme of “Walking in love.” The words above were shared with you in October. We walk in love in many ways, and it takes all of us to be listening for what God is calling us to do and to be. We know there must be a group of Trinity members who have passion around helping us to be the best stewards we can be of what God has given us. We entered the year of 2016 on faith and we ended the year well. God is good all the time, and how do we respond to God’s generosity in our lives? This year’s stewardship drive resulted in 69 pledges—8 fewer pledges than last year. How do we move that number higher vs. a trend downward? Will you help us in 2017 to seize our time to be stewards that God intends?

In gratitude and in hope,
Your Vestry

Christian Education 2016 Annual Report

The on-going goal of those who minister in Christian Education is to provide opportunities for all members of Trinity Episcopal Church to nurture and develop their faith.

For children: To implement age appropriate lessons and activities that teach and proclaim the Gospel message. Formal Christian Education classes follow the academic school year (September – June) and attendance each Sunday morning averages anywhere about 20 – 25 students.

Curriculum for Pre-K through 6th grade: The core curriculum used by our youngest children (pre-k and kindergarten) through grade 6 is *Living the Good News*. Published by Cokesbury, LTGN offers developmentally appropriate material for each grade level and allows our youngsters to explore the Sunday Scriptures very much in accord with their individual learning styles. This program allows all of our children to listen and/or read and discuss the lessons specific to any given Sunday and also provides them (and their teachers) the opportunity to seek and find ways to make the Word of God a living reality in their every day lived experience. ***Godly Play*** remains an integral part of our pre-k through grade 3 curricula and, throughout the grades, the use of *imagination* and *play* is thoughtfully encouraged.

For youth: To provide a safe and nurturing environment where they can discover and explore their faith. Our primary curriculum for our young people in grades 7 through 9 is *Journey to Adulthood*. This program encourages young people to engage in conversation about self, society, sexuality and spirituality within a safe environment whose boundaries are confidentiality and trust. *Living the Good News* (Young Teen) is used as a supplemental text to familiarize these young people more deeply with Sacred Scripture. Our Confirmands are engaged in two sources for reflection – *My Faith, My Life* (Jenifer Garber) and *I Will With God's Help* (Mary Wile). Most of the “work” of this group, however, occurs in faith-filled conversation and dialogue that is continually supported by their Confirmation mentor. This component of faith formation is not unique to the Confirmation group but occurs in all of our classrooms and at every age level. Trinity is blessed beyond measure in our Church School teachers!

Outreach, Stewardship, Worship and Christian Education: It is always our prayerful intention that the religious instruction of our children and young people remain connected to the vision, mission and ministry of Trinity Episcopal Church, Collinsville as well as to that of the larger Church community that extends beyond our walls. To that extent, we encourage and empower our children and young people to take leadership roles in Sunday Eucharist as well as other special liturgies throughout the year. This year, we initiated “Family Worship Sunday”. Every six weeks or so, all of our children and young people are invited to participate fully in a Sunday Eucharistic worship service.

They volunteer and experience what it means to minister to their faith community as lectors, intercessors, choir members and usher/greeters and even a St. Nicholas *elf*. In addition, stewardship, community service and mission experiences continue as expectations not only for the adult members of our faith community but for our children and young people as well. We intentionally discern **how** and **where** Christ might be inviting us to be His hands, His feet and His love in our sometimes-broken world. In the spring of 2016, our young people promoted, prepared and served a Spaghetti Supper whose proceeds went to Camp Hispaniola. There was a collection of warm winter socks for the homeless of Hartford (distributed by Rose Eagen through *Church Street Eats*) that helped us remember that St. Nicholas (celebrated on December 6th) served the poor of his time as we are called to do in ours. Throughout Advent/Christmas 2016, our families filled mite boxes for the American Friends of the Episcopal Diocese of Jerusalem.

For adults: To offer regular and special programs that enlighten and expand their understanding and love for Christ in their lives. Although a challenge at times, providing programs and experiences that meet the varied needs and desires of the adult members of Trinity remains a constant Gospel mandate. Throughout 2016, we continued to offer such programs as weekly Scripture Study groups, book discussions on topics critical to on-going adult Christian formation, quiet hours, a Lenten Silent Retreat at Holy Cross Monastery and four Friday evening Lenten soup suppers that provided invaluable opportunities for faith sharing and fellowship. In 2016, the theme for these four evenings was *Walking in Faith as the Children of Abraham*. To encourage family attendance, child care continued to be offered. Finally, each faith formation teacher is responsible for classroom preparation and that is, in and of itself, a wondrous opportunity for the deepening of their own journey with God. It is my joy and privilege to walk that journey with them and to assist, with God's help - as I am needed and able.

I am extremely grateful to all those who support us in remaining faithful to the vision and mission of Jesus Christ – our adults, children, young people, Church School teachers, Sunday Morning Coordinators, the members of the Christian Education Committee and the Rev. Linda Spiers, our rector. We are grateful that God has chosen us to *teach as Jesus did* – with love, compassion and commitment to and for all God's people. We believe that Christian formation is a lifelong process where the secular and sacred become one in Christ's love - through the grace of God. Amen.

Respectfully submitted,

Theresa Bellacosa
Minister of Christian Formation

Music Ministry 2016 Annual Report

Music continues to be at the heart of Trinity's liturgy. The leadership provided by Trinity's faithful Choir fills our sanctuary with prayerful song and joyful music that makes the soul smile. At the end of June we said farewell to Trinity's beloved Minister of Music Kenneth Woods after 32 years of faithful ministry with us. The Choir worked with various supply organists and musicians after Kenny's retirement—sometimes offering a cappella anthems and always offering their flexibility and many gifts. Trinity's Choir librarian Leslie Dehey offered her leadership in selecting anthems and hymns, and managing the music library.

An Organist Search Committee was formed over the summer and began the work of defining what our organist position might encompass, how the position would be posted, how our interview process would be conducted—all of the necessary details of hiring a new Director of Music. Mimi McGill chairs the Organist Search Committee and serving with her are Leslie Dehey, Nancy Dasilva, Susan Jones, Paul Atkins, and Sheri Sparks. In the fall we received applications, interviewed candidates who ultimately sought positions elsewhere. We continue to post our position online at several websites and in a number of colleges and universities. Alex Kirstukas, a gifted member of Trinity's Choir, currently serves as our Interim Director of Music and began that ministry in December. We are grateful to Alex for his many gifts and the leadership he brings to our music program.

The Choir has been blessed with Trinity's children when their voices were added on Family Sundays that began in the fall. Church School Children more fully participate in the liturgy on those Sundays, and a number of children have opted to sing with the Choir!

On behalf of the entire congregation I give thanks for Trinity's Choir, for Kenny's ministry, for Alex's new ministry with us. Thanks be to God for each and everyone.

Respectfully submitted,
The Rev. Linda Spiers, Rector

Communication Committee 2016 Annual Report

This ministry includes the following functions:

- Documentation of all major parish events
- Creation and maintenance of the parish website - www.TrinityCollinsville.org
- Assist with the creation of print ads
- Provide technology help desk functions for the parish staff
- Assist others in the parish with photography, media or technology needs

Trinity's website is divided into six major sections: About Us, Media (Publications, and Photo Gallery), Calendars, and Ministries. The photo gallery contains pictures of all major parish events. It is not always possible to be at every event and so we rely on parish members who have cameras to help us document the life of the parish by submitting their pictures of any event for inclusion in the parish photo gallery on-line.

Each parish publication is posted online to coincide with the delivery of these publications in printed form. Each week's sermon is also available in pdf format for download.

We are also responsible for the parish-wide e-mail service that sends out timely announcements to all those in the parish who have an e-mail address. If anyone in the parish isn't receiving these messages, please get your e-mail address to Mary in the office.

This year, as part of the Nurture Trinity capital campaign, we installed new computers in the office and provided the software to allow collaboration on common documents using both the office network and a new cloud storage solution. This coming year, we will be working with the finance committee to migrate our major parish software product (Church Windows) from the desktop to the cloud.

This year we designed and arranged for publication of display advertisements announcing our holiday services for Easter, Thanksgiving and Christmas in local newspapers.

We would welcome additional assistance from anyone in the parish with skills in media and/or technology.

Respectfully submitted,
Rick Richardson, Chair

Worship Committee 2016 Annual Report

The Worship Committee has continued to meet monthly throughout the academic year and planned Trinity's worship services, making sure that all ministry groups were informed and involved as needed.

During the year the Worship Committee continued to plan the *No Rehearsal* Epiphany Pageant, Ash Wednesday (with *Ashes to Go* along with hot cross buns from 6:30 to 8:30 a.m. in Trinity's Parking Lot), Palm Sunday with chicks on a stick in procession, Holy Week services, Easter Vigil, Easter Day, Pentecost, Trinity Sunday, Youth Sunday, Homecoming Sunday, Blessing of the Animals, Children's Sabbath, In-gathering Sunday, Thanksgiving Day with blessing of breads, Advent Sundays with Advent wreath, Rite-13 liturgy, and all of the normal Sundays through the year. At the conclusion of Trinity's Lenten series, the group planned a Taizé worship service, and plans are currently underway to conclude 2017's Lenten series with another Taizé service. Anthems continued to be planned by Minister of Music Kenny Woods with the assistance of Leslie Dehey until Kenny's retirement June 30. From that point forward Leslie and Linda have worked on the planning of music. Alex Kirstukas began as Interim Director of Music in December and will continue through the end of March 2017.

Trinity's Saturday night service planning group continued its work of determining how the new 5 p.m. service would be built. The service was to be informal and include Holy Eucharist—a service that was modeled from the *Church by the Pond* Holy Eucharist. There was a request for members of the parish to help name the service, and so *Jammin' with Jesus* came to be the name. The Saturday night worship planning group invited others in the parish to join in the planning process, and the group expanded to include Dawn Lowell, Travis Robinson, Ann McAadoo, Jackie Decker, Jo Wallace, Rebecca Gorman, Stephen Gorman. The service began on Saturday, April 2, at 5 p.m. and was held on each Saturday through December 31 with the exception of Christmas Eve. The musical team each week included Dawn Lowell, Leslie Dehey, and Travis Robinson with others offering their musical talents on occasion. In December's Vestry meeting the decision was made to take a break and to step back to reassess the Saturday service. The service clearly fed people at Trinity and attracted some new members to Trinity. There is a need to build better back up support when one of the musicians is away.

I continue to be grateful for the faithful counsel and ministry of the Worship Committee—Jan Atkins, Theresa Bellacosa, Leslie Dehey, Roseann Kitching, and Phyllis Lowell. They are eyes and ears for feedback about our liturgy—all helping to plan worship such that we are mindful of liturgy being the work of the people. We look for ways to enrich while honoring the beauty of our tradition. If you feel called to help us with Trinity's worship and liturgical matters or want to offer us some ideas, please contact any one of us. It's a great way to learn more about the church, and why we do what we do.

Respectfully submitted,
The Rev. Linda Spiers, Rector

Altar Guild 2016 Annual Report

Altar Guild Mission Statement:

“To render, with dedication and loving attention to detail, all Holy Housework Needed for liturgy and worship at Trinity Episcopal Church with an intention Of creating a sacred environment of Trust, Peace, Hope, Charity and Love, All for the Greater Glory of God.”

Each week our Altar is tended to by your Altar Guild. Weekly funds for flowers and the sanctuary light are given by parish members in memory of, or in thanksgiving for, someone or some special occasion in their lives. If you would like to contribute or join us in this mission, you will find envelopes and signup sheets on the tower in the Narthex. Simply fill in the date you would like to denote, place your funds in the envelope provided and drop it in the offering plate or return it to the church office. These donations are how the Altar Guild is funded. Your participation is greatly appreciated.

We move quickly through the seasons and altar guild members are kept busy with an ever-changing schedule. The Altar Guild doesn't just work on Sundays. You will find us here during the week if there are special services or needs, a team arrives on Saturday morning to prepare for Sunday services and on Sunday we work throughout the morning to make sure all is set for our two services. You have a wonderful dedicated group of women on your Altar Guild. Be sure to thank them!

This year we added the *Jammin' for Jesus* service to our schedule. Special thanks go to Dawn Lowell and Phyllis Lowell for covering those Saturday services when a scheduled member was unable to attend the service, and to Linda+ who always helped when we needed extra coverage.

Thanks once again to Mike Wallace for our Christmas greens. A snowy Saturday morning kept many from attending our annual wreath making, but with few hands much was accomplished and we were able to have wreaths made in time for the greening of the church. Thanks to Sharon Corthouts for the beautiful floral arrangements at Christmas and to Linda Burgess and her team for the Thanksgiving Harvest and Easter Garden. Long term members and their knowledge are much appreciated on this Guild. There is always something new for us to learn.

We are always looking for new members to join the Altar Guild. If you are interested in joining us, please let me know. More hands are always needed and we would be happy to have you share with us the joy of preparing the Altar for worship.

And to all parish members, thank you for your continued support and encouragement. Thank you to Mary Jones for keeping me on track with reports, announcements and early access to bulletins and to Linda+ for her love, support, encouragement and for continuing to make us all welcome at the Lord's Table.

Respectfully submitted,
Jan Atkins, Altar Guild Directress

ALTAR GUILD MEMBERS

Phyllis Lowell, Joan Hayes, Ann Bierut, Ann McAdoo, Karanne Farling, Linda Burgess, Deb Asaro, Dawn Lowell, Emily Henne, Carlene Rhea, Marianne Amo, Bette Holmes, Sharon Corthouts
Special Flowers – Carolyn Jones

Outreach Committee 2016 Annual Report

Our donations and accomplishments this past year, as usual, reflect our philosophy of helping people and families in need, most especially children, locally, statewide and throughout the world.

The Special Envelope donations for 2016

Ash Wednesday
Good Friday
Easter Sunday
Ascension Day
Trinity Sunday
All Saints Day
Thanksgiving
Christmas

Guiding Light Orphanage in Africa - \$675
The Anglican Church in Jerusalem - \$120
Susan B Anthony - \$1,165
Interval House - \$45
Winsted Family Shelter -\$85
Winsted Soup Kitchen - \$45
FISH Homeless shelter - \$60
Episcopal Relief and Development - \$565

On Super Bowl Sunday we collected **\$200** in our “Souper Bowl Sunday” stockpot to send to Church Street Eats.

We continued our commitment to providing meals to ‘Lunch in the Park’ on a quarterly basis, as there is no meal available otherwise to the homeless in Hartford on Saturdays. With the help and contributions of many parishioners, we provided and distributed 70-100 bag meals to the homeless at Bushnell Park on January 23, April 30, July 23 and November 5th.

In the spring, the Outreach Committee made and delivered ‘goody bags’ for homebound parishioners to let them know they are missed. In December homebound parishioners received a plant and some small necessary items as well as a prayer.

In November, Julia Wholey chaired the *Quality Street Fair*. A host of other parishioners participated in a multitude of ways to make this annual fund raising truly successful. \$7,200 was raised and divided between the Canton Food and Fuel Banks.

In December a needy Canton family received multiple Christmas gifts due to the generosity of our members. Our annual warm accessories tree was filled with mittens, gloves, scarves, hats etc. by parishioners and delivered to the Gathering Place to be distributed to homeless individuals and families.

The Canton Food Bank, operating out of Trinity, continues to feed many of our Canton neighbors. We ask that you continue to remember to pick up non-perishable food items when you are shopping and drop them in the basket on your way in to church.

We gratefully thank the congregation for its wonderful support of the Outreach Committee. Without your continued support we would not be able to help those people less fortunate than ourselves as Jesus calls us to do. We welcome suggestions of any organization that you would like us to consider for the upcoming year. We continue to seek ‘new blood’ on the Committee especially newer members of Trinity, to provide us with new ideas, talent and energy. Please consider it!

Respectfully submitted,
Gail Emmerson, Chair

Pastoral Care/ Welcoming 2016 Annual Report

In 2016 the Pastoral Care/Welcoming Committee has continued to assist in the ministry of visiting and taking communion to the parishioners who are unable to attend Sunday worship. Each committee member has been assigned one or two homebound parishioners to be visited at least once a month or more if needed. We would love a few more members, especially the Licensed Eucharistic Ministers (LEMs), as some have moved out of state. If you would like to be part of the (LEMs) ministry, please see Linda+. This particular aspect of our ministry allows us to take communion to those who are confined at home recuperating from illness or other circumstance. It helps to keep parishioners connected who are unable to be with us on Sundays and in a sense takes church to them. From this group meals for recently hospitalized persons are coordinated and a card ministry actively continues. It's a ministry filled with blessings, and we will train you! You have only to express desire to join us.

We continue to welcome all people into our doors and help others know that all are welcomed at our table. This group hosts newcomer ministry Sundays when they happen, one of which was held on April 17 when we welcomed 8 new families and/or individuals to the parish. Our Sunday ushers have been wonderful greeters, and we are always looking for new ways to welcome the stranger into our midst.

Please consider joining in this ministry, we would love to have you serve with us. Please contact Roseann Kitching (860-507-6497) or Linda+ (860-693-8172).

Respectfully submitted,
Roseann Kitching, Chair Pastoral Care and Welcoming

Counters 2016 Annual Report

Working in pairs, weekly contributions are counted at the end of the 10:00 a.m. Sunday service. In the past year, there were 7 regular counters; 2 people left and 2 new people joined the team. Treasurer Jim Stapleton regularly assists, as needed, with counting. Weekly contributions are entered on pledge sheets. A code number is used for each entry recorded on the pledge sheet. Pledge and non-pledge money is then recorded on a line item summary sheet. Notations are made as cash or check contributions. The discretionary fund is non-budget income. One person from the pair is responsible to stop at Webster Bank on Sunday to make the deposit.

The pledge and summary sheets, pledge envelopes, and other items are given to Mary Jones, Parish Administrator.

Respectfully submitted,
Judy Hinman

Acolyte 2016 Annual Report

While we maintained a strong core in the Acolyte group this past year, our challenge (as in past years) has been working to identify new members. We are especially grateful for the faithful service of our Acolytes who serve *all year* with dignity and reverence. Due to crazy schedules this past year, we were unable to enjoy a fun “getaway” as a group – something which I will make a focus in 2017, so stay tuned! In addition, there will be some fun in-church sessions coming-up in the April/May timeframe where everyone will get a chance to refine their skills in a way which I promise will be enjoyable for all.

As mentioned above, our focus will continue to be to grow the membership in this most important service here at Trinity, and I encourage new members to join – BOTH youth and adults. The only requirements are that you are a minimum of 9 years old or a graduate of the 3rd grade, and are able to literally carry a torch. There is always room for another Acolyte!

Respectfully submitted,
Neale Hegarty

Lectors/Intercessors/Ministers of Communion 2016 Annual Report

We continue to be blessed with a number of faithful lectors, intercessors, and ministers of communion and we would love to have more people as part of this important ministry. Some new folks have joined us this year. The lectors and intercessors serve at 8 a.m. or 10 a.m. This year we broadened our Prayers of the People by having members of the congregation at large offer the intercessions. Lectors helped us to hear the Holy Scriptures for each service with intention and meaning. A rota is set each month for the designated individuals. During the year we occasionally have youth reading—for example at the Epiphany Pageant, Palm Sunday, Good Friday Stations of the Cross, Youth Sunday, Children’s Sabbath, etc. We look for more occasions when the voices of Trinity youth can be heard and we have had that opportunity with the monthly Family Worship services that began in the fall where everyone is in church and youth offer themselves for various ministries.

Ministers of Communion have also served faithfully at both the 8 a.m. and 10 a.m. services, administering the chalice and on healing Sundays assisting with the distribution of bread. At the 8 a.m. service the minister of communion also serves as crucifer and acolyte. Serving at the altar can be a blessing, and we invite you to talk to one of our Ministers of Communion. Perhaps this is a new ministry for you!

Lectors, intercessors and ministers of communion serve throughout the year. They have substituted for each other when needed and shared the load. I continue to be honored to serve with them during our liturgy and thank each of them for their presence and their faithful ministry.

Respectfully submitted,
The Rev. Linda Spiers, Rector

Ushers and Greeters 2016 Annual Report

Thank you to the Ushers and Greeters for the year 2016. Your dedication to this ministry that shows all who come through our doors the hospitality that Trinity has to offer is truly a gift to our parish. Greeting familiar faces and those who are new among us is a testimony to who we are and how we share Christ's love among us.

We currently have 2 volunteers for the 8:00 a.m. service and 5 couples, and 7 individuals for the 10:00 a.m. service. There will be 2 more families joining in 2017. This ministry presents an ideal opportunity to meet the new members of Trinity on a personal level and to talk with familiar members of Trinity as well.

Elizabeth Cowell continues to share the responsibilities of Usher/Greeter management with Mary Jones. Elizabeth monitors the Sunday duties and generates the reminder calls while Mary continues to create and distribute the schedule and monitor changes. If you are interested in becoming a member of the Usher/Greeters team, please see Elizabeth Cowell or email the office at office@trinitycollinsville.org.

Arriving 30 minutes before the service begins, Usher/Greeters direct and greet people as they come to attend service. Other duties include, taking attendance (which includes the choir and those serving and all church schoolteachers and children), recording the total number of attendees and giving that number to the office, process the Bread and Wine to the Altar, collecting the offering, putting the Hymnals and kneelers in order and making sure that the sanctuary is tidy for the next service.

Please consider joining this group and help to welcome those new among us as well as those who have already found a home at Trinity.

Respectfully submitted,
Mary Jones

Trinity Nursery School 2016 Annual Report

The following is the report of Trinity Nursery School Teachers to the 2016 Annual Meeting.

The school employs a treasurer and five teachers working with three classes (two four-year-old classes and one three-year-old class).

Lee Ann Delaney has been appointed as the Administrator along with being the school's head teacher. Teacher's files continue to be reconstructed for efficiency and organization. The new Professional Development procedure which includes tracking updates for all certification and training courses which are required by the State of CT Statutes and Regulations is running smoothly. With few changes, this new system reached its two-year anniversary in July 2016.

Contracted Nurse Consultants LLC. are thorough and keep their scheduled visits as required per state regulations. They check and advise overall health, safety and nutrition of the nursery school program. This contract is required by state licensing.

The annual NAEYC Accreditation application was reviewed in the Washington D.C. Headquarters and TNS received their certificate for another year. This is an extensive, time consuming and expensive application. NAEYC has increased their fee which brings the amount to \$700 per year. We are very proud to achieve such standards; given that we are a small nursery school in Collinsville. Many private/church nursery schools cannot afford NAEYC accreditation; there are very few accredited in the Farmington Valley and Litchfield area. The cost for renewal is over \$1,700.

The Parent Volunteer Committee and Lee Ann have been working on an overall survey to aid in future marketing, publicity, and overall financial decisions.

Lee Ann and Amy Wasseluk (Publicity) have worked on new ways to advertise for the school. Trinity Nursery School now has a Facebook page and Lee Ann posts weekly updates on activities and events. She is gradually updating and improving the information on the nursery school website so that it is mobile friendly for parents and prospective families who are "on the go".

Teachers Judy Sharp, Mary Doran, Katy Gentile and her two daughters Bella and Sophia purchased and collected gift items for various ages and packaged them for their annual contribution to Canton Food Bank families.

A curriculum-based fundraiser with each class raised over \$400 to buy sheep via Heifer International for impoverished families. The students learned the many ways sheep can benefit families. A lamb (Oreo) visited the class, the children read stories, sang songs, played in a variety of centers with different types of wool, pretended to trade wool and cheese for medicine and clothes. Lee Ann made a Lamb dish with Naan, Tzatziki, and curried rice. Surprisingly, the majority all tried it or asked for seconds! Most importantly the nursery school children and their families experience the intrinsic value of doing work for others (in this case, age-appropriate chores to raise money), witnessing the fruits of their labor in multiples-group outreach and exposure to the vast world we live in. Heifer international sent Trinity Nursery School an award for being outstanding and dedicated patrons to their cause.

The teachers have created new and inventive ways to hang the children's art work and post the plethora of policies, here there and everywhere. On a lighter note: Did you know that our classroom Guinea pig, Maizy has her own policy which is required to be posted on the wall next to her crate? Lee Ann took it down to revise and will be updating it to be sure no snacks with nuts are offered to Maizy, due to children with nut allergies.

I write on behalf of our teachers and families: We are blessed to work with young children at Trinity Nursery School; they're our hope for the future and world. We would like to take this time in our report to thank Linda Spiers, Mary Jones, Trinity's Vestry, Trinity Parishioners, and the Episcopal Diocese of CT for supporting our nursery school program. The children also want us to be sure we thank the nice man (Mr. John Almori) who delivers recycled cans (without sharp edges) for their paint.

We are thankful for the parents and alumni families and those who assist in keeping our nursery school in operation. Blessings to all.

Respectfully submitted,
Lee Ann Delaney, Administrator/Head Teacher

Trinity Nursery School Parent Volunteer Committee 2016 Annual Report

We continue to see a decline in enrollment that has been observed since the 2012 school year resulting again in 3 out of our 4 classes running. In 2015, we operated on two 3's classes and only one 4's class, and this year it has flopped to one 3's class and two 4's. We have 16 students in the am 3's and 11 students in the am 4's and 9 students in the PM 4's. We actively market and promote our school in a variety of ways. In the past we have not fully utilized our marketing budget, but fully intend to this year by furthering our presence on the internet, making fresh signs for our open house and updating our website and brochures. Our open house is coming up on Wednesday, January 25 and are hopeful that we will meet our minimum numbers to have all four classes in session for the 2017-2018 school year. Should we not reach enrollment numbers by May, we will be brainstorming alternative classes keeping in line with our mission to offer to our families in an effort to fill the empty class session. We have agreed to keep tuition rates for next year, but increase our registration fee from \$75 to \$100 which will help bring in a few extra dollars to our budget.

As in previous years, we continue to focus on both paid and free advertising opportunities to maintain and attempt to bolster enrollment. The school's website is still in the process of further updates to include parent testimonials and further highlight our schools offerings.

Our school continues to maintain its NAEYC accreditation, thanks to the intensive work of administration and the dedication of our teachers. The lengthy and intense documentation process will happen again in 2017, as it is a 5-year renewal program. Continuing our NAEYC accreditation sets TNS apart from other preschools in the area and validates the excellence of our educators and the program provided for our children and families.

Fundraising efforts for the year are underway. To date, we have had the following fundraisers, Mixed Bags, Scholastic Book Sales, T-shirt/sweatshirt fundraiser and our annual Candy Cane Carnival. Our fundraising chair has a Munson's candy sale planned for February and a Chipotle dinner fundraiser is being discussed for the spring. We continue to try and focus on fundraisers which are the most successful, as well as those that appeal to our families and that the children will enjoy as well. As a parent board, we are working on taking unnecessary pressure off our families and keeping the focus on the preschool experience. This year's Candy Cane Carnival went very smoothly and was enjoyed by attendees. With a small core group of volunteers, we still raised an impressive \$3,400, which was approximately 10% higher than last year. We used signupgenius.com as well as lots of emails to the families for help which is why I think we were able to increase our sales even with lower enrollment. We updated some of our games and put in a lot of effort to continue running the event successfully. However, if the low enrollment trend continues, we would anticipate fundraising efforts to fall under budget despite our best efforts. We are in the midst of surveying our current families about the Candy Cane Carnival fundraising specifics as well as general fundraising thoughts.

We continue to identify the need to replenish the Deborah Burton Trust Scholarship Fund, as it has historically benefitted so many families wishing to attend our program. Since 2013, the fundraising and scholarship committees were combined and ten percent of all fundraising proceeds continue to go towards the Scholarship Fund. This has worked hand in hand with our efforts to limit fundraising demands, and we anticipate this to generate a regular source of funds to keep the scholarship active. We also have a fundraiser at LaSalle Market specifically for the scholarship planned at the end of January (1/21) and all funds raised from this evening will go directly to the Deborah Burton Trust.

School activities outside of the classroom continue to include hayrides and pumpkin picking, seasonal programs at the Roaring Brook Nature Center, a classroom visit from the RBNC, a family movie night, ice cream social, and our end of the year picnic, complete with school bus ride!

The publicity committee continues to work hard to utilize local free press opportunities, in turn bolstering TNS awareness in the community.

The playground committee continues to be vigilant in keeping our outside space safe, bringing in new mulch. We also upgraded our bathroom toilet paper rolls to a more sturdy rust proof holder that a parent volunteered time and tools to also build out the units off of the wall so the children can feel more comfortable reaching the toilet paper independently.

We continue to employ one full time teacher, our Head Teacher, Lee Ann Delaney, who teaches the three and four-year-old classes. Lee Ann functions as the Program Administrator as well, and successfully fulfills both roles. Katy Gentile, a part-time teacher, has continued in the classroom with Lee Ann teaching the four-year-olds. Judy Sharp, Mary Doran and Diane Hale continue to be part-time teachers working with the three-year-old classes. Our teachers consistently display their love of preschool education, and are recognized in the community for their outstanding creativity and teaching skill.

Donna Miscikoski continues as our Treasurer. As mentioned above, Lee Ann Delaney began as Program Administrator in March 2014. Our Treasurer and Program Administrator are reimbursed for a variety of administrative duties to include renewal of state licenses, renewal of our NAEYC accreditation inspections, contracts, student paperwork, registration, invoices and payments, budgeting, budget variance tracking, cash flow management, tuition tracking and follow up for any other duties required. The Executive Board continues to meet on an as needed basis and consists of the following members, PVC Chair, Administrator, Rector and Treasurer.

We are thankful for another successful year as always due to the generous relationship between our school and its parent volunteers. We are extremely grateful for our dedicated parent volunteers, as well as our committed school staff. We would also like to express our sincere thanks to the members of the church Vestry and their continued support of the nursery school.

Respectfully submitted,
Judy Corry, PVC Chair
Lee Ann Delaney, Program Administrator

CANTON FOOD BANK ANNUAL REPORT FOR 2016

We presently have 135 clients qualified through the intake process at the Senior and Social Services since July. With the generosity of our community with non-perishable and occasional perishable food and monetary donations we can provide for an average of 54 clients each week feeding 114 individual family members. Individuals, schools, organizations, businesses and area churches continue to support us through their food drives and donations.

We continue to receive food items on Monday through the Foodshare Retail Program. Two volunteers bring us food from Shop-Rite which is then distributed to our clients on Tuesday. In addition volunteers pick up bread and pastry from Big Y and Shop-Rite each Tuesday morning for distribution. In 2016 with the support we received from the entire community we were able to provide for a total of 2,827 (2,463 in 2015) for 5,866 (5,562 in 2015) individual family members.

The Canton Food Bank is an all volunteer organization with over 40 volunteers at this time. These volunteers provide bakery pick-up, shelf stocking, distribution of food and grocery shopping each week. We always need volunteers so if members of the congregation would like to give a few hours a month, we would greatly appreciate it. You may contact me at 860-693-0629.

Of course, everyone should know that without the generosity of Trinity Episcopal Church the Food Bank would not exist. You provide not only the space and the donation from your *Quality Street Fair* but hospitality to both our clients and volunteers. You are truly a blessing and we appreciate your support and prayers immensely.

Respectfully submitted,
Pat Lazauski
Director

Canton Connections 2016 Annual Report

Canton Connections had a major setback last year. Our major grant (\$3,500) from the Bishop's Fund for Children will no longer be available. The Bishop's Fund Board decided to merge with Camp Washington and would not be offering grants any longer. We did have enough funds to finish our school year and to fund Sessions 1 and 2 for this new school year. We were able to accomplish this with grant funds from Canton Community Health Fund received in June (\$3,000), the Archdiocese of Hartford blessed us with a donation of \$1,550 in the fall, St. Patrick's Church fulfilled their pledge of \$500 and added an extra donation of \$500 from their church's Human Needs Committee, The First Congregational Church, Canton Center sent in their pledge of \$400 from their Missions & Outreach Committee, Trinity Episcopal Church sent in their pledge of \$500, as did Collinsville Congregational Church (\$500).

At the beginning of August we had an Executive Board Meeting to ascertain whether the continuation of Canton Connections was feasible. Not only was there a question of funds to support the program but once again we were in search of a new treasurer due to family issues for Wendy Cyr and Elaine Howland wanted to retire from her post as president. We did find a new treasurer, once again from our Trinity family, Phil Klemarczyk. He is stepping into the position starting this month. After sending out pleas to schools & churches in Canton for new members we are **still** looking for more members to fill our small Board and looking to find someone to step into the president's position (**HELP!**).

Our Flatbreads fundraiser was again a success! In addition to the Silent Auction, the KC Sisters and Charlie Paul preformed that evening which again MADE the evening. In addition to a fundraiser at Flatbreads we had a fundraiser the same evening at Ben & Jerry's for dessert. We raised a total of \$1,073.50, \$213.50 from Flatbreads, \$100 from Ben & Jerry's, and the balance from the Silent Auction.

Caryn Turek, our program director, talked in her annual report of the many wonderful moments with the children, their families, and teen volunteers. Traditionally she keeps many of the small projects the children accomplish the same so that it helps to build relationships in a community setting, to keep tradition, to teach the children to think of others, to create an opportunity for the children to help others, and to learn about other people who live outside of Canton. The program focuses on having fun learning in a creative setting, thinking more openly, being more responsible towards each other, and becoming more confident and comfortable in their surroundings. In addition to decorating a Christmas tree for the Canton Historical Museum's Gallery of Trees this fall, the children decorated a trash can for the Historical Museum in May. A collection of money for Camp Hispaniola was another of their projects again this year.

Canton Connections is so thankful to Trinity Episcopal Church for housing us for the past 19 years, thankful for members of Trinity who are so helpful on the Board, and especially to our wonderful minister, the Rev. Linda Spiers, for all her tireless work on Canton Connections behalf.

Respectfully submitted,
Elaine Howland, President

**Save the date
of
Tuesday, February 28
For a Mardi Gras Supper**



**It's Trinity's Shrove Tuesday Mardi Gras Celebration with
New Orleans' surprises for all!**

Watch for more details but save the date now!

THE PARISH OF TRINITY EPISCOPAL CHURCH

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Rector e-mail address: Rector@TrinityCollinsville.org
Parish Newsletter, *Touchstone*, e-mail address: Touchstone@TrinityCollinsville.org
Website: www.TrinityCollinsville.org

SUNDAY

8:00 a.m. -- Holy Eucharist
10:00 a.m. -- Choral Eucharist
Summer Sunday Worship (July and August): 8 a.m. and 9:30 a.m.

STAFF

The Rev. Linda M. Spiers, Rector
Theresa Bellacosa, Minister of Religious Education
Alex Kirstukas, Interim Director of Music
Mary Jones, Parish Administrator
Norman Robinson, Sexton

VESTRY

Maryellen Prudhomme, Senior Warden (860-675-8117)
Neale Hegarty, Junior Warden (860-651-3035)
Jim Stapleton, Treasurer
Arthur Lowell, Thomas Sweeney, Assistant Treasurers
Heather Garvin, Clerk

Mimi McGill (2017)	Tracey Dandley-MacLaren (2018)	Rachelle Harper (2019)
Dawn Lowell (2017)	Elaine Howland (2018)	Marc-Yves Regis (2019)
Travis Robinson (2017)	Sheri Sparks (2018)	Julia Wholey (2019)

PARISH OFFICE HOURS

Tuesday through Thursday: 9:00 a.m. – 4:00 p.m.
Friday: 9:00 a.m. – 1:00 p.m.
Summer hours (mid-June thru August) Tuesday through Friday: 9:00 a.m. – 1:00 p.m.

TRINITY NURSERY SCHOOL – 860-693-4615

Faculty: Lee Ann Delaney, Mary Doran, Kathryn Gentile, Diane Hale, Judy Sharp