

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

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

January 27, 2019



MISSION STATEMENT:

**“With God’s love, we joyfully welcome and nourish all;
with God’s help, we serve our community and beyond.”**

Trinity Episcopal Church
Collinsville, CT 06022-0374
Annual Meeting Minutes - January 28, 2018

The Reverend Linda Spiers called the meeting to order at 11:12 a.m and opened the meeting with a prayer.

A motion was made by Walter Lowell to accept the Agenda, seconded by Heather Prescott and unanimously passed.

Minutes of the January 22, 2017 Annual Meeting were reviewed. A motion was made by Walter Lowell to accept the minutes, seconded by Peg Pinton and unanimously passed.

William Smith: JenningsSmith Associates

The vestry with guidance from Linda has contracted Bill Smith to do a safety assessment of the church. The shooting in the First Baptist Church in Sutherland Springs, Texas, raised the critical awareness that Trinity needed to pursue a plan to make our church safe.

Bill Smith has been in the business of safety for 38 years. Churches now have to think of security. He will draft a security assessment of the church to protect parishioners, Trinity Nursery School children and teachers and parents, Canton Food Bank clients and staff, Canton Connections children and staff and parents, Trinity staff, and anyone on our property. JenningsSmith will take a holistic look and set up a model for a happy healthy protected environment. Whenever children are involved, it is the focus/concentration of their attention. They interview staff for assessment of the building and the daily routines and occurrences. Our parishioners input is important, so let Linda know if you have concerns. Consideration of the historic value of the church will be a challenge to fit the safety upgrades in some situations. A report will be issued with suggestions to make it safer while being a protective environment.

Rachelle asked about a timeline and Bill said, as soon as the interviews of employees take place and he has the site plan, he will get the report. It should be within the next 30 days that we will have a report.

Patrick asked about training and there will be training. Part of the report is the Facility emergency action plan (FEAP) and a component of the plan is training.

New Realm Software Conversion: Rick Richardson explained the reason for the update (a 30-year-old computing system). Part of the Capital Campaign money was to upgrade the computer system and this Realm software came by recommendation of an ECCT priest who has installed it in his congregation. It is connected to the cloud and the treasurer's job can be done remotely instead of at the church at all times. It has made the counters and the church secretary's job easier. It will be a tool for communicating in the future. The goal is to have accounts for all parishioners in the church. All groups (choir, vestry, worship, etc.) will be connected through this system. This will replace the current directory and the Church Windows software. Each account is in control of the information on their family site. The third and fourth weeks in February there will be training on how to use this during coffee hour. There will be a Mobile aspect of it also. It is not just accounting system but a communication tool.

Treasurer's Report:

Jim reviewed the highlights of the treasurer's report.

- Cash balance in the operating fund was positive at the end of the year. See page 11.
- Memorial Fund has been repaid from the Capital Campaign. Balances in Rectory and Endowment Fund.
- Rectory fund increased because Linda's pension payments went into the Rectory Fund.
- Endowment Fund investments returned 15.5% over the year and nothing was taken from the fund in 2017. See Page 12.
- Not a lot of variances for expenses this year.

- Money spent to refurbish the Memorial Room.
- There is \$22,000.00 left in the Capital Campaign and by the end of this year, what is left should be folded into the Maintenance Fund. 2016 was the last year of donations to the Capital Campaign. A motion was made by Walter Lowell to accept the Treasurer's Report, seconded by Rick Richardson and unanimously passed.

Report from Nominating Committee & Election:

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

- Neale Hegarty – Senior Warden
- Gary Nicksa – Junior Warden
- Jim Stapleton – Treasurer (one year term)
- Arthur Lowell – Assistant Treasurer
- Tom Sweeney – Assistant Treasurer
- Rick Richardson - Assistant Treasurer
- Heather Garvin – Clerk of the Vestry
- Bill Amo – Vestry Member
- Lisa Bogush - Vestry Member
- Tina Kirstukas – Vestry Member
- Ken Jones - Serving out the 2-year term for Gary Nicksa’s unexpired term
- Tracey Dandley-MacLaren, Elaine Howland, Sheri Sparks and Maryellen Prudhomme are going off the Vestry.
- Karanne Farling, Diocesan Convention Delegate
- Ann McAdoo, Diocesan Convention Delegate
- Rachelle Harper, Diocesan Convention Alternate Delegate
- Paul Atkins, Diocesan Convention Alternate Delegate

Motion to accept the slate as presented was made by Mike Wallace, seconded by Roy McAdoo and it passed.

Motion to cast one ballot for the slate as presented was made by Walter Lowell, seconded by Mike Wallace and it passed. Motion to elect the slate as presented was made by Walter Lowell, seconded by Mike Wallace and it passed.

Rector’s Report:

Linda thanked Maryellen for her service and presented her with gifts. She remembered her term and the events she oversaw—a few of which included the Lead paint issue with Trinity Nursery School, Linda's sabbatical and the Capital Campaign work on the church at that time, dealing with pastoral issues in Linda's absence.

Linda suggested that we read all the annual reports. She highlighted all the good work that is done in this place.

Linda doesn't have an answer as to whether she will be at Trinity for another year. She had a meeting with the Bishop and she is awaiting the Bishop’s decision.

Jan Atkins is going to retire as the Directress of the Altar Guild after Easter and Ann McAdoo will become the Directress with Deb Asaro as her assistant.

Linda thanked Jim Stapleton and Heather Garvin for their continued work year after year.

Community organizers: Tracey Dandley-MacLaren and Marc Ives Regis will be the Trinity organizers that bring parishioners together for work on issues in the community.

Linda pointed out books to read that Bill Smith and the State Police had recommended on the topic of personal and community safety.

Senior Warden:

Maryellen thanked everyone for all she has received from us all.

She thanked Anne Marie Pelletier for her help with rewriting the mission statement. Stewardship conversation was in every meeting. She thanked Paul Atkins, Jerry Holmes and Mike Wallace for their help getting the message across during the Stewardship campaign.

Junior Warden's Report:

Neale went over the furnace replacement and how it worked well during the cold period this winter. Maintenance of the building will be taken care of on an ongoing basis in the future. Thank you to the Trinity handymen who do the work that needs to be done.

Presentation of 2018 Budget:

Page 20 which shows how giving is distributed. A deficit again but it is the smallest that Jim has seen. Increase for computer expenses because of Realm but we would have spent that much if we had stayed with Church Windows.

Page 17. Money has been set aside to support Miriam's Closet. Also set aside is \$3,000.00 for the Outreach Committee to help those less fortunate in our community by making grants to meet specific needs.

Stewardship Update:

Thanks to Stewardship of everyone, we have a budget. Written report and graph is on page 20 that shows the distribution of giving. 6 givers gave 50% of the money and the graph shows that there has been movement away from a few giving the majority. We are very vulnerable when so few give so much.

Recognition of Committee Chairs:

Linda recognized the chairs of the Committees and had them stand up.

Linda is grateful for the staff at Trinity: Theresa Bellacosa (Christian Education), Mary Jones (Church Administrative Assistant), Norman Robinson (the Sexton), and Jenny Bradshaw (Director of Music). Salary increases of 1.95% were passed at the ECCT Annual Convention for the staff.

Walter Lowell made a motion at 12:23 p.m. to adjourn the meeting, it was seconded by Mike Wallace and was unanimously passed.

The meeting was adjourned after prayer.

Respectfully submitted,
Heather Garvin, Clerk of the Vestry

Rector's 2018 Report

"Walk in love, as Christ loved us and gave himself for us, an offering and sacrifice to God." Ephesians 5:2

This is the Offertory Sentence I have used all of my ordained life, and it is a constant reminder to walk in love and remember why we're called to do that. The 2018 year has been blessed in many ways for me as your Rector, being given the opportunity to remain with you another year, as well as for this place of Trinity being given the opportunity to walk in love with conviction and hope. I believe we have walked in love together, reaching out and bravely walking out into the neighborhood.

Central to our walking in love together is our worship—the time when we are nourished by God's word and sacrament and sent forth into the world we inhabit, a world that so needs each one of us to make a difference. Our Family Worship Sundays have continued when all ages are in church throughout the liturgy. On those Sundays Christian formation for our children and young people happened in the liturgy when our youngest members participated more actively by serving as lectors, intercessors, ushers, choir members, acolytes, soloists. One of our young people became a choir intern! Our young people continued to learn how to be leaders in liturgy. We welcomed Director of Music Jenny Bradshaw back to the piano and organ bench from family leave. Jenny created arrangements of choir anthems that have been new as well as traditional; and together with the choir, music has filled our souls. Jenny continued to work with and build the Canton Children's Choir. We had and have a Canton High School student practicing weekly on Trinity's organ—a Canton student who needed a place to practice and has taken his musical gifts into liturgy at his home parish of St. John's, West Hartford. We have learned to walk in love from all that happens in liturgy.

Special liturgy invited us into honoring and celebrating the events of life. We rejoiced at welcoming Reilly Quinn Greene and Cooper Collins Greene into Christ's fold at their baptisms. Bishop Ian Douglas was with us on December 16 for a bishop visitation and confirmed Madelyn Darlene Badger, Jared William Barter, Jack Warren Noyes, Pauline Mae Sparks, and Kady Wallington Nicksa. Received that same day were Peggy Lewis McCarthy and Patrick Ryan Sparks. Reaffirming their baptismal vows that same day were Michael Wallace and Josephine Mary Wallace. December 16 brought great joy and new learning as the Vestry spent time with Bishop Ian in conversation about the changing 21st century church and our continued need to walk in love out into the neighborhood.

We walked in love with families as they said farewell to loved ones in death. Burials or Funerals included James Arthur Brown, Gretchen Kern Brown, Jay Alden Sonneborn, Jr., Regina Marie Viering, Margaret Smith White, William George Jeanfavre, Charles Arnold Robinson, Constance Holley Lovejoy, Katherine Ann Badger, and Kristine Elizabeth Badger Baril. We helped plan and participated with other houses of worship in the *Canton Interfaith Celebration of Thanksgiving*—a communitywide service for Thanksgiving that welcomed people of all faith traditions and included Christian, Jewish, Muslim, Buddhist offerings and Jenny accompanying the Canton choir and our songs. I offered prayers at Canton's Memorial Day Service and at the rededication of Canton's World War II Memorial as we remembered veterans. We continued to learn what it means to walk in love together with our neighbors in times of great joy and great sorrow.

Trinity's youth and young people continued to lead us by walking in love to serve the poor at *Church Street Eats* and helping us make personal care packages for the North Central Region Boot Party guests. They also led us in collecting over 100 pairs of new socks for the homeless. Some returned to *Heads Up! Hartford* to learn how to be leaders and how to celebrate diversity. Some have taught Church School and mentored Trinity's youngest children. Others have volunteered at *Quality Street* to help raise monies for Canton residents in need. One went to the Dominican Republic with an ECCT sponsored mission trip and spent time at *Camp Hispaniola*. Trinity's young people are making a difference by walking in love.

Walking in love happened throughout Trinity's outreach efforts. Again this year a group of Trinity folks of all ages joined people of many faith traditions (and none) as we helped create and package meals for the hungry at the Farmington Valley American Muslim Center—a good deed done on the Martin Luther King, Jr. Saturday, that allowed us to work side by side with neighbors who believe differently and who look

differently. The faithful crew that gathers quarterly to make lunches for Hartford's poor for *Church by the Pond* always astonishes me with their enthusiasm and generosity and willingness to brave the weather as we celebrate the Holy Eucharist and serve lunches outside. The Memorial Room wardrobe filled up regularly with donated clothes for *Church Street Eats* while Miriam's Closet overflowed with donations of clothes for special occasions and job interviews. A small army of volunteers created miracles of outfits that were delivered all around the state to folks who needed them. *Quality Street Fair* proceeds touched many Canton residents with monies split between the Canton Food Bank and Canton Fuel Bank—the effort that takes most all of you to make happen. Some of you have joined the Town of Canton Boards and Commissions to make a difference in our wider community and to go into the neighborhood.

We have learned how to walk in love through Christian formation whether as a teacher or as a worship assistant or as a choir member or as an acolyte or as a Church School student or as an Altar Guild member or as a Vestry member or as a silent worker in the background or as a Warden or as a Treasurer or as a Clerk or as whatever ministry you do. You are sent out from worship to walk in love and so you have done! And we are a work in progress, continuing to learn how to be good stewards of all that God has given to us and to be disciples and apostles. Together we grieved the closing of *Canton Connections*, an after school ministry to Canton children for 21 years.

In 2018 Trinity was an active part of the North Central Region. Karanne Farling and I both served on the North Central Region Leadership Team, being part of the planning of convocations for our region and other gatherings. Some of you have volunteered to serve in ECCT ministries. Together we all need to embrace that we are part of the greater Episcopal Church, just as we are part of the wider Canton community and beyond.

You have tenderly cared for each other in times of need and welcomed the stranger into our midst. Your Vestry has continued to focus on the safety of all who come and go from our building, and you'll hear more about that in 2019. I have worked in solidarity with Hartford clergy peers with the Sponsoring Committee through the work of the Christian Activities Council and with ECCT clergy and lay folks around racial healing, justice, and reconciliation. I have also worked in solidarity with Canton clergy in matters impacting our Canton community. Together we all learn how to make a difference and learn from each other.

I continue to be blessed with the Trinity staff who have each enriched my ministry. I am grateful for the many gifts Theresa, Mary, Jenny, and Norman bring and the teamwork that makes Sundays happen as well as all the days of the week. With you they work tirelessly to further God's mission in this place. I also give enormous thanks to Senior Warden Neale Hegarty and Junior Warden Gary Nicksa for their leadership this past year and into the future.

After Easter of 2018 Bishop Douglas granted my and the Vestry's request for me to remain with you as Rector for another year until the end of May 2019. In the Bishop's letter, which I included with my letter to the parish, he stated "this extension may be terminated at any time for reasons that may best serve Trinity, Collinsville, The Rev. Linda Spiers, or the wider ministry of the Episcopal Church in Connecticut. This will be the final year of this extension." I am grateful beyond words for this whole year of 2018 with you and the part in 2019 yet to come—grateful to the Vestry, to the Bishop, and to each of you. You have taught me throughout my time here, and I learn from you every day. You have taught me how to walk in love, and I thank you with all my heart. In the spirit of transparency your Vestry held two sessions in 2018 to make space for your questions and to inform you about transition. Another was held in January and a final one will be April 24 at 7 p.m. Please join us. Meanwhile I rejoice in being with you and my heart overflows with gratitude for all that you do and all that you are.

With blessings,
Linda+

Senior Warden's 2018 Annual Report

In early 2018, the Vestry went on retreat, where we spent the majority of our time developing what we felt needed to be the key areas of focus for Trinity. Those areas were as follows:

- To ensure the safety and security of our parishioners and visitors
- To inform the congregation such that they have awareness/understanding of Linda's upcoming departure
- To engage the parish and attempt to get more people involved
- To find ways to be relevant and impactful outside of Trinity
- To recognize who is missing

Since that retreat, we have remained diligent as a group in focusing on those initiatives. They are a part of every vestry meeting, and we have provided updates at the quarterly parish meetings on our progress.

We have also maintained a focus on Stewardship, and were pleased to see such an early response this year, as we set records with respect to the speed at which pledge cards were received. The addition of our ministries to the pledge cards was also well-received, and I personally look forward to sending notes to the leaders of our ministries with their "recruitment list" for 2019!

This year's Stewardship theme was PledgePLUS, where we asked everyone to give of their time, talent and treasure, with results displayed in real-time during coffee hour via two poster boards – one tracking the financial results of the 2019 Stewardship campaign, and the other showing the numbers of folks who have pledged to share their time and talent by assisting in various ministries here at Trinity.

We made a point this year to put a bigger focus on the "AND" within that statement – Time, Talent and Treasure. Make no mistake that the financial commitment is a critical one. We have developed a budget for 2019 based on the funds which were committed during this campaign. As you are all aware, this is a critical year for Trinity with Linda's departure this summer. As part of the transition process, the Diocese will examine our financials and determine whether they feel our parish can sustain a full-time priest. Being able to produce a 2019 budget with a strong pledge commitment will have an enormous impact on the future of Trinity – more so than any year in recent history.

As I mentioned a few weeks back, each of our ministries are critical to the continued success of our parish, and our impact to the community. Fundraisers like Quality Street, which takes literally dozens of parishioners to pull off, generates thousands of dollars in proceeds – all of which will go to the Canton Food and Fuel Banks. While having a strong balance sheet will certainly help to sustain Trinity, the ongoing and regular participation of its members in the year-round activities of this parish is just as, if not more, critical to our future.

PledgePLUS is not just about "signing-up for one more thing" – it's about finding a way to share a new part of yourself with Trinity. To make us better. To make us stronger. In a year where we need that strength more than we ever have before.

I am honored to serve as your Senior Warden, and I look forward to guiding us through what will be a challenging year full of change and at times uncertainty. But I am confident that our strength as a parish family and our shared faith will carry us through this journey – one where we will begin our next chapter with bonds even stronger than the ones we share today.

Sincerely,
Neale Hegarty, Senior Warden

Junior Warden 2018 Annual Report

The major items of the Capital Campaign are in place such as a new roof, bigger gutters, and additional downspouts, and a new furnace. We focused our attention on some of the ongoing maintenance of the church.

The exterior of the church was cared for with weed whackers, hedge trimmers, brush cutters, or those with just the love of gardening and pulling weeds. This is always a complete team effort and we cannot thank those in this community enough that volunteer to weed a garden or trim a bush in the memorial garden or cut the brush around the parking lot enough. We had three work weekends planned but all three were washed out. Still, we managed to keep the church and the grounds looking in good shape.

We worked with the vestry on determining what was important and added outside motion lights and now have three security cameras hardwired around the perimeter of the building.

We had the floors of Trinity stripped and waxed. Thanks to all who helped move the furniture out of the way and put it back so the work could get done.

We added 7 new banquet tables that are light enough to move around the church for events inside and out.

We are working on a service contract for the elevator to keep it in working condition and without needing a replacement.

We all enjoy and have a beautiful place to come together and worship in. Thank you for being willing to take care of our spiritual home. It is not possible without the many Trinity Handymen and women who are willing help at a moments' notice.

With Gratitude,

Respectfully submitted,

Gary Nicksa
Junior Warden

Treasurer's Report For the year ended December 31, 2018

Deleted: 201

The Numbers

Financial data, at Trinity, is segregated as budgeted and non-budgeted. 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 amounts are critical in evaluating the parish's financial health. We rely on the budgeted amounts to ensure our financial viability.

- 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.

The Funds

Trinity maintains a series of Funds, where money has been set aside for specified 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 and Maintenance** funds represent money collected for those specific programs. There is little activity in these funds, other than the monthly donations made to maintenance through the improvement envelopes.
- 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 money in the rectory fund has been set aside to assist a rector in arranging housing in Canton, should there be such a need.
- 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 monthly.
- 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 contributes a portion of their fundraising proceeds to the 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. Ultimately, once all Capital activity is completed, any residual balance in this fund will be combined with the Maintenance fund.

2018 Results

Cash Flow

Cash flow is the primary financial concern of parish leadership; making sure there is enough money on hand to pay the bills. While the 2018 Statement of Revenues and Expenses shows a positive cash flow, that presentation does not reflect the pending transfer of the rector's pension to the Rectory Fund (\$16,608). The Operating Cash balance, on the Consolidated Balance Sheet, will decrease by this amount. The cash balance will remain positive because of the prepayment of 2019 pledges. Cash flow is monitored by the Vestry each month.

Consolidated Balance Sheet

Other than changes in investment balances, there aren't any significant variances on the consolidated balance sheet, year over year. Our investment portfolios had a negative return of 5.05%. While a negative return is disappointing, our return was better than the equity market overall. Our investment mix is 60% equity, 40% fixed income.

Revenues – Operating Fund

Actual budgeted operating revenues were \$9,840 less than the budgeted amount. The variance is attributable to lower than anticipated plate collections and an overly optimistic projection of Anticipated Gifts (more on that in the 2019 Budget report).

Non-budgeted revenues decreased year over year because one time gifts in 2018 were significantly less than one time gifts in 2017, which is the nature of one time gifts and why they are not included in the budget.

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, outreach.

Expenses – Operating Fund

Actual expenses in 2018 were less than budget by \$18,110 and greater than 2017 actual expenses by \$3,827. The primary reason expenses are lower than budget relates to the elimination of the rector's pension. While we no longer contribute to the pension for Linda, we continue to budget for the activity, knowing we will need to make pension contributions for our next rector. The 2018 'expense' will be deposited in the Rectory Fund. A summary of the variance to budget, by category:

- Salaries and other employee expenses include all costs associated with personnel at Trinity. The favorable variance relates to the Rector's pension and education allowances that were not used in 2018, as well as the timing of payroll payments.
- Worship expenses include flowers, supply priest, music and altar supplies; costs associated with our worship services. The variance relates to flower revenue. The budget nets flower revenue in worship expenses, while the activity is split out in the Actuals column.
- Mission expenses include Trinity's pledge to the diocese as well as Christian formation and advertising. While the 2018 budget included an increase in Outreach of \$2,500, the payments to the Diocese were lower than budgeted, producing a favorable variance.
- Utility expenses include oil, electricity, and water. Oil and electricity charges were higher than budgeted, attributed to the colder than anticipated winter.
- Maintenance expenses include maintenance contracts as well as repairs and upkeep. The variance reflects increased maintenance activity in 2018. Going forward, expenses in excess of the amount budgeted will be taken from the Maintenance Fund.

- Administrative expenses are the costs of maintaining our office, including postage and liability insurance. The variance is not meaningful.
- Other expenses is a catch all of activity not classified elsewhere. The variance to budget reflects monies spent on activities that don't relate to any of the other categories.

Respectfully submitted,
Jim Stapleton
Treasurer

Finance Committee 2018 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, 2018 was not as healthy as prior years, though we did not suffer any set-backs. You could describe the year as one of treading water, financially. Revenues fell short of our expectations while expenses were in line with expectations (ignoring the rector's pension). We did not have to draw on reserves to cover operating expenses, though we did make a withdrawal from the Memorial Fund to cover the cost of our security review.

Our annual pledge drive saw improvements for 2019. We received more pledge cards and larger pledges than we have seen in the past. Thanks to Mimi and Neale for their efforts. The message seemed to resonate with parishioners.

The 2019 operating budget again forecasts a deficit, larger than the 2018 deficit. The budget is presented elsewhere in this report. Historically, we have not worried about operating deficits. We have adopted a standard of maintaining what we have at Trinity. We would cover deficits from our investments, as necessary. Typically, the deficits have not materialized to the magnitude we have budgeted and the timing of receipts and disbursements have worked in our favor. In recent years, we have not had to draw on our investments to cover operating expenses.

What we observe, as we move into 2019, is that expenses continue to increase as revenues remain stagnant. This is not a sustainable model, long term. Of note, as we begin our search for a new rector, the financial health of the parish will be an area of focus, with input from the Diocese, evaluating what we can, and cannot, afford in the future. Our ability to attract a new rector may be influenced by our financial health. We need to do all that we can to demonstrate our financial viability going forward. The on-going assessment of our financial health will be shared with the parish as we move through the year.

Consistent with prior year, we set aside \$3,000 in the budget for greater Outreach initiatives at Trinity. In 2018, the increased funding was used to support Puerto Rican relief and Camp Hispaniola, among other organizations.

Our 2017 financial review was not completed in accordance with Church Canons. The report is due September 1 of the following year (2018). Our 2017 review was only recently completed. Steps will be taken to make sure the 2018 review is completed on a timely basis.

The implementation and utilization of the Realm computer application has proven to be a greater challenge than anticipated. We will support increased utilization of the tool in 2019.

Respectfully submitted,
Tom Sweeney, Paul Atkins, Jim Stapleton

2019 Operating Budget

Summary

A couple of notes for the 2018 budget:

- In our discussions with the Diocese, we were advised to budget our rector related expenses as we always have. We should not try to budget separately for either supply or interim clergy.
- We have also included a line item for potential one-time expenses related to our clergy transition.
- The Diocese will be meeting with parish leadership in the spring to review the financial health of the parish, including our 2019 budget, as we get ready to begin the process of finding a new rector.

As in the past, revenues are budgeted based on pledge cards received and other factors while expenses are budgeted based on 2018 actual expenses. 90% of our budget is funded through pledges. 67% of our operating expenses relate to personnel costs.

The operating budget, once again, is projected to run at a deficit. The budgeted deficit in 2019 is \$20,133, roughly \$11,000 higher than the 2018 operating deficit. The deficit will be tracked during the year, recognizing the both revenues and expenses are seasonal in nature.

Revenues

Pledges – A total of 76 pledge cards have been received, pledging \$226,608. By comparison, we had received 74 pledge cards pledging \$225,095 at this time last year. Historically, we have received pledge cards subsequent to the annual meeting and include those amounts in pledges received, without adjusting the budgeted amount.

Anticipated Gifts – Historically, this amount has been included in the budget as current year pledges. This is an estimate, based on prior year, of money we will receive from parishioners who do not fill out a pledge card but contribute, financially, on a regular basis.

Plate - Collections in 2018 were roughly \$3,000 less than budgeted in 2018. The 2019 is based on the lower 2018 actual amount.

Fundraising – Fundraising in 2018 was greater than budgeted and the 2019 budget assumes the trend continues, thank you.

Expenses

Personnel Expenses - increased 2.9% over prior year budget and 6.0% over 2018 actual expenses. The variance to budget relates to the 2.4% salary increases voted at the Annual Convention. The variance to 2018 actuals relates to the timing of salaries at year end. A week of 2018 expenses will be recorded in 2019 as part of the first payroll in 2019. Actual expenses are recorded on a cash basis. The comparison to actuals excludes the impact of the Rector's pension expense.

Worship Expenses – increased 16.6% over prior year budget and 25% over 2018 actuals because the 2019 budget reflects music expenses more aligned with 2018 actuals. The timing of flower expenses for Christmas distorts the comparison of the 2019 budget to 2018 actuals.

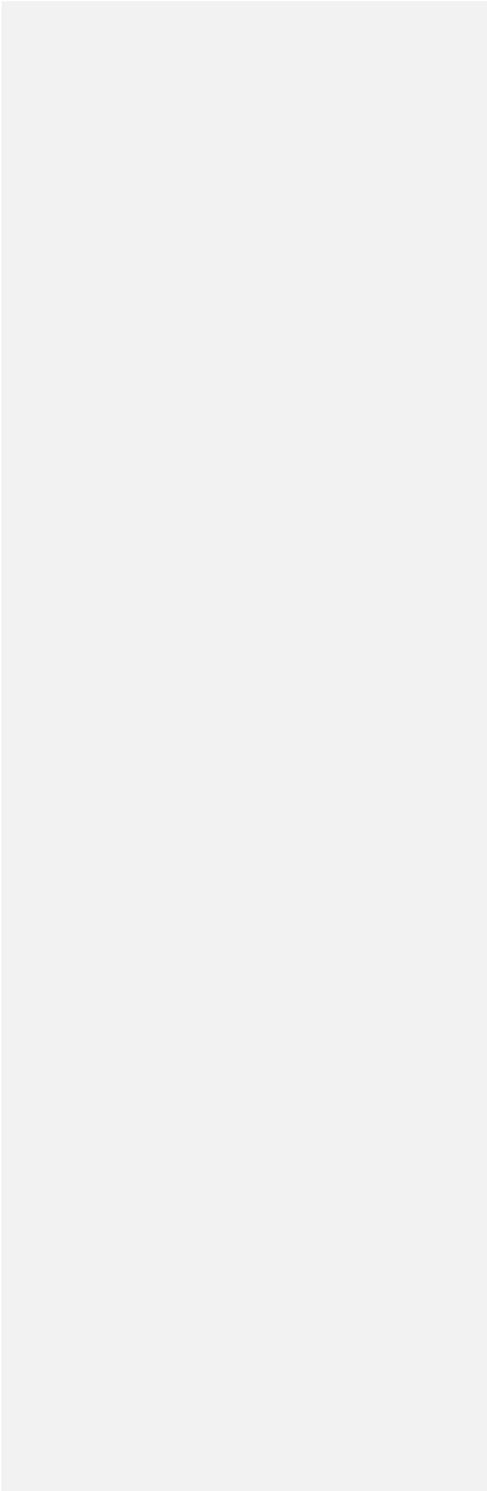
Mission Expenses - budgeted (year over year) and budget to actual expenses are down 7.45% because of an error in calculating the Diocesan assessment for the 2018 budget. Included in the budget, but not funded, are lines for Millennium Development and Seminary Support. These are both items Trinity is expected to support, but has not. Millennium Development should be .07% of pledge income while Seminary Support should be 1% of revenue. Including these on the budget, even though they are not funded, serves as a reminder of obligations we are not yet meeting.

Utility expenses - are consistent with prior year actuals.

Maintenance - is consistent with prior year actuals. Maintenance expenses in excess of the budgeted amounts will be covered by the Maintenance fund.

Administration - are increasing 20% over prior year budget and 25% over prior year actuals. The increase is attributable to transition expenses and increased costs supporting our technology platform.

Respectfully submitted,
Jim Stapleton, Treasurer



Stewardship 2018 Annual Report Time, Talent and Treasure

Your Vestry again took responsibility for the 2019 Stewardship *PledgePLUS* of Time, Talent, and Treasure. It was called *PledgePLUS* because of the emphasis on giving and stretching ourselves with giving a little more. On the pledge card were listed Trinity's various ministries, and parishioners were invited to circle the ways they would also like to give of their time and talent. In the Parish Hall were two graphics that charted the percentage of pledges received and the corresponding dollar amount and also one that showed Trinity's ministries and the number of people who have offered themselves to each ministry. 2019 pledges totaled \$226,608 with 76 giving units. We are grateful for each pledge and continue to welcome new pledges from those who have yet to pledge.

During our giving month, we were blessed with witness talks by Vestry member Mimi McGill and Senior Warden Neale Hegarty who shared their stories of why giving is important to them and how they have been transformed by God's grace in their lives and the people in this place of Trinity. Throughout the year we have continued the practice of including "Stewardship Pearls" weekly in the bulletin—quotes from theologians or Holy Scripture or poets or authors or historical figures, etc. These included little nuggets of stewardship teaching and hopefulness and encouragement.

We continued to emphasize the vulnerability we have as a parish with a small number of givers providing a large percentage of Trinity's total giving. We have widened that gap and there is still forward progress needed across the distribution of pledges. We celebrated the end of the giving time on In-gathering Sunday with a hearty breakfast prepared and served by your Vestry. We thank each one of you for your generosity of time, talent, and treasure. We rejoice in your giving and recognize that we continue to have a journey toward increased giving and stewardship, especially as we enter this year of transition. In particular this year's stewardship will heavily play a role in whether the parish can sustain a full time priest and meet all of its financial obligations. Please remember the last statement on the bottom of the 2019 pledge card: As "we give... *plus a little more*, we walk in love as Christ loved us..."

In gratitude and in hope,
The Rev. Linda Spiers and Your Vestry

Christian Education 2018 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 between 15-20 students.

Curriculum for Primary through 6th grade: The core curriculum used by our children – Primary 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 grades 2/ 3 (Primary) 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 11 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 three integrated sources for reflection – *Living the Good News* (High School), *My Faith, My Life* (Jennifer 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!

As a point of interest, in June of 2018, four of our youngsters celebrated their Rite 13 Liturgy while on December 16th, four of Trinity's young Adults in the Confirmation class were confirmed at Trinity, Collinsville by the Rt. Rev. Ian T. Douglas, Bishop of CT. These newly confirmed will continue with formal faith formation classes through the remainder of the 2018-2019 Church School year. In the early church, this period of continued faith formation/education after adult baptism/ confirmation was referred to as *mystagogia*.

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. Our “Family Worship Sunday” experience remains a monthly occurrence. Our youngsters volunteer and experience what it means to minister to their faith community as lectors, intercessors, choir members and usher/greeters. 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. Our Lenten Bake Sale supported Camp Hispaniola: we continue our commitment to the clients of *Church Street Eats* however we are able – whether that be by collecting warm winter socks or serving a meal: some of our youngsters are now joining with their parents and other members of the adult community in packing the brown bag lunches that are part of Trinity's quarterly commitment to *Church by the Pond*; several of our young people attended Heads Up Hartford at the end of June **and** all of the proceeds from our 2018 Christmas Bake Sale was sent to the American Friends of the Episcopal Diocese in Jerusalem as they seek to serve the poorest of God's children in the land where Jesus walked.

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 2018, 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 2018, the theme for these four evenings was ***Welcome the Stranger.*** During these evenings our community was invited to be in discussion around the critical humanitarian challenge of immigration in our country. 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

Director of Music 2018 Annual Report

It has been an eventful year in music here at Trinity. The choir has worked tirelessly to provide beautiful anthems and support the congregation during services. During the Thanksgiving season, the choir helped to lead the interfaith choir for the interfaith service. I was also in charge of coordinating all the music for the service as well as directing the choir. We had a successful service where a great feeling of community permeated the evening. Children from Trinity's congregation as well as the surrounding Canton community have enjoyed participating in Children's choir. They have laughed and sung and played their hearts out and have been so grateful for Trinity's generosity in hosting their activity. At Christmas time we were blessed to be joined again by Alex Kirstukas. He arranged an anthem especially for the choir to sing and it was beautiful. The Christmas Eve service music performed by the choir was incredible and showed the choir's diligence and love of the music of the season. We are so blessed to have such dedicated choir members as well as a wonderful Librarian, Leslie, and as always, we are grateful for the continued and unwavering love and support of our fellow congregants here at Trinity.

Respectfully Submitted,
Jenny Bradshaw, Director of Music

Communication Committee 2018 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 five sections: Home Page, 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.

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.

As one of the last segments of the Nurture Trinity capital campaign, we installed new computers in the office and began installing a new cloud system called Realm which will replace our accounting system as well as provide the parish with a new way to communicate and share.

This year we designed and arranged for publication of display advertisements announcing our holiday services for Easter, Thanksgiving and Christmas in local newspapers. We added one new publication – Canton Today magazine.

This year we converted cassette tapes of Kenny Woods' concerts over to digital CDs so anyone in the parish who wants to have this piece of musical history can do so.

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

Respectfully submitted,
Rick Richardson, Chair

Worship Committee 2018 Annual Report

The Worship Committee has faithfully met to plan special liturgies, discuss feedback from the congregation, consider ways to enliven our worship, and incorporate ways to include more actively Trinity's youth and children in liturgy. The Committee includes members of a wide spectrum of the parish: Altar Guild, Choir, Christian Formation, Pastoral Care along with the rector. We welcome new members at any time, especially those who wish to learn more about liturgy and those with ideas to share.

2018 services planned included the *No Rehearsal Epiphany Pageant* with participants of all ages; Martin Luther King, Jr., remembrance; Ash Wednesday (with *Ashes to Go*, hot cross buns, prayers from 6:30 to 8:30 a.m. in Trinity's parking lot, and ashes delivered to the Fire Station and Police Station and LaSalle Market); Palm Sunday with *Chicks on a Stick*; Holy Week services; The Great Vigil of Easter; Easter Day; Pentecost; Trinity Sunday; Youth Sunday with Rite-13 Liturgy; Homecoming Sunday; Blessing of the Animals; Children's Sabbath; In-gathering Sunday; Thanksgiving Day with blessing of breads; Advent Sundays with Advent wreath prayers; Confirmation service with Bishop visitation; Christmas services; Christmas Lessons and Carols; regular Sunday services throughout the year including Healing prayers once per month. Music for all services continued to be planned by Director of Music Jenny Bradshaw, Choir Librarian Leslie Dehey and Linda.

Worship Committee members have been the eyes and ears for feedback around Trinity's liturgy, and they invite your feedback. Eucharistic Prayers continued to be rotated, so that the congregation can come to know the fullness of *The Book of Common Prayer's* diversity in addition to the approved liturgies included in *Enriching Our Worship* Supplemental texts and the *Children's Sabbath* Liturgy provided by the Children's Defense Fund. We said farewell to Jan Atkins as Altar Guild Directress member and new Altar Guild Directress Ann McAdoo joined the group. Other members include Leslie Dehey, Roseann Kitching, Phyllis Lowell, and Theresa Bellacosa. I am eternally grateful for the wisdom of the Worship Committee and their dedication to helping make our liturgy the best that it can be. They continued to give of themselves freely and I thank each member for their ministry to us all. In the 2019 Stewardship *PledgePLUS* giving, we had a new member desire to join the group and we rejoice in that. If you are interested in joining us, please contact any one of us. It is a small community of learning and one that cares deeply about the richness of our Episcopal liturgy.

Respectfully submitted,
The Rev. Linda Spiers, Rector

Altar Guild 2018 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.”

May of 2018 brought us the resignation of Jan Atkins as our director. I know you join us in offering her heartfelt thanks and gratitude for her cheerful and able leadership. Ann McAdoo has stepped in as director with Deb Asaro as assistant director.

Each week our Altar Guild members bustle about the altar and sanctuary cleaning, polishing and preparing our Sacred Space for worship. We are here during the week for special services and on Saturday morning preparing for worship on Sunday. Our bread bakers keep us supplied with our special communion bread and our laundry specialists lovingly care for our altar linens. As you can see, there is a lot going on behind the scenes. Please consider taking a moment to thank our dedicated team.

Each season brings challenges and beauty. The starkness of Maundy Thursday leads into the Alleluias of Easter with a fresh spring garden of flowers at the altar. Autumn brings the Thanksgiving harvest display tended by Linda Burgess and her team. Christmas splendor seemingly appears out of nowhere right before Christmas eve as flowers, wreathes and poinsettias make their way into the sanctuary. If you would like to contribute your treasure to this mission, there is an altar flower and sanctuary lamp sign-up sheet on the tower in the narthex. In addition, there are seasonal donations for Easter flowers and Christmas poinsettias. Any of these donations may be made in thanksgiving of or in memorial to loved ones.

We are looking forward to a new year filled with celebrations, sorrows, changes and challenges and the altar guild is ready accept to everyone. Please let me know if you would like to contribute your time or talent to our mission, we would love to have you join us.

I would like to thank Jan Atkins for providing me with all the tools I need for success. I only hope I can provide the same calm leadership she has so capably provided for these past several years. As always, thank you to Linda+ for her love and patience as I bumble my way into my new role. Lastly, a huge thank you to Mary Jones for patiently reminding and encouraging through my transition into being director of this mighty brigade.

Respectfully submitted,
Ann McAdoo, Altar Guild Director

Altar Guild Members:

Phyllis Lowell, Joan Hayes, Ann Beirut, Deb Asaro, Karanne Farling, Linda Burgess, Dawn Lowell, Carlene Rhea, Marianne Amo, Bette Holmes, Sharon Corthouts, Jan Atkins.

Outreach Committee 2018 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 2018

| | |
|---------------------------|--|
| Souper Bowl Sunday | Winsted Soup Kitchen - \$273.00 |
| Ash Wednesday | Heifer - \$393.00 |
| Good Friday | The Anglican Church in Jerusalem - \$122.75 |
| Easter Day | The Salvation Army - \$136.00 |
| Ascension Day | Heads Up! Hartford - \$100.00 |
| Trinity Sunday | Miriam's Closet - \$60.00 |
| All Saints Day | Camp Washington - \$226.00 |
| Thanksgiving | Focus on Canton - \$172.00 |
| Christmas | Winsted Soup Kitchen - \$505.00 |

In 2018 monies were allocated in Trinity's budget for the Outreach Committee to give grants to specific organizations/ministries in addition to the Special Envelope collections. Grants were given to Camp Hispaniola of \$1,000.00 and to Episcopal Relief and Development of \$1,000.00 with specific designation to ERD's ongoing hurricane relief in Puerto Rico.

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 February 3, June 2, September 29, and December 29.

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 also received a 'goody bag'. These efforts were done in love and to let Trinity members know they are lifted in prayer and thought.

In November, Laurie Barnhart, Julia Wholey and Peg Pinton chaired the *Quality Street Fair*. A host of other parishioners participated in a multitude of ways to make this annual fund raising a huge success. \$6,600.00 was raised and divided between the Canton Food and Fuel Banks.

In December Trinity participated in collecting items for the Boot Party—a North Central Region event that provided footcare, clean socks, and boots to Hartford's homeless. This year congregations were asked to provide personal care packages of waterproof gloves, soap, hand lotion and deodorant for men and women. Camden Hegarty led much of this effort of gathering Trinity's packages together with many parishioners who made it possible for us to deliver 32 personal care packages to Christ Church Cathedral. Churches from all around the North Central Region provided these packages which were distributed to guests on December 8.

In place of the traditional Christmas giving tree, the Outreach Committee asked Trinity members to offer gifts for adults to *Gifts for Canton* which is hosted at Trinity. For this event Trinity's Parish Hall is turned into a toy store/gift shop for all ages through contributions of the wider Canton community. This program provides a way for Canton Food Bank clients and other Canton residents to "shop" for free in Trinity's Parish Hall for Christmas items that would be difficult for them to afford.

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 all who help support the Outreach Committee efforts by filling Special giving envelopes and participating in the many ways we reach out to those in great need. You help us to live into the way of love that Jesus calls us to embrace. Your committee members include Sandra Richardson, Roseann Kitching, and Sharon Corthouts. If you're interested in joining us, please be in touch!

Respectfully submitted,
Sharon Corthouts, Chair

Miriam's Closet 2018 Annual Report

Thanks to the generosity of many Miriam's Closet continues its mission to provide interview ready clothing to those in need. This year the Closet served 105 individuals, 68 women and 38 men. Most all received multiple pieces of clothing, providing them with more than one outfit. To the women, The Closet gave away 132 blouses, 82 skirts, slacks, or dresses, 68 jackets or sweaters, 40 pairs of shoes and 57 accessory pieces (scarves, jewelry, and purses). To the men, The Closet gave out 83 dress shirts, 63 pairs of pants, 24 sweaters or jackets, 33 pairs of shoes, and 30 belts and/or ties.

The men and women receiving clothing are from all over the state, many through the state Department of Rehabilitation Services that serves individuals with disabilities returning to work. Other recipients are from local social service agencies including the Canton Food Bank. The Closet is open every Tuesday morning during Food Bank hours, allowing folks to come up and try on what they need. Every person is welcomed and all clothing delivered is pressed, ready to wear on hangers or in a new shopping bag with a "Miriam's Closet at Trinity" tag.

All of this is made possible by the continuing generosity of the many donors from Trinity and the Canton community and our dedicated crew of volunteers. The volunteer Closet Elves sort through the donations, keep the closet well organized, select the outfits and help with deliveries. Battison's Cleaners continues to provide us with free dry cleaning services.

Please thank Deb Asaro, Susan Jones, Bette Holmes, Robin Mengual, Jo Wallace, Elaine Howland, Marc-Yves Regis, Maryellen Prudhomme, Meg Affsa, and Judy Hinman. Their hard work makes this all possible.

With gratitude,

Respectfully submitted,
Mimi McGill

Pastoral Care/Welcoming 2018 Annual Report

The Pastoral Care/Welcoming group continued to reach out to homebound parishioners by providing meals when needed after a hospital or rehab stay, cards of remembrance, and a friendly telephone call to check on someone. We try to keep those connected to us as they are apart from us due to sickness or other circumstance. We bring Holy Communion to the home or hospital/rehab facility. We are in great need of Lay Eucharistic Ministers who are lay members of the parish trained to take communion to those confined at home. The training is straightforward, and the service of “Communion Under Special Circumstances” is in *The Book of Common Prayer*. This is a very special ministry, and we invite you to consider joining us. We need you!

Roseann Kitching has coordinated meals for parishioners during the past year, and there are many who help her by providing a meal. If you are interested in helping in this important food ministry, please contact Roseann. Under the umbrella of this ministry is also the Welcoming aspect, which is really ministry for each person in the pews. Welcoming the stranger can be equated with welcoming Christ, for that is what Benedict taught his monks in Benedictine monasteries. Vestry members have continued to welcome people into our doors at the foot of our Narthex stairs, and greeters have welcomed people as they enter the Sanctuary.

Please consider joining in this ministry and 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 2018 Annual Report

Working in pairs, weekly contributions are counted at the end of the 10:00 AM Sunday service. In the past year, we had 6 regular counters and 2 substitute counters. The entering of weekly pledge and non-pledge contributions is done as a direct input using a laptop into the Realm program.

Pledge and non-pledge money is recorded using code numbers for each entry. Notations are made as cash or check contributions. The discretionary fund is non-budget income. A copy of the contributions, pledge envelopes and other items are given to Mary Jones, Parish Administrator. One person from the pair is responsible to stop at Webster Bank on Sunday to make the deposit.

Respectfully submitted,
Judy Hinman

Acolyte 2018 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.

I am very happy to report that we were able to enjoy a fun “getaway” as a group in October when we attended the Haunted Hayride at Flamig Farm. Finding something fun to do as a group outside of Trinity will definitely be a part of our 2019 calendar.

Our Stewardship Drive has yielded some new recruits, and we are very excited to bring them into the fold. I will be reaching out to those folks during the month of February to get them “on-boarded” and trained. Speaking of training, it’s something every Acolyte could benefit from, as we continue to hone our skills. I will be putting together my own version of Spring Training that everyone will be encouraged to attend.

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. While traditional guidance has maintained that no one under the age of 9 can serve, exceptions can always be made if the robe fits – there is always room for another Acolyte!

I sincerely thank everyone who has served in this ministry over the past year. While it is not the most difficult job to perform, it is a critical element of our worship, and one which we could not do without. Thank you, all!

Respectfully submitted,
Neale Hegarty

Lectors/Intercessors/Ministers of Communion 2018 Annual Report

Lectors, Intercessors, and Ministers of Communion have faithfully served throughout the year as integral members of Trinity’s liturgy. They lead us in worship, serving at 8 a.m. or 10 a.m. and occasionally for funerals or weddings or other special services. On Family Service Sundays Trinity’s young people take on the roles of Lectors and Intercessors, and their voices continue to bless us and teach us. On other Sundays the role of Intercessor has broadened to include all Trinity members willing to read one of the intercessions, as the Prayers of the People continued to come from the congregation at both services.

These Worship Assistants have brought us to a deeper understanding of Holy Scripture and to a deeper life of prayer through our intercessions. Ministers of Communion have blessed us with reverence by administering the chalice of wine or occasionally the paten of bread with grace and love. These leadership roles are cherished by those who serve, and our lives have been enriched by them every time we gathered for worship. Be in conversation with these worship leaders and have them tell you why they serve in their particular way. Consider becoming a Lector or Intercessor or Minister of Communion. It is a ministry of love.

I have been blessed beyond words to serve with Trinity’s Worship Assistants and thank them for their faithful and dedicated service. Your presence has been and continues to be a gift to me and to each person in the pews. I will be forever grateful for each of you.

Respectfully submitted,
The Rev. Linda Spiers, Rector

Ushers and Greeters 2018 Annual Report

Ushers/Greeters arrive 30 minutes before the service begins to direct and greet people as they come to attend service. This ministry allows us to show all who come through our doors the hospitality that exists here at Trinity. Thank you to the Ushers and Greeters who extended that hospitality for the year 2018. Your service to this church community and those who are new among us is a testimony to who we are and how we share Christ's love.

Other Usher/Greeter duties include, handing out the bulletins and the Prayers of the People to be read, taking attendance (which includes the choir and those serving and all church schoolteachers and children), totaling the number of attendees and providing that total to the church office, processing 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.

We currently have 2 volunteers for the 8:00 a.m. service and 7 couples, and 6 individuals for the 10:00 a.m. service. We are hopeful that you will be joining us in 2019! This ministry presents an ideal opportunity to meet the new members of Trinity on a personal level and to talk with longer term members of Trinity as well.

Mary Jones and Elizabeth Cowell continue to share the responsibilities of Usher/Greeter management. 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.

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

Respectfully submitted,
Mary Jones

Trinity Nursery School 2018 Annual Report

"Children are our most valuable natural resource" ~ Herbert Hoover

The school employs a treasurer, administrator/head teacher and three teachers. During the 2018 school year, TNS held one three-year-old class and two four-year-old classes.

Administration:

The school was in its fifth NAEYC Accreditation year which means a NAEYC inspector came out to overlook the entire school and program. A lengthy process of filing over three hundred criteria items as evidence in five binders was submitted by hand by Lee Ann Delaney. This filing sometimes required Lee Ann to copy criteria several times in order to place the evidence in multiple sections of each Standards Binder. She hoped to go online to streamline the fifth-year reports but it required having a credit card. The cost to process accreditation is at least \$550.00 per year and \$1,050.00 on the fifth year. Lee Ann would have been able to upload and submit the evidence once and the streamline online recording will disperse it to all the criteria's matching/provided evidence. Hours of time will be saved thanks to online annual and 5th year streamlining. TNS will meet many new NAEYC standards called, "emerging" criteria with a credit card/electronic payment. We look forward to using a credit card to continue with NAEYC criteria and reduce the amount of time, paper, ink and exhaustion it causes each year and especially on the fifth year – the "biggie". NAEYC Accreditation went brilliantly with a very high score. You may contact Lee Ann at trinitynurseryschool@gmail.com for Accreditation information.

The school's website requires online payments to keep the site up and running and to continue to own the domain. The payments were due in December, the previous Publicity chairperson resigned and removed her credit card, so Lee Ann used her own credit card for keeping the site running – which was fine, but then there was only a limit of \$500.00 so she was unable to use it right away for her own purchases during December. The need for a school credit card is necessary to operate a school website. With the future in mind and a parent who is a computer geek mentioning a way for TNS to own its domain, set up portals to a mother ship website was introduced. This "mother ship" would receive incoming notifications from TNS's main website, Instagram, TNS Facebook and Parent Facebook Group, Private Messenger, Parent Volunteer Committee, Administrator, Treasurer, Church Secretary, Teachers and Parents. Currently, Lee Ann is operating independently with Facebook, two Facebook pages, a Gmail account for the Parent Volunteer Committee, A TNS Yahoo account, Private Messenger and texts. She runs all communication with several apps on her private iPhone which she is currently donating/not charging the school for the storage. With a new and upgraded website, when a notification comes in, it will go to the specific person who is operating specific portals and all they need to do is reply, and their message will send out to wherever the original inquiry came from. Lee Ann investigated to see how much a website such as this could cost and they're up to or at least \$4,000.00. It is being donated by this parent/family.

PVC:

The Parent Volunteer Committee researched ways to market for the school and came up with a list of ideas. The main topics which come up every year is what we need to do in order to provide a service to meet the needs of families in this area without changing the curriculum because they are in favor of the program. They would like longer days, but that would require more staff/employee salaries and the cost of tuitions would need to go up. The way payments are made needs updating in order to afford tuitions as they currently exist. Young families struggle with tuition payments during the early years and through difficult economic times, yet they know their child needs preschool with the full day changes made in kindergarten. Parents continue to request a form of online payment/electronic payments so they may use a credit card – pay off the tuition and then pay off the credit card on their own/with their own terms. We are in hopes of this idea to emerge at TNS in the future which will again meet three or more NAEYC Criteria Standards.

Our Playground toy shed has a new roof! Thanks to a donation by the Hayes family!
We have new mulch! Thanks to a donation by the Platt family!

Candy Cane Carnival and several fundraisers were a success thanks to the chairpersons, PVC, all of the TNS families, teachers, local and businesses in CT, and Trinity church and it's parishioners.

Staff:

- The teachers attended the ECE Fair at the Canton Public Library which brought in three families for the 2018 school year and allows the teachers to communicate with other programs in the local area.
- Teachers Judy Sharp, Mary Doran, Katy Gentile and Katy's daughters, Sophia and Bella purchased and collected items for various ages and packaged them to donate to the Canton Food Bank families.
- Lee Ann attended Roaring Brook Nature Center as their K-1 summer teacher which brings students from TNS to Roaring Brook and sends current/prospective families from RBNC to TNS. She also raised over \$350.00 for the Debbie Burton Scholarship fund with her band at a Concert.
- TNS donated a Christmas Tree to the Canton Historical Museum – The Theme “It’s All Good” by Pete the Cat was a popular hit at the annual Gallery of Trees!
- TNS students learned all about water and the benefits of clean water. They explored with water in a variety of ways throughout the school program (which was of course a blast!) and they took a “watering can” home to place coins to raise money for the children in Puerto Rico. We sent their donation to World Water Relief who guarantee our water donation is delivered to families and not left on a tarmac at the airport. A personalized thank you note was sent to our students and their families in return.

I write on behalf of our teachers and families: We are blessed to work with young children at TNS and we hope to fulfill the needs of young children and their families in our area. We are proud to be the oldest nursery school in the Farmington Valley area and we hope to continue to shine brightly as a beacon for families to join our TNS family every year. We would like to thank Linda Spiers, Mary Jones, Trinity's Vestry, Trinity Parishioners, and the Episcopal Diocese of CT for supporting our nursery school program. Again, the children would like to thank Mr. Almori who continues to deliver (safe/no sharp edges) paint cans to our school. Lord knows they love to paint!

We look forward to emerging into 2019 – Happy New Year!

Respectfully submitted,
Lee Ann Delaney, Administrator/Head Teacher

Trinity Nursery School Treasurer's 2018 Annual Report

The following is a report from the Trinity Nursery School Board of Directors for the 2018 annual meeting of Trinity Episcopal Church, respectfully submitted by Garry Schafer, President and Kerry Platt, Treasurer.

- Enrollment had been on a downward trend for the past few years, from 49 in 2014-15, to 39 in 2015-16, to 36 in 2016-17 and in 2017-18, and we have therefore run 3 out of the 4 planned classes in each of those years. We believe that the economy as well as the move toward full-day kindergarten has contributed to this decline. In an effort to stabilize and reverse this decline, we are looking into additions to the current class offerings to be more competitive in our current market, as well as potentially initiating an online payment option. This option will help to streamline tuition payments as well as fulfill a need by current and future parents, giving them the option to pay via check or credit card.
- We have maintained state licensing and are current NAEYC accreditation.
- We currently have one full time teacher/Administrator, Lee Ann Delaney, who teaches the 3- year-old and the 4-year-old classes. Katy Gentile, a part-time teacher, joins Lee Ann in teaching 3 and the 4-year-olds. Judy Sharp and Mary Doran are part time teachers, working primarily with the 3-year-old classes. The current staff is an excellent mix of education and talent, all with a very high level of dedication and enthusiasm. Donna Miscikoski was our Treasurer through December 1, 2018. We value and appreciate all of the time and hard work Donna gave to the nursery school over the past 10 years. We are proud to announce Kerry Platt as our new Treasurer. We welcome Kerry who is a CPA and brings a host of experience with her accounting and tax background. Both Lee Ann and Kerry will continue to perform various paid duties that we feel, in order to provide year over year consistency, are better performed by an employee rather than a volunteer. Some of their duties include the renewal of the state licenses, inspections, contracts, student paperwork, registration, invoices and payments, budgeting, budget variance tracking, cash flow management, tuition tracking and follow-up and more as indicated in the Trinity Nursery School Bylaws.
- We would like to extend our thanks to all of the parent volunteers who have contributed this year and of course, to the staff of the school. We would also like to thank the members of the church Vestry for their continued support of the nursery school.

Trinity Nursery School Financials:

| | |
|--------------------------------|-------------|
| Cash Balance, 6/30/2017 | \$55,999.79 |
| Revenues, 7/1/2017 - 6/30/2018 | \$77,191.13 |
| Expenses, 7/1/2017 - 6/30/2018 | \$98,044.61 |
| Cash Balance, 6/30/2018 | \$35,146.31 |

Respectfully submitted,
Kerry Platt, Treasurer

Canton Food Bank 2018 Annual Report

We presently have 113 clients qualified through the intake process at the Senior and Social Services since July. With the generosity of our community with non-perishable, occasional perishable food and monetary donations we can provide for an average of 49 clients each week feeding about 104 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 on Mondays through the Foodshare Retail Program which is then distributed on Tuesday to our clients. In addition, volunteers pick up bread and pastry from Big Y and Shop-Rite each Tuesday morning. In 2018 with the effort of the entire community we were able to provide for a total of 2,483 clients with 4,858 individual family members. We now weigh all the food leaving the church on Tuesdays to determine the number of meals we distribute each week. In 2018, we distributed 50,252 meals which is slightly less than the 50,506 meals in 2017.

The Canton Food Bank is an all-volunteer organization with over 40 volunteers at this time. These volunteers provide bakery pick up, shelf stocking, weighing food, distribution of food and grocery shopping each week. We often need volunteers so if you have a few hours each month we welcome you to join us. You may contact me at 860 693-0629.

I hope that all of you realize that without the generosity of Trinity Episcopal Church the Food Bank would not exist to provide so much for each client. You provide not only the space and generous 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 2018 Annual Report

2018 was a year of thanksgiving and great sadness. Canton Connections celebrated 21 years of reaching out to Canton children and teens in many and varied ways through our program. Unfortunately, at the end of the academic session in June 2018 Canton Connections had to close its “doors”. The Board of Directors weighed this decision carefully and prayerfully. At our Board meeting in June 2017 we looked at the pros and cons of Canton Connections. The pros were uplifting: support of Canton’s Churches, Canton Community Health Fund, community organizations, teenage mentors & volunteers, program impact is excellent emphasizing sharing, community give back, life skills & communication. But then there were the cons: need \$13,500 to fund a year of CC, low enrollment, can’t reach families (once school went GREEN our enrollment dropped), need new Board leadership, society has passed us by, people looking for full week of after school program (Canton Park & Rec started a program at Cherry Brook Primary School), Caryn could never be replaced.

The Board decided in August 2017 to run the program for one last year. Our treasurer, Phil Klemarczyk, analyzed our financial situation and determined we could make it through the 2017-2018 school year (albeit with a deficit of approximately \$560) with the money we received from the Canton Community Health Fund, the annual donations from the Canton churches, and tuitions. However, in March 2018, we were going to run out of funds. The Flatbread fundraiser in April raised \$1,428 (\$273 from Flatbreads; \$1,155 from auction items); Carlene Rhea, a Board member, contacted Norcom Mortgage Co. and we received a grant of \$1,000 from their Norcom Cares outreach; St. Patrick’s sent in their \$500 donation; and Trinity Episcopal Church donated an additional \$500. We made it to the end of the Session 4 in June!! We depleted our funds except for \$218.29 which Canton Connections donated to Canton Food Bank, another non-profit.

The impact of our program has been phenomenal on our students, teaching young minds to be better communicators, to learn life skills, to develop a sense of giving back and sharing gifts. Canton Connections made it possible for no child to be turned away because of finances or other situations. We are grateful beyond understanding for our Program Director Caryn Turek. She will forever be etched in the hearts of all children who have learned from her and been blessed by her love and devotion.

Canton Connections is very grateful as well to Trinity Episcopal Church for housing us for the past 21 years, thankful for members of Trinity who are so helpful on the Board, and MOST 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, March 5, 2019
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

P.O. Box 374 -- 55 River Road
Collinsville, Connecticut 06022-0374
(860) 693-8172 Fax (877) 787-4974
Office e-mail address: Office@TrinityCollinsville.org
Rector e-mail address: Rector@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
Jenny Bradshaw, Director of Music
Mary Jones, Parish Administrator
Norman Robinson, Sexton

VESTRY

Neale Hegarty, Senior Warden (860-651-3035)
Gary Nicksa, Junior Warden (860-309-9760)
Jim Stapleton, Treasurer
Arthur Lowell, Thomas Sweeney, Rick Richardson; Assistant Treasurers
Heather Garvin, Clerk

| | | |
|------------------------|--------------------|-----------------------|
| Rachelle Harper (2019) | Mimi McGill (2020) | William Amo (2021) |
| Marc-Yves Regis (2019) | Ken Jones (2020) | Tina Kirstukas (2021) |
| Julia Wholey (2019) | | Lisa Bogush (2021) |

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 (July thru August) Tuesday through Friday: 9 a.m. – 1 p.m.

TRINITY NURSERY SCHOOL – 860-693-4615

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