

The Journal of
the Annual Meeting
of
Trinity Episcopal Church
Collinsville

in the Town of Canton
and
The Episcopal Church in Connecticut

January 30, 2022



MISSION STATEMENT:

"With God's love, we joyfully welcome and nourish all; with God's help, we serve our community and beyond."

The Annual Meeting of Trinity Episcopal Church

January 30, 2022

Agenda

- 1) Call to Order / Opening Prayer
- 2) Approvals:
 - a) Agenda
 - b) Minutes of Last Meeting
- 3) Treasurer's Report for 2021
- 4) Election of Vestry, Officers, and Delegates
- 5) Senior Warden's Report
- 6) Junior Warden's Report
- 7) Presentation of the 2022 Budget
- 8) Thank you to retiring Members of the Vestry
- 9) Additional Business
- 10) Closing Prayer
- 11) Adjournment

Trinity Episcopal Church
55 River Road
Collinsville, CT 06022-0374
Minutes of Annual Meeting
February 7, 2021

The Reverend Carrie Combs called the meeting to order at 12:04 p.m and opened the meeting with a prayer.

A motion was made by Elaine Howland to accept the Agenda, seconded by Nancy Dasilva and unanimously passed.

Minutes of the January 26, 2020 Annual Meeting were reviewed. A motion was made by Rob Finney to accept the minutes, seconded by Ken Jones and unanimously passed.

Vote to amend the Parish Bylaws: Laurie Barnhart pointed out in Article III, Section 2. a. The Clerk and b. The Treasurer have the male pronoun "his duties". It will be changed to "the duties" in both.

Article II, section 1. The first sentence, the word "membership acquired" sounds odd and the word "acquired" will be changed to "affirmed".

Is Baptism in there by assumption and why isn't it part of membership? Carrie noted the larger church is moving away from the sacraments/baptism as being part of what makes you a member of a church and more to what they are doing now/ministries. It makes the church less exclusive.

Leslie Dehey pointed out in the Clerk section of Article III, Section 2, a. The Clerk: the "Ex Officio" should be "*ex-officio*", as it was in Article III, Section 1. There is a Pronoun at end of that section in (5) "shall perform such other duties as the Parish may assign to them." It will read, "shall perform such other duties as the Parish may assign." Same issue is with the b. Treasurer.

Article III, Section 2, d. The Rector or Priest in Charge: - third line....“for the purpose of their office”, change to “for the purpose of the office”.

Article IV, Section 2 list of annual meeting.....last line right before Section 3, “up to two (2) representatives to the North Central Regional convocations”. “To” was spelled incorrectly.

Article V, section 1. Change to: “The standing committees of Trinity serve under the authority of the Vestry, and shall be the finance, property and stewardship committees”.

A motion was made by Laurie Barnhart to accept the amended By-Law’s, seconded by Tina Kirstukas and unanimously passed.

Treasurer’s Report: Lisa went over the highlights of the 2020 Treasurer’s Report on pages 11-14.

By the end of the year, we had less of a deficit than anticipated.

Virtual Quality Street was a success. There was a story with a picture in the Valley Press and the community was thanked for their generosity.

\$43,000 saved on expenses because the Christian formation and bookkeeping positions were not filled.

A motion was made by Sandra Richardson to accept the Treasurer's Report as presented, seconded by Nancy Dasilva and unanimously passed.

Report from Nominating Committee & Election:

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

- Karanne Farling – Senior Warden (three year term)
- Gary Nicksa – Junior Warden (one year term)
- Lisa Bogush – Treasurer (three year term)
- Heather Garvin – Clerk of the Vestry (one year term)
- Maryellen Prudhomme - Vestry Member (three year term)

- Neale Hegarty, Tina Kirstukas and Bill Amo are going off the Vestry.
- Karanne Farling, Diocesan Convention Delegate
- Laurie Barnhart, Diocesan Convention Delegate
- Bill Amo, Diocesan Convention Alternate Delegate

Motion to accept the slate as presented was made by Mimi McGill, seconded by Peter Dehey and it passed.

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

Provisional Priest in Charge Report: Carrie thanked all people who have been involved in the church over the years. She preached on it this morning at 9 a.m. and she recommended everyone go online and read her sermon.

She gave a quick review of her report.

Senior Warden: Neale reviewed the highlights of his report. He thanked everyone for the support he received over this past year which has been the worst year of his life. Take the 2021 budget to heart.

He read the last paragraph of his report. "I am not shy in sharing with anyone who will listen about how special Trinity is- how the people here have the ability to perform amazing things, and positively impact the lives of so many people. It is my faith in all of you that gives me confidence in truly believing that, despite all the challenges in front of us, know and unknown, our strength as a parish and our shared faith will continue to sustain and carry us through."

Junior Warden's Report: Gary went over the highlights in his report. He thanked everyone for help throughout the year.

Presentation of 2021 Budget: Lisa went over the report on pages 20 & 21. Very different outlook from 2020. We are shy almost \$60,000 going into 2021.

The anticipated gift of \$15,000.00 is eliminated from the budget going forward.

Trinity Nursery School is at 50% assessment through the spring school year ending in May, a \$4,100.00 loss.

The positions of Christian formation and bookkeeper will not be filled in 2021.

When Carrie is away, there will not be a supply priest or organist.

We have decline in pledging units and dollars over the 3 years. There is a \$11,000 loss from people who pledge in 2020 and 2021.

The importance of the pledging units is we need to know what you can bank on and where you stand with your members. We are down 19 pledges this year, a decrease of 30% from 2020.

Mimi asked if we had reached out personally to the people who didn't pledge this year? Yes, there were reach outs and we will do this again after this meeting.

Leslie looks forward to the church being open and the cash revenue that comes in the plate.

Lisa Bogush, Rick Richardson and Judy Hinman have worked to get the special envelopes tied to Realm, so those that give on Realm can contribute to those funds (rectors discretionary fund, building fund, etc).

Leslie suggests that we plan for another caravan in the spring to give support and remind people of their connectedness to Trinity.

Expenses: The 2021 budget has reduced expenses by \$38,754 from the 2020 budget.

Will apply for PPP loan, maintenance fund and memorial fund will be used if the expense is applicable to the purpose money was given to the memorial fund.

2022 stewardship will begin earlier in the year.

Thank you for outgoing Vestry Members and Treasurer: Thank you to outgoing Vestry Members Neale Hegarty, Tina Kirstukas and Bill Amo.

Other Business: Mimi McGill volunteered to organize a caravan in the spring and develop a buddy system. If anyone is interested in helping, please contact her.

Maryellen wants to send out an email so that everyone has a pancake dinner on Fat Tuesday in their own homes and break out their Mardi Gras beads.

Maryellen suggested delivering ashes to people who would not be able to pick them up and she would help deliver some.

Rick Richardson inquired at what time in the future the Bishop will allow the sacraments to be given. Carrie will ask at the next Diocese meeting.

Bill Amo asked Gary about the need to make repairs and fund them. He suggested letting parishioners know about expenses that come up and they may want to give the money to cover it. In the past, when new lights were needed in the parking lot, a parishioner stepped up and was happy to donate the money for them. Gary will have Claudette put information to put in the newsletter.

Diane Terry was wondering when we might be worshiping in the church. She knows people who won't give until we open and she has a fear that we won't have a church in the future. Neale responded to her that we have looked into all avenues. It is a topic of conversation at meeting every month.

Jack Henne made the comment that the vaccines are out now and it will hasten the time to get back into the church. Gary made note that the community infection rate has to go down before we can get in the church.

Peter Dehey thanked everyone for the meeting and how well it worked today.

Carrie closed the meeting with a prayer.

Judy Hinman made a motion at 12:35 a.m. to adjourn the meeting, it was seconded by Karanne Farling and was unanimously passed.

Respectfully submitted,
Heather Garvin, Clerk of the Vestry

Senior Warden's Report – A Year in Review - 2021

When I rejoined the Vestry in January of 2020, it was the year that COVID was first with us. It was to be my third "tour of duty." Our first and only in-person meeting that year was in February. Starting in March, the Vestry met on the strange planet of "Zoom." We struggled with communication, with becoming a leadership community, often disagreeing about values and priorities. We struggled with how to manage our limited resources, how to reengage our community and encourage their financial support, and how to protect and support the two organizations associated with us and dependent upon us -- The Trinity Nursery School and the Canton Food Bank.

By February 2021, when I was elected as Senior Warden at a Zoom Parish meeting, the Trinity community had experienced almost a year of "shutdown" as a result of the Corona Virus epidemic. No clear end was in sight. All of the challenges we faced in 2020 were still with us and 2021 had some new difficulties in store. Most prominent were the struggles and debates about when and how to resume in-person worship inside the church.

In April, with good weather returning, we were able to begin meeting outside in the parking lot many Sundays. Some parishioners could choose to stay in their cars and hear the service over FM radio. Others brought lawn chairs and sat in the lot or on a narrow grassy median strip in the middle of the parking lot. The Altar Guild made up a temporary outdoor altar and decorated it with plants each week. We celebrated communion.

The Music Director played an electric keyboard, providing service music and accompanying the choir and the congregation. At the end of the services, in true Trinity fashion, volunteers appeared out of nowhere to disassemble the altar, the sound equipment, and the keyboard and move them back into the safety of the church.

In spite of all of the efforts to reconvene services, restrictions over reopening the sanctuary for worship had to continue. In May, our Junior Warden Gary Nicksa resigned. At the end of May, our Priest-in-Charge, Carrie Combs, announced her resignation, to be effective at the end of June.

We soldiered on. By Mother's Day weekend we held our first indoor service(!), following an earlier outdoor service. We held two services each Sunday until the summer weather made worship outside impossible in early June. We have been

worshiping inside ever since with one service, masks, and social distancing. Holy Communion has been offered in the form of the host only. What made this possible, in part, was the fact that Trinity has air conditioning. We were also reliant on and appreciative of parishioners' compliance with our Covid restrictions.

After our priest resigned, a month of planning and transition ensued. Her departure left me as Senior Warden -- canonically responsible for the care of the property and all that happens within it, principally the worship activities. On June 6th we held an all-parish meeting to discuss the implications of moving forward without a priest. In June, as our priest was departing, our Director of Music Ministry tendered his resignation, having accepted his dream job in Iowa.

On June 16th, the Vestry elected Paul Atkins as the new Jr. Warden to complete the remaining six months of the one-year term of his predecessor.

Over the summer other changes in the Vestry occurred. Nancy DaSilva resigned for health reasons in August. She was succeeded by Jim Stapleton, who was elected by the Vestry in November. Jim agreed to serve the remainder of her three-year term ending in 2023. In September the Vestry accepted the resignation of Jonathan Festa. Mimi McGill was proposed to replace him, and the Vestry voted to elect her to serve out his remaining term through the end of 2021.

By the fall, the rhythm of parish life had begun to normalize. We began a search process for a new Director of Music Ministry. We realized that while there had been stresses and significant losses during 2021, there was also constant, incremental progress. Our pace of change gathered momentum through the year to the point where we were able to regularly worship in our sanctuary again. We learned to work together. We didn't give up. We also discovered strengths along the way that we didn't know we had, and that we have been grateful to discover. I would like to share some of those with you.

- **We achieved new ways of communication by leveraging technology**

Under Rev. Combs we established a means of using technology to stay connected through on-line services, and continued to use and expand these practices in 2021.

- We used Zoom for services, meetings, and social hours, and we live-streamed services from the sanctuary to YouTube (started in 2020 and continued in 2021).
- The Communication Coordinator hired in 2020 maintained a connection with the parish community, which proved invaluable during the prolonged "stay at home" periods of the pandemic. Communications included a

weekly email newsletter, as well as email blasts for announcements, (such as for deaths, cancellations, etc.) Through the newsletter we surveyed parishioners to determine their outlook and preferences on a variety of topics. This weekly communication vehicle continues to be valuable to the community.

- Twice we conducted "Quality Street," our annual fall fundraiser to support the Canton Food and Fuel Bank through online donations, as well as drop-off donations on a specific day. The Quality Street Fair was Trinity's longtime popular in-person fundraising event for many years. In 2020 and again in 2021 we successfully garnered contributions through an online GoFundMe page.

- **We were fortunate, flexible and imaginative about planning our services and the use of our resources**

- We resumed in-person worship outdoors as soon as the weather permitted.
- We resumed in-person worship in the sanctuary in late May, with Covid precautions, including masks and social distancing. We continued outdoor worship as well until the weather became too hot.
- By a vote of the Vestry, we changed the time of our one service from 10:00 am to 9:00 am, as requested by parishioners who in the past loyally attended the 8:00 am service and asked for the change in order to remain loyal to Trinity.
- We averaged 25 to 30 people at Sunday worship each week since the end of the summer.
- In August, a former Music Director offered to return temporarily, without pay, to provide music for our services and to lead the choir. This was incredibly good fortune, a generous gift, and a boon to our worship. The arrangement lasted through October, when she left because of scheduled surgery.
- Whenever we were without an organist/pianist, our choir stepped up and performed acapella, which provided musical continuity, enhanced worship, and positively impacted attendance.
- We were fortunate to have the support and assistance of the Rev. Rowena Kemp, who has a longstanding affiliation with Trinity Collinsville. During the year she officiated at two funerals and provided endless advice on

planning services. She also extended her offer of help to our parish for other pastoral care needs. We are very grateful to her for her continued support.

- We were successful at recruiting supply priests and had at least one Eucharist a month since June. Some who were enlisted early agreed to come back multiple times, making it easier to meet the promise to our parish that we would aim to have at least one service a month with communion.

- **We deliberately reached out to our community, inviting their return to worship and community life**

- Each week we made efforts through the newsletter to inform parishioners about the services for the upcoming Sunday, the type of service, who would preside and who would preach. We asked for their input on a variety of subjects via on-line surveys through our newsletter. Our hope was that this helped people feel connected to Trinity and would encourage them to show up for worship.
- Late in the season of Lent, under the direction and guidance of Mimi McGill, we assembled a troop of 19 cars to form **The Caravan of the Palms** to travel throughout the area to visit 49 homes of parishioners who had remained away during the pandemic. When teams visited those who were home we left "goodie bags" with bread, palms, prayers and plants. For those who were not available, we left them gifts and a note.
- On August 17th, again with the guidance of Mimi McGill, we embarked on another caravan adventure of sorts, this time entitled **Rekindling Trinity**. In this second caravan, we once again attempted to visit parishioners' homes bearing gifts, in addition to a personal invitation to the Trinity Picnic that was scheduled for September.
- The Parish Picnic on September 18th was a delightful event with music, food and fellowship. More than 30 people attended. As Maryellen Prudhomme, the event organizer promised, it did not rain; in fact, we had glorious weather that day!

- **We tapped into talents, energies and collaborations that have served us well and have promise for our future**
 - We were able to rely on Lay Ministers to lead services, and we recruited and offered opportunities for additional folks to give sermons. Parishioners said they appreciated hearing new and different voices. Our efforts to develop lay ministry is important to our future, since we are likely to be able to afford only a half time Priest-in-Charge who will not be preaching every week. Lay ministers will prove vital to sustaining our spiritual practices as a community.
 - I am grateful to Mimi McGill and Paul Atkins for their leadership during our stewardship drive in October. Both of them modeled this ministry leadership by offering to do sermons during this period.
 - Planning weekly services is a complicated process that took skill and understanding. This was all new to me. To create service bulletins and scripts for lay leaders presiding over Antecomunion, I worked alongside our Communications Coordinator Claudette Carveth and Music Librarian Leslie Dehey. In the past, with a full-time priest and Director of Music onboard, this would have been the work of the priest with some clerical support. Hands-on collaboration will be important in defining the roles for lay leaders, staff and clergy in the future.

We also have some accomplishments to name:

- **We were able to successfully support the work of both Trinity Nursery School and the Canton Food Bank**
 - Because Trinity kept its doors open albeit on a very limited basis, the Canton Food Bank was open throughout 2021; a time during which many businesses and charities closed down. We met Food Bank requests for the weekly use of storage space and our Parish Hall to serve its clients. During the pandemic, new records were set for the number of people served, pounds of food provided, and financial donations received. Trinity supported this organization in continuing its tremendous work in addressing food insecurity in the Canton community.
 - Trinity Nursery School closed during 2020 but reopened in the fall of 2021 with full registration. With the Trinity Church Office open, the school was able to count on much-needed administrative support. Our

church also helped the school to secure federal Paycheck Protection Program loans and subsequent loan forgiveness. Finally, the school benefitted from occasional assistance and specific guidance that the church and its Vestry have always provided.

- **We refilled Vestry vacancies with experienced and proven leaders at a critical time**

Currently we have three former Senior Wardens serving, as well as a former Treasurer. New members will be elected at the Annual Meeting. We face the future with a solid team.

- **Our Pledges are up over 2020 and our expenses are stable**

As of the December Vestry meeting, we had 45 pledging units contributing \$166,000 in 2021.

- **We hired a new Director of Music Ministry.** We advertised the opening in October and interviewed candidates in late November. The job was offered and accepted in early December. Our new Director, Francesco Blackmore, officially started in early January 2022 but “debuted” at our 2021 Christmas Eve service. We were very fortunate to have found an exceptionally talented individual who had experience serving an Episcopalian parish in the past.

- **We are beginning the process to search for our next Priest-in-Charge. We have accomplished the following in preparation of advertising the position:**

- We conducted information sessions for the parish on the priest transition process.
- We held small group discussions concerning our strengths, weaknesses, and aspirations as a parish.
- We have begun establishing groundwork for changes to the website where we will advertise.

In closing, I want to repeat what I said in the homily I gave on January 2nd about a major success of the past year:

“We have proven that we can find a way back to ‘normal.’ For example, our Christmas Eve celebration was a triumph. We had a priest and Eucharist. More than 60 people were there that night. The church was decorated with flowers and candlelight, our new Director of Music Ministry graced us with a preview of his talents

and our choir was awesome! The energy in the place was happily familiar and joyful. It was magical. We had the old Trinity back in that moment. A lot of work and energy went into creating that event. To me, it was the culmination of a long series of efforts that we have made, that we have committed to, in order to resume our community existence.”

Thanks to many of you who have contributed to these positive developments. The process of rekindling, rebuilding, restoring and reinventing will continue in 2022 here at Trinity Episcopal Church in Collinsville. We will persevere in faith, with God’s help.

Respectfully submitted,

Karanne A. Farling, Senior Warden

Junior Warden 2021 Annual Report

This is an abbreviated report as I only attended my first Vestry meeting in August 2021. I am completing the unexpired term of the previous Junior Warden.

The canons of the church offer little guidance to the wardens as to their role. The junior warden’s role is particularly vague. It is to support the senior warden, preside in their absence, and participate with the Vestry in the “care and feeding” of the rector. Traditionally at Trinity, property management has been an important role for the Junior Warden.

We have dealt with a number of property issues in the past couple of months. Among them are the failure of the dehumidifier in the storage room for the nursery school. This area is subject to moisture as it is exposed to the concrete steps on the street side entrance. A replacement dehumidifier was supplied through a gift by a parishioner.

Quarterly, we must conduct an inspection of the outside of the church, particularly in the nursery school area, for lead paint chipping. This area does contain lead paint which has been encapsulated but must be monitored.

In December, PASCUM, our audiovisual provider, visited to perform its contractual servicing of the sanctuary sound system. The system is working as it should and they will continue to monitor it.

An important property item to be addressed in 2022 is the professional cleaning of the church organ. Our organ is a particularly valuable instrument and needs to be properly maintained. The cleaning is quite involved and includes the disassembly of

the organ, pipes and mechanicals. While this type of cleaning need only be done every 15 years or so, it is expensive and costs in the range of \$8,000.

All in all, the physical plant of Trinity is in decent condition; we were well served by our capital expenditures a few years ago, but must continue to be watchful of what is, after all, a mature building.

We face a number of serious challenges in 2022 and beyond. I am confident that we will have a successful search for a new Priest-in-Charge. Importantly, I am heartened by the emergence of lay folk to enrich our worship and provide leadership in many ways. We must support one another in these efforts and not lose sight of our mission.

Respectfully Submitted,
Paul Atkins, Junior Warden

Treasurer's Report for the Year Ended December 31, 2021

The Numbers

At Trinity, financial data is segregated as either budgeted or non-budgeted. When reviewing the financial health of the parish, it is important to distinguish between the two. 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. Most of these non-budgeted amounts support Outreach initiatives.

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. Most of these funds have been designated for specific use 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 Maintenance Reserve Funds represent money collected for those specific purposes. Historically, there has been 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. Money in this fund is used to maintain gifts given to Trinity in memory of others.
- 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. Money has not been withdrawn from the Endowment Fund over the past four years, allowing the balance to grow.

- 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 its fundraising proceeds to the fund.

Respectfully submitted,
Lisa Bogush, Treasurer, Trinity Collinsville

2021 Results

Cash Flow

Cash flow is the primary financial concern of the parish leadership; making sure there is enough money on hand to pay the bills. Cash flow was positive in 2021 due the receipt of CBA PPP Loan funds. Cash flow is presented, discussed, and monitored by the Vestry each month.

Consolidated Balance Sheet

As the SBA PPP Loans were forgiven, both the \$30,517 loan and the corresponding \$10,284 amount due from TNS were taken down and reported as income.

Changes in investment balances are due to positive market changes and returned roughly 9% in 2021. Our investment mix continues to be 60% equity, 40% fixed income. The funds are rebalanced at the start of each year.

Revenues – Operating Fund

Actual operating revenues were \$60,965 more than the budgeted amount. The favorable variance is primarily due to the timing of \$19,820 of pledge revenue received and the recognition of the forgiveness of two SBA PPP Loans for \$39,954. Such amount represents the portion of the SBA loans that were used by Trinity Episcopal Church to cover a portion of payroll costs for both 2021 and 2022

The Event Outreach amount of \$3,171 represents collections for specific events, most notably Quality Street. The event outreach amounts are disbursed as non- budgeted expenses.

Expenses – Operating Fund

Actual expenses in 2020 were less than budget by \$41,626. The favorable variance is driven by \$41,498 in Salary and Other Employee expenses primarily related to the early departure of Trinity's Priest in Charge.

Respectfully submitted,
Lisa A. Bogush, Treasurer

Consolidated Balance Sheet

Consolidated Balance Sheet			
	12/31/21	12/31/20	Change
Assets			
Cash, Operating Fund	\$ 105,278	\$ 54,235	\$ 51,043
Cash, PPP	-	29	(29)
Maintenance Reserve	16,071	13,211	2,860
Cash	121,349	67,475	53,874
Memorial Fund Savings	37,614	33,751	3,863
Rectory Fund , Market Value	91,688	84,459	7,229
Endowment Fund, Market Value	170,278	156,853	13,425
Cudworth Trust, Market Value	21,269	19,850	1,419
DS Burton Memorial Trust, Market Value	4,982	4,589	393
Savings & Investments	325,831	299,502	26,329
Discretionary Fund	2,934	5,539	(2,605)
Pledges in process of collection	-	16,517	(16,517)
Due from TNS	-	10,284	(10,284)
Total Assets	\$ 450,114	\$ 399,317	\$ 50,797
Liabilities			
PPP Loan	-	(30,517)	30,517
Prepaid Pledges	(21,462)	(16,517)	(4,945)
Accounts Payable	(3,171)	(1,997)	(1,174)
Total Liabilities	(24,633)	(49,031)	24,398
Net Assets	\$ 425,481	\$ 350,286	\$ 75,195

Statement of Revenues & Expenses

Statements of Revenues & Expenses - Operating Fund						
	2021	2021	Variance	Prior Year	Variance	
	YTD Actuals	YTD Budget	to Budget	Actuals	Between Years	
Revenues						
Pledge Revenue, budgeted	\$ 158,355	\$ 138,535	\$ 19,820	\$ 183,352	\$ (24,997)	
Other Revenue, budgeted	15,893	20,056	(4,163)	16,931	(1,038)	
Misc. Income	-	-	-	-	-	
Fund Raising	-	2,500	(2,500)	-	-	
Total Budgeted Revenue	174,248	161,091	13,157	200,283	(26,035)	
Flowers	1,110	-	1,110	450	660	
Special Gifts	1,030	-	1,030	288	742	
PPP Loan Forgiveness	39,954	-	39,954	-	39,954	
Other	2,543	-	2,543	-	2,543	
Total Non-Budgeted Revenue	44,637	-	44,637	738	43,899	
Outreach	-	-	-	1,448	(1,448)	
Event Outreach	3,171	-	3,171	7,120	(3,949)	
Total Outreach Revenue	3,171	-	3,171	8,568	(5,397)	
Total Revenue	\$ 222,056	\$ 161,091	\$ 60,965	\$ 209,589	\$ 12,467	
Expenses						
Salaries	\$ 72,561	\$ 103,128	\$ (30,567)	\$ 100,139	\$ (27,578)	
Other Employee Expenses	19,351	30,282	(10,931)	29,978	(10,627)	
Worship	4,332	5,075	(743)	2,164	2,168	
Mission	27,005	-	27,005	33,377	(6,372)	
Utilities	14,210	14,025	185	15,055	(845)	
Maintenance	11,563	11,850	(287)	11,104	459	
Administration	20,976	23,250	(2,274)	19,706	1,270	
Other Expenses	5,555	950	4,605	3,856	1,699	
	175,553	188,560	(13,007)	215,379	(39,826)	
Outreach Expenses	3,171	-	3,171	7,120	(3,949)	
Total Expenses	178,724	188,560	(9,836)	222,499	(43,775)	
Net Operating Fund Surplus(Deficit)	\$ 43,332	\$ (27,469)	\$ 70,801	\$ (12,910)	\$ 56,242	

Finance Committee 2021 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.

2021 was a year of operational flux due to the continuation of COVID. In order to help our cash flow, the Church applied for and was granted a second PPP Loan from the Small Business Administration (SBA) in the amount of \$27,500 to cover the payroll expenses for both the Church and TNS for approximately 2 months. Loan forgiveness was applied for and granted in 2021.

Despite the challenges of 2021, our results were more favorable than anticipated as shortfalls were offset in part by the SBA PPP Loan forgiveness income and lower than expected salaries and administrative costs as indicated in the financials.

As we look forward to 2022, we continue to keep a focus on growing our pledge revenue and exercising good expense discipline. At the time of this report, we have received 50 pledges for a total of \$167,850. This represents an increase in five pledging units and an increase of \$29,315 in pledge revenue over the prior year. Our hope is that pledged amounts will continue to increase post the Annual Meeting.

The 2022 Operating Budget forecasts a \$34,319 surplus compared to a 2021 operating budget deficit of \$59,259. The favorable improvement of \$93,578 over last year's budget is due to the following temporary changes in operating costs:

- Significantly reduced rector costs due to the anticipated timing of a PIC
- No budgeted amounts for the Christian Formation position
- Continued decrease of smaller miscellaneous operating expenses

At the 2021 Annual Convention, we were a parish in good standing with both our "Agreed Upon Procedures" and Parochial reports being completed and filed on time.

The 2020 "Agreed Upon Procedures" of our financial statements were completed in May 2021 without any issues noted.

At the time of this report, we have signed the 2021 Financial Review Engagement Letter and have started collecting the required support for the review process. We expect the review to be completed in Q2 post our Parochial Report filing that is due in March 2022.

Respectfully submitted,
The Finance Committee

2022 Operating Budget

Summary

In preparing the 2022 budget, we continue to contemplate what Trinity could be, and where this period of discernment will lead us as a parish.

As in the past, expenses for 2022 have been budgeted for based on 2021 actual expenses, with some exceptions noted below, as well as looking forward into 2022. The 2022 pledge revenue is based on pledge cards received at the time of this report.

The 2022 Operating Budget forecasts a \$34,319 surplus compared to a 2021 operating budget deficit of \$59,259, which is an improvement of \$93,578.

Revenues

- Pledges – A total of 50 pledge cards have been received, pledging \$167,850. This is five more pledge cards than we received in 2021. We continue to be optimistic that we will receive additional pledges in February post the Annual meeting.
- Plate Collections - Collections have been kept flat to the 2021 budget.

Overall, our budgeted revenue for 2022 is 10% more than what we collected in 2021 and 19% more than what we had budgeted for 2021.

Expenses

- Salaries & Other Employee Expenses – budgeted expenses for 2022 include an estimated amount for a Priest-in-Charge (PIC) for the last three months of the year and are otherwise in line with our employment agreements. We have elected to not budget for the Christian Formation position again this year due to the low enrollment in our Christian Education Program.
- Worship Expenses – budgeted expenses reflect a 39% increase over prior year due to the expectation of providing Supply Priest coverage for nine months of the year.
- Mission Expenses – budgeted expenses are lower in 2022 as a result of the assessment due to the Diocese, which is derived from our 2020 Parochial Report. We have kept our Outreach budget at \$3,000.

- Utility Expenses – budgeted amounts are consistent with prior year budget and actuals.
- Maintenance Expenses - budgeted amounts are consistent with the prior year budget and actuals.
- Administrative Expenses – budgeted amounts are consistent with prior year budget and actuals.

Overall, budgeted expenses for 2022 are 9.67% less than 2021 actual expenses and 28% less than the 2021 budget.

Consistent with the prior year, financial updates will be provided to the Parish on a periodic basis in 2022.

Respectfully submitted,
Lisa A. Bogush, Treasurer

Trinity Collinsville Church 2022 Operating Budget (page 1)

2022 OPERATING BUDGET - BUDGETED ACCOUNTS ONLY						
	2022	2021	Variance	% Variance	2021	% Change
	Budget	Actuals	to Actuals	to Actuals	Budget	in Budget
4001 Current Year Pledge Income	167,850	158,355	9,495		138,535	
4004 Plate Collections	4,500	1,155	3,345		4,500	
4299 Other Fundraising	-	-	-		2,500	
4501 Nursery School Assessment	19,650	14,738	4,912		15,556	
Total Revenues	192,000	174,248	17,752	10.19%	161,091	19.19%
5001 Salary - Rector	9,500	22,399	(12,899)		36,808	
5002 Rector's SS Allowance	1,500	4,790	(3,290)		5,592	
5003 Rector's Housing Allowance	5,000	10,353	(5,353)		19,553	
5004 Salary - Sexton	5,561	5,365	196		5,389	
5005 Salary - Music Director	20,000	10,996	9,004		17,702	
5007 Salary - Parish Admin.	19,338	18,657	681		18,083	
Total Salaries	60,899	72,560	(11,661)	-16.07%	103,128	-40.95%
5008 Rector Professional Expense	100	24	76		-	
5011 Pension - Rector	3,000	8,988	(5,988)		11,152	
5021 Insurance - Rector	3,000	4,554	(1,554)		11,760	
5031 Ed. Allowance - Rector	500	1,361	(861)		1,850	
5041 Travel Allowance - Rector	500	53	447		500	
5051 Social Security Taxes	3,000	2,631	369		3,520	
5052 Payroll Services	1,000	950	50		1,500	
Total Other Employee Expenses	11,100	18,561	(7,461)	-40.20%	30,282	-63.35%
5101 Music - Supplies	725	454	271		725	
5102 Music - Maintenance	-	1,130	(1,130)		1,900	
5103 Music - Supply Organist	-	200	(200)		-	
5111 Flowers - General	500	338	162		500	
5112 Flowers - Easter	100	173	(73)		100	
5113 Flowers - Christmas	250	-	250		250	
5121 Altar Guild Expenses	1,000	436	564		1,100	
5122 Worship Expenses - Other	500	401	99		500	
5123 Supply Priest	4,000	1,200	2,800		-	
Total Worship Expenses	7,075	4,332	2,743	-36.68%	5,075	39.41%
5131 Diocesan Pledge - Curr. Yr	21,107	26,940	(5,833)		28,290	
5201 Christian Formation Exp	200	18	182		-	
5202 Outreach Expense	3,000	47	2,953		3,000	
5205 Advertising Expense	500	-	500		-	
5206 Miriam's Closet Expenses	500	-	500		500	

Trinity Collinsville Church 2022 Operating Budget (page 2)

2022 OPERATING BUDGET - BUDGETED ACCOUNTS ONLY						
	2022	2021	Variance	% Variance	2021	% Change
	Budget	Actuals	to Actuals	to Actuals	Budget	in Budget
Total Mission Expenses	2,022	2,021	-	0.00%	2,021	0.05%
5301 Utilities - Oil	6,000	5,095	905		6,000	
5302 Utilities - Electric	5,000	4,178	822		5,100	
5303 Utilities - Tel./Cable/FAX	4,000	4,067	(67)		1,750	
5304 Utilities - Water	500	423	77		500	
5309 Utilities - Other	500	448	52		675	
Total Utility Expense	16,000	14,211	1,789	12.59%	14,025	14.08%
5311 Maint. - Service Contracts	3,000	2,620	380		3,000	
5312 Maint. - Landscaping	2,000	1,750	250		2,400	
5313 Maint. - Trash Collection	1,500	1,344	156		1,500	
5314 Maint. - Snow	5,000	5,214	(214)		3,100	
5315 Maint. - Janitorial Services	-	-	-		850	
5319 Maintenance General	1,000	635	365		1,000	
Total Maintenance Expenses	12,500	11,563	937	8.10%	11,850	5.49%
5321 Office Supplies - Postage	900	835	65		800	
5322 Office Supplies	2,000	1,656	344		2,750	
5323 Copier Lease	4,000	3,838	162		4,400	
5324 Computer Network Expense	1,700	1,666	34		1,500	
5325 Computer Software & Suppl	3,500	1,550	1,950		2,000	
5327 Financial Review	2,500	2,210	290		2,500	
5328 Realm Expense [ACS]	-	-	-		850	
5329 VANCO Clearing Fees	1,200	1,044	156		750	
5331 Insurance - Liability	8,000	7,977	23		7,700	
Total Administration Expenses	23,800	20,776	3,024	14.56%	23,250	2.37%
5401 Other Expenses - Coffee Hr	500	372	128		450	
5499 Other Expenses	500	5,182	(4,682)		500	
Total Other Expenses	1,000	5,554	(4,554)	-81.99%	950	5.26%
Total Expenses	132,374	147,557	(15,183)	-10.29%	188,560	-29.80%
BUDGETED Operating Income(Defici	59,626	26,691			(27,469)	

Counters 2021 Annual Report

Given the continued pandemic situation and consistent with our process in 2020, contributions to Trinity Church were received through U.S. mail or directly through the Realm program. Pledge and non-pledge contributions received via U.S. mail were entered into Realm as cash or check contributions primarily by Judy Hinman. Weekly deposits were made to Webster Bank and copies of the contributions, deposit slips, bank deposit confirmation, and other support items were given to Lisa Bogush, Treasurer.

Respectfully Submitted,
Judy Hinman

Acolyte 2021 Annual Report

Covid-19 and its numerous variants prevented all but the most urgent in-person meetings from occurring in 2021. Church services were restricted as to persons attending and persons serving. As a result, Acolyte activity was limited to a few major holidays and several funerals, utilizing trained and established servers. No Acolyte recruitment was possible in 2021.

Respectfully submitted,
Neale Hegarty, Acolyte Master

Christian Education 2021 Annual Report

Christian Education classes were suspended during the shutdown due to COVID. Priest-in-Charge Rev. Carrie Combs held a confirmation class for two of Trinity's youth in conjunction with Rev. Nik Combs of Trinity Torrington, which had one student. Church member Ann Bierut taught the class with Rev. Nik Combs after Carrie's departure from Trinity Collinsville in summer 2021. Confirmation was held at Trinity Torrington on September 18, 2021, at which time Reilly Greene was confirmed.

When we returned to one indoor service in September, we sent out a survey to the families with children who were attending prior to the shutdown. The survey was an attempt to determine how many children/youth might attend service in the fall, so we could make plans for one or more classes. There was very little interest in having classes at that time.

As of year-end, there were still not enough children/youth attending to hold Christian Education classes. We hope that will change when the virus slows down and enough people are vaccinated. We are prepared to begin classes as soon as we have enough participants interested in attending.

Church member Rick Richardson held a weekly online bible study over Zoom for most of 2021, offering parishioners a regular opportunity to learn and discuss the Scriptures together.

Respectfully submitted,
Ann Bierut

Communication Committee 2021 Annual Report

This ministry includes the following functions:

- Maintenance of the parish website: TrinityCollinsville.org
- Assistance with the creation of print ads
- Assisting others in the parish with photography, media or technology
- Documentation of all major parish events

In 2021, the parish Communications Coordinator continued to consult remotely with the Committee chair on achieving the above objectives. She continued to build out and maintain the Church website, keeping it up to date with the latest news and information from the church.

Trinity continued to publish its electronic parish newsletter each Thursday, consistently providing parish news and details about how and when worship services would be held. The newsletter helped to promote other church activities, offered periodic surveys for parishioner input and encouraged participation in the important church transition meetings. It also informed parishioners about stewardship and ministry developments and needs. Both the newsletter and website provided

electronic distribution of weekly worship bulletins for those who could not attend in-person service.

As the pandemic continued throughout 2021, only a few in-person parish events were held; most were documented with photography that was subsequently shared on the church website and via social media.

Respectfully submitted,
Rick Richardson, Communications Committee Chair

Miriam's Closet 2021 Annual Report

Miriam's Closet saw a slight uptick in requests. As the world slowly returned to almost normal, requests also slowly returned. Requests were fulfilled for individuals in Middletown, Manchester and Torrington, as well as a few more local requests.

We stopped taking donations because we simply do not have the room or the demand. As we see the need for specific sizes and types of clothing we sent out notices through the Trinity e-newsletter and will continue to do so.

Before Christmas, we returned to staffing the Closet for Food Bank recipients. Going into 2022 we will continue to have the Closet open on the first and third Tuesday of each month.

Our next goal is to develop our own website. The domain name is reserved but we need a web page developer. This is one way we can increase our presence in the wider community. Looking forward to what 2022 brings us!

Respectfully submitted,
Mimi McGill

Outreach 2021 Annual Report

The mission statement of the Outreach Committee of Trinity Episcopal Church is to follow Christ's footsteps in reaching out to help the poor and needy.

- **Lunch in the Park at the Cathedral**

With all Covid-19 precautions in place, the Outreach Committee was able to prepare, pack and deliver bagged lunches to Bushnell Park in Hartford on four dates in 2021, as in past years. This effort was done to support and worship with the statewide Lunch in the Park/Church by the Pond ministry of Christ Church Cathedral, Hartford.

- **Aid to Victims of The New Hartford House Fire**

On August 10, 2021, there was a fire that destroyed a New Hartford landmark that contained shops, restaurants, and 20 apartments. All the tenants of the building were displaced when the building was subsequently condemned. Maryellen Prudhomme coordinated Trinity's response to the call for disaster relief. She coordinated donations to help the victims, and arranged for them to be forwarded to the Community Foundation of New Hartford that was organizing relief efforts.

- **Quality Street Fair**

In December Maryellen Prudhomme once again coordinated the Quality Street Fair fundraiser. Volunteers collected dropped-off donations in Trinity's parking lot and set up a GoFundMe page to encourage online donations. As in the past, the proceeds from this fundraising event benefitted the Canton Food Bank and Canton Fuel Bank. A total of \$3,171 was raised and will be divided between the two non-profit agencies.

- **Covenant to Care**

In December, Covenant to Care contacted our Senior Warden with a request for Trinity to provide Christmas gifts to three low-income families who were under the care of the Connecticut Department of Children and Families. Elaine Howland agreed to coordinate this effort, matching gift requests with recipients in each family and inviting Trinity parishioners to pick gift suggestions off a Christmas tree and fulfill those Christmas wishes. As always, Trinity's response was very generous.

- Many thanks to Outreach Committee members and other volunteers who donated food items for the Lunch in the Park and who helped prepare and pack the bag lunches for the four dates throughout the year, including: Joni Andrews, Peg Pinton, Elaine Eno, Jennifer Roberts, Deb Asaro, Sandra & Rick Richardson, Phyllis & Walter Lowell, Heather Garvin, Elaine Howland, Lisa Bogush, Jennifer Roberts, Wendy Cyr, Ann McAdoo, the Nicksa family, Ann Bierut, Dawn Lowell, Maryellen Prudhomme, Leslie & Peter Dehey, Bette Holmes, Betsy Jahne, and Jan Atkins.
- We wish to offer special thanks to Maryellen Prudhomme and Elaine Howland for leading additional Trinity outreach efforts this year.

Respectfully submitted,
Sharon Corthouts, Outreach Committee

Pastoral Care 2021 Annual Report

Trinity's Pastoral Care ministry was greatly reduced in 2021 due to constraints from Covid-19. Currently, Pastoral Care at Trinity involves communicating and visiting with parishioners who are unable to attend Sunday worship. The team assisted during the year by preparing meals, running errands, transportation, taking the church bulletin, and other necessities. A card ministry actively continued. All of this helps parishioners who are unable to be with us on Sundays to stay connected. We are taking church to them.

In 2021 we experienced the loss of Roseann Kitching, a great coordinator of Pastoral Care.

A future goal of Pastoral Care is to restore Licensed Eucharistic Ministers (LEM). This particular aspect of our ministry allows us to take communion to those confined at home for assorted circumstances.

Respectfully submitted,
Judy Hinman

Worship Committee 2021 Annual Report

This report will consolidate the reports of ushers, readers, camera operators and altar guild under the umbrella of the worship committee, as we are all working together to provide “the mechanics” of all types of worship at Trinity.

The worship committee met monthly to discuss and plan the liturgy for our weekly and special services. This small, hard-working group has been “learning as we go” as we planned for Trinity’s services while without the guidance of a priest. Because of this, we were able to find and tap into various resources such as the bishops, diocesan resources and other priests to make sure we were within the guidelines of our canons. It was eye-opening and frustrating but always rewarding to see services and plans come to fruition, either in person or virtually. The worship committee was composed of seven members and led by Leslie Dehey.

Each Sunday, we averaged 30 in-person worshippers and our camera/live-streaming operators served an average of 22 YouTube views. We were very fortunate to have a supply priest once each month to provide communion. On all other Sundays we had a service of Antecomunion.

Readers: Judy Hinman coordinated our readers for all services. She was able to tap into “seasoned,” practiced readers and even recruited a few new readers as well. It has been a long tradition going back eons to have the stories of our faith read aloud during worship and we thank all those who choose to carry it on. There are currently eight readers. The Readers’ Schedule was electronically sent to the Communications Coordinator and Worship Committee Chair for preparation of service bulletins, and all the readers for the month.

Ushers: Ann Beirut coordinated our ushers. Each time we had an in-person service, an usher was at the Sanctuary entrance to greet people as they entered. Due to COVID restrictions, it was necessary to have ushers provide guidance and information for those attending. Procedures were drafted, including social distancing and wearing of masks. There are currently 11 active ushers.

Altar Guild: Under the direction of Ann McAdoo, the altar guild made sure the altar and sanctuary were ready for whatever type of service was scheduled. We arranged flowers, maintained the delicate linens and saw to the needs of the sanctuary. We had a small but mighty group that was able to change courses and flex with the needs of the church --sometimes at the last minute. There are currently eight active members of the altar guild.

Camera Operators: The limitations on public gatherings imposed by the pandemic caused Trinity to live-stream its worship services throughout 2021. Live-streaming took place whether the service was held indoors or outdoors. Services were uploaded to YouTube for live or on-demand viewing. Several camera operators were trained; we have had as many as four trained operators on a rotating schedule. Because Covid-19 continues, our goal is to recruit and train more volunteers for this role.

Respectfully submitted,
Ann McAdoo, Altar Guild Chair

Worship Music 2021 Annual Report

Throughout Covid-19, our worship was blessed with music -- joyful, meditative, inspiring music. In early 2021 when the sanctuary was closed and live-streaming was our only worship option, Organist Alex Kirstukas blessed us with piano, organ, his beautiful tenor voice and improvisations for preludes and postludes. Alex was occasionally joined by choir soloists. In the summer, the full choir joined us for outdoor worship.

In August, Alex had to leave Trinity for a wonderful job opportunity at the University of Iowa. Some services were completely music-free; at others, we were blessed with music voluntarily provided by a former Trinity music director. On occasion, our dedicated choir directed by Leslie Dehey, inspired with acapella singing of hymns and anthems. Trinity launched a search for a Director of Music Ministry in October and was blessed to find and engage Francesco Blackmore, a talented and experienced musician and director of music. Francesco debuted on Christmas Eve and began official employment at Trinity on January 2, 2022.

Trinity is truly blessed to have music and talented musicians dedicated to worshipping and praising God through organ and song!

Joyfully submitted,

Leslie Dehey, Choir Librarian and Occasional Choir Director

Trinity Nursery School 2021 Annual Report

The following is the 2020-21 report of Trinity Nursery School Administrator, Teachers and PVC.

The school employed a treasurer and two teachers working with two classes (One three-year-old and one four-year-old class). Lee Ann Delaney is the Administrator along with being the school's head teacher and PVC Parent Volunteer Committee member.

- TNS would not be here this last year without the loving support from Trinity Church, friends of TNS staff, TNS current and alumni families and finally, in November 6th of 2020, the Federal funding that began to come in.
- Lee Ann's high school friends raised over \$2,000 (they surprised her) and bought all of the tents, tarps, fans, air conditioners and school materials/supplies for the start of the school year.
- Katy and Tony Gentile donated an outtake fan for the windows and bought the classroom Medify Air Purifier. Katy's father (who died of Covid-19 last winter – in 2021) bought the camp sink so the children and staff didn't need to go inside to wash hands when they spent the majority of their time outdoors. This helped TNS to meet staff and student ratio requirements at all times.
- TNS successfully achieved its annual NAEYC Accreditation renewal, meeting large "emerging criteria" in adaptation to Covid protocol, continual Technology Communication and Extended Day opportunities.
- TNS teachers and former teachers Mary Doran and Judy Sharp collected items for various ages of children and filled stocking stuffer bags for Canton Food Bank families.
- TNS PVC Fundraising was minimal yet the school raised over \$3,100 with an online "Dinner, Winner and Then Some" raffle event. Parents bought gift cards

- and prizes from local businesses and the teachers held an online raffle each week during the month of December. Students (with permission) participated in live online music and raffle drawings for all of the Events participants.
- Kerry Platt continued to handle all financial responsibilities and took on ever-changing challenges to create a variety of budget possibilities during Covid-19. Kerry and Trinity Church's Treasurer Lisa Bogush worked together on financials. Trinity Church provided a discount for the rental of space for TNS since TNS was working at 50% enrollment. Teachers' salaries were changed/no scheduled raise, and they cleaned, sanitized and disinfected the school every day with new policies and procedures created by Farmington Valley Health District and the Office of Early Childhood. The cleaning procedures typically take two to three hours every day.
- Lee Ann took online Covid-19 training courses from Johns Hopkins University to fully understand the virus, how it spreads, and how to reduce the transmission of all viruses, especially Covid-19 and its variants. She also attended contact tracing training to understand the difference between quarantine, isolation, dose and time of exposures.
- TNS students are in full contact with one another and 100% are unvaccinated. Every Covid case (more than twelve cases to date) was contracted from outside of TNS - not from attending TNS. The particular protocol that is in place proved that it can be a safe and successful community if everyone respects simple guidelines. These included hand-washing and taking social breaks after a lengthy time spent together while wearing masks. Mask breaks were taken in specific locations and respect for one another was stressed when we were not wearing them. Our students are our true heroes.
- Website and social media continue to be TNS's top advertising platforms. Boosting posts during specific events or for publicity was a successful avenue to reach alumni and prospective families. Word of mouth continued to be the number one way for families to know about TNS.
- Word spread throughout our community that TNS successfully remained open during the entire pandemic school year. It created an impact on registration. TNS had full 2020 registration enrollment with waiting lists for both three's and four's classes.
- Administration continued to use online signups for events, snacks, and conferences, allowing the school's growing population of working parents to be

able to connect and participate immediately, rather than through third party (in-person contacts).

- The 2020 school year provided an extended enrichment time for students preparing for kindergarten or another full-day five-day program. The trial run on Wednesday afternoons between February and May 2020 was a wonderful success! Plans to hold a MWF afternoon enrichment program for 2021-2022 are now in place.
- TNS teachers' annual spring outreach fundraiser was postponed simply because any funds raised were needed for the school!
- The Deborah Burton Scholarship Fund was not used this year.
- TNS teachers continued to create Zoom meetings for students who were home in quarantine - to simply say hello and "thank you" for staying home until they tested negative and to let them know we loved them. Meetings were scheduled for "meeting time" in class to show a project or read a story; that way the absent student felt included and kept on track with the curriculum.

I write on behalf of our teachers and families: We are blessed to work every year with young children and their families at Trinity Nursery School. Children are our world's greatest natural resource – we hope to instill a foundation for the love of learning and passion to explore all the world has to offer.

We would like to take this time in our report to especially thank Trinity's Vestry, Trinity Parishioners, and the Episcopal Diocese of CT for supporting our nursery school program. We warmly welcomed Rev. Carrie Combs and Claudette Carveth. We were thankful for Claudette's prompt communication throughout this time and we enjoyed Carrie's visits to our playground - the students fell in love with her dog, Declan. Carrie was sadly missed at the beginning of the 2021 school year by our families. Many asked for her and stated it was a pleasure to work successfully together with her. We are thankful to have our doors open again with full enrollment of caring families from our community and we look forward to better days ahead. We pray for everyone's safety and well-being. This year will be another year filled with hope and growing faith.

Respectfully submitted,
Lee Ann Delaney, Administrator/Head Teacher

Trinity Nursery School Treasurer's 2021 Annual Report

The following is a report from the Trinity Nursery School Board of Directors for the 2021 annual meeting of Trinity Episcopal Church, respectfully submitted by Kerry Platt, Treasurer.

- Enrollment has been on a downward trend for the past few years, and we have therefore run only two out of the four planned classes in the last four years. We believe that the economy as well as the move toward full-day kindergarten contributed to this decline. In an effort to stabilize and reverse this trend, we are looking into additions to the current class offerings to be more competitive in our current market, as well as offering an online payment option to help streamline tuition payments. This will also fulfill a need by current and future parents, giving them the option to pay via check or credit card. In October 2021, the Nursery School also offered an extended enrichment day to students on Monday, Wednesday and Friday, allowing an extra two hours of learning and socializing for the students. This program will continue in the winter of 2022, and is planned to remain an offering for the next school year.
- While the effect of the Coronavirus and global pandemic was a hard hit for the Nursery School in 2020, the school was able to bounce back and resume 100%. Helping the school to get to a more fiscally healthy position was attributed to receiving grants and subsidies (mainly from the Connecticut Office of Early Childhood) which totaled close to \$10,000, as well as funding from the Payroll Protection Program (PPP), which funded teacher salaries of over \$18,000.
- We maintained state licensing, and are current with 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, as well as another full-time teacher, Katy Gentile. Katy joins Lee Ann in teaching the 3- and 4-year-olds. The current staff is an excellent mix of education and talent, all with a very high level of dedication and enthusiasm. Kerry Platt is our treasurer. 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 these 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 contributed in 2021 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, especially for so graciously cutting the Nursery School's monthly assessment in half in order to stay afloat. We are happy to note the Nursery School was back to paying the full monthly assessment to Trinity Episcopal Church in September of 2021.

Trinity Nursery School Financials:

Cash Balance, 6/30/2020	\$18,263.27
Revenues, 7/1/2020 - 6/30/2021	\$128,099.16
Expenses, 7/1/2020 - 6/30/2021	\$73,308.46
Cash Balance, 6/30/2021	\$73,053.97

Respectfully submitted,
Kerry Platt, Trinity Nursery School Treasurer

Canton Food Bank 2021 Annual Report

Another year has gone by with COVID-19 and its variants still in our lives. We continued with the procedures implemented on March 17, 2020 and wore masks and distanced as much as possible while still providing for our clients.

Our number of clients decreased from 105 last year to 87 as of July 2021 (when our fiscal year begins). Canton's Senior and Social Services office continued to qualify clients through its intake process and even they were not certain about the cause for

the decrease, other than caution because of the virus.

The Foodshare Retail Program provided us with food that their volunteer picked up at Shop-Rite each Monday. But our non-perishables and monetary donations still came from the community through food drives from schools, individuals, organizations, businesses and area churches.

Our food pantry saw clients every Tuesday from 7:30 am to 11:30 am. Through our generous community and our volunteers, we were able to provide for 1,699 clients and their families, totaling 3,501 persons. We weighed all food that left the Food Bank, determined the number of meals and reported the number to "Connecticut Foodshare" (a merger of Foodshare with the Connecticut Food Bank earlier in the year). In total, we distributed 34,707 meals this year.

Each Tuesday three volunteers and I felt blessed that we were able to provide the much-needed food because of the agreement we have with Trinity Episcopal Church and its generosity. Trinity provided not only the space and donation from the Quality Street Fair but, also, hospitality to both clients and volunteers. The use of the choir room for storage of food from many food drives was truly appreciated and we hope to return it to the church soon. Trinity is a blessing and we have appreciated the support and prayers immensely.

Respectfully submitted,

Pat Lazauski
Director

THE PARISH OF TRINITY EPISCOPAL CHURCH

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www.TrinityCollinsville.org

WORSHIP

Sundays at 9 a.m.– Livestreamed / In-Person
Please visit our website for more information

STAFF

Francesco Blackmore, Director of Music Ministry
Claudette Carveth – Communications Coordinator
Norman Robinson – Sexton

VESTRY

Karanne Farling – Sr. Warden 860-707-9850 or
srwarden@trinitycollinsville.org
Paul Atkins – Jr. Warden 860-604-8875 or jrwarden@trinitycollinsville.org
Lisa Bogush – Treasurer
Heather Garvin – Clerk
2022: Ann Bierut, Judy Hinman, Mimi McGill
2023: Dawn Lowell, Jim Stapleton
2024: Maryellen Prudhomme

TRINITY NURSERY SCHOOL – 860-693-4615

Lee Ann Delaney, Kathryn Gentile, Wendy Young