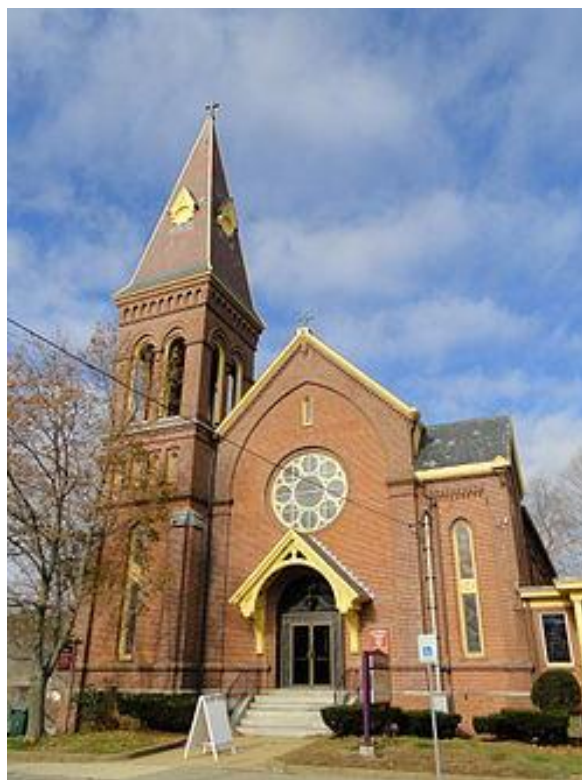




2022 ANNUAL REPORT

ANNUAL MEETING
JANUARY 29, 2023



**Holy Trinity is called to recognize, communicate, and celebrate
God's presence within, among and around us.**

**Holy Trinity Church
Southbridge, Massachusetts
Annual Parish Meeting
January 29, 2023**

Annual Reports: 2022

Minutes: Annual Parish Meeting for Year 2021: January 23, 2022 – Peg Nelson

I. An Overview of 2022

- **Priest's Report:** The Rev. Judith Lee
- **Warden's Reports**
 - Senior Warden: Lynn Garland
 - Junior Warden: Susan Howland
- **Vestry Motions in 2022:** Jean Frost
- **From the Register:** Attendance, Baptisms, Confirmations, Marriages, Burials

II. Worship:

- Overview: Mother Judith
- Organist/Choir Director: Anne Bouvier-Monroe
- Altar Guild: Nancy Waugh
- Ushers: Lynn Garland

III. Fellowship & Pastoral Care:

- Episcopal Church Women: Susan Howland
- Hospitality: Susan Grant
- Praying Hands Ministry: Susan Howland
- Stewardship: Nancy Waugh
- Daughters of the King: Susan Grant

IV. Faith Formation: Eileen DeMings

- Family Worship: Eileen DeMings & Cat Reith-Lowery
- Adult Formation: Mother Judith

V. Mission & Outreach: Susan Grant

- Childreach / Mampong Babies Home: Susan Howland
- United Thank Offering: Susan Howland
- Winter Coat Closet: Chris McTigue
- Standing with Ukraine: Tamsin Lucey
- Cooking for Life: Tamsin Lucey
- Food Pantry: Rose Reith
- Food Share: Nancy Waugh

VI. Administration:

- Buildings and Grounds: Tamsin Lucey
- Communication: Susan Howland
 - Technical Support Officer: John Grant
- Finance Committee: Susan Howland
- Endowment Committee: Susan Howland
- Treasurer's Report: Nancy Waugh
 - 2022
 - 2023 Budget

MINUTES OF 2022 ANNUAL MEETING OF HOLY TRINITY CHURCH – January 23, 2022

The 2022 in-person/Zoom annual meeting was called to order at 9:35 A.M. by Senior Warden Lynn Garland, and a roll call was taken. **A motion was made, seconded, and carried to accept the minutes from the 2021 annual meeting.**

The service continued.

Following our reading of Psalm 19, Nancy Waugh presented the Treasurer's Report, highlighting a few over- and under- budget items in the 2021 budget. She asked for questions about the Vestry-approved 2022 budget. There being none, Nancy asked for and received an affirmation of the approved budget.

Lynn presented the proposed slate of officers, Vestry members and convention delegates for 2022:

Senior Warden – Marilyn (Lynn) Garland

Junior Warden – Susan Howland

Treasurer – Nancy Waugh

Clerk – Margaret (Peg) Nelson

Vestry members class of 2025 – John Grant, Jean Frost

Convention delegates:

Vestry delegate – Susan Howland

Non-Vestry delegate – Catherine (Cat) Reith-Lowery

Vestry alternate delegate - John Grant

Non-Vestry alternate delegate - William (Bill) Pieczynski

The Senior Warden opened the floor for any additional nominations.

The service continued.

After the homily, no nominations from the floor having been received, **a motion was made, seconded, and approved to accept the slate as presented.**

Lynn Garland presented her Senior Warden's annual report.

There being no further business, **a motion to adjourn the meeting was made, seconded, and approved at 10:19.**

Respectfully submitted,

Peg Nelson

Secretary for the 2022 Annual Meeting

2022 Annual Reports

I. AN OVERVIEW OF 2022

THE PRIEST'S REPORT

*See, I am doing a new thing! Now it springs up; do you not perceive it?
I am making a way in the wilderness and streams in the wasteland.*

[Isaiah 43:19]

In May, your Vestry chose this passage from Isaiah to be our motto and principle for this period of transition. It expresses both our trust in God's faithful guidance and our own promise to open our eyes to *the new thing* that God is doing in the world, in our community, and in our hearts.

It's very hard to believe that a year ago I knew only a few of you, and none of you well. Now, I cannot imagine not knowing you. I am grateful for your gracious welcome, your resilience, your honesty, and your flexibility as we explore together the wonders and challenges of this post-pandemic world, one that is both strange and familiar. We have learned to be nimble in adjusting our plans; we have rediscovered the joy of being together; we have renewed our commitment to care for each other and for our neighbors in this town. We have stumbled at times, always with patience and laughter, and we have been surprised by grace over and over again.

This theme guided our goals for the year, all centered on rebuilding and restoring our relationships with each other and for our neighbors. We tried to balance doing something new with continuing our traditions. Here is a brief summary of our 2022 goals. (See the ministry reports for more details.):

Worship: We continued to livestream our Sunday worship on Facebook Live, we moved the altar back to the chancel so that we could kneel for communion, and we enhanced our sound system to accommodate four wireless microphones. Our music for worship is drawn from different cultural traditions, and our musicians –instrumentalists and singers—lift our hearts every Sunday. We thank Anne Bouvier-Monroe for her inspiration and leadership. We are deeply grateful for the faithful ministry of musicians, as well as our altar guild, ushers, Eucharistic Ministers, and worship leaders who share their gifts so quietly and whose presence make worship possible. Josh Spooner completed the training to be a Worship Leader, and we thank him and Jean Frost for leading Morning Prayer as needed. Our youth and children now lead the service as acolytes, readers, and ushers, on one Sunday of the month and on special occasions. Many thanks to Emilyynn and Aliana Bousquet, Anna, Jack, and Lucia Burns, Teddy, and David DeMings, Leenah Gossman, Sam Pieczynski, Jace and Jones Reith-Lowery, and Madisynn Segarra. Thank you to Cat Reith-Lowery for organizing our dramatic readings of the Gospel and directing our Epiphany play in January 2023, and to Colleen DeMings, Joe DiSalvatore, and Nate Lowery for assisting her. We thank Jean Frost, Tamsin Lucey, and Josh Spooner for guiding our acolytes. We hosted the Bishop's Visitation in May, when four of our children received instruction in Holy Communion: Lucia Burns, Aliana Bousquet, David DeMings, and Addelyn Palato.

With the goal of restoring our ecumenical partnerships, we participated in two ecumenical services this year: We joined local congregations for the Easter sunrise service at the Old Meetinghouse in Sturbridge Village and we hosted a community Thanksgiving Service in November. Approximately 50 people attended each.

Faith Formation: We introduced a new curriculum for children and youth and instituted three programs for Adult Formation designed to include other congregations and friends of parishioners. The Vestry appointed a Faith formation Steering Committee that meets quarterly to plan events and programs for all ages. We thank Eileen DeMings (chair), Heather Bousquet, Lorraine Brumskine, John Grant, Susan Grant, Car Reith-Lowery, Rose Reith, and Robin Yates.

Pastoral Care & Fellowship: The Vestry appointed a Pastoral Relations Committee with whom I meet quarterly, and we have begun the practice of a confidential "pastoral care check in" at the beginning of every Vestry meeting to ensure that we are continuing to build relationships with people who cannot attend worship regularly. Returning to weekly coffee hour has been key to rebuilding community. Many thanks to Sue Grant and Lynn Garland for taking the lead in organizing this. Thanks to Tamsin Lucey, our baby shower for Skyler Ikey was a great success in bringing us together in joy and hope, and thanks to Susan Howland's leadership our new Prayer Shawl ministry has brought comfort to many of our friends and families.

Outreach/Community Partnerships: While continuing our commitments to mission that were important before the pandemic, Tamsin Lucey led us to initiate a new mission, "Standing with Ukraine," and to a new partnership with St. Luke's Guesthouse, "Cooking for Life." We renewed our ecumenical partnerships through a bible study and community worship at Easter and Thanksgiving. We sponsored two free concerts: an organ recital by Anne Bouvier-Monroe and holiday concert by the Blue Shades Clarinet Ensemble. Our teens sponsored a fundraiser for the American Cancer Society by setting up a booth selling cider, hot chocolate, and baked goods on the sidewalk outside the church. We made the commitment to learn new ways to support the Southbridge community.

In March we welcomed a new Parish Administrative Assistant, Chris McTigue, who has been invaluable in rebuilding our community with grace and humor.

May the Holy Spirit continue to open our hearts and minds to the "new thing" to which God calls us.

Judith+

THE SENIOR WARDEN'S REPORT

2022 was a year of significant transitions for our parish. In December 2021, we celebrated Father Richard's retirement. In January 2022 we welcomed Mother Judith as our transitional Priest-in-Charge, tasked to guide us in the process of discernment in our journey to call our next priest. Mother Judith has been a very good fit for our parish, so this transition has gone very smoothly.

Also, during this year, the externally mandated pandemic restrictions were lifted, and we were finally able to return to full in-person worship, as well as coffee hour and other ministries. As you read the reports from other ministries, it is clear that it has been a very active year!

We have experienced the deep pleasure of being together physically and returning to many of the shared activities and ministries we enjoyed prior to the pandemic. The ongoing activity of highly contagious viruses continues to pose significant challenges to planned activities especially for our children and families. We have learned how to be flexible, and we have come to appreciate Zoom meetings that allow people to participate in meetings they would otherwise not be able to attend. Our Family Worship team has been especially creative in this area. We have also continued to stream our worship services live on Facebook.

Your Vestry is a very active and dedicated group that works collaboratively to address the needs of the parish. Most of us play multiple roles and serve on multiple ministries and do so with grace and good humor. Vestry members at the beginning of the year were Eileen DeMings, Lorraine Brumskine, Robin Yates, Jean Frost, John Grant, and Lana Pieczynski. The Executive Committee members at the beginning of the year were Lynn Garland, Senior Warden; Susan Howland, Junior Warden; Nancy Waugh, Treasurer and Peg Nelson, Clerk. Peg stepped down from her position in the summer as she and her husband moved away. Following her departure, Jean Frost agreed to take on the role of Clerk and Cat Reith-Lowery joined the Vestry to fill Jean's position.

This next year our task will be to discern how God is leading us as we begin to prepare to call a new priest in 2024, which includes considering the challenges presented in maintaining our building. We have an excellent guide in Mother Judith and excellent support from the Diocese. And most important, we have the strength of our shared faith and community with each other. I am grateful to be sharing this journey with you.

Yours in Christ,
Lynn Garland, Senior Warden

THE JUNIOR WARDEN'S REPORT

2022 was my first full year as junior warden. Unlike in some churches, our junior warden is not the property manager, but rather a co-warden. I work with the senior warden and the executive committee between and before Vestry meetings on parish planning and to address issues that may come up.

This has been a year of stabilization and reflection: what are we doing, what are we doing well, what we could do better. It has also been a year to resurface from COVID isolation and to catch up on several administrative tasks, including employee reviews. We are now ready to do some deeper discernment, as the whole parish will be asked in 2023 to take a survey, known as the CAT (Congregational Assessment Tool), to help us see where God is calling us in the near future.

In May the Vestry met with Bishop Fisher for an opportunity to hear about what is happening in the diocese and for him to hear about what is happening at Holy Trinity. In September we met with Canon Rich Simpson for an opportunity to discuss the next steps in the transition, including discussion of the CAT Survey.

Bishop Fisher held Zoom meetings again in 2022 to support wardens in the diocese, and I attended when possible on behalf of Holy Trinity, in order to bring useful information to the Vestry.

It has been a blessing to serve with the executive committee: Lynn Garland, Jean Frost, Nancy Waugh, Mother Judith, and the Vestry and parishioners of Holy Trinity Episcopal Church, as we work through this time of transition.

With Blessings in Christ,
Susan Howland, Jr. Warden

MOTIONS MADE BY THE VESTRY IN 2022

January 12, 2022

A motion was made, seconded, and approved to accept the December 8, 2021, Vestry meeting minutes, as amended.

A motion was made, seconded, and approved to accept the December 2021 Treasurer's Report.

A motion was made, seconded, and approved to accept the 2022 annual budget.

A motion was made, seconded, and approved to accept and send to the diocese for investment two additions to the endowment funds: \$2,000 to the Dirlam Fund and \$240 to the Legacy Fund.

February 9, 2022

A motion was made, seconded, and unanimously approved that we adopt Isaiah 43:19 as our motto and guiding principle for the year: *See, I am doing a new thing! Now it springs up; do you not perceive it? I am making a way in the wilderness and streams in the wasteland.*

A motion was made, seconded, and approved to accept the January 12, 2022, Vestry meeting minutes.

A motion was made, seconded, and approved to accept the January 2022 Treasurer's report.

A motion was made, seconded, and approved to lift the mask mandate starting March 1, 2022, inside the church building.

A motion was made, seconded, and approved to return books to the pews and remove seating restrictions as of March 1, 2022, while maintaining social distancing.

A motion was made, seconded, and approved to appointment the following Standing Committees:

- **Finance Committee:** Susan Howland, Chair; Nancy Waugh, Treasurer; Josh Spooner, and Peg Nelson
Pledge Secretary: John Grant
- **Endowment Committee:** Susan Howland, Chair; Bill Pieczynski, 3rd term expires 2023; Jean Frost, 3rd term expires 2024; *ex-officio:* Priest and Treasurer
- **Parrettie Committee:** Lynn Garland, Sr. Warden; Susan Howland, Jr. Warden; members: Lana Pieczynski, Barbara Kalber, Tamsin Lucey; *ex officio,* Priest and Treasurer
- **Pastoral Care Committee:** Mother Judith, Lynn Garland, Susan Howland, Tamsin Lucey
- **Stewardship Committee:** Nancy Waugh & Lynn Garland
- **Building and Grounds Committee:** Co-chairs: Tamsin Lucey and Susan Howland; Jean Frost, Brian Canty, Nate Lowery
- **Mission and Outreach Committee:** Susan Grant, Chair; Suzanne Sharp, Daughters of the King
- **Hospitality Committee:** Susan Grant
- **Communications:** Susan Howland

March 9, 2022

A motion was made, seconded, and approved to accept the February 9, 2022, Vestry meeting minutes, as amended.

A motion was made, seconded, and approved to accept the February 2022 Treasurer's report.

A motion was made, seconded, and approved to move \$1,200 from the Regular Giver line on the budget to the Current Pledge line.

A motion was made, seconded, and approved to accept Tamsin's proposal to mentor home cooking classes at Holy Trinity for participants from St. Luke's Guesthouse and the Finding Hope Program.

A motion was made, seconded, and approved to appoint Rose Reith, Heather Bousquet, Cat Reith-Lowery, and Robin Yates to a newly formed Faith Formation Steering Committee. Eileen is also authorized to appoint two more to the committee.

A motion was made, seconded, and approved to thank Emily Thompson with a gift of \$200 after she is off the payroll for stepping in during the vacancy and her willingness to prepare the next two newsletters and help Chris as needed.

April 13, 2022

A motion was made, seconded, and approved to accept the March 9, 2022 Vestry meeting minutes, as amended.

A motion was made, seconded, and approved to accept the March 2022 and quarterly Treasurer's reports.

A motion was made, seconded, and approved to support Tamsin's cans and bottles for Ukraine fundraising initiative.

A motion was made, seconded, and approved for use of the Dirlam room for teaching and the former men's coat closet room for storage of large furniture pieces, by Family Worship.

May 11, 2022

A motion was made, seconded, and approved to accept the April 13, 2022 Vestry meeting minutes, as amended.

A motion was made, seconded, and approved to accept the April 2022 Treasurer's reports.

A motion was made, seconded, and approved to accept the audit report.

June 8, 2022

A motion was made, seconded, and approved to appoint Jean Frost to be clerk and a motion was made, seconded and approved to appoint Cat to fill Jean's seat until the next Annual Meeting.

A motion was made, seconded, and approved to approve minutes from Vestry Retreat/Meeting held on May 11, 2022.

A motion was made, seconded, and approved to accept the Treasurer's report.

A motion was made, seconded, and approved to approve proposal from the Building Committee for repairs to the Fire Escape.

A motion was made, seconded, and approved to approve licensing agreement with Jessica Cahill.

A motion was made, seconded, and approved to accept Mutual Ministry Covenant.

A motion was made, seconded, and approved to approve the Praying Hands Ministry.

August 10, 2022

A motion was made, seconded, and approved to approve and accept the minutes from June 8th meeting.

A motion was made to approve the Treasurer's report; it was seconded and approved.

A motion made, seconded, and approved to confirm the approval of Josh Spooner's application for Worship Leader.

A motion made, seconded, and approved to approve Employment Agreement for Anne Bouvier-Monroe.

A motion was made to approve the Volunteer Position Description for Communications Coordinator; it was seconded and approved.

A motion was made to approve the Volunteer Position Description for Technology Support Officer; it was seconded and approved.

September 14, 2022

A motion was made to accept minutes from the August 10 meeting as edited, mostly grammatical and spelling errors, it was seconded and approved.

A motion was made to accept the Treasurer's report; it was seconded and approved.

A motion was made to approve the Employment Agreement & Sexton Responsibilities for Greg Nikolla; it was seconded and approved.

October 12, 2022

A motion was made to accept the minutes from the September 14th meeting; it was seconded and carried.

A motion was made to accept the Treasurer's report; it was seconded and carried.

A motion was made to authorize the filing of Restated Articles of Organization with the Secretary of the Commonwealth; it was seconded and carried.

A motion was made, seconded, and carried to send the free-will offering from the Blue Shades Clarinet concert to Rosilda's Kitchen, a ministry of the First United Methodist Church of Southbridge.

A motion was made to support Cat Reith-Lowery's Girl Scout troop by providing the girls with a place (at Holy Trinity) to store the supplies and put together the shoeboxes and post a sheet for people to sign up to "sponsor" a box by donating \$10 – checks to be made out to the Girl Scout troop. The motion was seconded and carried.

November 9, 2022

A motion made to accept minutes from the October 12th Vestry meeting, it was seconded and carried.

A motion made to accept the Treasurer's report, it was seconded and carried.

A Motion was made to accept the \$10,000 memorial gift from Mary Hick's sister, it was seconded, and carried.

A motion made to distribute the money as recommended by the Endowment Comm, it was seconded, and carried.

1. New altar vestments,

2. Fund the cost for Postulant to the Diaconate (which is 1/3 of the total cost, the Postulant is responsible for 1/3 and the Diocese funds 1/3)

3. Remainder to be placed into the Legacy Fund, which is within our endowment fund and there are regulations about its use.

A motion was made to renew the license of each of the Licensed Liturgical Ministers: Maida L. Brumskine, Joseph Di Salvatore, Jean Frost, Lynn Garland, Laura Gervais, Norman Kalber, Tamsin Lucey, Josh Spooner, it was seconded and carried.

A motion was made to approve the proposal from the building committee for protective fencing on the side of the building, it was seconded and carried.

A motion was made to accept a \$500 gift to purchase a bench to replace the present one in front of the church. It was seconded and carried.

December 14, 2022

A motion was made to accept minutes from November 9th Vestry Meeting, it was seconded, and carried.

A motion was made to accept the Treasurer's report, it was seconded and carried.

A motion was made to accept the proposed 2023 Budget, it was seconded, and carried.

A motion was made to accept the 2023 Housing Resolution for Mother Judith, it was seconded and carried.

A motion was made to change from PLAN (Childreach) to monthly support for Mampong Babies Home, it was seconded and carried.

A motion was made to authorize the distribution of a survey for hospitality planning designed, compiled, and overseen by Cat Reith-Lowery, it was seconded, and carried.

FROM THE REGISTER: ATTENDANCE, BAPTISM, MARRIAGES, BURIALS

Sundays: 55 services
Total Attendance 1,628 Average Sunday Attendance 32
Weekday Holy Communion: 12 services
Private Holy Communion: 21 services
Daily Office: 3 services [all on Sundays]
2 Baptisms
Bethany Marie Reith-Lowery
Annelise Marie Morris
Burial Office: 2 services:
The Rev. Deacon Mary Hicks
E. Roy Baum

II. WORSHIP

THE ORGANIST /CHOIR DIRECTOR

This year has been one of growth and change at Holy Trinity Church. Under the direction of Mother Judith, we are all stretching to learn new things and to try new things. The pandemic didn't end in 2022, but we were able to be together and to sing our hymns. It was uplifting to hear the congregational voices after the time we did not have this element of our service. We have bounced back and enjoy singing as a congregation again.

I am now selecting the music for the church service with Mother Judith's guidance. I have selected hymns for the service in other churches and find this to be challenging because I want the hymns to speak to us in our daily lives, not just during the service. The music is very important to our worship by emphasizing the scriptures or the theme of the lessons.

The choir has re-engaged to sing during Lent, Eastertide, Advent, and Christmas, as we were able to start singing as a group again. Many of the members of the choir do double duty in other roles on Sundays as ushers, coffee hour hosts, and Lay Eucharistic Ministers. We are selecting music that meets the abilities and needs of the choir. I enjoy choosing music for the anthems that people will enjoy singing and are spiritually engaging. I would like to thank the choir members for their dedication. The choir members donate their time and talent. The choir appreciates the positive comments and encouragement that they receive. Choir members are Robin Yates, Jean Frost, Lynn Garland, Susan Grant, and David Monroe.

Our instrumentalists are essential to our worship program. Joe DiSalvatore, clarinet; Susan Howland; harp; Jean Frost and John Grant; guitar, and Lana Pieczynski, piano are wonderful additions. As long as they are willing to play, we will continue to welcome them.

We hosted the Community Thanksgiving service after a three-year hiatus. We had the joy of an ecumenical choir during the service and we hope this will be the beginning of a new tradition. Holy Trinity hosted two musical recitals that were well-received. My own organ recital showcased the organ and my playing as I celebrated 50+ years as an organist. Thank you for the use of the sanctuary and parish hall for the reception. We had a lovely program of holiday music with Joe DiSalvatore's clarinet quintet, The Blue Shades Clarinets. The free will offering was designated for Rosita's Kitchen. We have a lovely space for a recital, and I hope we can use this space more often for music programs with free will donations to support local organizations.

The organ keeps going even though it needs some work. When something goes wrong there has not been an expensive repair. The organ keeps in tune very well for a pipe organ. There may be some repairs needed in the future. Both pianos are in tune, and we have a lovely Yamaha piano in the sanctuary. The piano in the parish hall has seen much use, but it still has a good sound.

I am looking forward to another year at Holy Trinity Church as we begin our search for what is next in the life of Holy Trinity.

May the peace that passes all understanding be with you.
Respectfully,
Anne Bouvier-Monroe

ALTAR GUILD

The Vestry voted to use memorial funds given in memory of Deacon Mary Hicks to replace the green altar vestments. In addition, they voted to use the memorial funds given in memory of Roy Baum to replace the green chasuble and stole. We will donate our old green vestments to Liberia. Bishop Fisher will bless the new vestments on Sunday May 14, 2023.

The Altar Guild is a dedicated group that quietly takes care of the altar, preparing for Holy Communion and cleaning after every service. We said good-bye to Peg and Bill Nelson this year as they moved to be closer to their children. Thank you Peg and Bill for your many years of service. We welcome Lorraine Brumskine and Trisha O'Brien-Briere who have joined our team. Thank you to Mick and Barbara Kalber and Suzy Sharpe who continue to serve.

Respectively submitted
Nancy Waugh

USHERS

Serving as an usher is a very important ministry in our parish. More than just handing out service leaflets, ushers provide a warm welcome to everyone who enters the sanctuary. In greeting someone who is new, ushers also make sure they have the information they need to feel comfortable participating in the service. Our ushers in 2022 were Robin Yates, Trisha O'Brien-Briere, Susan Grant, Nancy Waugh, and Lynn Garland.

Respectfully submitted,
Lynn Garland

III. Fellowship & Pastoral Care

EPISCOPAL CHURCH WOMEN



Holy Trinity Episcopal Church Women is an ad hoc group who keep their ears and eyes open for parish and community needs. I think it would be fair to say that the women of the parish have used their energy for the varied ministries of Holy Trinity Church and have not sponsored a uniquely "ECW" project.

Worshipfully submitted,
Susan Howland

HOSPITALITY

This past year I volunteered to start up the hospitality ministry, specifically the coffee hour, after a two-year absence due to the pandemic. It has been both a joy and a challenge. It is so joyful to see everyone gathered at coffee hour sharing Christian fellowship. As the former Archbishop of Canterbury Rowan Williams stated:

Jesus is not only someone who exercises hospitality; he draws out hospitality from others. By his welcome, he makes other people capable of welcoming. And that wonderful alternation in the Gospels between Jesus giving hospitality and receiving hospitality shows us something absolutely essential ...

This mission of hospitality, of welcoming in Christian fellowship, is absolutely essential to the "heart" of our church. I have heard from many parishioners that coffee hour was sadly missed during the pandemic, when we were physically away from our church building.

We reinstated coffee hour on March 6, 2022. We started by serving beverages only and we followed a protocol of all servers wearing masks and gloves, and parishioners maintained a social distance of three feet while waiting to be served. The committee decided to use biodegradable cups and plates instead of our regular ceramic dishes and cups as a means to prevent the spread of Covid. As federal and state Covid prevention mandates changed and restrictions eased, we adjusted our serving protocols. We started serving food again during coffee hour and once again hosted special events and receptions in the parish hall. We intend to return to using the regular church dishes in the near future.

The re-making of the hospitality ministry this past year has been a challenge because we had to re-evaluate and change so many of our practices following the pandemic. However, we have made tremendous progress in bringing back our traditional coffee hour fellowship as well as hosting special events, such as receptions for baptism, funerals, a baby shower, the bishop's visit, and concerts!

As you can see, the hospitality ministry encompasses quite a bit. We are actively seeking volunteers to help with hosting coffee hour, providing food, helping with dishwashing, and hosting special events. Cat Reith-Lowery has developed a short Hospitality Survey that has been sent out to the parish community. I encourage people to respond to the survey and volunteer if you can. Many hands make light work! Our church does very well with Christian hospitality in feeding and nourishing each other in body, mind, and spirit.

I want to thank Barbara Wilson, the previous Hospitality Chairperson, for so many years of faithful service! I would also like to thank my fellow coffee hour servers: Lynn Garland, Traci Stuart, and Robin Yates for all their time, dedication, and support, and all those who helped with events and food during the past year.

Blessings
Susan L. Grant

PRAYING HANDS MINISTRY

Our Praying Hands Ministry started in June 2022. We make prayer shawls and lap blankets for anyone in need of prayer and comfort. We use the creation of a shawl (or blanket) to focus our prayer as we pray for others with our hands.

Between June and December, 29 prayer shawls were blessed and given away and the basket was empty on 12.31.2022. We will start 2023 with a new batch of shawls.

If you knit or crochet or would like to learn, please feel free to join us. Some basic materials, patterns and prayer ideas can be shared. If you already knit or crochet and want to get started, you can create a rectangular shawl in any knit/crochet pattern that is approximately 15" X 54." (A lap blanket is 26" X 34" minimum, but it can be a little larger.) A triangular shawl is approximately 50" along the top neck edge and 25" from center neck to the triangle point. Any soft yarn will work; bulky yarn works up quickly.

Don't knit or crochet, but wish to contribute? Donate 3-4 oz. skeins of washable, bulky yarn.

There is a basket with blessed prayer shawls at the back of the church available for anyone in need of prayer, love, and comfort. There is no cost. A card is attached to write in the person's name.

Susan Howland

STEWARDSHIP

Every year parishioners are willing to share their faith stories during our stewardship campaign. There is a vulnerability in sharing and a trust in your community to be able to tell your personal story. The stories have been inspirational, and this year was no different. The theme of our stewardship campaign this year was "More than Enough." Thank you to Lorraine Brumskine, Jean Frost, John Grant, and Susan Howland for their willingness to share.

As a parish we have been good stewards of our mission. The missions that we have supported this year include Ukraine, Liberia, Food Share, American Cancer Society, the mission plate, Childreach, Human to Human, Rosilda's Kitchen, and the United Thank Offering. The specifics of the mission can be found in other annual reports.

We have been good stewards of our building. Some major repairs have been accomplished this year: the rewiring of the thermostat in the church, new railings on the handicap ramp, repairs to the fire escape and new locks and keys for access to the building. Thank you to the Building Committee for ensuring that these major repairs were completed.

The Endowment Committee and the Parrettie Committee help us to be good stewards of our investment accounts. They make sure we are following the intentions of the generous donors. Lastly, thank you to the Finance Committee for auditing our finances quarterly.

Respectfully submitted.
Nancy Waugh

THE DAUGHTERS OF THE KING

The Mission of the Order of the Daughters of the King is "the extension of Christ's Kingdom through prayer, service, and evangelism." We maintain a prayer list that we pray daily, petitioning for the healing, guidance, and special concerns of our parish, community, country, and world, in addition to praying for the departed and those in our parish who are mourning.

The Daughters are also members of the Mission and Outreach Committee. We continue to focus on ministry by identifying eligible charities to be recipients of our mission plate donations. We identify local, national, and international organizations that we feel reflect the overall mission of our church.

As 2023 begins, we are beginning our third year in mission with the people of Buchanan, Liberia. As our vision statement states, "Empowered by the Holy Spirit, our vision as Daughters of the King is to know Jesus Christ, to make him known to others, and to become reflections of God's love throughout the world." The "planting of the seeds" for our mission work with Liberia started in 2019 when Lorraine Brumskine became a member of the DOK. Through many conversations with Lorraine, we learned about the plight of the Liberian people, especially the children. We learned that the ravages of civil

war and political unrest have destroyed Liberia's infrastructure, which has led to widespread poverty. Through their boarding schools, the Episcopal Church in Liberia not only provide an education but also food, necessities, and protection for the children.

In 2020, the DOK initiated a companion relationship with the Sons and Daughter of the King (S.D.O.K) in Buchanan, Grand Basa County, Liberia. The S.D.O.K. works within the church to educate and empower girls to break the cycle of victimization. Boys are educated in the importance of support and respect for girls and women. In 2020, after several Zoom meetings with the S.D.O.K, we agreed to partner in establishing a ministry of prayer and aid focused on providing essential supplies for the children of Liberia.

In August of 2021, Julia Duncan-Cassell from Buchanan and president of her local chapter of the S.D.O.K. visited our church. Julia gave a presentation in which she told stories about the plight of young girls, some as young as ten years old, who were being sold as child brides. Her first-hand account further strengthened our chapter's resolve in our joint ministry.

In early 2022, the Daughters applied for and received a \$3,000 grant from the Province 1 Daughters of the King to be used for the Liberian Project. With these funds we have been able to cover all costs for purchasing shipping barrels and for shipping. This year, with funds from this grant and the generous donations from parishioners, we have been able to send three shipments of essential supplies in multiple barrels and boxes to Liberia. The Daughters anticipate sending another shipment this spring.

On July 10th, 2022, our church was blessed with a visit from Graciene Riche. Graciene runs a children's ministry in Buchanan, Liberia that is affiliated with St. John Irving Episcopal Church there. In reflecting on our mission partnership, she expressed how grateful the people of her community are for our continued support of their children's ministry programs. Graciene presented a deeply moving slide show showing the "love in action" of her ministry.

We are very fortunate to have these dynamic relationships in our mission partnership with Liberia. How often do we give to an organization in another country and never know the impact of what our gifts mean to those living there? When I viewed Graciene's presentation, I saw the happy faces of these same children who are receiving our donations. The supplies that we donate--the clothing, school supplies, toiletries, and PPE supplies--help sustain these same precious children. The presence and glory of God binds us in His work on earth.

I end my report with a note of heartfelt thanks to all those who have supported these ministries through prayers and donations.

For His Sake,
Susan L. Grant

President of the Mary and Martha Chapter of the Daughters of the King and the DOK Team.

IV. FAITH FORMATION

FAMILY WORSHIP

Family Worship, defined as the group of parents/guardians of children and school-aged youth, worked together under the direction and guidance of the leadership team to RE invigorate, RE engage, and RE establish Christian fellowship during 2022. We set forth goals for each age group and for families to re-connect with each other after withstanding the effects of the pandemic.

Our first in-person big event, the Shrove Tuesday Pancake Supper, achieved the first step toward our goal. Family Worship helped plan, set up, serve, and host, all the while being in Christian fellowship together. The event was a springboard for the year and reinvigorated our spirits: we were ready, able and trusting in the Holy Spirit.

Family Worship Sundays were established once a month. These Sundays allowed children and youth to participate in every aspect of worship. Kids were ushers, readers, acolytes, gift bearers, and coffee hour hosts. This commitment re-connected the children to worship and gave them a way for hands-on Christian formation. The congregation was also re-introduced to children who had "grown up" during the pandemic and re-established their own commitment to the future of the church. We plan to continue this practice in 2023.

Children's Chapel was established in the fall of 2022 to reintroduce Sunday school for our children and older youth. We chose Sermons4Kids as the curriculum and held a short child-centered service in the Chapel to begin each lesson. We thought it was very important to meet in a small group and then have the children join the procession so that the blessings of the congregation could be wrapped around them before they went to their classroom.

Our cohort of teens was also a top priority this year. We established regular meeting times with the teens in order to give them space for fellowship. Through these meetings, they were able to lead the adults to do a fundraising event for

American Cancer Society programs in research and treatment of pediatric cancers. The teens planned and implemented a hot chocolate and cookie sales booth outside the church with great success. Once fellowship and trust were reestablished, they were now ready to meet as a confirmation group. Confirmation, for those who choose, will be in May of 2023. The teens will meet (regardless of their confirmation plans) to do outreach, learn about the Episcopal Church, and partake in a confirmation curriculum. This group will also lead a community mission to collect and donate food to our local Food Pantry as a way to learn about outreach.

VBS was held during August. Our goal was similar- to re-establish our connections to God and each other through the fun and games that VBS offers. Since VBS has been such a labor of love, we decided to revisit themes of the past and to be good stewards of the materials we already owned. Our one-day VBS was filled with crafts, stories, games and we could feel the Holy Spirit around us.

Lastly, on January 6, 2023, Family Worship hosted an Epiphany celebration with a play, Holy Communion, and a potluck dinner. We firmly believe that if anything defines our goals for this year, this event was it! Children of all ages participated in a skit to portray the arrival of the Magi. Kids were in Christian fellowship with a common goal: to provide a worship experience for the congregation. The Holy Spirit was guiding us along the way, just as the STAR guided the Magi so long ago.

We look forward to serving in 2023.
Blessing, Eileen DeMings and Cat Reith- Lowery

ADULT FORMATION

We have introduced 3 opportunities for Adult Spiritual Formation this year:

Bible Study: We partnered with Bethlehem Lutheran for a Bible study based on *Creation Care Bible Challenge* in September (meeting at Holy Trinity) and October (meeting at Bethlehem Lutheran). Only one person from Holy Trinity participated, with 4-6 participants from Bethlehem Lutheran. We look forward to continuing this partnership with an ecumenical Lenten program in 2023.

Reading Group: Led by Lynn Garland, Suzy Sharp, Rose Reith, and Lana Pieczynski, we proposed a book to share every month, with an in-person discussion on the fourth Thursday that was facilitated by Lynn Garland. We chose books that would be thought-provoking and would allow us to share diverse perspectives not only on faith and church, but also on ethical and social questions. We created a Facebook group as a forum for sharing responses, to which there was very little response. Our list for 2022:

July: Mark Beckwith, *Seeing the Unseen*

August: Paul Kalanithi, *When Breath Becomes Air*

September: Laura Imai Messina, *The Phone Booth at the End of the World*

October: Yolanda Pierce, *In My Grandmother's House*

November: Thich Nhat Hanh, *Silence: The Power of Quiet in a Noisy World*

Practicing Our Faith: Episcopal Beliefs and Practices

This excellent introduction to what is distinctive about the Episcopal Church and the Anglican tradition was developed by Forward Movement, and it draws upon the book *Walk in Love* by Scott Gunn and Melody Wilson Shobe. Thank you to Eileen DeMings for proposing it. A group of 5-10 parishioners met every other week to discuss the Book of Common Prayer as it expresses Anglican theology, liturgy and spiritual practices. The summary of each discussion was sent out by email for those who wish to study on their own. In 2023 the study will turn to church governance and polity and to larger theological questions, to conclude before Easter.

V. MISSION & OUTREACH

Our financial support of mission is a tithe of our offerings and pledged income [\$90,564.76].

Ukraine Medical Supplies	\$3,137.27
Ukraine Episcopal Relief and Development	\$548.25
Ukraine Lemonade	\$950.00
Ukraine Cider	\$489.10
Parrettie Fund	\$2,996.90
Rector's Discretionary	\$100.00
Mission Plate	\$1,372.67
Liberia Project	\$2,508.68
Plan USA Inc. (Childreach)	\$420.00
United Thank Offering	\$1,045.69
American Cancer Society (youth fund raiser)	\$200.00
Lenten Collection (Human to Human)	\$352.00

Rosilda's Kitchen (Blue Shade Concert)	\$350.00
Food Share	\$403.00
Total	<u>\$14,873.56</u>

MISSION AND OUTREACH

The Mission and Outreach Committee has been charged with identifying 501c3 (not for profit) organizations to be recipients of our Mission Plate donations. In choosing eligible charities, we include those on the local, national, and international levels that we feel reflect the overall mission of our church. Each year, we pray and vote on which charities to fund, choosing from several eligible organizations. We welcome suggestions of eligible charities (501c3) for consideration to receive funds from our mission plate collection.

The following is the list of organizations funded and the amounts given through our mission plate donations over the past year:

Mission Plate Donations		
January/February	Worcester Community Action Council – Fuel Assistance	\$120.32
March/April	Human to Human	\$138.90
May/June	Baby2Baby	\$199.50
July/August	Friends of St. Luke's Guesthouse	\$351.45
September/October	Episcopal Church in Navajoland	\$383.00
November/December	Mampong Babies Home	\$179.50
Total Mission and Outreach		<u>\$1,372.67</u>

Each and every dollar we donate represents a life that has been made a little better by our donations. We want to personally thank everyone who has donated during the past year. It has been an incredibly challenging and financially difficult year for so many of our brothers and sisters, locally and globally. Reaching out in mission is one of the pinnacles of love and hope that exemplifies our parishioners.

Sincerely,
Susan L. Grant

SHIFTING FROM CHILDREACH SPONSOR CHILD TO MAMPPONG BABIES HOME IN KUMASI, GHANA.



We started sponsoring Nicholas in Kenya through Childreach (PLAN) in 2012. Nicholas turned 18 on November 22, 2022, and “graduated” from the Childreach Program. Rather than ask for another child, the Vestry approved changing our monthly sponsorship to the Mampong Babies Home in Kumasi, Ghana.

A little about the Mampong Babies Home...

Mampong Babies Home cares for about 50 children and specializes in taking in infants whose mothers have died in childbirth or shortly after. The Home is able to provide good care for the babies who otherwise would often not survive. They maintain communication with the families of origin and try to reunite the babies with relatives as soon as it is practical and safe. They also take abandoned children.

Our diocese has had a companion relationship with the diocese of Kumasi, Ghana since 2008. Bishop and Rebecca Scruton, Bishop and Betsy+ Fisher, Rev. Annie Ryder and others have visited Kumasi, Ghana and in particular the Mampong Babies Home. In 2014 Rev. Betsy Fisher started the “Change the Babies” ministry to support the Mampong Babies Home. Lana Pieczynski was a delegate to the diocesan convention that year and brought the idea back to Holy Trinity and we have been collecting money in the “Big Bottle” ever since.

In January 2023 the monthly sign-up sheet will be to sponsor the Babies Home. The sponsorship money along with whatever is put in the Big Bottle will go to Change the Babies ministry/ Mampong Babies Home. We will keep the parish updated on the Babies Home with articles in *Tidings*.

Blessings,
Susan Howland

UNITED THANK OFFERING



GRACIOUS GOD, source of all creation, all love, all true joy: accept, we pray, these outward signs of our profound and continuing thankfulness for all of life. Keep each of us ever thankful for all the blessings of joy and challenge that come our way. Bless those who will benefit from these gifts through

the outreach of the United Thank Offering. This we ask through Him who is the greatest gift and blessing of all, Jesus Christ.

The United Thank Offering (UTO) was founded by women in 1889 and has been administered by women ever since. The United Thank Offering is a spiritual and financial partner in the mission work of The Episcopal Church, through every person in every pew. UTO is entrusted to promote thank offerings, to receive the offerings, and to distribute the United Thank Offering monies through grants.

I want to thank all who continued to fill their Blue Boxes and share their blessings with thankful offerings. 2022 was a record ingathering for Holy Trinity. Our combined offering of \$1,045.69 was offered at the Diocesan Convention to join with the other UTO offerings from around the world. Every penny will be granted in 2023.

In Gratitude,
Susan Howland, UTO Parish Coordinator

ECUMENICAL WINTER COAT CLOSET

The Winter Coat Closet, whose mission is to provide a free warm coat to anyone in need, was open every Saturday morning from October 29 through December 17. During those eight weeks, we received many donations from area churches and individuals. We were able to assist 234 people, giving out a total of 346 winter coats. In addition, due to generous donors, we were also able to give many hats, mittens, scarves, and other clothing items. We are grateful to Holy Trinity Church for allowing us to continue our mission and appreciate the renovated space. Anyone still in need of a coat can call the church and schedule with me in the office. Our wonderful volunteers were Lynn Garland, Miriam & Pedro Santiago, Dave & Anne Monroe and Leenah Gossman.

Respectfully submitted,
Chris McTigue, Coordinator

STANDING WITH UKRAINE

As a doubting Thomas I have sometimes asked God to give me a clear message preferably in three-foot high letters that I cannot miss, so that I know what I must do. As a mother with a Ukrainian-born son-in-law, when Russia invaded Ukraine in February 2022 I knew I had to help in a meaningful way. After initial inquiries with the Ukrainian community in Boston, it was quickly clear that medical supplies were an urgent need. I was quickly able to connect with a group that facilitated getting medical supplies to hospitals in L'viv, to establish a shopping list of over-the-counter medical supplies, and to learn how to get them there. With the support of Holy Trinity leadership and parish, in partnership with the local community, a collection of over-the-counter medical supplies quickly snowballed. We thought we might collect a few boxes of items; we ended up with 35 boxes totaling 575 pounds and an estimated face value of at least \$6,000. With shipping costs covered by donated funds and packing and transportation to Boston logistics worked out, the whole project from start to finish took just 6 weeks.

Following this very successful effort and acknowledging the very real need to continue to support Ukrainians, Holy Trinity leadership and parishioners supported a Can & Bottle drive (proceeds went to ERD) and donations for homemade lemonade and the net proceeds of selling apple cider went to World Central Kitchen for Ukraine. Holy Trinity takes very seriously its commitment to being "the hands and feet of Jesus," sharing our blessings and message of hope, support and encouragement by doing what we can.

With every best wish and grateful thanks
Tamsin Lucey

COOKING FOR LIFE

Sometimes God's voice speaks to us loud and clear, and at other times there are gentle nudges over a period of time. Cooking for Life is the direct result of gentle nudges that have evolved over the last 25 years. Holy Trinity has always supported efforts to address local food insecurity. We have donated food and money, supported local food pantries and local meal programs, collected donated foods from local businesses, prepared soups to share, and offered meals at Holy Trinity Church (including dinner on Christmas Day one year). The seed for Cooking for Life was planted years ago, nurtured over time, and blossomed this year as a collaboration with St Luke's Guesthouse. More specifically, it is the opportunity for Holy Trinity to share its resources (kitchen space, utilities, volunteers, connections with local businesses) and for me to share a passion for, knowledge about, and the benefits of, cooking from scratch. St Luke's Guesthouse provides guests and clients in the Finding Hope program the opportunity to become self-sufficient. One such opportunity is Cooking for Life. While cooking a healthy meal of their choice, participants learn to cook from scratch with donated ingredients. They can use these skills over and over again to further their goal of self-sufficiency. I am humbled and honored to share my talent with the local community and blessed to be able to do so within the supportive Holy Trinity community, so willing to share its building with our neighbors.

With every best wish and grateful thanks
Tamsin Lucey

THE FOOD PANTRY

This past year has been a challenging one for our parish with respect to the JP2 Food Pantry ministry. We have not been as active as we had been in the years before covid attempted to stop us in our tracks. We made some donations during 2022, but I have no record of what was offered and brought to the Saint John Paul II Parish Food Pantry at our neighboring St Mary's Roman Catholic Church here on Hamilton Street. I want to extend my heartfelt thanks to Bill Nelson for bringing our donations to the food pantry through May 2022. He was a great help with that part of the work.

I have great hopes for the future of this ministry here at Holy Trinity. Our Teens are going to deliver the donated items to the Food Pantry, and Karron Lacey has agreed to work with me to promote and manage the youth participation in this ministry. Karron has volunteered at the Food Pantry in the past so she is going to meet with people who are involved and find out more about the particulars of what they can best use and what other help they may want.

Finally, to end this report I just want to thank everyone who has so generously supported our local food pantry, and I encourage everyone to continue these good works.

Blessings,
Rose Reith

FOOD SHARE

We continued our practice of designating the loose offering on the second Sunday of each month for Food Share, the ministry of Catholic Charities. In 2022 we donated \$403.00.

VI. ADMINISTRATION

BUILDING AND GROUNDS

This report for 2022 will have a different format from previous years. Information about specific projects and monies spent can be found in the "Vestry Motions for 2022" and the "Treasurer's Report." What follows is an account of how the Building Committee has worked with the Vestry and leadership to create a welcoming and safe space for worship, fellowship, mission and outreach during 2022.

Utilizing our building and creating spaces fit for purpose has been high on the Building Committee to-do list as we moved forward from COVID restrictions. Communication with leadership teams including Family Worship, Hospitality, and the Vestry, flowed freely in both directions throughout the year. We took necessary action in a timely manner: pulling together volunteers and staff to facilitate the re-decorating of the Lady Chapel, creating fit-for-purpose storage spaces for the DOK Liberia Mission, Hospitality supplies, and Family Worship classroom and storage. We took action on some projects that had been delayed for several years: repairs to the narthex window and repairs to a wall in the undercroft (the latter still needs to be painted) and redesigning the garden in the front of the church.

We initiated a new way to utilize unused rooms in the classroom wing. After being contacted by a neighbor inquiring about the possibility of renting home office space, the Building Committee, Executive Team and Vestry acted quickly (having done background work over the last 4 or 5 years) to lease one classroom as a "home office." The initial agreement was for 6 months, a meeting with the tenant in the fourth quarter confirmed that the arrangement was proving mutually beneficial, and a yearly Licensing Agreement was signed in December. The Building Committee encourages exploring similar opportunities for at least 3 more classrooms. Action other ongoing building issues, such as what to do about the bathrooms at the bottom of the stairs, remains pending.

While the Building Committee might seem to be in the background, it is in fact a small group of dedicated people who communicate almost weekly about at least one building-related issue, ensuring that actions are accomplished in a timely manner with minimal inconvenience to staff, parishioners, mission & outreach groups, and always cognizant of costs and available funds. Tasks this year included:

- ✓ making sure thermostats were working properly and were programmed accordingly for services, meetings and special events.
- ✓ scheduling the fire extinguisher, fire alarm, boiler, building, and health inspections.
- ✓ monitoring oil consumption and making timely purchases.
- ✓ ensuring that repairs to the fire escape were carried out and inspected as required by the town Fire Department
- ✓ working with our general contractor or retained contractors to ensure that building repairs and boiler maintenance / repairs were carried out.
- ✓ overseeing the installation of new locks and the distribution of new keys.

- ✓ working with staff and parishioners to make sure that everything was in order for food service, building and fire inspections.

We also coordinate with parish groups like the Landscaping Committee, which this year required fixing a potentially dangerous fence situation that became apparent when work began on re-landscaping the grounds at the front and side of the building.

Our Church is over 150 years old and there is a constant need for repair and maintenance as we explore ways to repurpose space while complying with safe church standards and building codes. You may well ask why the Building Committee does all this, year after year. It is because we believe Holy Trinity Church was built for God's purpose to be a place for worship and fellowship and to be a resource to and for the community.

We are truly blessed and grateful to have Greg Nikolla as the church sexton, who willingly and gladly accepts all the "please can you...." requests, many of which were not in his original job description.

We invite you to contact any of the building committee if you have questions, suggestions or comments, and especially if you feel called to serve on the Building Committee.

Respectfully submitted,
Tamsin Lucey & Susan Howland - Building Committee Co-Chairs
Jean Frost, Nate Lowery, Brian Canty – Committee Members

COMMUNICATIONS AND WEBSITE



Holy Trinity's investment in online communication continued in 2022 with the weekly streaming of the service to Facebook Live. Many parishioners have returned, but Zoom is used on occasion and hybrid meetings are becoming the norm.

The website was given a thorough review by Mother Judith and many changes were made to make sure the information is relevant, current, and useful. The recording of the service is available on our website most weeks.

We continue to use various digital platforms for communication: MailChimp, e-newsletters, Evite invitations, surveys, all-parish emails and Facebook public page and private groups. Our monthly *Tidings* newsletter is sent electronically as well as being mailed. These communication platforms seem to be good resources for reaching parishioners and others. We send postal mail to those who do not have email. Please feel free to contact the church if you are not getting parish communications.

As the Communications Coordinator, I have attempted to keep leaders connected and information flowing, working with John Grant, our Technology Support Officer, and especially with Chris McTigue as she settles into the Parish Administrative Assistant position.

Susan Howland, Communications Coordinator

TECHNOLOGY SUPPORT

The position of Technology Support Officer is a new volunteer position that was created by the Vestry in 2022. The position formally identifies activities that have grown and have become necessary over time. The person in this position currently provides support for our church public address system and the church's computer systems, in addition to advice to the Vestry on technical issues.

During the pandemic our old PA system, which was no longer maintainable, was decommissioned and the components brought to an environmentally- safe electronics disposal facility. We had a perfectly functioning PA system that at one time was used by Family Worship. This PA system was relocated to the closet in the sacristy and the wireless microphone receiver was installed on the wall next to the organist's bench. This has allowed the officiant to use a wireless microphone and made a second wireless microphone available.

Over time, our computer infrastructure has grown from one office computer with Internet access to a system that now includes the office computer, a rector's laptop, and a laptop to provide livestreaming of our church services. We also have a router in the office that provides two WIFI channels to the church hall and sanctuary, an unmanaged ethernet switch to provide additional connectivity, as well as two separate WIFI access points--one in the undercroft and one in the rented

office space in the downstairs classroom wing. The task of providing ethernet connection to the downstairs WIFI access points was arduous and required pulling cable as well as drilling through concrete walls.

Tech support also runs the streaming service through Facebook live for our Sunday services and for other events upon request. We look forward to continuing this effort for the coming year.

Faithfully,
John W. Grant

THE FINANCE COMMITTEE

The mission of the Finance Committee is to serve as stewards of the financial resources of the parish. While the Vestry has ultimate responsibility for all the resources of the parish, the Finance Committee shares this responsibility, along with the Treasurer, by bringing its knowledge and experience to advise the Vestry on parish financial matters.

The Vestry appoints members to the Finance Committee each February to provide the treasurer with a group of thoughtful, committed members of the parish with whom to discuss ideas and parish financial matters, and to assist in the development of the annual parish budget. The Finance Committee also provides advice regarding financial matters to the Vestry. To assist the treasurer, who now does the bookkeeping, and for best financial practices and separation of duties, the Finance Committee Chair provides oversight, a 2nd signature on checks when necessary, and reconciles the bank statements.

The Finance Committee met twice in 2022 and shared emails for further discussion between meetings.

A draft budget was presented to the Vestry in December. At that time, we had a significant budget deficit, but with enough reserve funds to cover, one-time, for 2023. By the time the majority of the pledge cards were received the deficit was reduced to about \$2,000 and that is the deficit budget the Vestry voted to approve for 2023.

I am grateful for our dedicated treasurer and dedicated finance committee members: Nancy Waugh, Josh Spooner, retiring member Peg Nelson and new member Lana Pieczynski. We are also grateful for our new Pledge Secretary, John Grant.

As always, we pray for the needs and ongoing work of the church and ask for your prayers as well.

Susan Howland, chair for the committee: Nancy Waugh, treasurer, Josh Spooner, and Lana Pieczynski

THE ENDOWMENT COMMITTEE

On January 7, 2013, the Vestry adopted Endowment Fund Policies and Guidelines formally establishing a General Endowment Fund for Holy Trinity Episcopal Church. The Mission and Purpose reads as follows:

WHEREAS Christian stewardship involves the faithful management of all of God's gifts – time, talent, the created world, and money, including accumulated, inherited and appreciated assets; and

WHEREAS Christians can give to the work of the Church through a variety of gift vehicles, in addition to cash, including bequests in wills, life income gifts, annuities, trusts, life insurance policies, real estate, securities and other assets; and

WHEREAS it is the desire of this parish to encourage, receive and administer these gifts in a manner faithful to the loyalty and devotion to God expressed by the donors and in accord with the canons of the Episcopal Church and the Diocese of Western Massachusetts and the policies of this Parish:

THEREFORE, BE IT RESOLVED, that this Parish, through action of its Vestry, establishes a new and separate fund to be known as "The Endowment Fund" (hereafter called the "FUND") of Holy Trinity Church of Southbridge, 446 Hamilton St. Southbridge, Massachusetts 01550

BE IT FURTHER RESOLVED that the purpose of the FUND is to enable the PARISH to fulfill its mission more completely by developing its ministries beyond what is possible through its annual operating funds. Distributions from the fund therefore shall be limited to: (i) capital improvements of the PARISH; (ii) outreach ministries and grants; (iii) seed money for new ministries and special one-time projects; and (iv) such other purposes as are specifically designated by donors to the PARISH whose gifts are included in the FUND.

BE IT FURTHER RESOLVED that the distributions from the FUND shall not be made to the operating budget of the PARISH except to fulfill the purposes described above.

BE IT FURTHER RESOLVED that an ENDOWMENT FUND COMMITTEE (hereafter called the "COMMITTEE") is hereby established. The COMMITTEE shall have oversight responsibility of the FUND and its composition and duties are described in the following "Plan of Operation," which may be amended from time to time

The existing endowment funds are now included in this Endowment Fund keeping their original intention and restrictions.

Using part of a gift from Gertrude Brennan we established the Holy Trinity Legacy Fund. The Legacy Fund now receives all unrestricted bequests. See the Statement of Financial Position report for the value of the endowments in the Fund.

Our Endowment Fund Policy restricts us to invest only with the Trustee for the Diocese of Western Massachusetts, which operates essentially a Mutual Fund for parishes in the diocese. The Endowment Fund Policy calls for a 3-member committee to oversee the Endowment Fund. The terms are for 3 years with a maximum of 3 consecutive terms. Members can be re-appointed after one year. The Vestry appointed the following committee in 2022: Susan Howland, Chair, 1st 3-year term, to join Bill Pieczynski 3rd year of 3rd-3-year term expiring January 2023 and Jean Frost, 3rd year of 3rd-3-year term expiring January 2024. We thank Mick Kalber who served for 9 years from 2013 to January 2022 and provided invaluable advice as we established the Endowment Fund.

There was an addition of \$220.00 to the Legacy Fund, and an addition of \$2,000 to the John C. Dirlam Fund, which will be transferred to the principal in 2023.

The Legacy Fund income account now has roughly \$5,000 available for use.

Like the rest of the investment market, we lost principal in 2022. The loss was about \$86,000 for the total Endowment Fund (see financial reports for exact figures). The income we receive from the Endowment funds, is protected because the diocese pays a set figure based on a 20 quarter "rolling" average, cushioning the dramatic dip in the stock market.

The Endowment Committee did not meet in 2022 but will meet in early 2023 to review the funds.

If you have any questions about the Holy Trinity Endowment Funds, please don't hesitate to contact us.

Gratefully submitted,

Susan Howland, Chair for the Committee: Bill Pieczynski and Jean Frost

THE TREASURER'S REPORT

The good news is income is over budget by \$12,014.76. The following contributing:

- The pledges are over budget with the addition of a couple of pledges received after the budget was voted on. This results in the budgeted unfulfilled pledges being overbudget.
- Plate offerings are overbudget being back to in-person services all year.
- The all-other donation account is not budgeted. There was a donation received and the donor had no restrictions.
- The interest accounts are overbudget \$613 with the addition of 3rd quarter interest.
- Rental income is overbudget with the addition of the new home office rental.

Additionally, the expenses are now overbudget \$18,005.32. The following contributing:

- The leadership development, Christian education adult and youth are overbudget but there is a
 - Reserve fund to cover the extra expense.
- We have purchased 2900 gallons of oil for the winter season. This purchase will make us overbudget annually by \$4,365.
- The hospitality budget is over budget because of returning to coffee hour and the decision to return to our green initiative by using eco-friendly disposable cups and dishes. There have been some donations in July to offset this budget.
- The capital improvement account includes the repair to the undercroft stairs and the repair to the thermostats to the boiler. The fire escape repair has been paid \$9,600 and \$900 for the engineering certificate required for building permit. A deposit of \$2,087 for Tasse's to replace rusted piping to the boiler. The total overbudget with this account is \$15,042.74.
- National Grid Gas has been charging tax and Susan Howland has been trying to recoup some of this overcharge. The credit has been received for \$179.15.

Upcoming Capital Expense: The balance of the repair of the piping to the boiler scheduled for November has been delayed waiting for parts.

Respectfully Submitted,
Nancy Waugh

Budget vs. Actual 2022
January through December 2022

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Flowers			
4087 · Flowers-Weekly	632.74		
4088 · Flowers-Christmas	300.00	250.00	50.00
4089 · Flowers- Easter	441.95	250.00	191.95
Total Flowers	1,374.69	500.00	874.69
Fundraising- Operating Budget			
4085 · Fundraising			
4986 · VBS Income	100.00		
4989 · Coffee Donations	155.00	50.00	105.00
4085 · Fundraising - Other	73.00		
Total 4085 · Fundraising	328.00	50.00	278.00
Total Fundraising- Operating Budget	328.00	50.00	278.00
Income All Other			
4040 · Checking Interest	166.46	300.00	-133.54
4086 · Online giving fees (Tithe.ly)	-139.01	-150.00	10.99
4099 · All Other Donations	1,928.00		
Total Income All Other	1,955.45	150.00	1,805.45
Plate Offering			
4001 · Loose Plate	946.09	350.00	596.09
4002 · Initial Offering	96.00	50.00	46.00
4003 · Easter Offering	576.55	1,000.00	-423.45
4004 · Christmas Offering	912.02	600.00	312.02
4009 · Plate Offering - Regular/ Other	1,815.00	1,829.00	-14.00
4923 · Vigil Light	39.00		
Total Plate Offering	4,384.66	3,829.00	555.66
Pledge Offering			
4013 · Pledge - Last Year	4.00		
4014 · Pledge - Current Year	86,455.06	85,266.00	1,189.06
Total Pledge Offering	86,459.06	85,266.00	1,193.06
Rental Income			
4090 · Rental Income	6,475.00	4,260.00	2,215.00
Total Rental Income	6,475.00	4,260.00	2,215.00
Trust Income			
4043 · Storey Interest	603.24	590.00	13.24
4044 · Hobbs Interest	178.03	174.00	4.03
4046 · Wells Interest	8,738.93	8,545.00	193.93
4047 · Shepherd Interest	112.04	110.00	2.04
4048 · Watson Fund Interest	84.67	83.00	1.67

4053 · Fannie Wall Interest	254.37	249.00	5.37
4054 · Clergy Housing Interest	5,449.06	5,328.00	121.06
4055 · Buckley Interest	3,154.32	3,084.00	70.32
4060 · Legacy Fund Interest	2,611.36	2,544.00	67.36
4061 · Dirlam Fund Interest	<u>2,560.88</u>	<u>2,427.00</u>	<u>133.88</u>
Total Trust Income	23,746.90	23,134.00	612.90
5600 · Unfulfilled Pledges	<u>0.00</u>	<u>-4,480.00</u>	<u>4,480.00</u>
Total Income	<u>124,723.76</u>	<u>112,709.00</u>	<u>12,014.76</u>
Gross Profit	124,723.76	112,709.00	12,014.76
Expense			
Christian Formation-Adult			
5195 · Leadership Development	505.00	200.00	305.00
5236 · Christian Education	725.45	250.00	475.45
5290 · Stewardship	0.00	50.00	-50.00
5296 · Hospitality			
5295 · Coffee	89.50	50.00	39.50
5296 · Hospitality - Other	<u>284.26</u>	<u>100.00</u>	<u>184.26</u>
Total 5296 · Hospitality	<u>373.76</u>	<u>150.00</u>	<u>223.76</u>
Total Christian Formation-Adult	1,604.21	650.00	954.21
Christian Formation-Youth			
5235 · Christian Ed, Family Worship	<u>460.20</u>	<u>500.00</u>	<u>-39.80</u>
Total Christian Formation-Youth	460.20	500.00	-39.80
Church			
5201 · Utilities - Oil Church	11,890.41	7,525.00	4,365.41
5202 · Utilities - Gas Church	1,227.77	1,200.00	27.77
5203 · Utilities- Electric Church	3,364.88	3,050.00	314.88
5204 · Utilities- Water/Sewer Church	992.76	900.00	92.76
5206 · Trash/Recycle	521.23	415.00	106.23
5252 · Telephone/Internet Church	1,619.67	1,680.00	-60.33
5278 · Organ and Piano Maintenance			
Organ major repairs	812.00		
5278 · Organ and Piano Maintenance - Other	<u>600.00</u>	<u>700.00</u>	<u>-100.00</u>
Total 5278 · Organ and Piano Maintenance	1,412.00	700.00	712.00
5301 · Church Repair/Maintenance	2,604.44	5,000.00	-2,395.56
5302 · Church, Capital Improvement	20,842.74	5,800.00	15,042.74
5317 · Building/Liability Insurance	<u>8,904.00</u>	<u>8,361.00</u>	<u>543.00</u>
Total Church	53,379.90	34,631.00	18,748.90
Clergy			
5101 · Clergy Salary			
5101b · Clergy Bonus	500.00		
5101 · Clergy Salary - Other	<u>30,182.08</u>	<u>30,182.00</u>	<u>0.08</u>
Total 5101 · Clergy Salary	30,682.08	30,182.00	500.08
5102 · Clergy Supply	0.00	1,500.00	-1,500.00
5115 · Clergy FICA	2,295.49	2,309.00	-13.51
5127 · Clergy Reimbursables	0.00	2,030.00	-2,030.00

5242 · Clergy Continuing Ed	0.00	500.00	-500.00
Total Clergy	32,977.57	36,521.00	-3,543.43
Diocesan Assessment	9,304.00	9,358.00	-54.00
Evangelism			
5001 · Parish Visibility	126.61	200.00	-73.39
Total Evangelism	126.61	200.00	-73.39
Flower Expense			
5087 · Flowers weekly	854.00	0.00	854.00
5088 · Christmas Flowers	232.00	250.00	-18.00
5089 · Easter Flowers	441.95	250.00	191.95
Total Flower Expense	1,527.95	500.00	1,027.95
Liturgical			
5266 · Altar Supplies	669.26	650.00	19.26
5267 · Wine	59.35	80.00	-20.65
Total Liturgical	728.61	730.00	-1.39
Music Program			
5105 · Organist Salary			
5105a · Organist FICA	831.93	796.00	35.93
5105c · Organist Bonus	200.00	100.00	100.00
5105 · Organist Salary - Other	10,674.96	10,400.00	274.96
Total 5105 · Organist Salary	11,706.89	11,296.00	410.89
5277 · Music	523.38	250.00	273.38
Total Music Program	12,230.27	11,546.00	684.27
Program			
5221 · Office Supplies	301.82	250.00	51.82
5222 · Postage	341.36	600.00	-258.64
5224 · Copier Expense	1,670.22	1,689.00	-18.78
5299 · All Other Program Expense	480.00	400.00	80.00
5303 · Sexton Supplies	344.32	300.00	44.32
Total Program	3,137.72	3,239.00	-101.28
Staff			
5103 · Administrative Asst. Salary			
5103a · Administrative Asst. FICA	418.50	405.00	13.50
5103b · Administrative Asst. bonus	100.00	75.00	25.00
5103 · Administrative Asst. Salary - Other	5,652.02	5,304.00	348.02
Total 5103 · Administrative Asst. Salary	6,170.52	5,784.00	386.52
5107 · Sexton Salary			
5107a · Sexton's FICA	615.76	596.00	19.76
5707b · Sextons bonus	150.00	150.00	0.00
5107 · Sexton Salary - Other	7,800.00	7,800.00	0.00
Total 5107 · Sexton Salary	8,565.76	8,546.00	19.76
5118 · Workers Comp	501.00	504.00	-3.00
Total Staff	15,237.28	14,834.00	403.28
Total Expense	130,714.32	112,709.00	18,005.32
Net Ordinary Income	-5,990.56	0.00	-5,990.56

Other Income/Expense

Other Income

Designated Income

4911 · Other designated income	3,018.00
4922 · Food Share& 2nd Sun Loose Plate	403.00
4951 · Building Fund	<u>20.00</u>

Total Designated Income 3,441.00

Restricted Income

4400 · Mission & Outreach	6,849.80
4401 · Childreach	420.00
4404 · Organ Fund	125.00
4405 · DOK Liberia Project - in	3,005.00
4906 · UTO	1,045.69
4910 · Rector's Discretionary Income	300.00
4920 · Memorial Gifts Received	11,801.72
4942 · Parrettie Income	8,336.49
4960 · Endowment Additions	<u>220.00</u>

Total Restricted Income 32,103.70

Total Other Income 35,544.70

Other Expense

Designated Expense

5911 · Other designated expense	2,863.87
5922 · Food Share - Out	<u>403.00</u>

Total Designated Expense 3,266.87

Restricted Expense

5400 · Mission and Outreach	6,849.26
5401 · Childreach-Out	435.00
5405 · DOK Liberia Project - out	2,508.68
5906 · UTO - Expense	1,042.69
5910 · Rector's Discretionary Expense	400.00
5920 · Memorial Gifts Spent	617.00
5942 · Parrettie Disbursements	<u>2,996.90</u>

Total Restricted Expense 14,849.53

Total Other Expense 18,116.40

Net Other Income 17,428.30

Net Income 11,437.74 0.00 11,437.74

Nancy L Waugh

1/2/2023

**Statement of Financial
Position**

Dec 31, 22

ASSETS

Current Assets

Checking/Savings

1003 · HTC Main Checking

Budget Reserve 2,729.00

Temporarily Restricted Funds

Building Fund 208.95

Christian Formation Extra Budget 3,046.03

Clergy sabbatical & CE 4,811.00

DOK Liberia Project 906.32

ECW Funds 545.03

Family Worship - VBS 1,389.45

Flower Fund 860.25

Legacy Fund Income 5,039.50

Memorials Fund 11,654.68

Mission and Outreach

Mission Donations 2,473.58

Total Mission and Outreach 2,473.58

Organ Maintenance Fund 1,155.39

Total Temporarily Restricted Funds 32,090.18

Vestry Designated Funds

Altar Guild Fund 1,872.26

Equipment Fund 2,150.91

Fuel Fund 6,966.25

Holy Trinity Savings Fund 32,127.85

Total Vestry Designated Funds 43,117.27

1003 · HTC Main Checking - Other 9,392.00

Total 1003 · HTC Main Checking 87,328.45

1004 · HTC Parrettie Checking 7,944.88

1005 · Petty Cash 3.81

1025 · Clergy Discretionary Fund 4,159.10

Total Checking/Savings 99,436.24

Total Current Assets 99,436.24

Other Assets

Trust Funds Values as of 9/30/22

1101 · Parrettie Fund 162,880.83

1104 · Storey Fund 11,786.25

1105 · Buckley Fund 61,630.01

1106 · Wells Fund 170,743.75

1108 · Hobbs Fund 3,478.40

1109 · Shepherd Fund 2,189.02

1110 · Fannie Wall Fund 4,969.82

1111 · Fitzpatrick Fund 9,218.41

1112 · Emeline & George Watson Fund 1,654.26

1114 · Holy Trinity Legacy Fund 51,349.32

1115 · HTC Clergy Housing Fund 106,465.36

1116 · John C. Dirlam Fund 50,933.47

Total Trust Funds 637,298.90

Total Other Assets 637,298.90

TOTAL ASSETS 736,735.14

Nancy L Waugh

1/2/2023

Holy Trinity Episcopal Church 2023 Budget

	<u>Budget 2023</u>	
Ordinary Income/Expense		
Income		
Total Flowers	500.00	
Fundraising- Operating Budget		
Total Fundraising- Operating Budget	150.00	
Income All Other		
Total Income All Other	-50.00	
Total Plate Offering	3,829.00	
Pledge Offering	91,017.00	
Total Rental Income	7,980.00	
Total Trust Income	23,134.00	
5600 · Unfulfilled Pledges	-2,500.00	
Total Income	<u>124,060.00</u>	
Expense		
Total Christian Formation-Adult	1,145.00	
Total Christian Formation-Youth	500.00	
Church		
5201 · Utilities - Oil Church	18,000.00	
5202 · Utilities - Gas Church	1,372.00	
5203 · Utilities- Electric Church	4,148.00	
5204 · Utilities- Water/Sewer Church	1,000.00	
5206 · Trash/Recycle	505.00	
5252 · Telephone/Internet Church	1,920.00	
5278 · Organ and Piano Maintenance	700.00	
5301 · Church Repair/Maintenance	5,000.00	
5302 · Church, Capital Improvement	6,000.00	
5317 · Building/Liability Insurance	8,904.00	
Total Church	47,549.00	
Total Clergy	36,971.00	
Diocesan Assessment	8,782.00	
Total Evangelism	250.00	
Total Flower Expense	500.00	
Total Liturgical	730.00	
Total Music Program	11,946.00	
Total Program	3,240.00	
Total 5103 · Administrative Asst. Salary	5,809.00	
Total 5107 · Sexton Salary	8,826.59	
5118 · Workers Comp	540.00	
Total Expense	<u>126,788.59</u>	
Net Ordinary Income	-2,728.59	deficit
Vesty Approved		
1.4.2022		