



2023 Annual Report

ANNUAL MEETING
JANUARY 28, 2024



**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 28, 2024**

Annual Reports: 2023

Minutes: Annual Parish Meeting for Year 2023: January 28, 2024

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MINUTES OF 2023 ANNUAL MEETING – JANUARY 29, 2023

CALL TO ORDER

The Senior Warden, Lynn Garland, called the meeting to order at 9:44 AM.

ROLL CALL

The Senior Warden called the roll. There was a quorum present, and there was 1 guest and 1 regular attendee as well.

PRESENTATION OF THE MINUTES OF 2022 ANNUAL MEETING

A motion was made to accept the Minutes from the 2022 Annual Meeting, it was seconded, and carried. The service continued.

TREASURER'S REPORT & 2023 BUDGET

The treasurer gave a summary of her annual report and went over the Vestry-approved 2023 budget. Nancy Waugh noted that we have a deficit budget for 2023 but the deficit is relatively small and our overages from 2022 should cover it. The budget is realistic and the Finance Committee felt that a realistic budget with a deficit was better than pretending we could work within a balanced budget this year. The Vestry does not plan on making a habit of approving deficit budgets. Nancy Waugh highlighted all the money that went to mission during 2022 and commented that it was a tithe of our operating budget. She encouraged us to celebrate that accomplishment. There was a question about the possibility of looking into putting solar panels on the roof to defray the cost of electricity. Susan Howland responded that solar panels had been looked into several years ago and at that time it was not a viable option. It may be worth looking into again, however.

PRESENTATION OF THE SLATE OF VESTRY NOMINEES AND CONVENTION DELEGATES

The slate of nominees was presented. Printed ballots were available for everyone present. Lynn Garland called for nominations from the floor.

The service continued.

PRESENTATIONS

Senior Warden's Report – Lynn Garland.

Hospitality Survey Results – Cat Reith-Lowery had sent out a survey earlier in January and she went over the results of the survey in a Power Point presentation. There were people willing to serve, some willing to wash dishes upstairs, very few willing to take dishes downstairs to use the dishwasher there. There were several people willing to bring food, juice, cream, hot chocolate; some people were willing to help, in various ways, with special events. More work will be done with the information that was gathered.

The Congregation Assessment Tool – Lynn Garland explained that the Vestry is going to be using information gathered from this survey to help guide us through the transition and into Holy Trinity's future. We would like everyone who is a member or attends worship regularly to complete a survey by the 23rd of February. Holy Cow Consulting created this tool and they will be receiving all the completed surveys and tabulating the results. The results will be interpreted by the Rev. Rich Simpson, Canon to the Ordinary, and Canon Simpson will go over the results with the Vestry in March. There will be Vestry Members available to help anyone who needs help. The survey needs to be submitted on-line but hard copies can be used to answer the questions and either responses can be entered into the computer or the completed hard copy can be input by someone. There are no names attached to the survey so the information is confidential.

CLOSE OF NOMINATIONS AND DECLARATION OF ELECTION

Lynn asked if there were any nominations from the floor; there being none, a vote was taken and the slate as presented was elected.

The Annual Meeting was adjourned at 11 AM. The newly-elected Vestry and Delegates were commissioned and the service continued.

Respectfully submitted by Jean Frost, Clerk

2023 Annual Reports

I. AN OVERVIEW OF 2023

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 2023 this passage from Isaiah continued to be our guide and our inspiration. It expresses both trust in God's faithful guidance and our own promise to open our eyes and hearts to *the new thing* that God is doing in the world, in our community, and in our souls.

2023 has been a year of discernment, and your Vestry has led you in an exemplary, thoughtful, and wide-ranging process. Beginning with the Congregational Assessment Tool (CAT), they facilitated congregational conversations, offered an analysis of the building costs and potential uses, and formulated questions for interviews with clergy to learn about alternative models of ministry. You are well-prepared to create a new partnership when you call a new priest in 2024.

We also continued to develop ministry and mission no longer limited by the pandemic. We continued to livestream worship and to hold meetings on zoom in order to enable a larger number of people to participate. My own work has focused primarily on liturgy and on faith formation. The summary of our formation programs can be found on page 15 below. Here I will summarize our liturgical innovations:

We have continued to livestream our worship every Sunday for those who are unable to attend in person. Thank you to John Grant, Susan Howland, and Lynn Garland for making this possible. We are delighted and grateful that our young people continued to lead our liturgy as Readers, Acolytes, Ushers, and bringing forward the gifts, in addition to helping to serve Coffee Hour. Many thanks to Emmilynn and Aliana Bousquet, Anna, Jack, and Lucy Burns, Teddy DeMings, Leenah Gossman, Sam Pieczynski, Jace and Jones Reith-Lowery, and Madisynn Segarra. Thank you to Cat Reith-Lowery for directing the Family Worship Players for dramatizations of the gospel on special occasions. We thank Jean Frost and Josh Spooner for guiding our acolytes.

John Grant completed training for certification to serve as a Eucharistic Minister.

We added a new service that we call *Children's Chapel* at 9:15 on the 2nd and 4th Sundays of the month. We meet in the Chapel for a brief liturgy led by our children, and each month we learn a song that the congregation sings either before the gospel or after the sermon. This gives our children the opportunity to learn about the Episcopal liturgy and to share a Scripture lesson and prayers when they do not meet for Sunday School. The younger children also learn how to light and extinguish the candles.

We hosted the Bishop's Visitation in May when Bishop Fisher blessed, our new green vestments and liturgical hangings, our renovated Children's Chapel, and a new bench outside. 5 Youth were confirmed: Leenah Ann Gossman, Madisynn Abbygale Segarra, Samuel David Pieczynski, Phoebe Emma Reith-Lowery, and Nicholas Gordon Sargent. 3 adults were received: Ryan Paul Bousquet, Karron Lacey, and David Charles Monroe.

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 participated in an ecumenical Thanksgiving service hosted by the First United Methodist Church in November. Beginning in May, I have presided at the monthly service of Holy Eucharist at Overlook.

I want to offer a deeply felt note of person gratitude to you for your support as I faced the death of my husband. You were compassionate and understanding, giving me the space I needed to grieve and grow into a new way of life. You manifested the grace and wisdom that has always been a charism of Holy Trinity.

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

In Christ,
Judith Lee, Priest-in-Charge

THE SENIOR WARDEN'S REPORT

2023 was a year of exploration and discernment for our parish regarding two significant areas of challenge. One was considering new models of ministry as we prepare to call a new priest. A new model of ministry is needed because it is not clear how long we will be able to financially support a half-time priest. The second was coming to terms with the real costs of maintaining our building and realizing we may not be able to fund those costs through leasing the space to community organizations. Wise stewardship requires that we explore these two matters with faith and gratitude. We have had excellent guidance in both areas from Mother Judith and from Rev. Rich Simpson, Canon to the Ordinary in our diocese.

I would like to express my deep appreciation for the way our parish has embraced this as a journey of faith. Even as we engaged with these issues, we continued to have an active and vibrant shared worship and parish life, which is reflected in the other reports. I am especially grateful for the dedication and support of the Executive Committee (Susan Howland, Junior Warden; Nancy Waugh, Treasurer; and Jean Frost, Clerk) and the Vestry Members (Lana Pieczynski, Lorraine Brumskine, John Grant, Cat Reith-Lowry, Eileen DeMings and Robin Yates).

Our process began by having parish members take the Congregation Assessment Tool (the CAT) which is an online assessment survey to help congregations who are facing major transitions. The goal was to clarify our level of internal stability and our shared values, to guide us in knowing what kind of skills and values would be a good match for us in our next clergy person to guide us as we begin our search. The very good news is the survey confirmed we are in a good position spiritually and that we are a strong community of faith with many shared values. Even with theological differences among us, we focus on our shared worship and dedication to mission. These results confirm we have adjusted well to having a half-time priest and are ready to engage in the process of finding a new model of ministry that will continue to support us even with less time available from a new priest.

With the help of Canon Rich, we contacted churches who had already been through the process of moving into a different model. At Mother Judith's suggestion, we met with them as a group on Zoom and recorded the conversation so it could be shared with the parish. It was very interesting and encouraging. First, it confirmed that many churches share the same challenges. It also confirmed that the changes were not easy but, in each situation, once the congregation made the commitment and got through the transition, each parish was stronger than before.

So the Vestry began to consider what options are most readily available to us. One of the models is sharing a priest with another parish, either Episcopal or Lutheran. The Lutheran Church is theologically very close to our Episcopal tradition and our worship services are almost the same; indeed, the two denominations are in full communion and Lutheran-Episcopal partnerships are increasingly common. While we began our consideration, we learned that the Bethlehem Lutheran Church in Sturbridge, with whom we have a long-standing and comfortable relationship, is also experiencing the need to change their model of ministry. They have a full-time pastor but are finding it difficult to continue to support his full salary.

In our December meeting, the Vestry unanimously voted to explore the possibility of sharing his time. We notified Canon Rich and he contacted Sara Anderson, Associate to the Bishop of the New England Synod-ELCA. As a result, we have a meeting scheduled on January 18th to begin exploring this possibility. The meeting will include Canon Rich and Sara Anderson, Mother Judith and Pastor Dan, myself as Senior Warden and Susan Howland as Junior Warden, and Mike Wimberly and Terrie Novack, President and Vice President of the Council at Bethlehem Lutheran. That meeting will have taken place by the time we hold our annual meeting. This will be an ongoing process that will include the entire congregation.

Regarding the challenge of our building, a subcommittee of the vestry was tasked with pulling together all the information related to this area. This included all the costs related to normal maintenance as well as ongoing repairs. They also included information about the exploration of possible ways to use the building to generate income in order to offset expenses. Their work was helpful in making the issues very clear. While a couple of agencies, such as Food Share and Meals on Wheels, have considered renting our space, the lack of parking, especially during the winter, the lack of handicapped access to the lower floors, as well as other outdated code situations, continue to be insurmountable barriers. While it is clear that we no longer have the independent resources to support this building on a long-term basis, this is not an emergent situation. We will be making decisions about this over the next year.

In both these areas, we are confident that God is doing something new and these changes are part of that plan. I am grateful to be sharing this journey with you.

Yours in Christ,
Lynn Garland, Senior Warden

THE JUNIOR WARDEN'S REPORT

At Holy Trinity, the junior warden is not the property manager, but rather a co-warden. I collaborate with the senior warden and the executive committee between and before vestry meetings on parish planning and address issues that may come up.

Last year was a time of stabilization and reflection: At every vestry meeting we asked three questions: What are we doing? What are we doing well? What could we do better? This year has been a year of investigation and exploration as we stepped deeper into discernment. In February the whole parish took a survey known as the CAT (Congregational Assessment Tool) to see where God might be calling us in the near future.

In March, the vestry met with Canon Rich Simpson to interpret the CAT results and help us think about our next steps. At the vestry retreat later in March we formed three working groups and I, along with rest of the vestry, have been deeply involved and invested in seeing this part of the transition process completed in 2023.

After many congregational meetings, and meeting with parishes around the diocese to explore different models of ministry, we were pleased to announce that the vestry approved the plan to start a conversation with Bethlehem Lutheran Church, Sturbridge, about sharing clergy.

Bishop Fisher held Zoom meetings again in 2023 to support wardens in the diocese, and I attended, when possible, on behalf of Holy Trinity, bringing back any useful information to the vestry.

Once again it has been a blessing to serve Holy Trinity Episcopal Church, as we move into our third year of transition.

With Blessings in Christ,
Susan Howland, Junior Warden

MOTIONS MADE BY THE VESTRY IN 2023

January

A motion was made, seconded, carried to accept the minutes of the December 14th Vestry meeting.

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

A motion was made, seconded, and carried to Transfer \$220 to the Trustees of the Diocese of Western MA to be deposited in the Legacy Fund.

A motion was made, seconded, and carried to transfer \$2000 to the trustees of the Diocese of Western MA.

A motion was made, seconded, and carried to approve the amended 2023 budget.

February

A motion was made to accept the minutes of the January 4, 2023 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 keep Isaiah 43:19 as our motto going forward. It was seconded and carried.

A motion

was made to donate the proceeds from SouperBowl soup fundraiser to the Wales Community Food Pantry; it was seconded and carried.

A motion was made to appoint the people to

the committees listed below, except for the Endowment and Hospitality committees, and adding Ron Texiera's name to the B&G committee, it was seconded and carried.

Appointment of Standing Committees

- II. **Finance Committee:** Susan Howland, chair; Nancy Waugh, Treasurer; Josh Spooner, Lana Pieczynski Pledge Secretary: John Grant
- III. **Endowment Committee:** Susan Howland, Chair; Jean Frost, 3rd term expires 2024; ex-officio: Priest and Treasurer; discussion: nomination of a third member
- IV. **Parrettie Committee:** Lynn Garland, Sr. Warden, chair; Susan Howland, Jr. Warden; Members: Lana Pieczynski, Barbara Kalber, Tamsin Lucey
 - o Priest and Treasurer, *ex officio*
- V. **Pastoral Care Committee:** Priest, Lynn Garland, Susan Howland, Tamsin Lucey
- VI. **Stewardship Committee:** Nancy Waugh & Lynn Garland
- VII. **Building and Grounds Committee:** Co-chairs: Tamsin Lucey & Susan Howland; Jean Frost, Brian Canty, Nate Lowery and Ron Texiera
- VIII. **Mission and Outreach Committee:** Susan Grant, Chair; Suzanne Sharp; Daughters of the King
- IX. **Hospitality Committee:** Susan Grant; Cat Reith-Lowery
- X. **Communications:** Susan Howland, John Grant
- XI. **Faith formation Steering Committee:** Eileen DeMings (chair), Heather Bousquet, Lorraine Brumskine, John Grant, Susan Grant, Cat Reith-Lowery, Rose Reith, Robin Yates,

A motion was made to adjourn at 8:57, it was seconded and carried.

March

A motion was made to accept the minutes of the February 1, 2023 Vestry Meeting with corrections, 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 Parochial Report, it was seconded, and carried.

Motion for Mother Judith to write the diocesan grant to partner with for St. Luke's on "Cooking for Life"; it was seconded and carried.

May

Two motions were made to accept minutes from March 1, 2023 Vestry Meeting and March 29th Vestry Retreat, seconded, and carried.

A motion was made to accept a gift of \$2438 – for the use of the church and \$500 to go to Landscaping, 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 confirm approval of the 2022 Audit report from Steve Hasbrook; it was seconded and carried.

A motion was made to add an addendum to the minutes of the Vestry Meeting when the 2021 Parochial Report was approved, it was seconded and carried.

A motion was made to accept the amended Parochial Report.

A motion was made to move the monthly Vestry meeting back to the second Wednesday of the month, it was seconded and carried.

June

A motion was made, seconded, and carried to accept the minutes from the May 3rd Vestry Meeting.

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

August

A motion was made to accept minutes from June, 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 transfer the balance of the gift from Mary Hicks' sister, \$6,477.00, to the Holy Trinity Legacy Fund; it was seconded, and carried.

September

A motion was made to accept the minutes from August, 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 John to spend up to \$500 for adding speakers to altar space, making sure we have a microphone stand, microphone and wireless connection. John will make an effort to use items we already have. The motion was seconded and carried.

A motion was made to accept the offer from Joe DiSalvatore's clarinet quintet to perform a holiday concert in December.

A motion made to accept a new copier lease, it was seconded and carried.

October

A motion was made to accept the minutes, 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 support Cat Reith-Lowery's Girl Scout Troup Project for Samaritan's Purse 2023, it was seconded and carried. A motion was made to accept the Staff Reviews, it was seconded, and carried.

November

A motion was made to approve the minutes, 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 approve the staff bonuses, it was seconded, and carried.

Motion made by the Finance Committee: to add to the Finance Committee as *ex-officio* members without vote: the Pledge Secretary, Priest and Senior Warden. The Vestry voted to approve the motion.

A motion was made to accept the list of the charities chosen by the Mission Committee for 2024, it was seconded and carried.

December

A motion was made to accept the minutes from the November meeting, it was seconded and carried.

A motion was made to provide a 3% cost of living increase for our three employees, 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 approve the renewal of Liturgical Licenses, it was seconded, and carried.

A motion was made to accept the 2024 Housing Resolution for Mother Judith, it was seconded, and carried.

A motion was made to start a conversation with Bethlehem Lutheran Church about a partnership, it was seconded, and carried.

Respectfully submitted,
Jean Frost, Clerk

II. WORSHIP

FROM THE REGISTER: ATTENDANCE, BAPTISMS, MARRIAGES, BURIALS IN 2023

Sundays	Holy Communion	51
	Morning Prayer	6
	TOTAL	57
Weekdays	Holy Communion	23
	Morning Prayer	-
	TOTAL	23
Private Holy Communion		22
Burial Office		2
	2/13/2023	Barbara Galli @Morrill Funeral Home
	9/23/2023	Carol Lunn @ Overlook
Special Services		3
	2/22/2023	Ashes to Go {at Holy Trinity & Bethlehem Lutheran}
	4/7/2023	Good Friday Stations of the Cross at St. Anne & St. Patrick
	4/7/2023	Good Friday Service of Tenebrae

Attendance

Total:	Sundays	2074
Total:	Weekdays:	501
Total:		2575

Average Sunday Attendance: 39

Easter Day: 70

MUSIC MINISTRY REPORT

This year has been a good year for music at Holy Trinity Episcopal Church. Thank you to all who participated in our music program: our soloists, our instrumentalists, and our choir. And thank you to everyone who contributed and to our special programs, especially the Blue Shades Clarinets concert of holiday music.

This year we have added some hymns that are geared towards the children and the young at heart. There are some traditional hymns that many of us know but our children and youth do not know. The goal is to have a hymn at each service that is geared toward young people. We introduce the hymn during the children's worship which happens before church. Jean Frost assisted with the singing and leading the music for the youth during the children's worship, especially when I could not be there.

We have added a sermon hymn during some of the services. This hymn can be the song we learn during the children's worship, or it might be a hymn that has a special meaning or spiritual message for the month or season. The sequence and sermon hymn do not change during the month so by the end of the month everyone is familiar with them..

The choir has been faithful to singing anthems during particular seasons of the church. We sang during Lent, Easter, Pentecost, Advent, and Christmas. We took the month of January off and we started up again in February to prepare for Lent and Easter. The choir takes the summer off and begins rehearsing for Advent and Christmas in October.

This year we went to the Methodist Church in Southbridge for our Ecumenical Thanksgiving Service. The anthem we sang was challenging, but fun to sing. It was rewarding to sing with the choirs of the Federated Church of Sturbridge, and Bethlehem Lutheran Church.

The organ and pianos are in good shape and serviceable. The organ could use some work, but with all the changes, it is a fine instrument for church services.

I would like to thank Mother Judith for her guidance and inspiration for the music at Holy Trinity. Her assistance has been very valuable to me as we create a church service that is spiritual and meaningful.

As our members and friends deal with the changes that are coming our way; we will pray, work, and enjoy one another's company through the transition.

God's peace be with you.

Respectfully,

Anne M. Bouvier-Monroe, Organist

ALTAR GUILD REPORT

Last year we reported that the vestry voted to use memorial funds to replace the green altar vestments from the memorial funds from Deacon Mary Hicks. In addition, they voted to use the memorial funds from Roy Baum to replace the green chasuble and stole. The vestments were ordered and arrived in April. The new vestments were blessed by the bishop on Sunday May 14, 2023. Lorraine sent the old green vestments to Liberia.

The Altar Guild is a dedicated group that quietly takes care of the altar, preparing for communion and cleaning after every service. Thank you to Mick and Barbara Kalber, Lorraine Brumskine, Trisha O'Brien-Briere, and Suzy Sharp who continue to serve. We would welcome new members to this important ministry. Please see Mother Judith or Nancy Waugh if you are interested.

Respectfully submitted,

Nancy Waugh

USHERS REPORT

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 2023 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 REPORT



Holy Trinity Episcopal Church Women is an ad hoc group who keep their ears and eyes open for parish and community needs.

The community project that we felt called to this year was to support the 195 "New Neighbors" living at the Super 8 Motel in Sturbridge this fall. The need was for personal care items, which we purchased and delivered to the Federated Church for distribution.

Worshipfully submitted,

Susan Howland

HOSPITALITY REPORT

This past year has seen very positive changes in the restructuring of our Coffee Hour Ministry. As coffee hour coordinator, I am elated to see our volunteers grow from a post-pandemic start-up of four people to nineteen people on our rota, including myself.

With the names of these additional volunteers, which were obtained from the Hospitality Survey developed by Cat Reith-Lowery, I was able to restructure coffee hour starting on June 4, 2023. In our restructured model, two people partner each week to provide food and some beverages, and to be servers and dishwashers. They share not only the expenses of purchasing the food and certain beverages but the work of setting up to serve, cleaning up the tables, and dishwashing. This is truly a labor of Christian hospitality and love.

I want to offer my heartfelt thanks to my fellow coffee hour volunteers personally: Dave Monroe, Anne Bouvier-Monroe, Trisha O'Brien-Briere, Joe DiSalvatore, Karron Lacey, Susan Howland, Rose Reith, Lana Pieczynski, Robin Yates, Nancy Waugh, Lynn Garland, Lorraine Brumskine, Traci Stuart, Paul Aloia, Tamsin Lucey, Mary Bridget Burns, and Suzi Sharp and John Emerson (who are here seasonally). I also want to thank Jean Frost and Eileen DeMings for bringing in juice boxes when supplies are low. It truly takes a village to keep coffee hour running smoothly from week to week. In addition, I want to thank Robin Yates. She and I volunteer to clean the upstairs kitchen and hall twice a year, to be ready for the Board of Health Inspection.

This past year Karron Lacey, Robin Yates and I cleaned out and reorganized the Hospitality Closets, located downstairs in the undercroft. We discovered many "attic treasures" which were no longer useful to our Hospitality Ministry. Many of these items found new homes with parishioners.

In closing, the restructuring of our coffee hour rota and our cleaning and reorganizing the upstairs kitchen the Hospitality Closets has greatly contributed to a successful year for the Coffee Hour Ministry.

Respectfully Submitted,
Susan L. Grant, Coffee Hour Coordinator

SPECIAL EVENTS REPORT

This has been an exciting year for me as Special Events Coordinator for Hospitality. With this new position, I coordinate all the food, decorations and details associated with the receptions and events held at our church.

On February 12th, we held the "Souper Bowl of Caring." Volunteers made several varieties of delicious homemade soups. These soups were readily purchased and delightfully enjoyed by many parishioners. All this was for a good cause. The proceeds from the sales went to the Wales Food Pantry, which certainly helps many of our neighbors with food insecurity.

On May 14th we held a beautiful reception for the Bishop's visitation and for our confirmands and those being received. The service was especially meaningful to me since my daughter Leenah was confirmed and I was received into the Episcopal Church that day. The reception gathered everyone in Christian hospitality and celebration.

On December 10th we ended the year with the Blue Shades Clarinets concert. This was our second year hosting this event. I thank Joe DiSalvatore and his fellow musicians for a wonderful concert. After the concert, we held a reception at which refreshments were served. A free will offering was collected and designated for Rosilda's Kitchen at the First Methodist Church of Southbridge to support their weekly community meal program.

I want to thank everyone who volunteered for these events over the past year. It is by your service that we were not only able to gather in Christian hospitality here at Holy Trinity Episcopal Church but also able to extend our mission work out into the surrounding communities.

Respectfully Submitted,
Karron Lacey, Special Events Coordinator

PRAYING HANDS MINISTRY REPORT

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.

We shared a lot of love and comfort in 2023. Mother Judith blessed 62 prayer shawls. Most were given away and some are left for 2024. In addition to adult size shawls we now have a basket of small, children's sized shawls and Sue Smith made a selection of baby bibs.

Thanks to all who knitted, crocheted and shared the shawls.

Blessings,
Susan Howland, Coordinator

STEWARDSHIP REPORT

The theme of our stewardship campaign this year was “Rooted in Abundance.” I would like to thank Lynn Garland, Trisha O’Brien-Briere and Dave Monroe for their inspiring stewardship stories. I am always amazed at the willingness of our parish members to share their stories.

This year I asked those who pledge monthly or annually if they needed weekly pledge envelopes because many did not need or use them. Thank you, for it allowed me to cut back on the order for envelopes.

The finance committee thanks you for submitting your pledge cards. The income from pledges is what helps us present a realistic picture of our budget at the annual meeting. It is still not too late to turn in a pledge card. Like the story of the widow’s mite, no amount is too small and your pledge represents your commitment to the Holy Trinity community.

Respectfully submitted,
Nancy Waugh

PLEDGE SECRETARY REPORT

The responsibilities of the church Pledge Secretary include the following:

- Tracked individual’s progress toward pledge on a quarterly basis
- Sent out Pledge Letters quarterly, by the end of the month following the close of the quarter
- Prepared the annual “Giving Letters” that detail all giving through HTEC Pledge plus all other donations
- Consulted with the Treasurer and Finance Committee Chair
- Prepared the Pledge Secretary’s Annual Report.
- Attended Finance Committee meetings

Of our active parishioners, 29 members pledged in 2023. The initial pledge total was \$92,417.00. The actual total given by pledging members was 93,854.13. The budget amount for a balanced budget, as approved by the Vestry, was 93,745.59. We made a balanced budget by the generosity of our members.

My preliminary figures show that of these there were 5 members who missed their pledge amount, 11 members who exceeded their pledge amount, and 13 members who met their pledge amount exactly.

The data shows that the shortfall (the total amount by which pledges missed the pledge amount) was \$1,824.09.

The total amount exceeding pledges was \$3,261.22. This results in an amount exceeding total pledge of \$1,437.13.

These are preliminary figures and we can expect that there might be some catch-up donations during the beginning of 2024. These figures were based on official pledges.

Respectfully submitted,
John W Grant, Pledge Secretary

DAUGHTERS OF THE KING REPORT

*I am but one, but I am one.
I cannot do everything, but I can do something.
What I can do, I ought to do.
What I ought to do, by the grace of God I will do.*

The mission of the Daughters of the King is the extension of Christ’s Kingdom through Prayer, Service, & Evangelism. Through your prayer requests, we maintain a prayer list that is updated monthly, or as needed. The Daughters pray daily in thanksgiving for all that we have been given. We pray for those who are sick & suffering in any way, for guidance, for our military, mission & outreach, for world, national & local concerns, as well as for the souls of the departed & family and loved ones in mourning.

The Daughters thank you for your continued support for the Mission & Outreach Program here at Holy Trinity Church. The Daughters are charged with overseeing this Mission & Outreach Program. This year we were happy to see two new members from the congregation join this important mission committee. Each year, with your support and suggestions, the committee chooses charities from local, national, and international organizations that reflect what the members of Holy Trinity Church see as their mission.

As we enter 2024, our mission and outreach with the Sons and Daughters of the King in Buchanan, Liberia will be coming to a close. This mission has been filled with love and the desire to do all that we could to help those who were and are in need. With your help and generosity, our mission with the people, especially the children, of Buchanan has been a

success. We have all worked with the S&DOK in Buchanan to establish a ministry of prayer and aid, with our focus on providing essential supplies for the children of Liberia. We will be ending our mission with our focus on school supplies. With your help, we have collected a very large and wide assortment of educational materials! We hope to be sending out several barrels sometime in March or April. It is with mixed emotions that we say good-bye to this partnership with the S&DOK. We thank Lorraine Brumskine for opening our minds & hearts to the significant needs of the children's ministry in Buchanan, Liberia. Former president, Susan Grant, has written a beautiful article for *The Royal Cross* about this mission. You will find the article below [pages 12-13].

In July 2023, I was elected as the new president of Mary & Martha Chapter of the Daughters of the King. Susan Grant, having dedicated herself to the ministry & mission of the DOK for approximately the last 4 years as president, decided it was time to step away from her duties as president, but continuing to work together as we all move forward in our ministry.

On September 15, 2023, we began our 12-week discernment process for new membership into The Daughters of the King. What an incredible experience! To have the opportunity to sit with both current and new members to be, to listen to their experiences, their journeys with God and how each individual's life journey has brought them to where they are in their relationship with God in Jesus Christ, has been a true blessing to each and every member sitting around the zoom table! Our final meeting was on December 8th. God's grace and peace was with us! Induction will be scheduled for an date early in the spring.

In October, the Daughters brought back our "Operation Christmas Cards" for soldiers overseas. Prior to the pandemic we did this outreach at the Southbridge Nursing Home. We were happy to bring this outreach mission back here to Holy Trinity Church. We want to thank you for your support and for the beautiful messages that you sent to our military personnel around the world.

On November 28, 2023, we had a mini social with both old and new members to be. As we sat, chatted and enjoyed a few yummys, we counted and rolled coins from the Mampong Babies Home jar. What a wonderful way to end our weeks of study, with joy and fellowship. With the knowledge that we are all walking the path that Jesus would have us walk. *Whatever you do for the least of these you do for me.*

In closing, I would like to thank all members of Holy Trinity Church for their past and continued support of the Daughters of the King and their mission and outreach programs. Your prayers, donations, and support have been greatly appreciated. *Preach the Gospel – Use words when necessary! St. Francis*

For His Sake,
Robin Yates, President of the Mary and Martha Chapter of the Daughters of the King

THE SELF DENIAL FUND AT WORK

By Susan L. Grant, President of the Mary and Martha Chapter

The Self Denial Fund at Work



Shown are Julia, Robin, Laura, Susan H., Susan G., Father Richard, and Lorraine.

AS 2023 BEGINS, the Mary and Martha Chapter of the Daughters of the King at Holy Trinity Episcopal Church in Southbridge, Massachusetts, are entering into 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 Order. Through many conversations with Lorraine, who is a native of Liberia, we learned about the plight of the Liberian people, especially the children. We learned that Liberia was once a developed nation. However, the ravages of civil war and political unrest have destroyed the

country's infrastructure, which has led to widespread poverty. Because of severe poverty, girls as young as ten are being sold as "child brides," who are then often abandoned with their young children without any means of survival. The Episcopal Church in Liberia, through their boarding schools, not only provide an education but also food, necessities, and protection for the children.

In 2020, the Daughters initiated a companion relationship with the Sons and Daughters 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. Education and empowerment help break the cycle of victimization. Boys are educated in the importance of support and respect for girls and women.

Back in 2020, it was our goal, with the S.D.O.K., to establish a ministry of prayer and aid focused on providing essential supplies for the children of Liberia. It

THE SELF DENIAL FUND AT WORK CONTINUED

started out as “a getting to know you” and a “fact-finding experience” via Zoom meetings.

In early 2021, we sent our first shipment of essential supplies (children’s clothing, school supplies, and toiletries). Our fellow parishioners donated all supplies and fully funded all shipping costs of the barrels.

In August 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 and teens being sold as “child brides.” Her first-hand account of these children living in poverty further strengthened our chapter’s resolve in our joint ministry.

In early 2022, the Mary and Martha Chapter applied for and received a \$3,000 grant from The Order’s Self Denial Fund to be used for the Liberian Project. We realized it was becoming difficult for our small parish to financially fund and sustain the shipping costs associated with our mission. With these funds, we have been able to totally fund all shipping costs for 2022, including the costs of purchasing the barrels used to ship all the supplies to Liberia.

Receiving this \$3000 grant has been a godsend as it has alleviated the need to petition for monetary donations from parishioners to finance the shipping costs to Liberia. In 2022, with funds from

this grant and the generous donations of supplies from parishioners, we were able to send three shipments of essential supplies, in multiple barrels and boxes, to Liberia. The Daughters planned to send another shipment in spring 2023.

On July 10, 2022, our church was blessed with a visit from Graciene Riche.

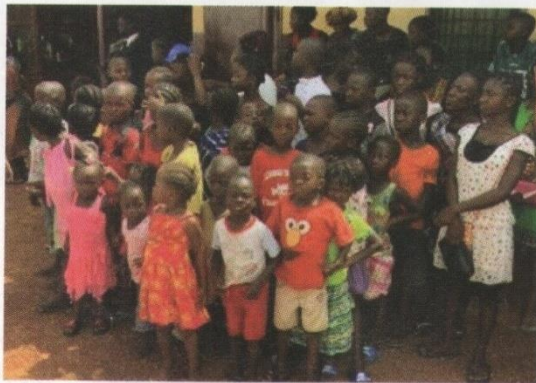
Graciene runs a children’s ministry in Buchanan, Liberia, which is affiliated with St. John Irving Episcopal Church

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

slideshow showing the “love in action” of her ministry.

We are very fortunate to have this dynamic relationship in our mission partnership with Liberia. How often do we give to a charity 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 clothing, school supplies, toiletries, and PPE supplies we donate help sustain these same precious children. The presence and glory of God binds us in His work on earth.

We deeply thank the Self Denial Fund Committee for their generous approval of the \$3,000 grant for use in this vital ministry.



IV. FAITH FORMATION

FAMILY WORSHIP REPORT

Family Worship at Holy Trinity continues to thrive! Our goal for this year was to maintain regular faith formation opportunities for all age groups. We set forth to build up last year's re-engagement plans by meeting regularly, by intentional planning, and by faithful commitments.

We continued to hold a Family Worship service on the first Sunday of every month. The children and youth participated in all aspects of the liturgy. Our acolyte program is growing, and children are being led by the Holy Spirit to join- even at a moment's notice! Thank you to our faithful adult teams that put out fires (literally...) and guide our young ones at the altar. Kids are reading, kids are bringing up the gifts, kids are ushering and helping with coffee hour.

Along with Family Worship, we dedicated the Children's Chapel with a lovely renovation that included painting and a beautiful and meaningful art project led by Cat Reith- Lowery. In preparation for Confirmation, she guided our youth to create their own images of God: Father, Jesus, and Holy Spirit. The chapel has become a space of true worship and a sanctuary for our children.

In May, several of our teens made the decision to complete preparations for Confirmation. They were supported by mentors of the church and confirmed alongside adults by Bishop Fisher. The congregation was so proud and happy for all these young people, and we look forward to their ever-growing presence in the church. A youth group has been formed under the leadership of David Monroe and Ryan Bousquet to further the faith formation of this group. They are focusing on having fun, building relationships, and learning together. Our youth group also worked with Bethlehem Lutheran to provide food for the Cathedral in the Night ministry. We hope to continue this relationship with BLC. We thank the mentors for their interest and commitment to our teens!

Sunday School was held once a month and this fall we decided to use the VBS format in order to engage our elementary school students. VBS has always been a great experience for our children, and we used a curriculum that we already had called "Maker Fun Factory". We kicked off Sunday school with a summer VBS evening which was enjoyed by all! We had several families as well as others join in the fun. Participants enjoyed the sessions; however, this format will be reevaluated for 2024. Our hope is to continue our monthly schedules and look into a Sunday School curriculum called Spark. What we see in the pews are children who are fully aware of the service, who participate in deep ways and are absolutely comfortable at church. What a blessing to be at Holy Trinity!

Family Worship deeply thanks Mother Judith for her leadership and the Vestry for their dedication to the children, youth and their families. Our children are SEEN and they are HEARD. Thanks Be to God!

Respectfully,
Eileen DeMings

YOUTH GROUP REPORT

The current group of youth in grades 7-12 had its first meeting on the first Sunday of October after coffee hour and continues on the first Sunday of each month.

The purpose of the group is to develop Christian faith and fellowship during meetings and events, to practice stewardship to the church and community, to raise funds to offset costs of events, and to tithe to the church and mission communities. Youth of the church and their friends are the focus group, which is a subgroup of Family Worship.

Monthly thirty-to-sixty-minute meetings consist of opening prayer, a group activity, leading focus questions (What has happened in the last month that demonstrates that you have grown spiritually, intellectually, emotionally and physically?), planning for next meetings and events, and a closing prayer. Attendance has varied significantly due to other family, sport, work, and friends' activities for the youth. Our goal for 2024 is to develop a program of live and virtual meetings to engage our youth.

We had a great turnout for our first group activity on November 19th: bowling and games at Pinz in Hadley, which included pie from Atkins Farmstand. Our time together on the drive to and from, as well as bowling and games, was very enjoyable and informative. Due to other commitments over the holidays, we were not able to go Christmas caroling. Our plans include having a youth-led Karaoke Coffee House, family and friends Game Night, an in-house youth retreat with dinner and faith-based event with Mother Judith; and a fundraiser to be determined.

As leaders of the youth group, David Monroe and Ryan Bousquet want to thank the youth and parents who have been involved with meetings, activities, and advice. The parent advisors of the Bousquet's, DeMings', Reith-Lowery's, Pieczynski's, Grant's and Burns' have been especially helpful. This group flourishes with parental and congregational support.

Respectfully submitted in Christ's Love
David Monroe and Ryan Bousquet, Youth Group Mentors

ADULT FORMATION REPORT

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

- a. **The Chosen** – We gather monthly at Bethlehem Lutheran for potluck supper, viewing and discussion of episodes from Season 1 of *The Chosen*, a popular video series about the life and ministry of Christ that brings to life the figures and experiences in Jesus' ministry. Robin Yates has prepared discussion questions for each session.
- b. **HTEC Reading Group:** Led by Lynn Garland, Suzy Sharp, and Rose Reith, 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 on ethical and social questions. Our list for 2023:
 - January:** Neil deGrasse Tyson, *Starry Messenger: Cosmic Perspectives on Civilization*
 - February:** Helen Greaves, *Testimony of Light*
 - March & April [Lent]:** Robert Jonas, *My Dear Far-Nearness: The Holy Trinity as Spiritual Practice*
 - June:** Joy Harjo, *Catching the Light*
 - July:** Shelby Van Pelt, *Remarkably Bright Creatures*
 - August:** Javier Zamora, *Solito*
 - September & October:** Nabeel Qureshi, *Seeking Allah, Finding Jesus*
 - November:** Nora Gallagher, *Things Seen & Unseen* [Vintage Books, 1999]
- c. In May we completed the discussion group based on *Practicing Our Faith: Episcopal Beliefs and Practices*. In the Fall, we introduced a new program called *Lunch and Learn*, a discussion of a range of topics that meets periodically 11:30am-1pm. We met just once (for a discussion of Mary Magdalene in Scripture and Christian traditions). We plan to schedule meetings regularly beginning in February 2024.

V. MISSION & OUTREACH

MISSION AND OUTREACH REPORT

The Mission and Outreach Committee has been charged with identifying 501c3 (not for profit) charities 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. Members of the Daughters of the King are charged with overseeing the Mission and Outreach Committee. However, it is open to all parish members who feel the call to serve. I welcome Rose Reith and Anne Bouvier-Monroe who joined the committee in 2023.

The following is the list of organizations funded and the amounts given through our mission plate donations in the year 2023:

Mission & Outreach 2023 Mission Plate Donations		
Jan/Feb	Worcester Community Action Council (Fuel Assistance Program)	\$144.00
Mar/Apr	Episcopal Relief & Development (Syria & Turkey Earthquake)	\$105.00
May/Jun	Our Little Roses Foreign Mission Society (Honduras)	285.90
Jul/Aug	New Hope Inc	\$204.00
Sept/Oct	Episcopal Relief & Development (Maui, Hawaii Wildfires)	\$148.00
Nov/Dec	Episcopal Church in Navajoland	<u>\$223.00</u>
Total Mission and Outreach		\$1,109.90

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.

Respectfully Submitted,
Susan L. Grant
Chairperson of the Mission and Outreach Committee

MAMPONG BABIES HOME REPORT



In 2023 we started monthly sponsorships for the Mampong Babies Home in Kumasi, Ghana. I am thrilled to say that all 12 months had sponsors and we sent \$420 plus \$123 from the “Big Bottle” to the Change the Babies ministry, helping to care for the children at the Mampong Babies Home. We will continue the monthly \$35 sponsorships in 2024 and continue to collect “change” for the Change the Babies ministry.

Blessings, Susan Howland

WINTER COAT CLOSET REPORT

The Ecumenical Winter Coat Closet, in its sixteenth year, was open on Saturday mornings from the end of October to mid-December. With the help of many, we were able to provide approximately 390 free warm winter coats, as well as numerous hats, scarves, mittens, and gloves to people in the community. We are grateful to Holy Trinity Episcopal Church for the use of the space and to area churches, organizations and individuals who donated coats and winter items. Special thanks to Ray & Nancy Fournier, Michelle Nichols and the Nichols Family, Susan Schwartz, Holice Turnbow, Patty Farr and the Southbridge Knights of Columbus Council 199. We would not have been able to accomplish all that we did without the dedicated volunteers: Lynn, Miriam, Pedro, Dave, Rose & Maria. God knows our needs and we thank those who prayed for us and for the continuation of this important mission.

Chris McTigue, Coordinator, The Winter Coat Closet

COOKING FOR LIFE REPORT

This time last year I wrote about how over the years Holy Trinity Episcopal Church has supported the local communities of both our building and parishioners by addressing food insecurity and shared a vision for a new program in collaboration with St. Luke’s Guesthouse – Cooking for Life. St Luke’s Guesthouse, the homeless shelter in Southbridge that Holy Trinity has supported in a variety of ways since it started in 2017, provides guests and those in the Finding Hope program the opportunity to become self-sufficient, empowering them to undertake the challenges they face to achieve self-sufficiency and stable housing. One such opportunity is Cooking for Life: While cooking a healthy meal of their choice, participants learn how to cook from scratch with provided (donated) ingredients. These skills are something that they can use over and over again to further their goal of self-sufficiency.

Now I am pleased to report how the program actually turned out. One early stumbling block was the lack of time St Luke’s Guesthouse staff had available to coordinate participants for the program. Mother Judith suggested applying for a diocesan Ministry Development Grant: Our application was accepted, funds were administered, and classes started to become regular events--meeting either at the kitchen at Holy Trinity or at the Guesthouse kitchen. Each class comprised sharing nutritional values of foods being used, alternatives/substitutes (particularly cost-effective alternatives), preparation and cooking of the component ingredients. Some classes were one-on-one, others had two participants, and some at the Guesthouse had as many as 7 adults. Everyone enjoyed the classes, learning new things and eating the food they had prepared. In the later months of the year, there were fewer participants – some had already done several classes, others lacked transportation on a mutually convenient day and time, while others have language barriers not easily overcome – Peruvian is not a common second language in Southbridge!

In an effort to bring practical help to the guests at St Luke’s Guesthouse, to Finding Hope Participants and to the wider community – the program is morphing to include easily accessed links to online resources, nutritional information, easy-to-

-follow recipes with practical examples as well as lists of local resources including local food pantries and farmers markets with SNAP & HIP benefits.

As usual, life is a journey with twists and turns – adapting and staying relevant is key to providing meaningful programs that benefit the community that we seek to serve. It was my pleasure to offer Cooking for Life in 2023. The staff at St Luke's Guesthouse and I greet 2024 with open anticipation.

Tamsin Lucey, Coordinator, Cooking for Life

FOOD PANTRY REPORT

Rose Reith and I have been able to revive our food pantry donations, with the help of Mother Judith and our always generous parishioners. We rotated our donations between Wales Food Pantry and Wellstone Bridge Fridge here in Southbridge. In March, we were also able to donate 63 boxes of cereal to St. John Paul's food pantry, due to the hard work of our family and teen team. In August we collected school supplies that we donated to Eastford Road School in Southbridge and Wales Elementary School.

We truly appreciate the support of volunteers, community donors and our entire church family, without whom none of this would be possible.

God Bless,
Karron Lacey and Rose Reith

FOOD SHARE REPORT

We continued our practice of designating the loose change offering on the second Sunday of each month for Food Share, the ministry of Catholic Charities. In 2023 we donated \$599.34.

VI. ADMINISTRATION

BUILDING AND GROUNDS REPORT

The year 2023 was a relatively quiet year for the building committee. Ron Teixeira kindly offered to join the committee when Brian Canty rather reluctantly retired. Thanks to both Brian for the years served and to Ron for joining the team.

Following 2022 and matters that carried over - like painting the wall in the undercroft – thank you Lynn Garland and Joe DiSalvatore – for attending to practical matters like putting fans in place in the classroom wing year-round to keep air flowing and prevent mold issues. This also reduced significantly the number of hours when dehumidifiers were needed, thus saving money and resources and making the sexton's time more efficient. Following the signing of a yearly lease agreement for use of a classroom as home office space, the tenant unexpectedly stopped paying rent and using the space – they did eventually vacate the space but did not pay back rent nor return the key. Ron was able to put up shelves and a long hanging rail in the long storage closet in the Undercroft, allowing the hospitality committee to store everything in that space. This freed up three closets; one is already being used for storing items going to Liberia.

With no major building issues to manage, we took care of the usual run-of-the-mill jobs that are diligently taken care of every year: thermostats (changing batteries, adjusting temperatures and times), making sure building, fire and board of health inspections were done, monitoring oil usage, making sure all is well with the steam boiler, among other things. Tamsin Lucey was able to spend time with Jean Frost to work on a monthly calendar of events to make sure nothing slips through the cracks. Tamsin was able to spend time with Dave Monroe sharing information about the workings of all things building-related (who does what, when, why and how) to make sure everything runs smoothly.

The Landscaping Committee was exceedingly busy with major replanting of the memorial garden and mulching areas cleared of the spreading yew bushes, ready for future landscaping.

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

We invite you to contact any member 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, Ron Teixeira – Committee Members

LANDSCAPING COMMITTEE REPORT

The landscape committee was tasked with updating the plantings in the front of the church, which have been neglected for many years. This is an important ministry as the grounds around the church provide a visual blessing and invitation to everyone passing by or coming in.

The committee members are David Monroe, Chris Briere and Lynn Garland. In 2022 the focus was on clearing out the plants that were overgrown and out of date. In 2023 we focused on planting a new garden in the area inside the ramp. We also had the stumps of the ancient yews in the front of the church and parish hall ground down and we spread mulch over that area. Our work was supported by a generous donation by a parish member. This covered the expense of all our supplies as this was not a budgeted expense for the church.

We were able to complete the garden in the spring and we all enjoyed the beauty of the flowers throughout the summer and fall.

Respectfully submitted,
Lynn Garland

COMMUNICATIONS AND WEBSITE REPORT



The communication goal is to keep the parish connected and information flowing. Working with Chris McTigue, our Parish Administrative Assistant, and other parish members and leaders I collaborate to achieve this goal.

Holy Trinity's investment in on-line communication continued in 2023 with the weekly streaming of the service to Facebook Live. John Grant is the Facebook Live "expert." Zoom is used on occasion and hybrid meeting are becoming the norm.

The website is reviewed and updated monthly as needed or requested.

We use various digital platforms for communication: our monthly newsletter is sent electronically, 24 MailChimp E-Newsletters were sent in 2023, and Evite invitations are used when an RSVP is helpful. All parish emails, our weekly e-news, Facebook--both public page and private groups--are all ways that we communicate with the parish and the wider community. These communication vehicles seem to be good resources for reaching parishioners and others. We still send postal mail to those who do not have email. Please feel free to contact the church if you are not getting parish communications or have ideas about how to improve communication.

Susan Howland, Communications Chair

TECHNOLOGY SUPPORT REPORT

- Provided online streaming of our weekly Sunday Service on Facebook Live for 50 of the 53 Sundays of 2023.
- Provided Tech support for the Hybrid (In Person/Zoom) model for the following meetings held in the parish hall:
 - The Annual Meeting held on January 29, 2023
 - The Presentation of the CAT Survey on April 30, 2023
 - Multiple Vestry meetings when attendees were not able to attend in person.
- Addressed computer "login" issues experienced by the office tenant using the down stairs office space. This required resetting and reprogramming the wireless access port and finally, switching to a direct wired ethernet solution. The direct wired solution was acceptable to the tenant. Continued to be available to the tenant for support until she no longer required the office space.
- Recommended audio equipment upgrades for the PA system, most notably the new microphone for Mother Judith. Although there is a learning curve in its use, we project much clearer audio when our initial usage issues are resolved.
- Setup the "old" Rector's laptop for use by the Daughters of The King to use Zoom for their new member discernment process.
- Ensured that all three of the church's computers have the latest security updates. Ensured that all the wireless connections, provided by the wireless router and both access points, are properly password protected.

Respectfully Submitted,
John W. Grant, Technology Support Officer

FINANCE COMMITTEE REPORT

The Finance Committee is a committee of advice to the Vestry. The mission and purpose 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, and that of the treasurer, by bringing its knowledge and experience to bear on parish financial matters.

The Vestry appoints its members yearly in February. The responsibilities of the Finance Committee are to provide the Treasurer with a group of thoughtful, committed members of the parish with whom the treasurer can discuss parish financial matters and ideas, and the committee assists in the development of the annual parish budget. To assist the treasurer, who also does the bookkeeping, and for best financial practices and separation of duties, the Finance Committee Chair provides oversight of the books and accounts, a second signature on checks when necessary, and reconciles the bank statements, and assists with the budget.

The Finance Committee met twice in 2023 and shared emails for further discussion between meetings.

A draft budget was presented to the vestry in October. At that time, we had a significant budget deficit. When the pledge cards were received, we were able to present a balanced budget to the vestry for 2024, which included some cuts, but a 3% cost of living raise for our 3 employees.

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

We pray for the needs and ongoing work of the church and ask for your prayers as well.

In thanksgiving,

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

ENDOWMENT COMMITTEE REPORT

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.

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The preexisting 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 as a Mutual Fund for parishes in the diocese.

The Endowment Fund Policy calls for a 3-member committee to oversee the 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 2023: Susan Howland, Chair, 2<sup>nd</sup> year 1<sup>st</sup> 3-year term expiring January 2025; Jean Frost, 3<sup>rd</sup> year of 3<sup>rd</sup> 3-year term expiring January 2024; and Robin Yates, 1<sup>st</sup> year of 1<sup>st</sup> 3-year term expiring January 2026.

The Endowment fund principal has been relatively stable. \$6,477.00 was added to the Legacy Fund from the balance of the \$10,000 gift in memory of Mary Hicks in 2022. The other \$3,523 was used to help with deacon's training and the purchase of vestments. 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 2023, as there were no pressing issues, but will meet in 2024. If you have any questions about the Holy Trinity Endowment Funds don't hesitate to contact us.

Gratefully submitted,

Susan Howland, Chair for the committee: Jean Frost and Robin Yates, Members

## **TREASURER'S REPORT**

The good news is we ended the year in the black and were able to move a balance of \$12,918 to the savings account. The parish has been generous with increasing giving and conservative with spending. Moving monies to the savings account is helpful with unexpected building expenses. We are aware of a future large repair bill for the retaining wall. Additionally, there may be unexpected expenses in negotiations with Bethlehem Lutheran Church..

The finance committee is proposing a balanced budget for 2024.

Pledges are now more than budgeted so there are no unfulfilled pledges. Pledges are over budget by \$3,282 Plate offering is overbudget by \$1,400, and unfulfilled pledges \$2,500. These lines are contributing to the income being \$9,524 ahead. Rental income is behind \$2,160 because of the rent that has been forgiven. The interest on investments is ahead \$716. The increase in interest is due to some additions to the endowment accounts.

Expenses are underbudget \$2,843.- I reversed the transfer from savings \$6,715 made on 12/31/22 to the building fund to cover the expenses from 2022 and paid in 2023. The vestry voted in 2022 to repair the piping to the boiler and the repair of the undercroft wall. We have received a bill from Benoit for plowing for the 2021-2022 \$890 and 2022-2023 \$330. A repair bill for the water fountain downstairs to Gordon plumbing for \$618. A repair bill for the fire alarm system of \$836 is contributing to the church repair and maintenance being over budget. The oil budget is underbudget for the year. The electric bill is overbudget by \$403. After speaking with Greg there is one more dehumidifier running compared to last year and with all the wet weather this summer, they were working overtime. The altar supplies are overbudget for the frames purchased for the children's chapel. There are funds in the altar guild fund for monies not spent in previous years.

The total of our missions is more than a tithe of our total income. The following mission accounts are not budgeted accounts:

|                             |                    |
|-----------------------------|--------------------|
| Mission Plate               | 1,109.19           |
| Rosilda's Kitchen           | 531.19             |
| Souper Bowl                 | 400.00             |
| Food Share                  | 599.34             |
| Mampoang Babies Home        | 548.00             |
| United Thank Offering       | 393.87             |
| Rector's Discretionary Fund | 3,550.46           |
| Episcopal Church Women      | 98.59              |
| Parrettie Fund              | <u>10,949.87</u>   |
| Total                       | <u>\$18,180.51</u> |

Repectfully submitted,  
Nancy Waugh

## Statement of Financial Position December 31, 2023

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### ASSETS

#### Current Assets

##### Checking/Savings

##### 1003 - HTC Main Checking

|                |        |
|----------------|--------|
| Budget Reserve | 550.00 |
|----------------|--------|

##### Temporarily Restricted Funds

|               |          |
|---------------|----------|
| Building Fund | 6,149.27 |
|---------------|----------|

|                                 |          |
|---------------------------------|----------|
| ChristianFormation Extra Budget | 3,046.03 |
|---------------------------------|----------|

|                        |          |
|------------------------|----------|
| Clergy sabbatical & CE | 4,811.00 |
|------------------------|----------|

|                     |          |
|---------------------|----------|
| DOK Liberia Project | 1,127.42 |
|---------------------|----------|

|           |        |
|-----------|--------|
| ECW Funds | 461.44 |
|-----------|--------|

|                     |          |
|---------------------|----------|
| Endowment Additions | 2,240.00 |
|---------------------|----------|

|                      |          |
|----------------------|----------|
| Family Worship - VBS | 1,310.99 |
|----------------------|----------|

|             |        |
|-------------|--------|
| Flower Fund | 874.85 |
|-------------|--------|

|                    |          |
|--------------------|----------|
| Legacy Fund Income | 7,661.40 |
|--------------------|----------|

|                |        |
|----------------|--------|
| Memorials Fund | 842.68 |
|----------------|--------|

##### 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 | 32,154.05 |
|------------------------------------|-----------|

##### Vestry Designated Funds

|                  |          |
|------------------|----------|
| Altar Guild Fund | 1,518.78 |
|------------------|----------|

|                |          |
|----------------|----------|
| Equipment Fund | 1,947.56 |
|----------------|----------|

|           |          |
|-----------|----------|
| Fuel Fund | 9,089.15 |
|-----------|----------|

|                           |           |
|---------------------------|-----------|
| Holy Trinity Savings Fund | 31,595.76 |
|---------------------------|-----------|

|                               |           |
|-------------------------------|-----------|
| Total Vestry Designated Funds | 44,151.25 |
|-------------------------------|-----------|

|                                  |           |
|----------------------------------|-----------|
| 1003 - HTC Main Checking - Other | 10,338.00 |
|----------------------------------|-----------|

|                                |           |
|--------------------------------|-----------|
| Total 1003 - HTC Main Checking | 87,193.30 |
|--------------------------------|-----------|

|                               |          |
|-------------------------------|----------|
| 1004 - HTC Parrettie Checking | 1,729.43 |
|-------------------------------|----------|

|                   |      |
|-------------------|------|
| 1005 - Petty Cash | 3.81 |
|-------------------|------|

|                                  |          |
|----------------------------------|----------|
| 1025 - Clergy Discretionary Fund | 3,008.64 |
|----------------------------------|----------|

|                        |           |
|------------------------|-----------|
| Total Checking/Savings | 91,935.18 |
|------------------------|-----------|

|                      |           |
|----------------------|-----------|
| Total Current Assets | 91,935.18 |
|----------------------|-----------|

#### Other Assets

##### Trust Funds      \* Fund values as of 9/30/23

|                       |            |
|-----------------------|------------|
| 1101 - Parrettie Fund | 164,625.84 |
|-----------------------|------------|

|                    |           |
|--------------------|-----------|
| 1104 - Storey Fund | 11,712.31 |
|--------------------|-----------|

|                     |           |
|---------------------|-----------|
| 1105 - Buckley Fund | 61,243.37 |
|---------------------|-----------|

|                   |            |
|-------------------|------------|
| 1106 - Wells Fund | 169,672.60 |
|-------------------|------------|

|                   |          |
|-------------------|----------|
| 1108 - Hobbs Fund | 3,456.58 |
|-------------------|----------|

|                      |          |
|----------------------|----------|
| 1109 - Shepherd Fund | 2,175.29 |
|----------------------|----------|

|                         |          |
|-------------------------|----------|
| 1110 - Fannie Wall Fund | 4,938.64 |
|-------------------------|----------|

|                         |          |
|-------------------------|----------|
| 1111 - Fitzpatrick Fund | 9,635.96 |
|-------------------------|----------|

|                                     |          |
|-------------------------------------|----------|
| 1112 - Emeline & George Watson Fund | 1,643.88 |
|-------------------------------------|----------|

|                                 |                   |
|---------------------------------|-------------------|
| 1114 · Holy Trinity Legacy Fund | 57,478.90         |
| 1115 · HTC Clergy Housing Fund  | 105,797.47        |
| 1116 · John C. Dirlam Fund      | 52,625.39         |
| <b>Total Trust Funds</b>        | <b>645,006.23</b> |
| <b>Total Other Assets</b>       | <b>645,006.23</b> |
| <b>TOTAL ASSETS</b>             | <b>736,941.41</b> |

*Nancy Waugh*

### Budget vs. Actual: December 31, 2023

|                                            | <u>Jan - Dec 23</u> | <u>Budget</u>    | <u>\$ Over Budget</u> |
|--------------------------------------------|---------------------|------------------|-----------------------|
| <b>Ordinary Income/Expense</b>             |                     |                  |                       |
| Income                                     |                     |                  |                       |
| Flowers                                    |                     |                  |                       |
| 4087 · Flowers-Weekly                      | 491.00              |                  |                       |
| 4088 · Flowers-Christmas                   | 608.00              | 250.00           | 358.00                |
| 4089 · Flowers- Easter                     | 498.00              | 250.00           | 248.00                |
| <b>Total Flowers</b>                       | <b>1,597.00</b>     | <b>500.00</b>    | <b>1,097.00</b>       |
| <b>Fundraising- Operating Budget</b>       |                     |                  |                       |
| 4085 · Fundraising                         |                     |                  |                       |
| 4986 · Family Worship/VBS Income           | 24.17               | 0.00             | 24.17                 |
| 4989 · Coffee Donations                    | 98.00               | 150.00           | -52.00                |
| 4085 · Fundraising - Other                 | 155.00              | 0.00             | 155.00                |
| <b>Total 4085 · Fundraising</b>            | <b>277.17</b>       | <b>150.00</b>    | <b>127.17</b>         |
| <b>Total Fundraising- Operating Budget</b> | <b>277.17</b>       | <b>150.00</b>    | <b>127.17</b>         |
| <b>Income All Other</b>                    |                     |                  |                       |
| 4040 · Checking Interest                   | 45.48               | 100.00           | -54.52                |
| 4086 · Online giving fees (Tithe.ly)       | -193.54             | -150.00          | -43.54                |
| 4099 · All Other Donations                 | 605.00              | 0.00             | 605.00                |
| <b>Total Income All Other</b>              | <b>456.94</b>       | <b>-50.00</b>    | <b>506.94</b>         |
| <b>Plate Offering</b>                      |                     |                  |                       |
| 4001 · Loose Plate                         | 1,056.75            | 350.00           | 706.75                |
| 4002 · Initial Offering                    | 28.00               | 50.00            | -22.00                |
| 4003 · Easter Offering                     | 940.00              | 1,000.00         | -60.00                |
| 4004 · Christmas Offering                  | 545.00              | 600.00           | -55.00                |
| 4009 · Plate Offering - Regular/ Other     | 2,547.45            | 1,829.00         | 718.45                |
| 4923 · Vigil Light                         | 120.00              | 0.00             | 120.00                |
| Plate Offering - Other                     | 10.00               |                  |                       |
| <b>Total Plate Offering</b>                | <b>5,247.20</b>     | <b>3,829.00</b>  | <b>1,418.20</b>       |
| <b>Pledge Offering</b>                     |                     |                  |                       |
| 4013 · Pledge - Last Year                  | 562.00              | 0.00             | 562.00                |
| 4014 · Pledge - Current Year               | 94,298.62           | 91,017.00        | 3,281.62              |
| <b>Total Pledge Offering</b>               | <b>94,860.62</b>    | <b>91,017.00</b> | <b>3,843.62</b>       |

|                                               |                   |                   |                  |
|-----------------------------------------------|-------------------|-------------------|------------------|
| <b>Rental Income</b>                          |                   |                   |                  |
| 4090 · Rental Income                          | 5,820.00          | 7,980.00          | -2,160.00        |
| <b>Total Rental Income</b>                    | <b>5,820.00</b>   | <b>7,980.00</b>   | <b>-2,160.00</b> |
| <b>Trust Income</b>                           |                   |                   |                  |
| 4043 · Storey Interest                        | 603.09            | 590.00            | 13.09            |
| 4044 · Hobbs Interest                         | 177.98            | 174.00            | 3.98             |
| 4046 · Wells Interest                         | 8,736.76          | 8,545.00          | 191.76           |
| 4047 · Shepherd Interest                      | 112.01            | 110.00            | 2.01             |
| 4048 · Watson Fund Interest                   | 84.64             | 83.00             | 1.64             |
| 4053 · Fannie Wall Interest                   | 254.30            | 249.00            | 5.30             |
| 4054 · Clergy Housing Interest                | 5,447.70          | 5,328.00          | 119.70           |
| 4055 · Buckley Interest                       | 3,153.55          | 3,084.00          | 69.55            |
| 4060 · Legacy Fund Interest                   | 2,621.90          | 2,544.00          | 77.90            |
| 4061 · Dirlam Fund Interest                   | 2,657.75          | 2,427.00          | 230.75           |
| <b>Total Trust Income</b>                     | <b>23,849.68</b>  | <b>23,134.00</b>  | <b>715.68</b>    |
| 5600 · Unfulfilled Pledges                    | 0.00              | -2,500.00         | 2,500.00         |
| <b>Total Income</b>                           | <b>132,108.61</b> | <b>124,060.00</b> | <b>8,048.61</b>  |
| <b>Gross Profit</b>                           | <b>132,108.61</b> | <b>124,060.00</b> | <b>8,048.61</b>  |
| <b>Expense</b>                                |                   |                   |                  |
| <b>Christian Formation-Adult</b>              |                   |                   |                  |
| 5195 · Leadership Development                 | 199.38            | 300.00            | -100.62          |
| 5236 · Christian Education                    | 592.06            | 300.00            | 292.06           |
| 5290 · Stewardship                            | 0.00              | 50.00             | -50.00           |
| 5296 · Hospitality                            |                   |                   |                  |
| 5295 · Coffee                                 | 160.00            | 100.00            | 60.00            |
| 5296 · Hospitality - Other                    | 86.25             | 395.00            | -308.75          |
| <b>Total 5296 · Hospitality</b>               | <b>246.25</b>     | <b>495.00</b>     | <b>-248.75</b>   |
| <b>Total Christian Formation-Adult</b>        | <b>1,037.69</b>   | <b>1,145.00</b>   | <b>-107.31</b>   |
| <b>Christian Formation-Youth</b>              |                   |                   |                  |
| 5235 · Christian Ed, Family Worship           | 542.93            | 500.00            | 42.93            |
| 5986 · VBS Expense                            | 98.46             |                   |                  |
| <b>Total Christian Formation-Youth</b>        | <b>641.39</b>     | <b>500.00</b>     | <b>141.39</b>    |
| <b>Church</b>                                 |                   |                   |                  |
| 5201 · Utilities - Oil Church                 | 15,877.10         | 18,000.00         | -2,122.90        |
| 5202 · Utilities - Gas Church                 | 1,200.16          | 1,372.00          | -171.84          |
| 5203 · Utilities- Electric Church             | 4,551.10          | 4,148.00          | 403.10           |
| 5204 · Utilities- Water/Sewer Church          | 1,001.25          | 1,000.00          | 1.25             |
| 5206 · Trash/Recycle                          | 504.59            | 505.00            | -0.41            |
| 5252 · Telephone/Internet Church              | 1,944.64          | 1,920.00          | 24.64            |
| 5278 · Organ and Piano Maintenance            | 1,072.00          | 700.00            | 372.00           |
| 5301 · Church Repair/Maintenance              |                   |                   |                  |
| 5301A · Landscaping                           | -268.37           |                   |                  |
| 5301 · Church Repair/Maintenance - Other      | 5,605.06          | 5,000.00          | 605.06           |
| <b>Total 5301 · Church Repair/Maintenance</b> | <b>5,336.69</b>   | <b>5,000.00</b>   | <b>336.69</b>    |
| 5302 · Church, Capital Improvement            | 6,006.50          | 6,000.00          | 6.50             |



|                                     |           |           |           |
|-------------------------------------|-----------|-----------|-----------|
| 5317 · Building/Liability Insurance | 10,054.00 | 8,904.00  | 1,150.00  |
| <b>Total Church</b>                 | 47,548.03 | 47,549.00 | -0.97     |
| <b>Clergy</b>                       |           |           |           |
| 5101 · Clergy Salary                |           |           |           |
| 5101b · Clergy Bonus                | 0.00      | 0.00      | 0.00      |
| 5101 · Clergy Salary - Other        | 30,920.88 | 30,182.00 | 738.88    |
| <b>Total 5101 · Clergy Salary</b>   | 30,920.88 | 30,182.00 | 738.88    |
| 5102 · Clergy Supply                | 0.00      | 1,500.00  | -1,500.00 |
| 5115 · Clergy FICA                  | 2,309.04  | 2,309.00  | 0.04      |
| 5127 · Clergy Reimbursables         | 35.00     | 2,030.00  | -1,995.00 |
| 5242 · Clergy Continuing Ed         | 74.38     | 500.00    | -425.62   |
| 5505 · Clergy Search                | 450.00    | 450.00    | 0.00      |
| <b>Total Clergy</b>                 | 33,789.30 | 36,971.00 | -3,181.70 |
| <b>Diocesan Assessment</b>          | 8,782.00  | 8,782.00  | 0.00      |
| <b>Evangelism</b>                   |           |           |           |
| 5001 · Parish Visibility            | 239.90    | 250.00    | -10.10    |
| <b>Total Evangelism</b>             | 239.90    | 250.00    | -10.10    |
| <b>Flower Expense</b>               |           |           |           |
| 5087 · Flowers weekly               | 570.00    | 0.00      | 570.00    |
| 5088 · Christmas Flowers            | 296.00    | 250.00    | 46.00     |
| 5089 · Easter Flowers               | 484.00    | 250.00    | 234.00    |
| <b>Total Flower Expense</b>         | 1,350.00  | 500.00    | 850.00    |
| <b>Liturgical</b>                   |           |           |           |
| 5266 · Altar Supplies               | 781.70    | 650.00    | 131.70    |
| 5267 · Wine                         | 0.00      | 80.00     | -80.00    |
| <b>Total Liturgical</b>             | 781.70    | 730.00    | 51.70     |
| <b>Music Program</b>                |           |           |           |
| 5105 · Organist Salary              |           |           |           |
| 5105a · Organist FICA               | 803.25    | 796.00    | 7.25      |
| 5105b · Organist Continuing Ed      | 0.00      | 175.00    | -175.00   |
| 5105c · Organist Bonus              | 100.00    | 100.00    | 0.00      |
| 5105 · Organist Salary - Other      | 10,399.92 | 10,400.00 | -0.08     |
| <b>Total 5105 · Organist Salary</b> | 11,303.17 | 11,471.00 | -167.83   |
| 5106 · Organ supply                 | 0.00      | 125.00    | -125.00   |
| 5277 · Music                        | 380.00    | 350.00    | 30.00     |
| <b>Total Music Program</b>          | 11,683.17 | 11,946.00 | -262.83   |
| <b>Program</b>                      |           |           |           |
| 5221 · Office Supplies              | 309.91    | 300.00    | 9.91      |
| 5222 · Postage                      | 413.40    | 350.00    | 63.40     |
| 5224 · Copier Expense               | 1,609.85  | 1,740.00  | -130.15   |
| 5299 · All Other Program Expense    | 365.00    | 500.00    | -135.00   |
| 5303 · Sexton Supplies              | 381.02    | 350.00    | 31.02     |
| <b>Total Program</b>                | 3,079.18  | 3,240.00  | -160.82   |
| <b>Staff</b>                        |           |           |           |
| 5103 · Administrative Asst. Salary  |           |           |           |

|                                            |                   |                   |                  |
|--------------------------------------------|-------------------|-------------------|------------------|
| 5103a · Administrative Asst. FICA          | 413.25            | 405.00            | 8.25             |
| 5103b · Administrative Asst. bonus         | 100.00            | 100.00            | 0.00             |
| 5103 · Administrative Asst. Salary - Other | <u>5,304.00</u>   | <u>5,304.00</u>   | <u>0.00</u>      |
| Total 5103 · Administrative Asst. Salary   | 5,817.25          | 5,809.00          | 8.25             |
| 5107 · Sexton Salary                       |                   |                   |                  |
| 5107a · Sexton's FICA                      | 624.21            | 616.59            | 7.62             |
| 5707b · Sextons bonus                      | 100.00            | 150.00            | -50.00           |
| 5107 · Sexton Salary - Other               | <u>8,059.92</u>   | <u>8,060.00</u>   | <u>-0.08</u>     |
| Total 5107 · Sexton Salary                 | 8,784.13          | 8,826.59          | -42.46           |
| 5118 · Workers Comp                        | <u>412.00</u>     | <u>540.00</u>     | <u>-128.00</u>   |
| Total Staff                                | <u>15,013.38</u>  | <u>15,175.59</u>  | <u>-162.21</u>   |
| Total Expense                              | <u>123,945.74</u> | <u>126,788.59</u> | <u>-2,842.85</u> |
| Net Ordinary Income                        | 8,162.87          | -2,728.59         | 10,891.46        |

#### Other Income

##### Designated Income

|                                        |               |
|----------------------------------------|---------------|
| 4911 · Other designated income         | 5.16          |
| 4922 · Food Share& 2nd Sun Loose Plate | 599.34        |
| 4951 · Building Fund                   | <u>500.00</u> |

Total Designated Income 1,104.50

##### Restricted Income

|                                   |                 |
|-----------------------------------|-----------------|
| 4400 · Mission & Outreach         | 1,159.90        |
| 4405 · DOK Liberia Project - in   | 221.10          |
| 4406 · Mampong Babies Home        | 548.00          |
| 4906 · UTO                        | 393.87          |
| 4930 · ECW Income                 | 15.00           |
| 4935 · Ministry Development Grant | 3,120.00        |
| 4942 · Parrettie Income           | 8,334.42        |
| 4960 · Endowment Additions        | <u>4,240.00</u> |

Total Restricted Income 18,032.29

Total Other Income 19,136.79

#### Other Expense

##### Designated Expense

|                         |               |
|-------------------------|---------------|
| 5922 · Food Share - Out | <u>599.34</u> |
|-------------------------|---------------|

Total Designated Expense 599.34

##### Restricted Expense

|                                        |           |
|----------------------------------------|-----------|
| 5400 · Mission and Outreach            | 1,109.90  |
| 5406 · Mampong Babies Home Out         | 548.00    |
| 5906 · UTO - Expense                   | 387.56    |
| 5910 · Rector's Discretionary Expense  | 3,550.46  |
| 5920 · Memorial Gifts Spent            | 4,335.00  |
| 5930 · ECW Expense                     | 98.59     |
| 5935 · Ministry Development Grant -Out | 3,120.00  |
| 5942 · Parrettie Disbursements         | 12,149.87 |

|                          |                        |                         |                        |
|--------------------------|------------------------|-------------------------|------------------------|
| Total Restricted Expense | <u>25,299.38</u>       |                         |                        |
| Total Other Expense      | <u>25,898.72</u>       |                         |                        |
| Net Other Income         | <u>-6,761.93</u>       |                         |                        |
| Net Income               | <u><u>1,400.94</u></u> | <u><u>-2,728.59</u></u> | <u><u>4,129.53</u></u> |

*Nancy Waugh*

# Holy Trinity Episcopal Church

## I. Budget

|                                          | <u>2024 Budget</u>  |
|------------------------------------------|---------------------|
| <b>Ordinary Income/Expense</b>           |                     |
| <b>Income</b>                            |                     |
| Total Flowers                            | \$500.00            |
| Total Fundraising- Operating Budget      | \$100.00            |
| Total Income All Other                   | \$395.00            |
| Total Plate Offering                     | \$4,630.00          |
| Total Pledge Offering                    | \$90,542.00         |
| Total Rental Income                      | \$3,500.00          |
| Total Trust Income                       | <u>\$23,910.00</u>  |
| <b>Total Income</b>                      | <u>\$123,577.00</u> |
| <b>Expense</b>                           |                     |
| Total Christian Formation-Adult          | \$1,160.00          |
| Total Christian Formation-Youth          | \$500.00            |
| <b>Church</b>                            |                     |
| 5201 · Utilities - Oil Church            | \$14,000.00         |
| 5202 · Utilities - Gas Church            | \$1,220.00          |
| 5203 · Utilities- Electric Church        | \$4,200.00          |
| 5204 · Utilities- Water/Sewer Church     | \$1,000.00          |
| 5206 · Trash/Recycle                     | \$505.00            |
| 5252 · Telephone/Internet Church         | \$1,945.00          |
| 5278 · Organ and Piano Maintenance       | \$1,075.00          |
| 5301 · Church Repair/Maintenance         | \$5,200.00          |
| 5302 · Church, Capital Improvement       | \$6,000.00          |
| 5317 · Building/Liability Insurance      | <u>\$10,058.00</u>  |
| Total Church                             | \$45,203.00         |
| Total Clergy                             | \$34,929.00         |
| Diocesan Assessment                      | \$9,388.00          |
| Total Evangelism                         | \$250.00            |
| Total Flower Expense                     | \$500.00            |
| Total Liturgical                         | \$730.00            |
| Total Music Program                      | \$12,096.00         |
| Total Program                            | \$3,185.00          |
| Total 5103 · Administrative Asst. Salary | \$6,039.00          |
| Total 5107 · Sexton Salary               | \$9,172.00          |
| 5118 · Workers Comp                      | <u>\$425.00</u>     |
| Total Staff                              | <u>\$15,636.00</u>  |
| <b>Total Expense</b>                     | <u>\$123,577.00</u> |
| <b>Net Ordinary Income</b>               | \$0.00              |
| Final Vestry approved                    |                     |
| 1.10.2024                                |                     |