



The 178th Annual Meeting
of the members of
Trinity Episcopal Church

January 26, 2020
Trinity Parish Hall
Athens, Pennsylvania

A G E N D A

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I. Senior Warden's Report to the 2020 Annual Meeting

Year 2019

Every year this report seems to be more difficult to write. The same issues present themselves over and over. It appears we made it through another year without any disastrous events. Yet at the same time, we failed to make any real progress in improvement of our position. Our biggest issue remains our limited active membership. Ask yourself if you can become more involved. Can you contribute to our worship services as a reader or worship leader? Can you host coffee hour? Is there anyone you can invite to join us? A few more people every Sunday would help to spread the load. It seems that our goal should be more than mere survival. Many thanks to those who do actively participate. We couldn't do it without you.

I have not yet seen Barbara's report, but I expect that our average attendance remains above ten. Pledges and endowment continue to support our normal worship expenses and contributions to the Diocese of Bethlehem, but leaves little for outreach in our own community or elsewhere. Also, there is no budget for significant unexpected expenses which must be handled by withdrawals from the endowment funds when they arise. Prudence would require us to ask how long this can continue in the present mode.

Still, our financial position remains solid due to our endowment and pledges. As long as there are no events requiring major capital expenditure, we should be able to continue to exist. At some point in time we must ask ourselves if that is really our primary mission, or perhaps more importantly, should it be.

We did pretty well living within our budget for 2019. Several events occurred that required some withdrawal of endowment funds from the DIT. It was discovered (as a result of wanting to add a couple of circuits) that the electric service on the Rectory was not up to code and required replacement. Also, the Vestry took action to replace the carpeting in the Church and Parish Hall. This replacement had been under consideration for years and was flagged by our insurance carrier several years ago as requiring replacement. Finally, we were surprised in the late fall by the necessary replacement of the boiler flue in the church.

The past year proved to be more investment friendly than 2018 and the Maurice Trust recovered some of its investment losses from the previous year. We have now completed one year of the five year note we took out at the end of 2018 to pay off the balance of the line-of-credit account incurred for repair of the Bell Tower in 2010 and 2011.

A budget for 2020 is presented elsewhere in this document. It is based primarily on anticipation of income and expenses consistent with recent history and should represent no surprises. The obvious qualifier is that we incur no major unforeseen expenses.

Once again, my sincere thanks to all who help keep Trinity a going (if not growing) concern. Thanks especially to Father Ben and Joe for the services they provide with dedication and excellence in our support.

Respectfully submitted,
Daniel Z. Gerhart
Senior Warden

II. Parish Administrator's Report

Worship and Music

In our worship life during 2019, there were 50 Sunday services. We had two cancellations: one on January 20 because of a snow storm, the other on October 27 because Athens had no power. There were 47 celebrations of the Holy Eucharist and three of Morning Prayer. Average Sunday attendance was 12, up one from last year. Towards the end of 2019 our attendance has gone up a bit.

2014	14
2015	12
2016	13
2017	13
2018	11
2019	12

We held four joint services with the members of Grace, Waverly, which were all held at Trinity: Ash Wednesday, Maundy Thursday, Good Friday, and Christmas. While Fr. Ben was on vacation, we worshiped using Morning Prayer, Rite I, with sermons provided by Fr. Ben. We celebrated St. Francis Day with a blessing of the animals. There was one funeral, and one baptism. Our Easter Morning service had a total attendance of 20; there were 40 present on Christmas Eve when we had special music from our resident musicians. Alan Caum sang the first verse of *Silent Night* in German while Nate Schwartzberg and Barbara Caum played guitar for the communion hymn. Nate also played guitar and sang an original composition and Dan Gerhart offered two solos as well as playing along with two hymns. Our organist, Joe Barber, along with playing the service, included a postlude of his own arrangement.

We have three active licensed Worship Leaders: Barbara Caum, Dan Gerhart, and Marny Gerhart, all of whom are also licensed Eucharistic Ministers (Chalice Bearers). Our lector, Fanna Proper, reads for us every other week or so. We invite anyone interested in these ministries to volunteer; training is available and we would welcome new people.

Throughout the year we varied our worship between Rite II, prayers A and B, seasonally, and used Rite I during Lent. Three of our services of Morning Prayer, Rite I, included the musical settings from the 1940 Hymnal, which we began doing in 2018 with the help of Joe Barber.

Throughout most of the year Hildegard Mohr provided flowers for the altar. An energetic group polished the brass before Easter; and throughout the year Dan and Marny Gerhart and Barbara Caum took care of weekly altar guild tasks.

Administration

In 2019 I began my 30th year at Trinity. I continue my official duties, as well as the “other duties as assigned.” Some of the things I do include publishing the monthly newsletter for both mail and electronic distribution, creating Sunday and special bulletins, authoring the church website, scheduling worship servers, music, doing routine paperwork, sending schedule changes to the newspapers as well as press releases for special events, compiling the parochial report, writing checks for bills and payroll, computing payroll taxes and filing state, local and federal tax reports, preparing W-2 forms, balancing the checkbook, creating the monthly financial report for the vestry, taking and writing minutes for the monthly vestry meeting, overseeing other employees and communications with our landlord, creating the budget for the coming year, coordinating with groups that use our facilities, arranging for mowing and snow removal, service calls for various issues, and generally being a presence at the church. I coordinate with our supply clergy, The Rev. Benjamin Lee Lentz.

This year we had an extensive audit which was offered by the diocese. Our auditor, a retired Certified Public Accountant with a background in major corporations, Mark Shipman, worked closely with us using our 2018 records, to review our accounting practices and to suggest some minor changes in our reporting. He found that we comply with the procedures and practices as required by the national

church. It was a very valuable experience. I am happy to announce that Martha Pierce volunteered to be our Incoming Treasurer, counting and depositing the weekly offering and recording pledges. The addition of another person to the financial team also significantly contributes to the division of duties required by the church. Thank you, Martha!

I continued to be the gardener in residence for both the church and rectory. We pay Alan Caum to cut all the lawns during the growing season and Cliff Parshall takes care of snow removal in the winter.

There are no regular office hours; the parish office is in the rectory and is reachable by phone at almost any time. To call me directly, dial 888-8981.

Barbara Cameron Caum
Parish Administrator

III. Junior Warden's Report - Buildings and Grounds

The biggest project this past year was replacing the carpeting in the church and parish hall. The 50 year old church carpet had become unsafe. The total cost was just under \$7100; we used \$7,000 from our Diocesan Investment Trust funds No. 092 (Endowment Fund). After the carpet was installed the altar rail had to be reattached and many of the screws replaced. To make it possible for the carpeting in the parish hall to be installed, I removed the room dividers, which had not been used in well over 20 years and hauled them to the dump.

A cast iron waste pipe in the rectory had cracked and was occasionally leaking water and possible sewer gas. The estimate from Abma to replace it was \$500, which the Vestry felt was too high. Instead, we ordered a professional compound sealer for \$90 and I repaired it.

When the wall behind the light switch at the entry to the church was dripping water, we found that the exhaust pipe for the boiler had completely disintegrated. It was repaired professionally by Hal Fish at a cost of \$437.

Other tasks I completed this year include rehangng the sacristy door, which was scraping the floor; revarnishing the church front doors; helping a group which met on May 8 to clear the undercroft of hazardous materials which I put in my shop dumpster; polishing and reattaching the IHS on the front of the altar; trimming some trees and finally taking down the dead ornamental maple next to the sacristy wall.

Nate Schwartzberg
Junor Warden

IV. Outreach and Hospitality Report

I. Outreach

During most of 2019 we contributed puzzles, coffee, napkins, sugar, etc., to the Senior Center at the Athens United Methodist Church. We also contributed non-perishables and canned goods to the food pantry there. Beginning in 2020 we will donate food items to the Sayre High School, which is establishing a food pantry for students.

Twenty-eight baskets of kitchen, personal and bath items were donated to the Abuse and Rape Crisis Center this spring along with 18 baggies of small personal items (toothbrush, toothpaste, etc.), and 8

Laundry baskets. We also filled 4 large bags with towels, shampoo and other personal items. This is our ongoing main Outreach Ministry and you can bring items to the Parish Hall at any time and they will be added.

We again participated in the annual Souper Bowl. This event was created by a youth group in California and has now gone national. All donated cash is used locally, however. Members of the congregation place a dollar or more in the soup pot by the baptismal font for each family member. In 2019 we raised a record for us, over \$111 for the food pantry. Our United Thank Offering ingathering was held in September; we sent \$115.40 to the national E.C.W., another record for us, where funds are used for grants to congregations.

We also did our mitten, scarf and sock Christmas tree in Carol Reed's name. The 80 items this year (yet another record for us), which were sorted according to size, were donated to Head Start and Tioga Middle School. We also made a donation to the ECW scholarship fund so that the names of Barry Goldsmith and Gerry Keenan were read from the Book of Remembrance at the Diocesan Convention (we had sent Barry's name in for 2018, but it was not read).

II. Hospitality and Parish Life

Volunteers host our after-worship coffee hour each week, making coffee and providing a wonderful assortment of treats. New hosts are welcome and needed: There is a sign-up sheet in the kitchen. In February, we held our annual Shrove Tuesday Pancake Supper, which is always delicious and a great time for fellowship. On March 16 we hosted a reception for friends and family following the Celebration of Life for our sister, Gerry Keenan. In September, the Gerharts invited us all to their home for a parish picnic for fine food, great fellowship and wandering around their beautiful pond and pathways.

Marie Bubniak
Outreach Coordinator

V. Diocese of Bethlehem Convention Delegate Report

Diocese of Bethlehem Convention, 2019

The 148th convention of the Diocese of Bethlehem was held on October 4-5, 2019, in the Reading area. Business was done at the Crowne Plaza Hotel, West Reading, and the Holy Eucharist was at St. Albans, Sinking Spring. Forty-four of the Diocese's 58 parishes were represented. Fifty-two clergy and 74 lay folks were in attendance.

The convention used verse I of the 63rd Psalm as its theme: "O, God, you are God. Eagerly I seek you; my soul thirsts for you, my flesh faints for you, as in a barren and dry land where there is no water." Our new bishop, Bishop Kevin Nichols, said his first year here was one of THIRST thus the Biblical reference.

In his opening address, Bishop Nichols stated he is seeking community wholeness, promoting the Way of Love program, practicing a Jesus-centered life, and looking forward to a trip to Kajo Keji in February, 2020. Additionally, he envisions diocesan partnerships, more Creation Care projects and a continued emphasis on prayer and worship. He dreams of racial justice and spoke of Desmond Tutu's desire for there to be one human family.

Much of Friday belonged to The Reverend Kyle Oliver, a California-based Episcopal priest and developer of programs based on Presiding Bishop Michael Curry's WAY OF LOVE. He referred to Curry's Seven Points: Turn, Learn, Pray, Worship, Bless, Go and Rest, but used a three-part podcast simulation to show how St. Paul, Montrose has developed a Bless Project and by interviewing Lynn Graham convention goers learned about St. Pauls' active opioid ministry and its outreach efforts. Next, the Rev. Dale Granville, D of B staff, was interviewed and spoke of his experiences in Cleveland with liturgy and outreach. And last, Oliver questioned the new bishop. Bishop Nichols spoke of the diocese's resilience. If money were no object for the diocese, he responded he would spend it on lessening the opioid crisis, racism and justice reforms and efforts to convince parishes that they need to be open to change.

Saturday was largely business oriented. After Morning Prayer and the reading of the Necrology (Goldsmith and Keenan were remembered), Elizabeth House, treasurer, reported that the 2018 audit is complete. Parishes are encouraged to do their own paid audits or use help provided by the diocese (Mark Shipman assisted Trinity). Complete details about budget and such are online for those interested. Two resolutions dealing with the 2020 Budget and the Salary Schedule were passed. The DIT is well funded and all assessments are up to date. A request for more transparency was made by a delegate whereby delegates would have access to reports and not just be shown "graphed" summaries. Elections for delegates to General Convention and for jobs on committees and Council were held.

All worship services, including the Holy Eucharist at St Albans, used English and Spanish to provide further cultural inclusion. The plate offering at St. Albans of about \$3800 is going to the Cyprus Bakery located in Scantron. Delegates presented the UTO pledges from their respective parishes.

The diocese has a new logo. Look for it online and elsewhere. The committee on Creation Care asked all of us to do something to save the planet. Examples of what parishes might do: recycling, community gardening, installing solar panels. Just DO SOMETHING—find a project for there is a need.

The convention ended at 10:50 AM after several courtesy resolutions were heard and after we learned that the 149th convention will be held at the Cathedral in Bethlehem, October 2-3, 2020.

Thank you for the chance to have served as Trinity's representative for several years. I am anxious for someone else to be Trinity's delegate to convention in future.

Yours with faith—
Margaret C. Gerhart

VI. 2019 Financial Report and 2020 Budget

	2016 Actual	2017 Actual	2018 Actual	2019 Proposed	2019 Actual	2020 Proposed
Budgeted Income						
Balance Forward	8,295	13,714	8,769	10,226	10,226	14,660
Plate Offerings	3,316	4,263	7,001	5,000	4,631	4,500
Pledge Payments	18,695	18,256	17,185	18,180	19,000	18,520
Maurice Trust	28,588	27,303	26,178	18,800	19,158	19,160
Diocesan Investment Trust	3,277	3,611	3,587	2,975	3,569	3,500
Special Gifts	469	460	242	200	685	300
Rectory Rent	6,600	6,600	6,600	6,600	6,600	6,600
Building Renovation Pledges	2,990	2,990	3,300	2,700	2,550	2,800
Transfer of Capital from DIT	0	0	5,000	0	7,150	-5,000
Total Budgeted Income	72,230	77,197	77,862	64,681	73,569	65,040
Non-budget General Income	601	541	1,928	600	816	500
Gross Income	72,831	77,738	79,790	65,281	74,385	65,540
Designated (memorials, AG)*	-14,744	-6,659	-2,993	-2,993	-10,246	-5,246
Total Disposable Income	58,087	71,079	76,797	62,288	64,139	60,294
Budgeted Expenses						
Diocesan Assessment	7,928	7,752	7,392	7,360	7,356	8,203
Diocesan Acceptance	1,982	1,932	1,848	1,840	1,836	2,051
Priest Housing Allowance - now Supply	6,890	6,955	6,500	7,155	6,370	7,155
Auto & Travel	229	227	234	230	245	245
Deacon/Supply	80	0	130	0	0	0
Health Insurance	0	0	0	0	0	0
Pension Payments	0	0	0	0	0	0
Payroll Taxes	3,994	3,490	3,548	3,570	3,402	3,500
Rector's Education Fund	0	0	0	0	0	0
Sexton	2,650	2,450	2,600	2,600	2,550	2,600
Organist	4,200	3,675	3,900	4,125	3,750	4,000
Parish Administrator	15,300	15,300	15,300	15,300	15,300	15,300
Payroll Taxes accrual (State and Local)	-2,588	-2,179	-2,199	-2,198	-2,018	-2,200
Property, Liability Insurance	3,532	3,868	3,974	4,000	4,077	4,100
Outreach	385	300	325	400	235	300
Evangelism	0	0	0	0	0	0
Altar Supplies	0	0	79	0	0	0
Organ Maintenance & Music	317	170	0	500	0	500
Telephone	358	349	364	365	340	360
Office and Worship Expense	1,239	1,355	1,068	1,200	1,413	1,400

Convention Expense	133	0	0	250	0	250
Miscellaneous	0	0	64	100	46	100
Church School	0	0	0	0	0	0
Utilities**	5,492	5,590	3,742	4,000	3,316	3,500
Real Estate Taxes	2,316	2,314	2,328	2,370	2,328	2,350
Other Property Expense	0	0	0	0	0	0
Maintenance	2,083	2,204	2,179	2,500	2,776	2,500
Interest on our C&N Line of Credit***	5,548	5,224	5,436	0	0	0
Parish Hall Rent	4,440	4,440	4,440	4,440	4,440	4,440
Total Budgeted Expenses	66,508	65,416	63,252	60,107	57,762	60,654

Non-budgeted General Expense	545					
Major Improvements	1,900	5,402	4,810		9,449	
Equipment Replacement			2,775		301	
Total Expenses	68,953	70,818	70,837	60,107	67,512	60,654

NET (Income-Expense) -10,866 261 5,960 2,181 -3,373 -360

	Fund	12/31/2019	12/31/2019
*Memorials	Shearer	581	581
**Utilities do not include rectory	Strange	500	200
*** Interest comes directly from Earnings before they are deposited.	Beck-AG	977	1030
	Cama	740	740
	Barber	195	195
	E. Kelley	0	7500 (5000 DIT)
		2993	10246 5246

Interest paid on loan, 2019	18-Apr	667.97
	15-Jul	474.17
	15-Oct	454.55
	Total	1,596.69

VII. Summary of Assets, 12/31/19

Trinity assets as of 12/31/19

Fund	Held by	2,018 Value	2,019 Value	Change	2018 Interest Income	2019 Interest Income	2,020 Projected
Freeborne	DIT # 2	9,803	11,199	1,396			
Alvord	DIT #87	3,940	4,541	601			
Endowment	DIT #92	18,527	13,767	-4,760			
Horatio Bridge	DIT #96	17,040	19,616	2,576			
Minor Memorial	DIT #147	10,385	11,994	1,609			
Tupper	DIT #209	8,115	9,372	1,257			
Total DIT		67,810	70,489	2,679	3,587	3,569	3,500
Maurice	C&N	366,439	394,743	28,304	26,178	19,158	19,160
Inv. Total					29,765	22,727	22,660
Investment Assets		434,249	465,232	30,983			
Checking Account*		10,226	14,660	4,434			
Total Assets		444,475	479,892	35,417			
Liabilities							
LOC/Loan		39,578	32,106	-7,472			
Employee taxes accrued		556	543	-13			
Total Liabilities		40,134	32,649	-7,485			
Net Assets-Liabilities		404,341	447,243	42,902			
Memorials - Designated							
Shearer		581	581				
Strange		500	200				
Beck (Altar)		977	1030				
Cama		740	740				
Barber		195	195				
Emily Kelley			7500				
		2,993	10,246				

Altar Guild Fund	
Beginning Balance	977
Income	506
Disbursements	453
Ending Balance	1,030

* Includes Memorials and Altar Guild: 10,246
 \$5,000 will be transferred to Horatio Bridge DIT

VII. Minutes of the 2019 Annual Meeting

Trinity Episcopal Church
177th Annual Meeting
Parish Hall
Sunday, January 27, 2019

Present: The Rev. Benjamin Lentz, Andrea Lentz, Martha Pierce, Joseph Barber, Hildegard Mohr, Nathan Schwartzberg, Fanna Proper, Laura Cama, Daniel Gerhart, Margaret Gerhart, Marie Bubniak, Holly Flood, Barbara Caum

Fr. Ben Lentz offered a blessing at 10:50 during brunch. At 11 AM, Dan Gerhart, our Senior Warden, called the meeting to order.

Polls: The polls opened at 11:05 AM for election/selection of vestry members and a delegate and alternate to diocesan convention. There was a discussion about the changes in the diocesan canons and how it affects our small vestry. In December, Dan Gerhart had written to Bishop Kevin to ask for exceptions to the canons to allow related/married individuals to serve together and to allow us to disregard the requirement for vestry members to take a year off after serving two three-year terms. Bishop Kevin granted the exception to related/married request, but stated that the canons do not allow him to grant an exception for members to continue to serve after two consecutive three-year terms. After the canons were changed in 2017, we set up a rotation: Nathan Schwartzberg and Laura Cama's three-year terms end 1/20; Margaret Gerhart's three-year term ends 1/21, and Dan Gerhart and Marie Bubniak's three-year terms end at this meeting. The group discussed our place as a traditional Episcopal church in the Anglican tradition. Is having the same group of people serve long term stagnate us as a parish? Would making a change give the church the option to grow? Are we using our endowments? The group concluded that the answers to all of those concerns are no and proposed that the present members of the vestry be presented as a slate to serve in the coming year.

Ministry Reports

- **Senior Warden:** Dan Gerhart related the history of the Line of Credit (LOC) with Citizens and Northern Bank that was opened when extensive work needed to be done on the bell tower. That LOC was against the value of our funds in the Maurice Trust at that bank. At its highest, it was \$132K. We were paying down the principle slowly and monthly paying interest on the LOC at 5% while the interest we were earning on the Maurice Trust was about 10%, so we were coming out ahead. Then the market changed and the interest charged began to go up quickly. After a long study and discussion, the Vestry decided to pay off half of the remaining balance (about \$90K) and finance the remaining balance at a five-year, fixed rate loan. The current balance of the loan is about \$39K. The interest we will pay over the five-year loan will be about \$6000; before the vestry made this change, the interest paid had risen to \$6000 a year.

Laura Cama moved and Margaret Gerhart seconded to accept the report. Passed.

- **Parish Administrator:** There were no comments or questions
- **Outreach:** There were no questions or comments
- **Diocesan Convention Delegate:** Margaret Gerhart served at both conventions in 2018: the special electing convention and the regular yearly convention. She noted that Bishop Kevin is quite interested in

The Jesus Movement and in environmental stewardship. Of the 60 or so parishes in the diocese, she stated that 11 were not represented at convention, which was concerning. The worship is always memorable, moreso this year as Bishop Kevin did the traditional knocking on the cathedral door before his seating. Kajo Keji, our sister diocese, is working hard to refurbish and rebuild their schools which have been badly damaged due to the civil war. Trinity sent the bulk of our Outreach budget to help. Marny said there is a strong youth presence in the diocese in the larger churches which speaks well to the future of the church.

- **2018 Financial Report and 2019 Budget:** There were two large and unexpected expenditures in 2018, the replacement of the rectory boiler and work on the organ which were paid from special funds in the Shearer bequest and in the Diocesan Investment Trust, respectively. The 2019 budget is streamlined and shows a surplus of a bit over \$2K which will be held for unexpected expenses. There is also a surplus in the Altar Guild (Janice Beck) fund which could be used for unexpected expenses. Hildegard Mohr suggested that we might use extra funds for the church carpeting, which was installed in 1967 and is becoming dangerous because it is stretched.

A motion was made to accept the reports and adopt the budget by Hildegard Mohr and seconded by Nathan Schwartzberg. Passed.

Minutes from the 2018 Annual Meeting: Minutes of the 176th annual meeting of Trinity Church held January 28, 2018, were accepted as presented. A motion to accept the minutes was made by Laura Cama and seconded by Nathan Schwartzberg. Carried.

Elections

Vestry: The proposed slate for vestry membership is: Dan Gerhart, Marny Gerhart, Marie Bubniak, Laura Cama and Nate Schwartzberg. Fanna Proper moved and Holly Flood seconded the election of the slate. Passed.

Delegate to the Diocese of Bethlehem Convention: Marny Gerhart will serve, with Barbara Caum as the alternate.

Election was by acclamation.

Old and New Business

Audits are up to date through the end of 2016. The 2017 audit will need to be done in the next few months.

It was noted that the AA area of the Parish Hall needs some organization. Barbara will speak to the main group and they will pass the word.

Plaques are needed for the Advent Wreath, in memory of The Rev. Canon Edward L. Caum, III, and for the pump organ restoration, which Jack Strange donated and Nate Schwartzberg restored. We also discussed returning the items from our Boy Scout troop, which disbanded a number of years ago, to the local Council.

Adjournment: At noon, the motion to adjourn was made by Barbara and seconded by Laura Cama. Carried.

Respectfully submitted,
Barbara Cameron Caum, Parish Administrator