

# Trinity Episcopal Church

## 2015 Report Annual Meeting

January 31, 2016



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**Vision of Trinity Episcopal Church:**

To be one in Christ;  
To love, listen, and learn.

**Mission of Trinity Episcopal Church:**

To love one another as Christ loves us through:  
listening and responding to the Holy Spirit;  
welcoming and nurturing all people;  
learning and teaching the Gospel;  
caring for and sharing God's creation.

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**2016 Annual Meeting Agenda**  
**Trinity Episcopal Church**  
**Sunday, January 31, 2016**  
**12:30 p.m.**

Please join us for lunch in the parish hall following the 10:30 a.m. service.  
(Nursery provided)

Call to Order	The Very Rev. Rob Baldwin
Opening Prayer	The Very Rev. Rob Baldwin
Declaration of Quorum	The Very Rev. Rob Baldwin
Appointment of Clerk and Parliamentarian	The Very Rev. Rob Baldwin
Approval of Minutes	The Very Rev. Rob Baldwin
Nominating Committee Report	John Bullock, Senior Warden
Elections	John Bullock, Senior Warden
Rector's Address	The Very Rev. Rob Baldwin
Acknowledgments and Other Business	The Very Rev. Rob Baldwin
Adjournment	The Very Rev. Rob Baldwin

**Minutes of Annual Meeting, Sunday, January 18, 2015**  
**TRINITY EPISCOPAL CHURCH**  
**Annual Meeting**

**Call to Order and Opening Prayer**

The meeting was called to order in the nave by Fr. Baldwin at 12:50 p.m. He led a prayer to open the meeting.

**Quorum/Attendance**

Although a quorum is no longer necessary, a motion was made to establish a quorum. The motion was seconded and passed by unanimous vote. There were 72 people in attendance.

**Appointment of Clerk and Parliamentarian**

Fr. Baldwin asked for a motion to appoint Jerry Hanson as Parliamentarian and Maria Thompson as clerk. The motion was made and seconded, and passed by unanimous vote.

**Minutes of the 2014 Annual Meeting**

Fr. Baldwin asked for comments regarding the Minutes of the 2014 Annual Meeting.

Glenna Kleinkauf made a motion to amend the Music section under 'Budget Cuts' to say "Cuts in music amounted to a total of \$6,000 from the 10:30 and 6:00 services, and were the result of cutting a choir director and paid section leaders at each service."

Glenna Kleinkauf made a motion to approve the minutes. Glen Davis seconded. The motion passed by unanimous vote.

**Nominations**

**Vestry**

The Nominating Committee was made up of three outgoing vestry members: Proctor Crow, Dave Griffin and Pat Kehde. Steve King chose to stand for re-election, so did not serve on the Nominating Committee.

Nominees for seats on the vestry: Nora Clark, Steve King, Bruce Scoular and David Severance.

Fr. Baldwin asked for nominations from the floor. There were none. A motion was made to close nominations to the vestry. The motion was seconded and passed by unanimous vote.

A motion was made to elect the slate by acclamation. The motion was seconded and passed by unanimous vote.

**Endowment Board**

One person was nominated to fill one open position on the Endowment Board: Bill McGillivray.

A motion was made to elect Bill to the Endowment Board by acclamation. The motion was seconded and passed by unanimous vote.

## **Rector's Address**

Fr. Baldwin genuinely enjoys being at Trinity, a loving, seeking, caring community. He appreciates all that the congregation does to support his ministry, as well as all the others in the church. Over the last four years he has seen Trinity tackle two extraordinary things:

- (1) The work that has been done to increase the responsibility for our financial stewardship – Our finances have gotten better every year, and our budgets have been credible and realistic in relation to the available resources.
- (2) The unexpected replacement of the organ – All repairs from the lightning strike are done, including the damage to the organ and other systems in the building, and a lightning suppression system has been installed. He is not worried about the resulting debt, but the anxiety in the congregation because of that debt is a concern. The vestry is working to find ways to pay down the debt as soon as possible.

There are additional, more “everyday” challenges:

- (1) Evangelism – We have a responsibility to portray Christianity as its true self. It's our Christ-mandated call to spread the Word. As a parish, we need to be very intentional about welcoming people into the ministries of this church.
- (2) Stewardship – More than just money, stewardship includes the use of all of our God-given gifts for the betterment of the world. Trinity has strong lay leaders who have shared their time and talents, including some who took risks to create something new.
- (3) Christian formation – When the vestry conducted some “cottage visits” to learn what was on the minds of parishioners, Christian formation continuously came up as an issue. We need to look beyond the regular worship services, and it will require strong lay leaders to create programs and opportunities for teaching and learning.

Fr. Baldwin thanked all of the staff, noting that Trinity has the best staff of any parish in the diocese: Marilyn Bean, Parish Administrator; Tyler Kerr, Youth Director; Doug Lawrence, Music Director; Susan Ralston, Director of Children's Music, who retired from that role at the end of 2014; Mark Stotler, Organist; Deacons Dick Tracy, Rita Tracy and Steve Segebrecht; Mtr. Susan Terry, Assistant Rector.

He expressed thanks and appreciation to our outgoing vestry members for their work over the last few years. He also thanked Lindy Eakin, who will remain on the vestry, but will no longer be serving as Senior Warden. He has been serving as the interim chaplain at Bishop Seabury Academy, and is very happy to be ministering to them.

Fr. Rob has been asked by the bishop to serve as Dean of the Northeast Convocation, and he's excited to be serving at the regional level.

## **2015 Budget**

Bill Benso discussed the budget for 2015. He noted that not all pledges that had been made for 2014 had been paid. The 2015 budget was not finalized until all expected pledges were received. This enabled the Finance Committee and Vestry to create a more realistic financial plan.

Austin Turney expressed concern about the cut to the Library budget, noting that we have a great library and it needs to be kept up.

## **Adjournment**

The meeting adjourned at 1:30 p.m.

Respectfully Submitted,  
Maria Thompson, Clerk

**2016 Leadership and Staff  
Trinity Episcopal Church**

Rector:	The Very Rev. Rob Baldwin
Assistant Rector:	The Rev. Susan Terry
Deacons:	Steve Segebrecht, Dick Tracy, Rita Tracy
Parish Administrator:	Jennifer Holloway
Office Administrator:	Sheryl Poole
Communications:	Sarah Johnson
Treasurer:	Bill Benso
Solemn High Mass Coordinator:	Sylvia Forbes
Youth Program Coordinator:	Tyler Kerr
Trinity Choir:	Doug Lawrence
Trinity Choristers:	Caroline Abrahamson
Sexton:	Diane Leming
Organist:	Mark Stotler
Trinity Interfaith Food Pantry:	Ray Wilbur, Barry Molineux, Sue Shackelford
Office Volunteers:	Margaret Bearse, Charles Granger, Jerry Hanson, Nancy Hanson, Liz Hare, Mark Holmberg, Mary Mozingo, Shirley Reese, Barbara Roehl, Don Roehl, Peggy Salyer, Marian Wilbur
Vestry Members:	John Bullock (Sr. Warden), Andrew Hoyt (Jr. Warden), Jennifer Attocknie, Nora Clark, Brenda Clary, Lindy Eakin, Steve King, Glenna Kleinkauf, Terry Mandle, Rodney Olson, Marilyn Russell, David Severance
Diocesan Delegates:	Nancy Kelley, Mari Russell, Carl Edwards
Endowment Board:	Ted Haggart, Chair; Don Hatton, Bill McGillivray, Tod Sutton, Don Hatton, Appointed-By-Vestry Member, Bill Benso (ex officio)



## Episcopal Church Membership Definitions

**Baptized member:** A person baptized in the church by a Trinitarian formula and enrolled on the books of this parish.

**Communicant:** Any baptized member receiving communion at least three times in the previous year.

**Confirmed communicant:** Any communicant who has had the laying-on of hands from a bishop of this church.

**Qualified voter:** Any communicant in good standing, who is 16 years of age or older.

**Communicant in good standing:** A communicant who is a member of this church, who worships regularly, who takes part in this parish's activities, and who has been a financial contributor of record for the past year.

## 2016 ELECTIONS FOR TRINITY EPISCOPAL CHURCH

### 2016 VESTRY NOMINATING COMMITTEE

The 2016 Nominating Committee was appointed by the vestry for the purpose of putting forward candidates for consideration, to be elected at the 2016 Annual Meeting, to serve as: Members of the Vestry, Members of the Endowment Board, and Diocesan Convention/Convocation Delegates. Members of the Nominating Committee consist of the Outgoing Vestry Members, the Senior Warden, and Two (2) Trinity Communicants (eligible to vote in Parish elections).

Senior Warden John Bullock serves as Chair of the Nominating Committee; Lindy Eakin; Rodney Olson; Andrew Hoyt; and 2 Trinity Communicants, \_\_\_\_\_ and \_\_\_\_\_, serve as Members of the Nominating Committee. (no report submitted).

According to Canon Law, Nominees for: Members of the Vestry and for Members of the Endowment Board must be Confirmed Communicants in Good Standing of this Parish, i.e., (1) each is a member of Trinity; (2) each worships regularly; (3) each takes part in Parish activities; and (4) each is a financial contributor of record.

Nominations for: Members of the Vestry and Members of the Endowment Board may be made from the floor at the time of the Annual Meeting, but the Nominee's permission must be obtained in advance, and he/she must be approved by the Vestry.

### 2016 Vestry Nominees

The 2016 Vestry Nominating Committee presents the following candidates to fill four (4) open vestry member positions:

Candidate 1 (Andrew Hoyt)

Candidate 2 (Glen Davis)

Candidate 3 (Dusty McCoy)

Candidate 4 (Katie Bieker)

Candidate 5 (David Paden)

Candidate 6 (Chuck Olcese)

Candidate 7 (Sandy Jacquot)

The four candidates who receive the highest number of votes will serve as the new 2016 vestry members, each for a three-year term (2016 through 2019).

Vestry Terms: All four elected vestry members will serve new, three-year terms, (2016 through 2017). Continuing vestry members in 2016 are:

Vestry Senior and Junior Wardens: The Senior Warden shall be appointed by the rector at the Annual Meeting, and the Junior Warden shall be elected at the Annual Meeting by members of the vestry. The Senior Warden is appointed from among the members of the vestry; and the Junior Warden is elected from among the members of the vestry.

## **2016 Endowment Board Nominees**

The Endowment Board has two (2) open positions for 2016. One position is to be filled by Vestry Appointment; and one position is to be filled by election at the Annual Meeting. The 2016 Vestry Nominating Committee presents the following Candidate(s) to fill one (1) open, elected position on the Endowment Board:

**Endowment Board Terms:** There shall be five (5) voting members of the Endowment Fund Board, none of whom shall be members of the Vestry during his or her term of membership. The Church Treasurer shall serve as a non-voting, ex officio member. Three (3) members of the Endowment Fund Board, as nominated by the Vestry, shall be elected for three-year, two- year, and one-year terms, respectively, at the Annual Parish Meeting. The Vestry shall appoint two (2) members to three-year and two-year terms, respectively. Board members may not serve more than two (2) consecutive terms, exclusive of portions of unexpired terms. A former member shall be eligible to be elected or appointed again after one year has elapsed following his or her previous service.

**Endowment Board Chairperson and Treasurer:** The Board shall elect from its own membership a Chairperson. The Treasurer of the Parish shall serve as Treasurer of the Endowment Board.

Tod Sutton and Connie Price have submitted their names for election at the annual meeting for a one year and three year term, respectively.

## **Diocesan Convention/Convocation Delegates**

The following parishioners served as Delegates to the Diocesan Convention in 2015: Nancy Kelley, Mari Russell, Carl Edwards.

The following parishioners will serve as Delegates to the Diocesan Convention in 2016:

**BAPTISMS, CONFIRMATIONS, MARRIAGES, AND BURIAL OFFICES**  
**2015 TRINITY EPISCOPAL CHURCH**

**Baptisms:**

Eleanor Douglas Abrahamson, August 23, 2015  
Zacha Rosalia Zavarse-Chapin, October 18, 2015  
Lucille Quinn Dalrymple, October 18, 2015  
Anna Lynn Deamos, November 8, 2015  
Margaret Joan Manes, December 27, 2015

**Confirmations and Reaffirmations:**

Chad Anderson, November 15, 2015  
Christopher Anderson, November 15, 2015  
Alexander Baldwin, November 15, 2015  
Ashley Beason-Manes, November 15, 2015  
Mary Bieker, November 15, 2015  
Jesse Cox, November 15, 2015  
Henry Dobson, November 15, 2015  
Jeremy Eaton, November 15, 2015  
Amber Jacobs, November 15, 2015  
Tyler Kerr, November 15, 2015  
Sarah Kranbeer, November 15, 2015  
Jason Manes, November 15, 2015  
Abigail Olcese, November 15, 2015  
Camille Olcese, November 15, 2015  
Charles Olcese, November 15, 2015  
Zachary Pitts, November 15, 2015  
Claire Sanner, November 15, 2015  
Rachel Schwaller, November 15, 2015  
Eliana Seidner, November 15, 2015

**Burial Offices:**

Feryal "Fifi" Paden (December 19, 1939 – December 20, 2014), January 31, 2015  
Carol Buhler Francis (February 9, 1928 – March 21, 2015), March 24, 2015  
William "Bill" Lane Woods (June 20, 1935 – June 29, 2015), July 8, 2015  
Gay Anne Doudoroff (October 6, 1940 – July 2, 2015), July 10, 2015  
William Biklen Pendleton (October 12, 1920 – May 15, 2015), July 11, 2015  
Charlie Alois Becker (February 20, 1942 – July 5, 2015), July 18, 2015  
June Weatherwax (June 26, 1921 – September 12, 2015), September 17, 2015  
Margaret Jane Swift Fair (May 13, 1917 – September 10, 2015), October 10, 2015  
Susan F. Morris (July 26, 1939 – October 8, 2015) October 15, 2015  
Ellen Meador Tracy (October 5, 1935 – October 2, 2015), October 17, 2015  
William Kenneth Calhoun, II (September 4, 1944 – October 9, 2015), October 18, 2015  
David V. Clark (May 23, 1926 – October 11, 2015), October 20, 2015  
Jan Irvine Dean (February 18, 1925 – September 7, 2015), October 26, 2015

## 2015 MINISTRY REPORTS OF TRINITY EPISCOPAL CHURCH CLERGY AND VESTRY

### **Rector: The Very Rev. Rob Baldwin**

In writing my reflections on this past year, I felt it might be helpful to look back on what I wrote the year prior in the report for the Annual Meeting about my hopes and dreams for 2015. I wrote about my hope that there would be increased participation by the congregation in many fields of ministry. In 2015 new people have joined the children's and adult choirs and have become lectors, ushers, greeters, chalicists, and acolytes. Our outreach programs are thriving with volunteers, and new outreach programs are getting lots of support. Downstairs, the adult forum is frequently packed, and the children's Sunday school rooms are busting at the seams. I'm not suggesting we rest on our laurels, but we look like a growing parish of people enthusiastic to be here.

I talked about the need for greater promotion of Trinity outside of our congregation. To show how this is going, let me give you a snapshot from one of our communication platforms: Trinity's Facebook page. Over 550 people get regular updates on Facebook from the church. Thousands of people viewed the videos of our music and the Christmas-themed "Ask Father Rob" videos. Other churches in the diocese are using our material to help build up their own congregations, and I'm very excited about that.

All of this growth brings with it challenges, however. I (and a lot of other people) have spent a great deal of time and energy managing the many staff changes that have taken place this year. While most of those changes were not related directly to church growth, the challenge has been to create an effective staff that can manage the demands of a church that is Trinity's size within the confines of the resources available. This has led to some shifting as the final staff layout gets settled into place, and the accompanying chaos and confusion at times. I appreciate the support and patience everyone has shown as we settle into what is hopefully the new normal.

Looking ahead, I think that we must continue to find ways to reach out to newcomers, both families and individuals. With the resignation of the Rev. Stephanie Jenkins as Campus Missioner for the Diocese of Kansas and that position currently unfilled at the time of this writing, the need for our participation in ministering to the students of the University of Kansas, Haskell University, and Baker University has never been greater. Our children's ministry is growing to the point where our classroom space needs attention, and more thought needs to be given to what children's ministry should look like. There has been some exciting conversation about offering more book-discussion groups for adults, and even exploring creating online communities for Christian formation and growth. As the newly appointed Dean of the Northeast Convocation, I am also pushing for more regional ministry opportunities with our brothers and sisters in Christ in the area.

I will conclude as I always do, by thanking all of you for all you do to support me personally in my ministry as Trinity's rector. It is truly a blessing to me to be here, in this place, amongst all of you, and our mutual ministry together brings me joy every day. God's blessings to this parish in the upcoming year.

## **Assistant Rector: The Rev. Susan Terry**

### Children's Programs

We are growing with more children and volunteers, more new families, and a lot of joy! Many thanks to everyone who has helped make the following programs and events meaningful for all who participated in them.

#### 2015 Winter-Spring

- Hearts for Willow Domestic Violence Shelter: Your generous response brought joy to many women and children.
- Children's Chapel: opportunities throughout the year that allow our teachers to remain in church and hear the sermon
- The children buried the Alleluia at the beginning of Lent and it was resurrected on Easter Sunday.
- Easter egg hunt
- Baby shower for Willow in celebration of Trinity's new babies and in support the infants and mothers at Willow
- Thank-You Coffee Hour for our teachers
- Formation of Trinity Family Ministries

#### 2015 Summer Sunday School

- I created a curriculum and, with the help of many volunteers, we explored biblical stories through art, music, storytelling, drama – and even yoga!

#### 2015 Fall

- Blessing of the Backpacks for our children and blessing of the collected backpacks/school supplies for the children at Willow
- Sunday school registration
- Commissioning of Sunday school teachers at the 10:30 a.m. service. The ministry of our teachers is vitally important. We have a record number of teachers this year, and we are deeply grateful for their creativity and dedication. Thank you, Lynn Segebrecht, Melanie Seybold, Micah Seybold, Kathy Marker, Heather Eldridge, Jerry Hanson, Terry Mandle, Anne Patterson, Nora Clark, Donna Griffin, David Paden, Brad Eldridge, John Bullock, Tyler Kerr, and Kim Mandle. And thank you to our nursery attendants: Bea Bonanno, Anneliese Lawrence, Raven Harper, and Ariel Smith.
- Stewardship instruction for children during the fall stewardship event
- Blessing of the Animals in honor of St. Francis and in thanksgiving for God's creation
- Fall Children's Chapel
- All Saints' Parade at the 10:30 a.m. service
- Posada: This year Mary and Joseph traveled from Nazareth to Bethlehem and were welcomed and given shelter in homes of parishioners every night of Advent.
- Advent Fun Day: exploring the meaning of Advent with fun activities for our children
- Intergenerational Chrismon tree-decorating party
- Christmas pageant: Another masterpiece this year! Thank you, Caroline Abrahamson, Anne Patterson, and all our volunteers.

This has been a wonderfully full year. Please contact me if you have any questions, new ideas, or would like to volunteer. I am sure we have a place for you in Children's ministry. I thank God for our children, our adult volunteers, our parents, the vestry, and the support of this parish. We are truly blessed. Your continued prayers for this ministry will help us to grow in ways we can only begin to imagine.

## **Deacons: Rita Tracy, Dick Tracy, Steve Segebrecht**

All deacons are ordained by the bishop who assigns them to the parish. We work under the supervision of the rector of the parish. We cooperate with the other clergy and lay people of the parish to assist them in their roles. Deacons report to the archdeacon of the diocese and to the bishop. We perform the liturgical roles of the deacon in the Sunday morning services; in the monthly service at Brandon Woods; and at special services such as funerals, Christmas, and Holy Week. We also preach on occasion, and anoint anyone who desires it for healing. We visit the sick, elderly, and shut-ins in retirement facilities, hospitals, and private homes to bring the ministry of the church to those unable to attend in the form of prayer and Holy Communion. We attend the weekly staff meetings, the Annual Deacon's Retreat, the diocesan convention, and participate in continuing education opportunities each year. We continue to read and study the Holy Scriptures and other materials related to the diaconate, the church, and theology.

Due to serious health concerns, Deacons Dick and Rita can no longer serve at the altar, however, they continue the non-liturgical roles of the diaconate, and Deacon David Marker has ably taken over the deacon's role in Sunday services.

On the third Sunday of each month, a portion of the loose offering goes into the Deacons' Discretionary Fund. We use this fund to assist people in need. For several years now, our priority has been to prevent homelessness. The most common needs include assistance with utilities, rent, prescriptions, licenses (IDs, etc.), and transportation. We frequently work with agencies such as the Salvation Army, Bert Nash, EKAN, and the Lawrence Community Shelter to assist people who apply to them, and our own Trinity Interfaith Food Pantry has proved to be a wonderful resource as well. We wish to thank all of our friends at Trinity for their generosity and support. The contribution of our own Trinity Treasures group has been especially helpful.

## **Senior Warden: John Bullock**

In 2015, the Vestry continued to focus on responsible budgeting practices and careful monitoring of income and expenses. Pledge income trailed projections throughout the year, but management of expenses allowed us to meet expenses as they came due. The debt owed for the organ renovations, a lightning suppression system, and past capital building improvements continued to be a topic of discussion and focus. Raising funds to retire this debt will remain a priority.

This year, Father Rob implemented a new structure for the Vestry meetings. Vestry members volunteered to serve on one or more sub-committees within the Vestry to address the following priorities: refreshing and updating the downstairs rooms; fundraising / stewardship; newcomers; and the organ / lightning suppression / capital improvement debt. Each Vestry meeting the sub-committees spent some time meeting separately to discuss and develop plans in their respective areas. Progress was made in each area, although there remains work to do.

2015 was also marked by changes in the office staff. This presented some challenges and opportunities to update systems and processes. The transition is still underway, and we expect continued improvement in accounting, reporting and communication in 2016.

Andrew Hoyt was chosen to serve as Junior Warden. Projects included refurbishing the communion kneelers and improvements to the sound system. Andrew also dealt with other issues related to the physical structure of the church, including paneling, HVAC, and a dying tree. The finance committee was expanded to help with continuity in anticipation of the expiration of existing Vestry members' terms.

Children's ministry continued to be an area of growth and focus. The Vestry was informed that there were many children attending Sunday school throughout the year. The Trinity Family Ministry group held several events. We also received monthly reports on many other ongoing ministries at Trinity, as reflected in the monthly minutes. A mental health training was offered and well attended. In summary, the congregation continues to remain engaged and active in caring for our community.

The Harvest Dinner event was well-attended. Pledges for 2016 are up over 2015, although there are still ministry opportunities that could be explored or expanded if we had more money to work with in the budget.

Caroline Abrahamson was appointed to lead the Choristers. Rob Schwaller was ordained to the diaconate. David Marker moved forward in his ordination process. Dick and Rita Tracy were honored by the Bishop for their many years of outstanding and inspirational service.

It seemed like we had a large number of baptisms and funerals this year. Many parishioners volunteered to help with these services and related events.

The Vestry voted to name the church library in honor of the Turney family, in recognition of their support for the library. The Vestry also recognized Tudy Haller for her work on the Women's Questioning Group.

Various topics were discussed throughout the year, including social justice issues and diversity, worship services, and the schedule for Sunday School.

It's not possible in a report like this to acknowledge the hard work of every single person who contributed to the success of our parish over the past year. Trinity continues to be a vital, caring, and active community of loving Christians who take care of each other, the church, and their community. Whether volunteering in the Food Pantry, hosting coffee hour, teaching Sunday School, serving on the altar guild, ushering, singing in the choir, or in countless other ways, we have collectively sustained and grown our parish as a welcoming place to worship and join with others in community.

It has been an honor to serve on the Vestry and we are grateful for your trust and support.

### **Junior Warden: Andrew Hoyt**

- Plaster falling from the Sanctuary ceiling: In order to properly make this repair, we must set up scaffolding that will reach all the way up to the ceiling. Using a "cherry picker" is out of the question because the floor in the altar area will not be able to take the weight. We have not seen the plaster falling in recent months, so we have not repaired the problem.
- Water coming into the office: Water was coming into the office because of a leaking roof. We patched where we thought the leak was coming from and have not seen a recurrence of the problem in the last few months. The ceiling in the office needs to be removed and replaced, as well as the light fixture over the copy machine.
- Rope to the bell: The rope going up to the bell was getting hung up after use. We are not allowed to enter into the bell tower without someone from the organ company being present. Proctor Crow was able to assist us in getting the knot untangled and the rope/bell has been in working order since that time.
- Replacement of light bulbs in the Sanctuary fixtures: Garth Burns has been keeping inventory, ordering and replacing the bulbs as needed. Trinity's Environmental Stewardship Team (TEST) has been working on using more cost-effective lightbulbs and will continue to make those improvements as needed.
- Air filters and thermostat: The air filters and thermostat in the parish hall were replaced by Scott Temperature, once in the spring and again in the fall. I have asked Greg Hazen and Tod Sutton to work with Hilary Edwards to get a Preventative Maintenance Review from the P-1 group. A member of the Hammer Guild or myself will be meeting with a representative by the end of January.
- Trinity Clean-Up Day: A great deal was accomplished in a very short matter of time – special thanks to all of those who made that happen. The basement was cleaned and organized, along with the kitchen, youth-group room, and the parish hall. Debris and overgrown plants were removed from the Trinity grounds.
- Junior Warden's Box: The Junior Warden's Box is in place so that anyone can inform the Junior Warden about problems that need to be brought to my attention.
- Trim and woodwork in the Sanctuary: The trim and woodwork surrounding the Sanctuary has become warped. In order to correct the problem, sections of the woodwork/trim are going to have to be removed, a barrier between the exterior of the building and the interior needs to be put into place, and then the woodwork/trim will need to be restored. I have worked with a number of people on this matter and it seems that we are going to need a large amount of capital in order to get this problem resolved. Until the time and the funds become available, we will continue to nail back the woodwork/trim as best we can. The trim and the paneling has been warped for some time. In order for us to make the needed repairs Steven King made this quote:



- o The materials were \$4,900 for siding, and center stiffener, and a poly vapor barrier. Not included was removal and disposal (there is black mold on much of the wall) stain, caulking, probable replacement gingerbread trim. Some is glued and is so thin it breaks on removal. Labor was not included. Estimated: \$2,500-\$3,500 for a quality carpentry team.
- o The gingerbread material thickness in red oak is no longer available. It is thicker. We hand-cut several sections and hid them behind doors, cannibalizing replacement material. The cost to custom-mill replacement was \$2,800.
- o Finally, to protect this work, the basement needs waterproofing. There is only dirt underneath, and it wicks moisture. The most economical solution would be to install poly sheeting. A long-term solution would be to blow a masonry waterproofing in.
- Rail behind the Lectern: Steve King added a hand rail next to and behind the lectern.
- The Youth Group/acolyte rooms: The Youth Group room on the 3rd Floor will be converted into the acolyte room once space is made available.
- Classroom Door Window: Windows on the classroom doors will be installed as soon as time and funds become available for Steve King and David Severance to do this.
- Issues with all bathrooms: A number of problems with many of the toilets in the church and the Matthews Center were addressed. Jim Bost Plumbing (785-842-3354) was used and has been prompt with their service calls.

Special thanks again to all who helped out this year.

### **Treasurer: Bill Benso**

When the 2015 budget was prepared and approved, it assumed a level of pledged giving that was not realized during the year. As a result, and in reality, 2015 was again a year with a deficit budget. Judicious use of reserves, cost efficiencies, and selective task deferrals enabled Trinity to end 2015 with all financial obligations having been met. Unexpected and dramatic changes in the administrative staff made realization of this financial performance a real challenge. We have, at long last, settled into a comfortable and consistent way of doing Trinity's financial administration business. I am confident that 2016 will have fewer financial "speed-bumps" related to the administration of our business. The patience showed by all of you as we have strived to ensure your financial giving records are absolutely correct is greatly appreciated.

The budget for 2016 is based on pledged income "in-hand" and "other income" at a level basically consistent with 2015 actuals. The budget presented herein shows a modest deficit. That shortfall is continually being worked to drive it to zero; however, even if the deficit is not completely eliminated, it is of such small magnitude that "work arounds" may be possible. Fixed and necessary costs consume most of our budget, leaving very little discretionary spending for outreach programs; this fact has been consistently and effectively communicated in Father Rob's messages. We anticipate some utility rate increases again this year, and we have increased these budget line items accordingly. The 2016 budget includes a modest pay increase for eligible employees.

All 2015 organ loan payment obligations were met. At the current rate of expenditure, there is cash "in-hand" to service the organ loan until mid-fall 2016. It will be a high priority task for 2016 to develop and implement a fundraising strategy to completely pay our organ loan obligations.

### **Office Administrator: Sheryl Poole**

As most of you probably know, I previously worked at the national Episcopal Church Center in New York City for five years, and as I begin my sixth month here at Trinity, I can't help but think about how different this experience has been. Whereas the national church operates very much like a corporation, working at the parish level is much more rooted in humanitarian efforts. It's only by working at the parish level that I have had the opportunity to witness all the great things that the people of this church are involved in. With programs such as the Food Pantry, BackSnacks, Kansas to Kenya, LINK, the work at Willow, and all the other interesting programs, it's no wonder that people who come to Trinity feel welcome. I have a lot of respect for the people of Trinity Episcopal Church.

Spending most of my time in the parish office presents a unique perspective into the inner workings of how a rector takes care of the people of the church. Father Rob's door is always open for anyone who needs to see him, and he often makes mad dashes out of the office to minister to the sick. He truly takes his responsibilities to the members he serves to heart. It is heartwarming knowing that I, in some small way, get to help keep things running as smoothly as possible.

As we move steadily forward into 2016, I would like to take a moment to thank the parish office volunteers who make my job easier: Shirley Reese, Jerry Hanson, Nancy Hanson, Barbara Roehl, Marian Wilbur, Mary Mozingo, Liz Hare, Peggy Salyer, Margaret Bearse, Dr. Mark Holmberg, and Father Charles Granger. I have really enjoyed getting to know them, and it's been inspiring to watch how all of them – including the deacons, Rita and Dick – handle all the personal crises from so many people who come through the doors seeking assistance. Kindness wins, hands down.

Every day there is something new for me to learn in the office, and my goals for 2016 are to learn more about the programs that Trinity supports, keep the office running as smoothly as possible, and to continue having meaningful conversations with people. Thank you all for giving me the opportunity to serve your community and Trinity Episcopal Church.

### **Communications: Sarah Johnson**

It's been a pleasure getting to know many of you over the past ten months. I have worn many hats since I started working in the parish office last spring, and currently, I am concentrating on the website as well as assisting Sheryl Poole with weekly newsletters and various special projects. I look forward to another great year with all of you and with the office staff!

### **Youth Programs: Tyler Kerr**

On a typical Sunday evening, our youth ministry program serves an average of about 8 youth. Many topics are discussed, from the different views of Jesus to modern morality issues that are relevant in the lives of youth today. As we move forward, we are looking to widen our volunteer base and continue to bring up young Episcopalians in the Church as followers of Christ.

### **Trinity Choir: Doug Lawrence**

The Trinity Choir is a combination of both ministry to its participants and to our congregation. We enjoy learning and “performing” great music of historical and liturgical value, and we also find great joy and (yes) fun in the art of choral singing and communicating God's greatness to the wider community.

This year we participated in a first attempt to bring our “church corner” choirs together. Plymouth Congregational, First Christian, First United Methodist, and Trinity held a hymn festival across the street at First Methodist. It was well attended by members of all four of these churches. The event ended with the combined choirs singing John Rutter's “The Lord Is My Light.”

We sing about 40 weeks out of the year and treasure the idea that singers of various levels of skill can come together to make an offering. Recently we have been increasing that ministry to hundreds of people who do not attend Trinity. So far, our choir anthem videos have been seen by well over 1,500 people who find our music via the Trinity Facebook page. Many other Episcopal churches also share our videos on their pages.

We are dedicated to musical and spiritual growth and always encourage potential members to let us know of their interest. Call the church office if you would like to inquire further about this ministry opportunity.

### **Trinity Choristers: Caroline Abrahamson**

The 2015 Trinity Choristers included Arianna Arentz-Myers, Lulu Arentz-Myers, Abbey Bieker, Kiefer Bullock, Liam Nutt, Milo Nutt, Elliot Paden, Oscar Paden, Lauren Seybold, and Caroline Schmidt. Mark Stotler was our esteemed accompanist. The Choristers have performed several anthems during the 10:30

service. This lively group even took on the challenge of singing an anthem in Zulu, accompanied by the djembe! The Choristers led the carol sing at the Holy Stir-It Christmas Party at the Castle Tea Room, and were featured soloists and actors in the Christmas Pageant, where they helped launch Father Rob's acting career. The Chorister parents have been an invaluable resource. They have attended rehearsals, helped with the pageant (even accompanied us on guitar!), and have helped marshal the troops on Sunday mornings. I would like to thank them for all of their work and support this year.

It has been a privilege to work with this group of young people. We are all looking forward to what lies ahead.

### **Trinity Endowment Board: Tod Sutton, Chair**

The Trinity Endowment Fund reduced \$3,386 in value during 2015 (1.3%), from \$268,880 to \$265,494. Distributions of \$3,000 were made from prior years' accumulated earnings to the parish for payments to Native American Student Services (\$750), Willow Domestic Violence Center (\$750) Lawrence Habitat for Humanity (\$500) Kansas To Kenya (\$500) and Trinity Interfaith Food Pantry (\$500) as outreach. The Endowment Fund's net cash position at the close of 2015 was \$18,988, reflecting realized investment income received (\$9,917) less the beneficiary distribution (\$3,000) and the investment management fees (\$1,600). It is expected that part of the earnings and value gained will be distributed in early 2016 with the remainder retained for growth of the Endowment. The funds are currently invested through Central Bank of the Midwest Trust Division in 12 mutual funds with an overall target asset allocation of 60% equities and 40% fixed income strategies. In accordance with the bylaws, up to 50% of the fund's income is distributed annually. Higher distribution percentages can be made if approved by the Vestry.

The Board continues to look for ways to encourage planned giving within the congregation. The Board consists of 5 members in good standing of the parish who each serve 3-year terms. Three are elected by the parish and two are appointed by the Vestry. We welcomed Bill McGilvray to the Board this year, and we thank Don Hatton, Tod Sutton, Ted Haggart, and Bill Benso (Treasurer, ex-officio) for their service to the Board. Ted is now completing his 6th year of service and will be retiring from the Board.

### **Diocesan Convention Delegates/Convocation Representatives: Nancy Kelley**

The Northeast Convocation claims: "The mission of the Northeast Convocation of the Diocese of Kansas is to promote member parishes to work together to fruitfully make disciples of Jesus Christ and to enable their ministries." Nancy Kelley, Marilyn (Mari) Russell and Carl Edwards served as delegates in 2015, and Micah Seybold as the alternate delegate. The essential work of each of the delegates and alternate delegate is to attend and participate in four meetings of the Northeast Convocation – a body of delegates, clergy, and lay people, presided over by current president Brian Hodges – from 12 churches in or around the Kansas City metropolitan area; and to attend the Annual Diocesan Convention. Much of the delegates' work prior to the Convention takes place at the Convocation meetings. In 2015, the Convocation held meetings in February at St. Paul's, Leavenworth; in April at Grace, Ottawa; in June at Trinity, Atchison; and in September at Trinity, Lawrence. The meeting in Lawrence is traditionally the last meeting before the convention and the Bishop speaks about the mission of the Church.

Convocation meetings provide an opportunity to get acquainted with people from other Parishes, and to gather information about outreach programs and activities from other Parishes. For example, at the February meeting an update of vacation bible school was presented. The Convocation also must approve any Parish's request that money for physical improvements be exempt from the Diocesan Apportionment (income tax). Seldom are these requests challenged.

The 156th Annual Convention was held on October 22, 23, and 24 in Topeka, having the title "Nothing Will Separate Us from the Love of God." This year's convention was focused on anti-racism training. The Rev. William Kondrath led a five-part anti-racism training for clergy and lay leaders beginning on Thursday.

Friday began with a Grand Celebration of The Holy Eucharist at Grace Cathedral. Bishop Dean Wolf presided over the convention. Afternoon workshops were focused on anti-racism training and diocesan ministries. Topics included general convention updates and innovative ministries around the Episcopal Diocese of Kansas. A highlight at the banquet on Friday evening was the recognition of Deacons Rita and Dick Tracy who received a silver cross on a chain as recipients of the Archdeacon's Cross Award for outstanding ministry by a deacon or deacons. The convention was well represented by Trinity and we were very proud of our Deacons for their accomplishments.

## DISCIPLESHIP

### **Adult Forum: The Very Rev. Rob Baldwin**

Each Sunday the Adult Forum explores a wide variety of topics with the purpose and educating and supporting adult members of the parish. In the past year the forum featured a wide variety programs, including topics such as coping with failure, the practices of prayer, and the theology of the Old Testament. The Adult Forum meets on the lower level of the parish hall at 9:30 a.m. on Sunday mornings.

### **Christian Classics: Rich and Joan Ring**

Christian Classics is part of the Adult Education Program at Trinity Episcopal Church. The group meets every other Wednesday evening, at 7:30 p.m., in the Parish Library, to read and discuss important texts on religion and spirituality. Over the years we have read works ranging from St. Augustine to C.S. Lewis.

In 2015 the group read Thomas of Celano's *Life of St. Francis*, the earliest written account of the 13th century saint and founder of the Franciscan Order Friars Minor. Our next selection was Pope Francis' encyclical letter *Laudato Si': On Care for our Common Home*. The influence of St. Francis on Christian spirituality is still widely felt in the 21st century.

Christian Classics welcomes anyone interested in exploring the development of religious thought and practice, and in joining us for fellowship and spiritual growth. For more information, please contact Rich or Joan Ring at (785) 842-5544.

### **Forward Day-By-Day: Austin Turney**

Forward Day-by-Day provides a passage of scripture and a brief commentary for each day of the year as an aid or stimulant to prayer or meditation. There is a different author each month so the meditation is seasoned with a flavor from their lives. An online supplement is available. *Forward Day by Day* is in the form of a pocket-sized pamphlet that is published quarterly, and is available in the tract racks found at the back of the Nave and on the wall opposite the elevator. The edition for the period beginning February 1 will be in the racks by the time you read this. We order 40 each quarter plus a half dozen in large print that the deacons distribute. We ask a donation of \$1, but many are distributed free.

The tract racks also contain a sample of tracts concerning a variety of situations. These, too, are published by Forward Movement. They can be helpful either for one's self, or may provide ways of engaging with another person about a particular situation. They are remarkably little used

### **Library: Margaret Bearse**

We now have over 3,000 titles in our librarything.com account. We have had a number of donations of books, especially from Michael Doudoroff from Gay's collection. Many of these we added, but some titles that we already owned were offered to the parish. Books are still regularly added to the Orphan Shelf, books not previously checked out. Those not generating any interest are evaluated and either retained or deaccessioned and offered to the parish. Donations in exchange for these books has been \$18.

Displays of books on a special theme are in the parish hall and usually changed each week. This year they

have included Fruits of the Spirit, Spiritual Disciplines, C. S. Lewis, Saints, Books with Great Illustrations, and Back to School: Learn, Study, Teach. Also Old Testament Theology, DDC900 – History and Geography, and Apostle Paul, and seasonal displays for Advent, Christmas, Lent, Easter, and Thanksgiving.

The children's collection is divided between upstairs and downstairs, and titles are divided into the same subject areas. They are rotated up and down for most visibility.

During my absence in October and November, Sue Shackleford and Austin Turney kept check-in flow going.

### **Newcomer/Confirmation Class: The Very Rev. Rob Baldwin**

In anticipation of the bishop's annual visit, Father Rob hosts a class for those who are new to the Episcopal Church and may wish to be received or confirmed by the bishop. In 2015 the classes were held over a two-day retreat at the church in which participants reflected on the book *Your Faith, Your Life* by Jenifer Gambeer.

### **Early Christian Awareness : Lynn Segebrecht**

The teachers of Early Christian Awareness, our Christian Education program for babies and toddlers ages 6 months to 3 years, were pleased to welcome new teacher, Kathy Marker! She joins Melanie and Micah Seybold and Lynn Segebrecht. In addition, the nursery is ably staffed each Sunday by Bea Bonanno, who also enjoys filling in as a substitute ECA teacher if the need arises. She is often joined by volunteer Annelise Lawrence, and so our youngest Trinitarians are surrounded by able, caring, loving folks each Sunday morning! The ECA program was introduced at Trinity in the summer of 1989, and has been offered continuously since that time. The late Ken Johnson of Trinity lovingly built the beautiful kidney-shaped table in the nursery that enables us to teach the children while they are at arm's length! The animals on the shelves have been compiled over that 25-year period as well, providing us with a vast collection of domestic and wild animals who help us teach the children about God's love for them and for all His creatures through song and rhyme and rich conversation---and a lot of interesting animal sounds. (If you ever questioned your sanity because you thought you heard a monkey screaming during the readings, you heard correctly!) The program was created by a member of a Lutheran parish in Oklahoma, and while we utilize her scripted verses and poetry in song and spoken word, each teacher adds his/her own personality, accompanying conversation, and enrichment (including animal sounds!) to the delight of our babies and toddlers. The language acquisition we teachers observe over time with our regular attending children is amazing to observe! We welcome parents and anyone else who has an interest in the Early Christian Awareness program to come to the nursery and observe ECA class any Sunday morning beginning at 10:30 or shortly thereafter, and usually lasting about 20 minutes (or as attention spans of the day allow, a bit shorter or longer time period). It is a joy to watch the children laugh, learn, and show their developing love and appreciation for God's world and beautiful creatures. Parents are always welcome to stay through the class with their children, and many have chosen to do so over the years. As the children become increasingly engaged in the program, they may choose to leave the child in the nursery and return to church, but their continued presence is always welcome. And many parents over time have chosen to join our team of teachers, which is truly a unique and wonderful experience!

### **Stewardship Committee: Terry Mandle**

Stewardship is the continuous process of giving thanks to God for the many blessings he has bestowed on us throughout the year. It is consciously giving back to God of our time, talents, and our treasures throughout the year in thanksgiving. At Trinity there are many opportunities to demonstrate our thankfulness and give back to God in support of the various ministries at work in our church, community, and the world.

Many opportunities exist to give of our TIME. Opportunities to volunteer include teaching Sunday school or as an usher, lector, chalice bearer, or a member of a prayer group. Volunteering at the Trinity Interfaith Food Pantry, at LINK or helping with the BackSnack program are just a few examples of how valuable contributions of our time are to giving back to the ministries of Trinity.

God gave us each special TALENTS to support the ministries at Trinity. Arranging flowers for the altar, singing in the choirs, cooking for the Ploughman's Lunch, or crafting beautiful hand-made items at Trinity Treasures are some examples of giving back to do God's work through our talents.

Giving of our TREASURES, the first fruits of our many blessings given to us by God to support Trinity and its ministries, is equally important. Each year our annual Harvest Festival kicks off the Pledge Drive for the coming year. In 2015, the Harvest Festival "Come to the Tent" drew approximately 150 Trinitarians of all ages for an evening of fellowship, good food, and fun. Our own Betsy Anderson shared her personal stewardship story.

As shared in word and song by the Rev. Kirk Alan "Chief" Kubicek, our guest preacher during the Pledge Drive, "Being made in God's image, we are to love the world and give. It is our God's deepest desire to give us the Kingdom of God: to give us life and to give it abundantly. We need only to open our hearts, minds and souls to let that gift come in."

2015 Stewardship Committee Members: Caroline Abrahamson, Katie Bieker, Ann Elizabeth Bishop, John Bullock, Brenda Clary, Glenna Kleinkauf, and Terry Mandle

### **Trinity Environmental Stewardship Team (TEST): Nancy Hanson**

Yes, TEST is still here, in our 27th year, continuing our efforts to educate, inspire, and provide opportunities substantiating our conviction that all human beings are called by God to care for our home planet, Earth.

In 2015, among many actions – within the parish, TEST members:

- kept up a steady stream of educational "TEST Tidbits" in the weekly e-newsletter, The Corner;
- maintained recycling of paper service bulletins and recyclables from Trinity's kitchen and the recycling chest in the parish hall;
- worked with Trinity's Junior Warden to increase energy efficiency in maintaining parish facilities;
- shared information encouraging good earth stewardship and participation in educational and other community events relating to earth-care issues;
- kept members & friends informed via email alerts of news and action opportunities in ecological matters;
- arranged a group visit by Trinitarians, on August 28, to the Flint Hills Discovery Center, in Manhattan, Kansas.

Within the community, TEST members:

- supported the educational and advocacy work of Lawrence Ecology Teams United in Sustainability (LET-US), including a November 11 public forum on Pope Francis' encyclical letter, Laudato Si: On Care of Our Common Home;
- led fellow Trinitarians marching in the Lawrence Earth Day parade, and promoted earth stewardship concepts through our Earth Day booth in South Park;
- assisted in nature-support projects such as planting pollinator-friendly plants at Hidden Valley Girl Scout camp, and participating in KU's Monarch Watch Day;
- increased our knowledge by attending workshops, lectures, movies, and other events presented by Sustainable Sanctuary Coalition of KC, Kansas Interfaith Power & Light, KU, Audubon Society, Climate and Energy Project, and other local ecology-focused groups; besides attending the Prairie Festival at the Land Institute in Salina, Kansas.

Within the diocese, TEST members:

- shared information about ecological educational events and resources, via diocesan news media the DioLog and Harvest;
- presented an environmental stewardship booth, including a PowerPoint display about TEST, at the diocesan convention in October;
- continued to communicate with the dean of the Bishop Kemper School for Ministry to encourage an earth-care focus in the curriculum.

TEST is much heartened and gratified by Pope Francis' encyclical letter, *Laudato Si: On Care of Our Common Home*, published in May 2015, addressed to the entire Earth community. In it, the Pope confirms everything that TEST has been saying since our earliest days about the relationship between God, mankind, and the rest of creation (and says so much more, of course) – eloquently, and with ecclesiastical authority! If you haven't read this document yet, we sincerely encourage you to do so. You can download it as a PDF, read it online, and/or purchase it as a book here: <https://laudatosi.com/watch>. Trinity Library also owns a copy (donated by a TEST member) for you to check out. TEST is highly pleased that Trinity's Christian Classics, Wednesday-evening book discussion group has chosen this inspirational document as its current focus of study (since October 21).

Another boost to our spirits was the United Nations-sponsored Climate Change Conference ("COP21"), with participants from nearly 200 nations, in France this past December. The resulting, multifaceted "Paris Agreement" supports an international goal to prevent Earth's global climate from warming up more than 2°C/3.6°F (or, if possible, 1.5°C/2.7°F) above pre-industrial temperatures, by 2100, by significantly reducing mankind's carbon emissions. The full Agreement is here: <https://unfccc.int/resource/docs/2015/cop21/eng/logro1.pdf>. A summary is here: <http://www.bbc.com/news/science-environment-35073297>.

TEST receives funds from the sale of Christmas plum puddings, through the generosity of TEST member Vashti Winterburg. From 2014 proceeds, we donated in February 2015 to the following earth-friendly charitable organizations: \$50 each to Friends of the Kaw/Riverkeeper, Sustainable Sanctuary Coalition, Kansas Interfaith Power & Light, and the Audubon Wetlands Education Program. Later in the year we donated \$50 to the Land Institute, thus allowing TEST members and friends to attend the Prairie Festival in September at the "member" rate.

Ellyn Owen, TEST Secretary, writes almost all the TEST Tidbits. Pat Miller ably represents TEST/Trinity on the LET-US Steering Committee (attending endless meetings!). Sue Shackelford is TEST's faithful Treasurer. Garth Burns, TEST's Spiritual Coordinator, is also our electronics/electrical-systems guru. TEST member Craig Myers-Arenth provides artwork for our team. Thanks to each TEST member and friend who supports our efforts with your various talents!

We sincerely thank the Kitchen/Bulletins Recycling Team who faithfully served in 2015: Katie Becker, Garth Burns, Brenda Clary, Janet Lukehart, Pat Miller, Craig Myers-Arenth, Susie Nightingale, and Melanie Seybold (plus Nancy Hanson). Susie has had to drop off the team, so we need someone to take her place.

We also commend and thank the many Trinity people who take the initiative for good stewardship efforts and/or support TEST efforts, including these:

- Trinity office staff for managing recycling from the office;
- Sarah Johnson and Sheryl Poole, especially for their work to reduce paper in the bulletins.
- Hospitality providers who use (and wash) reusable dishes instead of disposables – and make use of the kitchen recycle bins;
- Folks who bring used eyeglasses, household batteries, CFL bulbs, and old cell phones to the recycle chest in parish hall (and those who sometimes secretly help recycle them);
- Ushers who make sure bulletins are placed in the blue bins in the Vestibule after services;
- Folks who purchased plum puddings, TEST's fundraiser;
- Folks who donated to earth-friendly charitable causes in the Alternative Christmas sale;
- Junior Warden and team who work with TEST to increase resource-efficiency in parish facilities;
- Mary Donovan and others who've initiated ecosphere education events at Canterbury, etc.;
- Father Rob, Mother Susan, and Trinity's deacons for all their support.

In 2015, TEST held nine regular monthly meetings. We meet on the last Monday of the month, at 7:00 p.m., in the parish hall. TEST has a members list of 12; our TEST friends list includes 33 (with whom we share informative and action alerts via email), some from outside Trinity. We have no membership dues. We are always happy to welcome new members, friends, and ideas, as well as to help you find answers to your earth-care questions. Contact TEST Coordinator Nancy Hanson ([ninxks@sunflower.com](mailto:ninxks@sunflower.com); 785-842-6887)

or TEST Secretary Ellyn Owen (ellynowen@gmail.com; 785-842-1643) for more information.

*Caring for the environment – it's a Christian thing to do!*

### **Trinity Family Ministry: Katie Bieker**

This has been a great first year for the Trinity Family Ministry. Our focus throughout 2015 was primarily organization and recruitment. Planning meetings were held, on average, every other month. Several social gatherings were also held, and family participation in existing Trinity events was promoted, facilitated, and, we believe, increased. There are currently about a dozen families actively getting to know each other better, organizing fellowship and service activities, and getting involved at Trinity as part of this ministry. Plans for the near future include a 2016 kick-off meeting, improving the process by which we welcome visiting and new families, working with staff to hire and train more childcare providers for the nursery, and scheduling late winter and spring fellowship and service activities.

### **Vacation Bible School: Rachel Schwaller**

Last year, 2015, Vacation Bible School (VBS) hosted between 20-35 children throughout the week. After the disappearance of the Master Gardener, the animals found armor in his gardening shed. Colby Caterpillar tried to use the armor as a war-mongering tool against the bunnies, who have long invaded the garden for carrots, radishes, and other food. With the help of the children, Colby, Barry the Frog, and Sebastian Squirrel realized that the REAL purpose of the armor is to help others in the world.

This VBS plan came on the heels of 2014's VBS, which focused on being the hands, eyes, and feet of Christ in the world. 2015's VBS tried to answer exactly how it is that we do that.

VBS is extremely thankful for the help of over 25 volunteers who shepherded children from room to room, taught classes, played music, ran the games, checked children in, made snacks, wore armor every night, and did so many other manifold tasks. Thank you to the parents who brought their children every night – costumes and all! We would also like to thank the church for its unwavering support of our program, and thank you, of course, for all the prayers said for the program throughout the week. We look forward to this coming year!

### **Women's Quest-ioning Groups: Tudy Youngberg**

Two separate Women's Quest-ioning groups have been meeting twice monthly for almost two years. Our groups are small, but we are deeply committed to honor the sacredness of one another's spiritual journey as we share our experiences, insights, joys, and concerns while reading and discussing various books.

This past year, the Tuesday morning group has been reading *Just Passing Through* by Margaret Guenther, and the Thursday afternoon group read *Following the Path* by Joan Chittister.

We invite you to join us on either the first and third Tuesday at 9:30 a.m. in the parish library or the second and fourth Thursday at 1:30 p.m. in the Matthews Chapel as we begin our new book about the Apostles Creed, *In Search of Belief* by Joan Chittister.

If you have any questions, please contact Tudy Youngberg (tudy@sunflower.com; 785-218-2283) or Mother Susan Terry (st@trinitylawrence.org).

*"I am come that they might have life, and that they might have it more abundantly" (John 10:10).*



## OUTREACH

### **African Team Ministries: Austin Turney**

Trinity supports the African Team Ministries program each year with a Sale of crafts and jewelry held in February. Parishioners select from the many new jewelry creations, scarves, handbags, and carved figures of wood and stone, all made by African crafts people. This Sale benefits the social services of the Anglican Dioceses of East Africa, where the needs are many, especially for the care of AIDS orphans. The Sale is held in the parish hall on two Sundays. Each year, there are new and unique items for sale.

### **BackSnack Program: Tod Sutton and Greg Hazen**

BackSnack is an outreach ministry of Trinity with the mission to feed hungry kids in Lawrence. We completed the 2014-2015 school year serving nine Lawrence elementary schools and 310 students grades K-5. In the fall of 2015, the requests from the schools continued to increase and as 2016 begins, we are now supplying ten schools (Broken Arrow, Hillcrest, Kennedy, New York, Pinckney, Quail Run, Schwegler, Sunset Hills, Sunflower, and Woodlawn) and 386 students. We currently have about 22 volunteers working in the program.

Since the spring of 2010, Trinity has served as the Community Partner for schools in the Lawrence School District that participate in Harvester's BackSnack program. Harvester's is a regional community food network that began the BackSnack program as a pilot operation in 2004, serving 30 students at one school. Today it serves 19,000 students across 26 counties in Missouri and Kansas. Harvester's is able to do this for about \$250 per child per year, representing their contribution of almost \$100,000 to the community.

We are hopeful the program will see continued growth to feed hungry kids in Lawrence. At the beginning of the school year, Harvesters supplies backpacks to select students identified by the schools as chronically hungry. Every two weeks, Harvesters delivers food to Trinity to go into those backpacks. Once a week, Trinity volunteers take the food packs to the school so that those chronically hungry children can have something extra to eat through the weekend. Most of these children are on the free- or reduced-rate lunch program at the schools. These food packages may be the best food available to them through the weekend; in some cases it may be the only food available.

Trinity's role as Community Partner is to support the schools through the distribution and storage of the food before delivery. In addition to the food supplied by Harvester's, Trinity supplements the foodstuffs with fresh fruit or other nutritious items as funding allows. Apples, oranges, hats, scarves, and gloves were added to packs during the holiday season.

This program has taken nothing from Trinity's annual budget through the years, but has had a meaningful impact on the community. We have solicited donations from inside and outside the Trinity family to fund the supplemental items we provided. We have not requested a line item in the outreach ministry budget for 2016. In calendar year 2015, contributions to the program were \$2,300 and expenditures were \$4,487. We begin this calendar year with a spendable balance of \$1,120, which will allow us to spend about \$0.15 per child per week for the remainder of this school year. Additional contributions would be greatly appreciated.

We thank all the volunteers and contributors who have helped throughout the year with this program and also the active support of the Trinity Interfaith Food Pantry.

### **Christmas Angels: Vera King**

KVC serves over 3,000 local children in foster care and their families. Unfortunately for children placed in foster care, positive memories are few and far between. I'm happy to say that Trinity has made a difference by participating in the Adopt an Angel program in 2015 and in the past. Thank you for helping to put smiles on children's faces at Christmastime.

## **Holy Stir-It: Bruce Roberts and Steve Segebrecht**

The unique men's fellowship group, Holy Stir-It, has continued to meet the second Thursday of every month. The usual programs that we always look forward to are Mexican recipes at La Topicana Restaurant, brats and German beer for Oktoberfest, and the annual Christmas gathering for men and their significant others at the Castel Tea Room. In addition, we serve a meal every summer at the Lawrence Open Shelter. The highlight of that is the Icee machines that serve a tasty and refreshing treat to all the children at the Lawrence Open Shelter, courtesy of Anderson Rentals. One of the newer programs was a special pairing of hamburgers with various microbrews at the Burger Stand. This was a highly praised evening that will be repeated in 2016! Holy Stir-It continues to be not only a great opportunity for fellowship among the men at Trinity Church, but also an opportunity to invite guests to meet our community of faith. Thanks to the Trinity Choristers for making the Christmas gathering fun. Please join us in 2016, and remember, you can always invite a friend.

## **Kansas to Kenya (K2K): Steve Segebrecht**

In June, three Kansas to Kenya Teams traveled to Kenya: the K2K Community Team, the K2K College Team, and the K2K Medical Team. In 2015, your gifts and the K2K teams:

- built and engineered solar panel generated electricity and enhanced rain water collection for a "safe house" for women who are victims of gender based violence, known as Agatha's Amani House
- provided medications and treatment for a medical/dental clinic held in two different locations – a remote mountainous village of Mirangine and a small community of Mutukanio (more than 2,000 prescriptions)
- provided enough food to three orphanages and a school that would feed the children for nearly a year
- provided 1,000 treated mosquito nets to the communities of Maai Mahiu, Mutukani, and Mirangine, obtained through a partnership with the United Nations
- provided slow-drip irrigation systems through Chapin Living Waters to promote sustainable agriculture in the Maai Mahiu area
- conducted seminars for women on women's rights, infant and maternal health, nutrition, reproductive health, and chronic health issues such as diabetes, heart disease, cancer, and alcohol/substance abuse
- evaluated the progress on a new microfinance program, Nakuru Community Development Trust. This program was started two years ago in partnership with Five Talents International and the Diocese of Nakuru. More than 1,000 individuals have now joined as members of the Nakuru Community Development Trust, saving money and obtaining microloans to expand their business.
- improved the Osborne Library in Maai Mahiu and provided books to second library at St. Nicholas Secondary School in partnership with WorldReader
- provided school lunches for orphans in Maai Mahiu
- provided a veterinarian from KSU to care for the livestock of women
- engineered and provided rainwater-collection systems to various buildings in Maai Mahiu

## **Lawrence Interdenominational Nutrition Kitchen (LINK): Catherine Robins**

Trinity is a charter member of Lawrence Interdenominational Nutrition Kitchen (LINK), which is dedicated to providing healthy meals to the homeless, transients, under-earning, unemployable, and elderly persons. These meals are served in a place that provides a safe, warm/cool place in which to network, visit, and rest from the rigors of street life or the loneliness of old age and mental illness.

On average we serve about 170 meals (that may represent fewer people; as long as we still have food to serve, our guests may come back for seconds). This population is variable, and the success of the Community Shelter has not changed the need as many people thought it might. Our consistent estimate is that more than 50 percent of our guests are unemployable persons with mental or physical disabilities who have fallen through the cracks. We partner in every-other-month service dates (the third Tuesday of every

odd month) with St. Margaret's Episcopal Church. Meals are served in the First Christian Church kitchen (just down the alley and to the east of our parish hall).

How do you help? Sign-up sheets are posted in the parish hall several weeks prior to our service dates. You can sign up to bring a large casserole, industrial-sized cans of fruit or veggies, bread, etc. We prefer that items be delivered to the First Christian Church kitchen at noon or so on the day of service or they may be left, clearly marked, in the Trinity kitchen. Firmly believing that all people need food and that as we do for these people, we do for Christ, I have been Trinity's LINK coordinator for longer than I like to think. I am trying to update our communication about how many casseroles are coming through posts on Facebook, asking Father Rob to do his wonderful robo-calls, while I do old-fashioned shouting at coffee hour after church.

I know people are busy and broke, but when no one signs up to bring food, we face the prospect of 100 hungry people who will be underfed because no one has told us they are bringing casseroles. This means old frozen casseroles are fetched out of the freezer, only to be thrown out when Trinity's casseroles miraculously begin to appear! This is a terrible waste of resources, so – please – let me know in advance if you plan on bringing a casserole (Catherine Hale Robins, 785-766-0883; cathcu90@gmail.com).

### **Ploughman's Lunch and Bake Sale: Susan Ralston**

The Ploughman's Lunch was held on Friday, November 13, 2015, and was very successful again this year. Approximately 350 people attended. Proceeds from the Ploughman's Lunch were given to CASA (\$500), Willow Domestic Violence Center (\$500), Trinity Interfaith Food Pantry (\$500), and the Trinity Organ Fund (\$1,000).

Success of the Ploughman's Lunch is due to the hard work of many parishioners. The kitchen workers were supervised by Katherine McGillivray and Terry Mandle. Numerous servers were organized by Glen Davis and Ellyn Owen. Decorations were arranged by Orean Kent and Harlanne Roberts. The set-up crew was led by Ray Wilbur, Ned Kehde, and David Kent. Thank you to every volunteer! We would not be able to offer this wonderful community offering without your help!

### **Trinity Treasures: Gerry Miller and Charlotte Mueller**

We celebrated our 19th year of Trinity Treasures Sales on November 12, 2015 on the same day as Ploughman's Lunch. Hours were 10 a.m. to 3 p.m. A profit of \$5,?? was realized and was given to the following Lawrence groups: Casas; Deacon's Discretionary Fund; Trinity Food Pantry; L.I.N.K.; Visiting Nurses Association; Habitat for Humanity; Healthcare Access; Willow Creek Center for Women; and the Salvation Army. Also given to Trinity Food Pantry was a basket of hats and mittens for children.

Twenty women have shared their time and talents toward items for the sale (every Thursday morning, February to November). We welcome any parishioner who enjoys making handmade gifts and clothing. We appreciate the support of parishioners and community shoppers. Every year, shoppers wait for the time to open the doors -- to shop for handmade items!

### **Vintage Sale: Mary Mozingo and Bev Benso**

Trinity Treasures held their third Vintage Sale on June 19 and 20, and again after church on June 21, after which a check for \$3,400 was presented to the Vestry for the Organ Fund. Trinitarians were exceptionally generous with their donations this year, and it was obvious from the turnout on Friday evening, which included refreshments and for which a \$5 admission was charged, that the community looks forward to this event. At the Ploughman's Lunch in November, we set up a table with the best of our "leftovers," and afterward sent another check to the Organ Fund for \$296, for a grand total of just under \$3,700. Everything else that was left unsold was donated to Haskell Indian Nations University.

**ANNUAL REPORT 2015--TRINITY INTERFAITH FOOD PANTRY**

The mission of Trinity Interfaith Food Pantry is to provide food assistance to people in Lawrence and Douglas County.

Partner churches in 2015: Trinity Episcopal Church, First United Methodist Church, Trinity Lutheran Church and Saint Margaret's Episcopal Church.

**TIFP was open 103 days in 2015**

**TIFP Served 3,902 families (10,583 people) in 2015**  
**3,892 grocery bags of food given to our patrons**

**Adults: 6,209**

**Children: 3,683**

**Seniors: 471**

**Number of New Patrons: 395**

Each month a family receives about \$21.00 worth of groceries, which will provide a total of about 12 individual meals with careful planning.

**50 VOLUNTEERS serve with the food pantry:** Volunteers on a weekly basis manage food deliveries and all aspects of distributing food two days each week to our patrons. Volunteers pick up frozen meat in Lawrence, drive weekly to Topeka, and drive monthly to Kansas City, MO for free food and free dignity items.

Other volunteers are involved in coordinating the food pantry including inventorying and ordering food, making food purchases, managing food costs, volunteer recruitment, assignment, and scheduling, volunteer communication, maintaining accuracy of our patron data base, fund raising through special events and grant writing, record keeping and coordination of financial information, and coordinating food donations and information-sharing with the partner churches.

**DONATIONS, GIFTS, & GRANTS in 2015**

**TOTAL DONATIONS of MONEY to TIFP:** Parishioners at Trinity Episcopal Church have been generous, again this year, to the food pantry, some by giving weekly, some by giving monthly donations, and others making special donations throughout the year. Parishioners made donations during a special appeal in October and others have made donations during Thanksgiving and Christmas season. Each partner church has made special donations throughout the year. Other donations have been from memorials, and special recognition gifts. All these gifts of money have made it possible to continue to purchase a great amount of food throughout the year for the 3,902 families who need our help.

**SPECIAL APPEAL to PARISHIONERS for donation to TIFP by Fr. Rob Baldwin at Trinity Episcopal Church on October 4th: \$ 2,358.00** was received from October 5 through October 20th, 2015 from generous giving by parishioners

**BUDGETED DOLLARS from TRINITY EPISCOPAL CHURCH: \$ 3,500.00** was received in August, 2015 and in January, 2016).

**SPECIAL DONATIONS: \$ 600.00:** donated by Trinity Treasures Sale at Trinity Episcopal Church in November.

**FUND RAISING EVENTS: \$ 2,399.26.**

Applebee's Flapjack Fundraiser on January 10, 2015 (\$ 1,147.26); Blues and Jazz Concert Benefit by Stranger Productions on November 11, 2015: (\$ 1,252.00).

**GRANTS: \$ 8,000.00:** Award for the purchase of a new laptop computer for the data base for the food pantry by the Board of the Trinity Endowment Fund of Trinity Church: **\$ 500.00;** Grant Award from the Douglas County Community Foundation in April: **\$ 3,000.00;** Grant Award (Unsolicited): from the Richard and Susan Himes Family Fund-Douglas County Community Foundation in May **\$ 2,500.00;** Frontier “Working Here Fund” grant from Frontier Farm Credit Union, Baldwin City, KS in November: **\$ 2,000.00.**

**SPECIAL ANNUAL FOOD DRIVES:** Scouting for Food Drive in April and Bishop Seabury Academy in November.

**IN-KIND DONATION of FOOD:** 25 % of all food given to our patrons is donated by all partner churches from their parishioners and congregations on a weekly, monthly, and on a quarterly basis.

**PROGRAMS PROVIDING FREE FOODS/ITEMS:** Bread and fresh produce from Harvester’s/Topeka; Human dignity products from Giving The Basics/Kansas City, MO; Salvation Army/Lawrence (through Wal-Mart, and Kroger’s/Dillon’s) providing frozen meat.

**TOTAL RETAIL VALUE FOR ALL FOOD GIVEN TO PATRONS: \$ 80,291.96**  
All food purchased and all donated food given to our 3,683 families who came to TIFP this year.

<b>EXPENSES in 2015</b>
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**ACTUAL COSTS FOR FOOD: \$ 32,586.60:** Food purchased at Harvesters and locally at ALDI, Walmart, Dillon’s, and Hy-Vee. Paper bags purchased from Checkers: \$ 450.00.

**In 2015, we have been privileged to help those in need. Again this year, we have seen God’s abundant provision of food and money, especially by the generosity of the people of the four partner churches, the abundant supply of time and talent from our volunteers and the continual expression of gratitude from those we help.**

The TIFP Volunteers and Coordinating Group: Sue Shackelford, Ray Wilbur, Rachel Schwaller, Carol Armstrong, Louise Ecord, Barry Molineux

## PARISH LIFE

### **EpiscoChicks: The Rev. Susan Terry**

Episcochicks is a group of women from all three Sunday services who gather together in the parish hall on the evening of the third Thursday of each month from 5:30 p.m. to 7:00 p.m. Participants bring a snack and beverage to share during this time of fellowship. It's also an opportunity to meet other members of Trinity who regularly attend worship services at different times. This group is always open and welcoming to returning and new women.

### **Hospitality and Kitchen Committee: Shirley Reese**

The kitchen seems to always be the hub of activity throughout the year. Sunday Morning happenings are due to many folks who volunteer their time, money, and talent. The calendar always needs new names added to it. So, if you have a Sunday available, please check the sign-up sheet in the kitchen. Two or three friends working together make a happy time. Cheryl Flessing and Barbara Roehl are the two angels who clean the kitchen each Monday morning. It's always helpful to them to walk into a tidy place. Many other activities throughout the year call for the kitchen involvement. So be prepared to volunteer when the need arises! Your help is needed and appreciated.

### **Morning Prayer: The Very Rev. Rob Baldwin**

Trinity hosts a service of Morning Prayer every Monday morning at 9:00 a.m. in the Matthews Chapel (located in the church office building to the south of the parking lot). The saint for that day is usually observed, both in the readings and a brief discussion of the history and contributions of that person. Everyone is welcome.

### **Pump 'n' Pray: Rich Ring and Steve Segebrecht**

This group continues to meet every Monday, Wednesday, and Friday at 6 a.m. This exercise program begins with a brief moment of prayer or a presentation on the saint of the week. The exercise program consists of brisk walking, using hand weights that increase core body strength. Every Friday there is men's health tidbit of the week. On days when the weather is good and the temperature is comfortable, we exercise at the Kansas Union parking garage on the upper floor and move to the lower floor if it is raining. During the winter months when it is cold, we have been exercising either at Allen Field House or most recently at Rock Chalk Park's indoor track.

This is a great opportunity to develop regular exercise that can be enjoyed at any level. The program gives the opportunity to visit while exercising. Over a period of 12 weeks each participant notices improvement in his core body strength. The program was developed by an exercise physiologist in California and has been demonstrated to be an excellent way to achieve improved core body strength without generating inflammation of joints and muscles that can lead to arthritis. Together with education, prayer, and exercise, the Pump 'n' Pray program addresses mind, body, and spirit.

### **Prayer Chain: Collette Bangert**

In 2015, our Trinity Prayer Chain consisted of 29 parishioners who prayed and tended daily to people in need of prayers. We exist to support those who need or ask for prayer: the suffering and troubled; the sick; the hospitalized; those offering thanksgivings, praise, or special intentions; and the departed. We also pray in support of our parish clergy, office staff, vestry members, and Trinity Episcopal Church itself. The individuals who give us the names we pray for are the heart and soul of our Prayer Chain.

This year we found ourselves blessed by ever more weekly prayer requests, which are then prayed with ample support from Trinity.

The Trinity Prayer Chain has three chains:

- Diana Dyal leads the Peace Chain.
- Maria Thompson leads the Faith Chain.
- Ellyn Owen leads the Hope Chain with back up when needed by Joan Ring.

Carol Hatton, an active member of the Prayer Chain, became the new Prayer Chain coordinator on January 1, 2016. Collette Bangert, who has coordinated the Prayer Chain for the last ten years, retired.

We continue being thankful for the ongoing support to the Prayer Chain from Deacons Rita and Dick Tracy, the parish office, and the enthusiasm of our rector, Rob Baldwin, for Trinity Episcopal Church's prayer life.

### **Wednesday Evening Service and Dinner: Vashti Winterberg**

Each Wednesday night at Trinity at 6:30 p.m. there is an informal service of Evening Prayer or Eucharist, followed by a meal offered free of charge. This ministry has been going on for decades, providing an opportunity for parishioners to gather together for prayer and conversation, and everyone is welcome.

## **WORSHIP**

### **Acolytes: Brian Haupt**

Acolytes are young people who provide critical assistance in leading worship every Sunday. Through their ministry, they enrich everyone's experience as they learn about the Episcopal liturgical traditions. Currently there are several teams of acolytes, each led by an adult Verger. To become an acolyte, you need to be 7 years old and have gone through a training session with Father Rob and the Vergers, who are Brian Haupt, Donna Griffin, David Severance, and Glenna Kleinkauf. New members are always welcome. In 2016 we are hoping to do some much-needed maintenance on the aging acolyte robe collection.

### **Altar Guild: Carl Edwards**

The Altar Guild is an essential lay ministry to serve God in His house by preparing the Sanctuary for worship, maintaining and caring for the sacred vessels, altar linens, and vestments. The Altar Guild functions under the guidance and direction of the Rector

In general terms, the duty of the altar guild is to prepare all the things necessary for the celebration of the Eucharist or any of the other sacraments and offices of the church where needed. The preparations are done in a manner so that any service may be conducted with beauty, decency, and in order.

Specifically, the sacred vessels are placed on the altar prior to each Eucharistic. Afterwards, the vessels are rinsed, washed, dried, and stored for the next service. The altar linens are also rinsed, washed, mended, and ironed in preparation for future use. Attention is also given to the condition of the brass. At least once a year, the Altar Guild meets to polish the processional crosses, torches, and other large items.

As part of our duties in taking care of the altar, this past year, the altar guild spearheaded refurbishing our needlepoint kneelers. About a quarter of a century ago, members of the parish needlepointed the various kneeler panels as a memorial gift. After 25 years of use, they were in need of being cleaned and re-stuffed. Thanks to the foresight of the vestry, we were able to preserve their labor of love into the future. A project for next year is to repair the dents in the silver vessels.

All are welcome to join the Altar Guild. There are three teams that serve for a month at a time four times a year. If you are interested, please talk to Father Rob or Carl Edwards.

Finally, I would be remiss not to thank those that serve on the Altar Guild for their tireless work – it is much appreciated.

### **Cursillo Group: Sue Shackelford**

Trinity has an active Cursillo group, which meets every Monday morning. If you are interested in Cursillo training to be a lay leader and would like more information, please contact Sue Shackelford (sueshackelford2425@yahoo.com; 785-843-2207).

### **Flower Guild: Pat Kedhe**

The Altar Flower Guild has six members – Ann Elizabeth Bishop, Pat Kehde, Terry Mandle, Gerry Miller, Pam Paden, and Mary Stauffer – who take turns arranging flowers for the altar every Sunday, except during the season of Lent. We join together during Advent to arrange the Advent wreath and altar greens and at Christmas we decorate the entire church with poinsettias, greens, and candles. For Palm Sunday we order palms for the altar and members of Trinity, and for Easter we decorate the nave and provide flowers for the children.

As an ongoing ministry, we clean the altar, the flower sacristy, and the nave after every Sunday and every holiday. In addition, we arrange flowers for funerals during the year. We will gladly do flowers for special occasions such as anniversaries, birthdays, or weddings. We ask that the requests for these special occasions come to us with at least a week's notice and that the folks requesting the flowers donate funds for the flowers.

We buy the fresh flowers weekly from various sources: grocery stores, florists, farmer's market, and our own gardens or friends' gardens. We use vases or containers that are in the Flower Room and make sure that they are in good condition and clean.

Those who are requesting flowers for a commemoration for the Sunday services should sign up on the Altar Flower Calendar in the parish hall or sign up in the office. Please put your name on the appropriate date, and fill out a form and take the form and money to the office. A minimum donation of \$35 is greatly appreciated. We have plenty of room for flowers on the altar, so if you wish to choose a Sunday and someone else has chosen that day, if both parties are agreeable, we can accommodate both requests.

We are happy to celebrate the many gifts of the Lord with one of the greatest gifts of all: green growing things and flowers.

### **Greeters and Membership Committee: Shirley Reese**

The task of greeters is simple: a cheerful greeting at the door on Sunday mornings is all that is required. Smiling faces are at each door. It is our mission to show hospitality to our faithful members, and to any newcomers. We particularly like to meet new folks and make them welcome at Trinity. We always encourage them to join us for the reception following the service. We also like to follow up on any names that are signed on a Welcome Card. All Trinitarians are a part of the Greeting Committee, whether you stand at the door, or sit next to a new person in the pews. Your participation is welcome and very important. Currently, our Greeters are: Charles & Camille Olcese, Barry & Vanessa Milota, Katie Becker, Bruce & Harlanne Roberts, Jerry & Liz Hare, Andy & Debbie Pitts, Joanne Feist, Sandra Wiechert, Linda McCoy, Dave & Gail Griffin, Don & Barb Roehl, Fairley & Donna McCain, John & Shirley Reese, Bill & Katherine McGillivray, Ted & Nancy Haggart, Tudy Youngberg, Amber Jacobs & Jeremy Eaton, DuWayne Kramer, Judy Calhoun, Ellyn Owen, and Brian & Heather Dennis.

### **Lectors, Intercessors, Chalice Bearers: Donna Griffin**

Chalice Bearers, Lectors, and Intercessors are an integrated part of the church services at Trinity. There is always a need for laymen to participate, and it is a good way to support the clergy and parishioners of our church. People who serve in these capacities find that not only do they contribute to the church with their time and talent, but many find that it strengthens their own faith. The Lectors read the Old Testament and New Testament lessons, and they lead the Psalms. The Intercessors bring the concerns of the congregation and the church before God in the Prayers of the People. Chalice Bearers distribute the consecrated wine,



and they assist the rector and deacons at the altar. We are always interested in training new people for these important ministries.

**Ushers: Jerry Hanson**

Paul Getto, a long-time member of the parish and Senior Usher for many years, said: “The Ushers are members of the parish who provide an important service to our worship experience. They are there before you arrive and stay after you have left! They welcome members of the parish and visitors, along with the Greeters; will answer any questions or concerns; and are instant responders for any emergency.”

Each week when you arrive at Trinity, you are presented with the bulletin and outline for each service. The Ushers are responsible for taking an accurate count of those worshipping in each Service. Following each Service, the Ushers make certain that pews are cleared of papers; books are returned to the pews; gifts and donations in the offering are accounted for; all of the doors in the Church are locked; and in general, make sure the Church is ready for the next event. Your Parish needs your help! We always have room for new volunteers, and it reduces the time that each Usher needs to serve. This is a ministry which can use more members, regardless of the amount of time they have been with the Parish. You will be given instruction, and you will work with experienced Ushers as needed. Singles or couples are welcomed, and we can work with your schedules. For more information, please contact the Senior Usher, Jerry Hanson (eaglesnest001@sunflower.com; 785- 842-6887).

2015 End Of Year Financial Reports:

Balance Sheet, December 31, 2015  
PDF

Trinity Episcopal Church - Lawrence KS  
Balance Sheet as of December 31, 2015

Account #	Account Name	YTD Balance	Previous Period Balance
<b>assets</b>			
1.10.100	CNB-Checking - 245000424	19,328.43	9,336.49
1.10.116	CNB Prestige MMDA	1,765.62	1,765.55
1.10.120	CNB-Rector's Discretionary-575002107	3,605.87	2,287.87
1.10.125	CNB-Deacon's Discretionary-140218375	1,566.92	1,483.92
1.10.130	CNB Church MMA - 575000643	3,168.47	3,168.47
1.10.140	CNB Prepaid Pledges-571005411	6,001.60	1.60
1.10.145	Pendleton Hymnal Fund CNB #579003515	9,492.24	9,491.05
1.10.150	CNB-Jim Ralston Music Endowment	6,408.98	6,408.71
1.20.150	CNB Custodial - 8527	165.84	0.00
1.50.102	CNB MMA Organ Fund	47,367.48	50,833.66
1.50.103	DCB Food Pantry	3,467.07	5,513.52
	<b>Total cash</b>	<b>\$102,338.52</b>	<b>\$90,290.84</b>
1.45.100	GIFT Card Inventory	2,000.00	2,780.00
1.45.101	Unrealized Gain - GIFT Cards	(115.00)	(150.00)
	<b>Total Inventory</b>	<b>\$1,885.00</b>	<b>\$2,630.00</b>
	<b>Total Current Assets</b>	<b>\$104,223.52</b>	<b>\$92,920.84</b>
1.50.100	DCB Education Fund - 510597	10,489.80	10,531.26
1.50.105	DCB Endowment Fund - 510598	265,494.39	269,890.31
	<b>Total long term investments</b>	<b>\$275,984.19</b>	<b>\$280,421.57</b>
1.50.110	Douglas County-Unrlz Ls/(Gn) Invstmnts-Edctn	221.93	210.13
1.50.115	Douglas County-Unrlz Ls/(Gn) Invstmnts-Endwmt	(17,157.37)	(29,348.95)
	<b>Total Unrealized (gain)/loss</b>	<b>(\$16,935.44)</b>	<b>(\$29,138.82)</b>
	<b>Total Investments</b>	<b>\$259,048.75</b>	<b>\$251,282.75</b>
1.60.115	Building - Mathews Center	100,311.56	100,311.56
1.60.120	Organ	225,637.75	225,637.75
	<b>Total fixed assets</b>	<b>\$325,949.31</b>	<b>\$325,949.31</b>
	<b>Total Fixed Assets</b>	<b>\$325,949.31</b>	<b>\$325,949.31</b>
	<b>Total Assets</b>	<b>\$689,221.58</b>	<b>\$670,152.90</b>
<b>liabilities</b>			
	<b>Total Bank Loans</b>	<b>\$161,684.54</b>	<b>\$165,739.72</b>
	<b>Total Payroll Liabilities</b>	<b>\$4,077.38</b>	<b>\$3,421.54</b>
	<b>Total payable to vendors</b>	<b>\$0.00</b>	<b>\$1,855.07</b>
2.00.302	Prepaid Pledges 2015	6,000.00	1,550.00
	<b>Total liabilities</b>	<b>\$171,761.92</b>	<b>\$172,566.33</b>
<b>fund balance</b>			
	<b>Total Operation Fund</b>	<b>(\$258.50)</b>	<b>(\$1,443.63)</b>
	<b>Total Memorial Fund</b>	<b>\$33,536.01</b>	<b>\$33,336.01</b>
	<b>Total General Funds Balance</b>	<b>\$28,552.11</b>	<b>\$27,977.11</b>
	<b>Total Building Fund</b>	<b>\$33,731.17</b>	<b>\$33,731.17</b>
	<b>Total Outreach Fund</b>	<b>\$27,732.52</b>	<b>\$18,701.02</b>
	<b>Total Music Fund</b>	<b>\$22,909.02</b>	<b>\$22,332.56</b>
	<b>Total Education Funds</b>	<b>\$11,599.62</b>	<b>\$11,679.28</b>
	<b>Total Endowment Fund</b>	<b>\$248,337.02</b>	<b>\$240,541.36</b>
	<b>Total Organ Fund</b>	<b>\$111,320.69</b>	<b>\$110,731.69</b>
	<b>Total funds</b>	<b>\$517,459.66</b>	<b>\$497,586.57</b>
	<b>Total liabilities and fund balance</b>	<b>\$689,221.58</b>	<b>\$670,152.90</b>

Consolidated Fund Activity Report, December 2015  
PDF

Trinity Episcopal Church - Lawrence KS  
Consolidated Fund Activity Report for December 2015

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.01.100	Operating Fund	(1,443.63)	59,871.12	55,656.50	(3,029.49)	(258.50)
3.15.100	<i>Memorial Fund Balance</i>					
3.15.105	Memorials - General Fund	31,425.67	50.00	0.00	0.00	31,475.67
3.15.110	Dorothy Anderson Memorial Fund	1,010.00	0.00	0.00	0.00	1,010.00
3.15.135	David Owen Memorial Fund	0.00	150.00	0.00	0.00	150.00
3.15.140	Charles Paden Memorial	900.00	0.00	0.00	0.00	900.00
3.15.160	Jim Ralston Memorial Balance	0.34	0.00	0.00	0.00	0.34
3.05.100	Anniversary/Birthday Fund	11,261.20	0.00	0.00	0.00	11,261.20
3.05.105	Holy Stir-It Balance	(71.75)	575.00	0.00	0.00	503.25
3.05.125	Gifts for Worship Fund	16,787.66	0.00	0.00	0.00	16,787.66
3.10.100	<i>Building Fund Balance</i>					
3.10.110	Columbarium Fund	26,081.99	0.00	0.00	0.00	26,081.99
3.10.115	Kitchen Improvement Fund	4,029.18	0.00	0.00	0.00	4,029.18
3.10.116	Kitchen Enhancement Balance	3,620.00	0.00	0.00	0.00	3,620.00
3.20.500	<i>Outreach Fund Balance</i>					
3.20.105	Rector's Discretionary Fund	2,287.87	1,618.00	300.00	0.00	3,605.87
3.20.110	Deacon's Discretionary Fund	1,483.92	175.00	92.00	0.00	1,566.92
3.20.115	Ploughman's Lunch Fund	5,688.23	0.00	1,201.81	0.00	4,486.42
3.20.120	Food Pantry Fund	3,693.45	7,514.75	521.38	1,232.39	11,919.21
3.20.125	Back Snack Fund	1,508.80	1,550.00	1,143.45	0.00	1,915.35
3.20.135	K2K Fund Balance	3,418.75	200.00	0.00	0.00	3,618.75
3.20.300	Episcopal Church Women Fund Balance	50.00	0.00	0.00	0.00	50.00
3.20.400	Miscellaneous Outreach Balance	570.00	0.00	0.00	0.00	570.00
3.25.100	<i>Music Fund Balance</i>					
3.25.105	Gifts for Music Balance	1,483.03	575.00	0.00	0.00	2,058.03
3.25.110	Jim Ralston Music Endowment	6,408.71	0.27	0.00	0.00	6,408.98
3.25.115	Helen Pendleton Hymnal Endowmt	9,491.05	1.19	0.00	0.00	9,492.24
3.25.120	Elizabeth & Wm. Stephens Music Fund	4,949.77	0.00	0.00	0.00	4,949.77
3.30.100	Education Fund	10,741.39	3.24	0.00	(32.90)	10,711.73
3.30.105	TEST Fund	937.89	0.00	50.00	0.00	887.89
3.35.100	<i>Total Endowment Fund</i>					
3.35.105	General Endowment Fund	240,541.36	7,928.76	133.10	0.00	248,337.02
3.20.140	Organ Fund Balance	59,898.03	0.00	0.00	4,055.18	63,953.21
3.20.142	CNB Organ Fund Balance	50,833.66	1,164.00	0.00	(4,630.18)	47,367.48
<b>Total</b>		<b><u>\$497,586.57</u></b>	<b><u>\$81,376.33</u></b>	<b><u>\$59,098.24</u></b>	<b><u>(\$2,405.00)</u></b>	<b><u>\$517,459.66</u></b>

Treasurer's Report, December 2015  
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Trinity Episcopal Church - Lawrence KS  
Treasurer's Report as of December 2015 for Operating Fund

Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD
<b>Income</b>				
<b>Operating Fund Income</b>				
Pledge Income Prepaid	8,000.00		8,000.00	
Pledge Payments/Current Year	42,644.51	33,100.00	298,244.11	397,200.00
Pledge Payments/Prior Year	0.00	0.00	12,123.45	0.00
<b>Total Pledges Income</b>	<b>\$50,644.51</b>	<b>\$33,100.00</b>	<b>\$318,367.56</b>	<b>\$397,200.00</b>
Contributions/Not Designated	41.55	2,500.00	41,991.08*	30,000.00
Plate Offering	1,755.49	0.00	48,214.68	0.00
Stock Donated	0.00		0.00	
<b>Total Contributions &amp; Offerings</b>	<b>\$1,797.04</b>	<b>\$2,500.00</b>	<b>\$90,205.76*</b>	<b>\$30,000.00</b>
Flower Income	855.00		2,640.00	
Funeral Honorariums Income	0.00		3,350.00	
Gain/Loss on Securities Donated	165.84		165.84	
Gas & Oil Royalties	0.00		(72.22)	
GIFT Expenses	(4,136.00)		(53,524.00)	
GIFT Income	10,464.43	334.00	56,789.39*	4,000.00
Interest on Checking & Savings	0.30		11.71	
Miscellaneous Income	0.00	587.00	20.00	7,000.00
O/S Checks Written Off	0.00		192.14	
Use of Facilities	0.00		50.00	
Wedding Income	60.00		160.00	
Youth Activities	20.00		100.00	
<b>Total Other Income</b>	<b>\$7,429.57</b>	<b>\$921.00</b>	<b>\$9,882.86</b>	<b>\$11,000.00</b>
<b>Total Operating Fund Income</b>	<b>\$59,871.12</b>	<b>\$36,521.00</b>	<b>\$418,456.18</b>	<b>\$438,200.00</b>
<b>Total Income</b>	<b>\$59,871.12</b>	<b>\$36,521.00</b>	<b>\$418,456.18</b>	<b>\$438,200.00</b>
<b>Utilities</b>				
Electricity	1,810.87	1,850.00	19,954.92	22,200.00
Gas	141.59	313.00	2,872.34	3,800.00
Water/Sewer/Trash	223.00	263.00	3,314.80*	3,200.00
<b>Total Utility</b>	<b>\$2,175.46</b>	<b>\$2,426.00</b>	<b>\$26,142.06</b>	<b>\$29,200.00</b>
<b>Communications</b>				
Internet Services	29.98	87.00	531.86	1,000.00
Messaging Services	74.61	150.00	1,322.87	1,800.00
Telephone	220.58	106.00	2,483.52*	1,250.00
Website	0.00	38.00	600.00*	500.00
<b>Total Communications</b>	<b>\$325.17</b>	<b>\$381.00</b>	<b>\$4,938.25*</b>	<b>\$4,550.00</b>
<b>Property and Building</b>				
Central Bank of the Midwest Organ Loan Interest	575.00	575.00	8,720.35	8,720.35
Central Bank of the Midwest Organ Loan Principal	4,055.18	4,055.18	48,035.99	48,035.99
Housekeeping/Custodial	811.20	1,050.00	13,469.31*	12,600.00
Pest Control	50.08	75.00	1,172.34*	900.00
Property/Liability Insurance	2,398.50	1,800.00	24,654.68*	21,600.00
Repair & Maintenance	565.53	500.00	6,490.47*	6,000.00
Security	3.00	0.00	1,396.60	0.00
<b>Total Property and Building</b>	<b>8,458.49</b>	<b>8,055.18</b>	<b>103,939.74</b>	<b>97,856.34</b>
<b>Administration</b>				
Accounting and Audit	610.00	928.00	7,320.00	11,180.00
Bank Fees	66.15	63.00	1,239.19*	800.00
Office Expense	246.73	712.00	3,509.82	8,500.00
Office Machine & Computers	632.99	837.00	11,195.19*	10,000.00
Postage	9.80	125.00	582.41	1,500.00
<b>Total Administration</b>	<b>\$1,565.67</b>	<b>\$2,665.00</b>	<b>\$23,846.61</b>	<b>\$31,980.00</b>
Adult Education	0.00	38.00	1,155.38*	500.00
Books & Subscriptions	0.00		668.05	
Elementary classes	0.00		0.00	
Library Materials	0.00	25.00	30.08	300.00
Nursery	315.00	212.00	2,427.20	2,500.00
Tract Rack	63.50	13.00	238.50*	200.00
Vacation Bible School	0.00	44.00	453.98	550.00
Youth Education	129.02		726.93	
<b>Total Education Expense</b>	<b>\$507.52</b>	<b>\$332.00</b>	<b>\$5,700.12*</b>	<b>\$4,050.00</b>
<b>Total Salaries</b>				

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Clergy Professional Expenses	0.00	0.00	628.16	0.00
<i>Clergy Salaries &amp; Benefits</i>				
Clergy Continuing Ed	470.00	0.00	470.00	0.00
Clergy Housing Allowance	2,500.00	2,500.00	30,000.00	30,000.00
Clergy Pension Premiums	0.00	1,387.00	19,739.52*	16,600.00
Clergy Salary	8,301.30	8,592.00	99,615.60	103,060.00
Clergy Travel Expense	0.00	0.00	0.00	0.00
<i>Total Clergy Salaries &amp; Benefits</i>	<i>\$11,271.30</i>	<i>12,479.00</i>	<i>\$149,825.12*</i>	<i>149,660.00</i>
Continuing Ed.-Deacons	0.00	38.00	60.00	500.00
Supply Clergy	0.00	38.00	0.00	500.00
<b>Total Clergy Expenses</b>	<b>\$11,271.30</b>	<b>\$12,555.00</b>	<b>\$150,513.28</b>	<b>\$150,660.00</b>
<i>Music Staff Salaries and Benefits</i>				
Music Staff continuing Ed	0.00	0.00	0.00	0.00
Music Staff Salaries & Benefits	2,508.13	2,337.00	29,418.36*	28,000.00
Music Supply Personnel	0.00	38.00	300.00	500.00
<b>Total Music Staff Expense</b>	<b>\$2,508.13</b>	<b>\$2,375.00</b>	<b>\$29,718.36*</b>	<b>\$28,500.00</b>
Office Staff Continuing Ed	0.00	0.00	0.00	0.00
Office Staff Pension Premiums	0.00	375.00	759.88	4,500.00
Office Staff Salaries & Benefits	6,143.75	3,913.00	47,442.78*	47,000.00
<b>Total Office Staff Expense</b>	<b>\$6,143.75</b>	<b>\$4,288.00</b>	<b>\$48,202.66</b>	<b>\$51,500.00</b>
Christian Ed. Salaries	1,069.50		4,389.58	
<b>Total Christian Ed. Expense</b>	<b>\$1,069.50</b>		<b>\$4,389.58</b>	
Church's Portion of FICA/Medicare	743.69	337.00	5,984.12*	4,000.00
Workers Comp	0.00	87.00	844.00	1,000.00
<b>Total Salaries and Benefits</b>	<b>\$21,736.37</b>	<b>\$19,642.00</b>	<b>\$239,652.00*</b>	<b>\$235,660.00</b>
Altar Supplies	0.00	113.00	568.44	1,400.00
Flowers	129.60	75.00	1,447.77*	900.00
Pastorial Care	0.00	0.00	0.00	0.00
Supplies for Worship	0.00	0.00	1,185.61	0.00
<b>Total Worship Expense</b>	<b>\$129.60</b>	<b>\$188.00</b>	<b>\$3,201.82*</b>	<b>\$2,300.00</b>
Choristers Expenses	0.00	0.00	0.00	0.00
Music Equipment Expense	0.00	0.00	997.90	0.00
Music Materials	0.00	88.00	398.60	1,100.00
Musicians Contracted/10:30	904.40	413.00	6,686.00*	5,000.00
Musicians Contracted/6 p.m.	156.00	163.00	1,528.80	2,000.00
Organ Maintenance	0.00	100.00	390.00	1,200.00
<b>Total Music Expense</b>	<b>\$1,060.40</b>	<b>\$764.00</b>	<b>\$10,001.30*</b>	<b>\$9,300.00</b>
<i>Other Expenses from Operating Fund</i>				
Cost of Selling Stock	0.00	0.00	0.00	0.00
Funeral Expense	0.00		2,669.99	
GIFT Expense	0.00		0.00	
Meetings and Conventions	0.00	137.00	1,585.00	1,600.00
Miscellaneous Expenses	0.00	37.00	0.00	400.00
Stewardship Emphases	0.00	312.00	3,503.14	3,700.00
Wedding Expenses	0.00		0.00	
<b>Total Other Expenses from Operating Fund</b>	<b>\$0.00</b>	<b>\$486.00</b>	<b>\$7,758.13*</b>	<b>\$5,700.00</b>
Advertising & Promotion	0.00	125.00	530.98	1,500.00
Diocesan Assessment	22,003.00	5,337.00	76,000.00*	64,000.00
Hospitality	0.00	212.00	724.13	2,500.00
<b>Total Outreach Expense</b>	<b>\$22,003.00</b>	<b>\$5,674.00</b>	<b>\$77,255.11*</b>	<b>\$68,000.00</b>
Childrens Ministries	0.00	163.00	604.04	2,000.00
Food Pantry Contribution	1,750.00	291.00	3,500.00	3,500.00
Insurance Proceeds Exp.	0.00		0.00	
Organ Rental	0.00		0.00	
<b>Total Expenses</b>	<b>59,711.68</b>	<b>41,067.18</b>	<b>506,539.18</b>	<b>494,096.34</b>
<b>Difference</b>	<b><u>\$159.44</u></b>	<b><u>(\$4,546.18)</u></b>	<b><u>(\$88,083.00)</u></b>	<b><u>(\$55,896.34)</u></b>

\* = Income/Expense exceeds amount budgeted to date

**Trinity Episcopal Church**  
**Proposed Budget 2016**

	<b>2014 Final</b>	<b>2015 Approved</b>	<b>2016 Proposed</b>
<b>INCOME</b>			
Pledge Income	360,905	397,200	411,000
Pledge payments - prior year	-		
Contributions/not designated	37,604	30,000	30,000
Plate offering	-	-	-
<b>Total Contributions &amp; offerings</b>	<b>398,509</b>	<b>427,200</b>	<b>441,000</b>
GIFT income	5,077	4,000	4,000
Other Income	6,896	7,000	7,000
<b>Total other Income</b>	<b>11,973</b>	<b>11,000</b>	<b>11,000</b>
<b>TOTAL INCOME</b>	<b>410,481</b>	<b>438,200</b>	<b>452,000</b>
<b>Utilities</b>			
Electricity	28,303	22,200	20,600
Gas	-	3,800	3,000
Water	-	3,200	3,550
<b>Communications</b>			
Internet	4,378	1,000	600
Messaging	-	1,800	1,300
Telephone	-	1,250	1,350
Website	-	500	300
<b>Property</b>			
ECBF P&I			
Housekeeping	11,650	12,600	13,500
Pest Control	650	900	1,200
Insurance (Prop)	21,000	21,600	24,000
Repair and Maintenance	6,000	6,000	5,000
Security	600	-	800
<b>Administration</b>			
Accounting	9,890	11,180	12,800
Bank Fees	1,264	800	1,200
Office Expense	7,103	8,500	7,000
Office Machine	10,835	10,000	10,000
Postage	1,075	1,500	1,000
<b>Education</b>			
Adult Education	4,999	500	500
Children's ministry	2,034	2,000	2,500
Library Materials	-	300	300
Nursery	-	2,500	3,120
Tract Rack	-	200	200

## 2016 Mission Plan (budget)

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	2014 Final	2015 Approved	2016 Proposed
VBS	-	550	550
Youth Education	-	-	-
<b>Salaries</b>			
Clergy Housing	30,000	30,000	30,000
Clergy Pension	16,549	16,600	16,600
Clergy Salary	97,745	103,060	105,557
Con Ed-Deacons	-	500	500
Supply Clergy	-	500	300
Music Staff Salaries	33,037	28,000	30,646
Music Supply Pers	-	500	500
Office Staff Pension	-	4,500	-
Office Staff salaries	49,386	47,000	57,900
Christian Ed	-		
FICA	5,839	4,000	4,430
Workers Comp	-	1,000	-
<b>Worship Expense</b>			
Altar Supplies	550	1,400	1,000
Flowers	800	900	900
Supplies for Worship	807	-	250
<b>Music Expense</b>			
Choristers Expenses	-	-	-
Music Materials	559	1,100	1,100
Organ maintenance	250	1,200	1,200
Musicians 10:30	7,075	5,000	7,000
Musicians 6:00	5,895	2,000	2,000
<b>Other Expenses</b>		-	-
Organ Interest			
Selling Stock	80		
Funeral Expenses	1,450		
Meetings	1,380	1,600	1,600
Miscellaneous	252	400	400
Stewardship	3,589	3,700	3,700
Wedding Expenses	1,135		
<b>Outreach</b>			
Advertising	122	1,500	1,000
Assessment	64,248	64,000	65,000
Food Pantry	3,500	3,500	3,500
Hospitality	3,340	2,500	2,500
<b>Total Expenditures</b>	<b>437,369</b>	<b>437,340</b>	<b>451,953</b>
<b>Net</b>	<b>(26,887)</b>	<b>860</b>	<b>47</b>

## Trinity's Organ Report

As of December 31, 2015, the principal balance on the organ loan was \$160,973.51. Our monthly payments are \$4630.18. The balance in our Organ Fund Savings Account was \$47,367.48. The maturity date on our loan is February 2019.



**Bylaws of Trinity Episcopal Church**  
**Adopted January 23, 2011**

**Section 1: Name, Location, and Authority**

- a. Trinity Episcopal Church is located at 1011 Vermont Street, Lawrence, Kansas 66044, with offices at 1027 Vermont Street. As a constituent part of the Diocese of Kansas and the Episcopal Church in the United States of America, it accedes to, recognizes, and adopts the General Constitution and Canons of that Church, and the Constitution and Canons of the Diocese of Kansas, and acknowledges the authority of the same. These By-laws shall be interpreted in their plain and literal sense, except that words of male gender shall also imply the female gender.
- b. The General Constitution of the Episcopal Church and the Constitution and Canons of the Diocese of Kansas shall be used to define terms within these By-laws.
- c. In the event that procedures are not covered by Canons, such procedures shall then be governed by Roberts Rules of Order.

**Section 2: The Annual Parish Meeting and Other Parish Meetings**

- a. The Annual Parish meeting shall be held during the month of January. All adult Communicants, who are 16 years or older, and in good standing, as determined by the Rector, shall be entitled to vote. At the Annual Meeting, the Vestry shall provide an accounting of the Parish finances and property for the past year, and elections shall be held for Wardens, Vestry Members, and other offices as described below.
- b. Notice of such Annual Parish Meeting, and of such elections, shall be given during public service upon the two Sundays before such an election, or by written announcement in a Parish newsletter or Sunday Notes publication. Other Parish Meetings may be called by the Rector and/or Vestry with proper advance notice.
- c. Those members attending shall constitute a quorum for the business transactions of any Parish meeting. Voting shall be by ballot, and a plurality of the votes cast shall be necessary for election. Absentee ballots are not permitted.
- d. The Rector of the Parish, if there be one, shall preside at all regular meetings of the Parish.

**Section 3: The Vestry and Trustees of the Parish Corporation**

- a. Title and Responsibilities: The Rector, Wardens, and Vestry Members, collectively called the "Vestry", are the Trustees, corporate and politic; and when there shall be a vacancy in the Rectorship, the same rights are vested in the Wardens and Vestry Members. The Vestry shall transact all temporal business of the Parish, and take charge of all its property, subject to the provisions of the Constitutions and Canons of the National Episcopal Church and the Diocese. In accordance with the diocesan canons (Sec 5a of Canon IV. 5) the Wardens and Vestry members shall share with the Rector a concern and responsibility for the mission, ministry, and spiritual life of the Parish.
- b. Membership: The Vestry shall consist of the Rector and twelve (12) Vestry Members, which shall include the Senior Warden and the Junior Warden.
- c. Vestry Meetings: A majority of the whole Vestry shall constitute a quorum for the transaction of business.

**Section 4: Elections and Officers; Vestry Meetings; Nominating Committee; Diocesan Convention Delegates/Convocation Representatives; Endowment Board**

- a. The Wardens and Members of the Vestry shall be elected annually at the Annual Parish Meeting. Only Confirmed Communicants in good standing of this Parish, who are eligible to vote at Parish Meetings, may be elected as Wardens, Members of the Vestry, Diocesan Convention Delegates/Convocation Representatives, or any other elected Parish Office. The candidate receiving a majority of the votes cast at the Meeting shall be elected.
- b. Except to fill the unexpired term of another Member, Members of the Vestry shall be elected for three-

year terms, with one-third (or as near to that portion as may be) of the Members of the Vestry being elected each year. A Member of the Vestry will be eligible for reelection if he or she has served continuously for fewer than six years, and will be elected for a term that does not result in continuous service of more than six years. Otherwise, a Member of the Vestry will not be eligible for reelection until the expiration of one year from the completion of his or her current term.

c. The Wardens shall be selected annually from among the Members of the Vestry. The Rector shall appoint the Senior Warden. The Vestry shall select the Junior Warden. Each shall hold office for not more than three successive, one-year terms. A Warden shall not be eligible to be elected again as a member of the Vestry until after the expiration of one year from the date he or she completes the most recent period of service, whether for one or more successive terms. In the event of a vacancy occurring in the office of either Warden, the Vestry shall have power to fill the vacancy.

d. The Vestry, at its first Meeting after the Annual Parish Meeting, shall elect a Clerk of the Vestry, and a Parish Treasurer, both of whom must be qualified electors in the Parish, but need not be Members of the Vestry. The Treasurer shall keep an accurate book of accounts, and shall submit to the Vestry a monthly statement of receipts, disbursements, cash, or equivalent on hand, in such form as the Vestry shall direct. In addition, the Treasurer shall prepare and submit to the Bishop and the Trustees for their approval all such reports and other financial information as may be required from time to time. The Clerk of the Vestry shall take Minutes of all Meetings of the Vestry, and shall cause such Minutes to be promptly circulated and maintained.

e. In the event that a Member of the Vestry shall fail, for a period of three consecutive months, to attend Vestry Meetings, the Vestry shall give written notice to such Member that failure to attend the next regular meeting, or to provide satisfactory reason for failure to attend, shall be evidence of his/her inability or lack of desire to serve. In such case, if the member does not attend the next Meeting, and does not provide reason satisfactory to a majority of the other Members of the Vestry, the Vestry shall declare the office vacant, and notify the Member of its action. Whether a reason is satisfactory will be determined at the sole discretion of the Vestry.

f. Vacancies occurring on the Vestry may be filled by the Vestry until the next Annual Parish Meeting, at which time an election shall be held for the unexpired term or terms. A Member of the Vestry, so appointed by the Vestry, shall be eligible for election to the Vestry.

g. The Vestry shall meet at least bi-monthly. It shall be the duty of every Member of the Vestry to attend regularly the Meetings of the Vestry.

h. Special meetings of the Vestry may be called by the Rector or upon the written request of three Members of the Vestry, including one Warden. Notice of such Meetings shall be in writing to the Members of the Vestry, not later than twenty-four (24) hours prior to the hour fixed for the Meeting, except that a Vestry Meeting may be held at any hour without notice, the Rector consenting, provided that every Member of the Vestry shall be present, either in person, or by telephone.

i. There shall be no Meeting of the Vestry, unless the Rector, if there is one, and a majority of the Vestry be present; provided, if the Rector is absent from the Diocese two calendar months, or if when duly notified of such Meeting, shall consent to the Meeting or decline or neglect to be present, the Vestry shall be competent to transact business, if there be a majority of the Vestry, including one Warden present.

j. The Nominating Committee shall consist of the outgoing Vestry Members, the Senior Warden, and two Communicants of the Parish, who are eligible to vote in Parish elections. The non-Vestry members shall be prayerfully appointed by the Vestry. The Senior Warden shall serve as Chair of the Nominating Committee. In consultation with the Rector, the Nominating Committee shall nominate at least the number of candidates required to fill the open terms on the Vestry; at least the number of candidates to fill the Office of Diocesan Convention Delegates and Alternate Convocation Representatives; and at least the number of candidates required to fill the vacant places on the Endowment Board. Nominations of persons qualified for election may also be made from the floor for any Office, except the Wardens,

with the permission of the person being nominated.

k. Diocesan Convention Delegates/Convocation Representatives: Convention Delegates/Convocation Representatives shall represent this Parish at the Annual Diocesan Convention, and at all the Meetings of the Convocation Board. They shall report to the Parish and Vestry on the Diocesan Convention and Convocation Board meetings within thirty (30) days of its adjournment.

l. Starting with the January, 1996 Annual Meeting, one Member shall be elected to the Endowment Board each year (see the By-laws of the Trinity Endowment Board).

#### Section 5: Policies and Procedures

The Vestry, in consultation with the Staff, shall develop a Policy and Procedures Manual for the operation of Trinity Episcopal Parish.

#### Section 6: Amendments

Amendments to these By-laws must be proposed in writing, and presented to the Vestry thirty (30) days prior to any Special or Annual Parish Meeting. Before presenting any Amendments to a Special or Annual Meeting, the Amendments must be approved by the Bishop, and the Diocesan Chancellor. If the Vestry reports favorably, the Amendment or Amendments may be adopted by a majority vote at the Meeting. But, if the Vestry votes unfavorably, the Amendment or Amendments, in order to be adopted, must receive a two-thirds (2/3) vote of those present at the Special or Annual Parish Meeting. Voting must be by ballot.

## **Bylaws of Trinity Episcopal Church Parish Endowment Fund**

RESOLVED that the Annual Parish Meeting of Trinity Episcopal Church, Lawrence, Kansas, duly convened in the City of Lawrence, Kansas, on January 24, 1993, does hereby establish and create a new and separate fund to be known as the Trinity Episcopal Church Endowment Fund for the purpose of supporting the mission and ministry of Trinity Episcopal Church; and be it

FURTHER RESOLVED that the Trinity Episcopal Church Endowment Fund be defined, organized, and administered in accordance with the Articles attached hereto, and made part of this Resolution.

### **I. DEFINITION**

There will be established an Endowment Fund for Trinity Episcopal Church, Lawrence, Kansas, in the Diocese of Kansas. The purpose, governance, and administration was defined at an Annual Parish Meeting of said Parish, duly convened at Lawrence, Kansas, on January 24, 1993, with revisions approved at the Annual Parish Meetings, held on January 16, 2000 and January 17, 2010.

The Trinity Episcopal Church Endowment Fund is created as a separate and distinct entity within said Parish, apart from the governance and all other existing Funds of the Parish.

The purpose of the Endowment Fund is to support and expand the mission and ministry of Trinity Episcopal Church.

### **II. ORGANIZATION**

There shall be five (5) voting members of the Endowment Fund Board, none of whom shall be members of the Vestry during his or her term of membership. The Church Treasurer shall serve as a non-voting, ex officio member. Three (3) members of the Endowment Fund Board, as nominated by the Vestry, shall be elected for three-year, two-year, and one-year terms, respectively, at the Annual Parish Meeting. The Vestry shall appoint two (2) members to three-year and two-year terms, respectively. Board members may not serve more than two (2) consecutive terms, exclusive of portions of unexpired terms. A former member shall be eligible to be elected or appointed again after one year has elapsed following his or her previous service.

The Endowment Fund Board shall meet not less than quarterly. A majority of all voting members shall constitute a quorum, and the consent of a majority of the whole number of the Board shall be necessary to carry out any motion or resolution.

The Board shall elect from its own membership a Chairperson. The Treasurer of the Parish shall serve as Treasurer of the Board. The Board may adopt rules for its work, subject to the Constitution and Canons of the Episcopal Church and the Diocese of Kansas, and the statutes and regulations of the United States and the State of Kansas. For purposes of the Internal Revenue Code, the Endowment Board shall be part of Trinity Episcopal Church, Lawrence, Kansas. The Board may request other members of the congregation to serve in an advisory capacity, and, at the expense of the Endowment Fund, may provide for such legal or other professional counsel as it deems necessary.

The Board shall report its acts not less than quarterly to the Vestry, and shall render a full and complete report of its work to each Annual Parish Meeting.

No Board member shall engage in any self-dealing, nor in any transactions involving the Endowment Fund in which he or she has any direct or material indirect financial interest. Every Board member shall at all times refrain from any conduct in which his or her personal interests may conflict with the interests of the Endowment Fund.

The Endowment Fund may receive contributions of cash, securities of every kind, real estate, life insurance, trust instruments, personal property, and other items of value. The Board shall not be required to accept contributions which contain restrictions, or which are designated for purposes inconsistent with the stated purposes of the Endowment Fund, or the religious, moral, and ethical standards of the Episcopal Church.

All assets shall be held in the name of the Trinity Episcopal Church Endowment Fund. Power to hold, buy, sell, exchange, rent, lease, transfer, convert, invest, reinvest, and in all other respects to manage and control the assets of the Endowment Fund, including stocks, bonds, debentures, notes, mortgages, or other securities, is vested in the Endowment Fund Board, to be exercised in accordance with the religious, moral, and ethical standards of the Episcopal Church.

The Board shall direct the investment of endowment funds with proper regard for maintaining a balance between income/growth and security of principal. The primary investment objective shall be attainment of a maximum total rate of return, inclusive of current income and capital appreciation, consistent with prudent regard for security of principal.

Expenditures of funds from the principal of the Endowment Fund may occur only in very unusual circumstances. The Board shall not have the power to expend any portion of the principal amount of the Endowment Fund, except upon its recommendation to, and approval by, three-fourths of those voting at an Annual, or Special Parish, Meeting.

With growth of the Endowment Fund a primary concern, not more than 50% of annual earnings, including current reinvested earnings, may be distributed each year, unless otherwise authorized and directed by the Vestry.

The Endowment Fund Board shall honor the requests of donors that gifts to the Fund be used for a specific purpose.

In the event that Trinity Episcopal Church merges with another parish, in accordance with the provisions of Canon IV.7 of the Diocese of Kansas, entitled "Of the Dissolution and Merging of Parishes", the Endowment Fund shall become the Endowment Fund of the newly-merged parish, and shall be administered in accordance with these Articles to fulfill the purposes herein defined.

In the event that Trinity Episcopal Church shall be dissolved as a congregation of the Episcopal Church in the Diocese of Kansas, or otherwise terminate its relationship as a congregation of The Protestant Episcopal Church in the United States of America, otherwise known as the Episcopal Church, all the assets of the Endowment Fund of whatever kind shall transfer and pass to The Episcopal Diocese of Kansas, Inc., a Kansas corporation, to be administered by them.

### III. DISTRIBUTION OF INCOME

The expenditure of net income from the Endowment Fund shall be directed by the Board with approval of the Vestry. Proposals and applications for expending funds may be made to the Board under guidelines established by the Board. Endowment funds shall not be committed for more than one year.

**TRINITY EPISCOPAL CHURCH**

Church: 1011 Vermont St., Lawrence, KS 66044

Office: 1027 Vermont St., Lawrence, KS 66044

Office Hours: M-F, 9:00 a.m. – 3:00 p.m.

Phone: (785) 843-6166

Email: [office@trinitylawrence.org](mailto:office@trinitylawrence.org)

Website: [www.trinitylawrence.org](http://www.trinitylawrence.org)

The Very Rev. Rob Baldwin: [rb@trinitylawrence.org](mailto:rb@trinitylawrence.org)

The Rev. Susan Terry: [st@trinitylawrence.org](mailto:st@trinitylawrence.org)

Sheryl Poole: [sp@trinitylawrence.org](mailto:sp@trinitylawrence.org)

Jenn Holloway: [jh@trinitylawrence.org](mailto:jh@trinitylawrence.org)

Sarah Johnson: [sj@trinitylawrence.org](mailto:sj@trinitylawrence.org)

**Worship Services:**

8:00 a.m., Sundays, Holy Eucharist, Rite I

10:30 a.m., Sundays, Holy Eucharist, Rite II

6:00 p.m., Sundays, Solemn High Mass (during school year)

9:00 a.m., Mondays, Morning Prayer, Chapel

6:00 p.m., Wednesdays, Evening Service and Dinner

