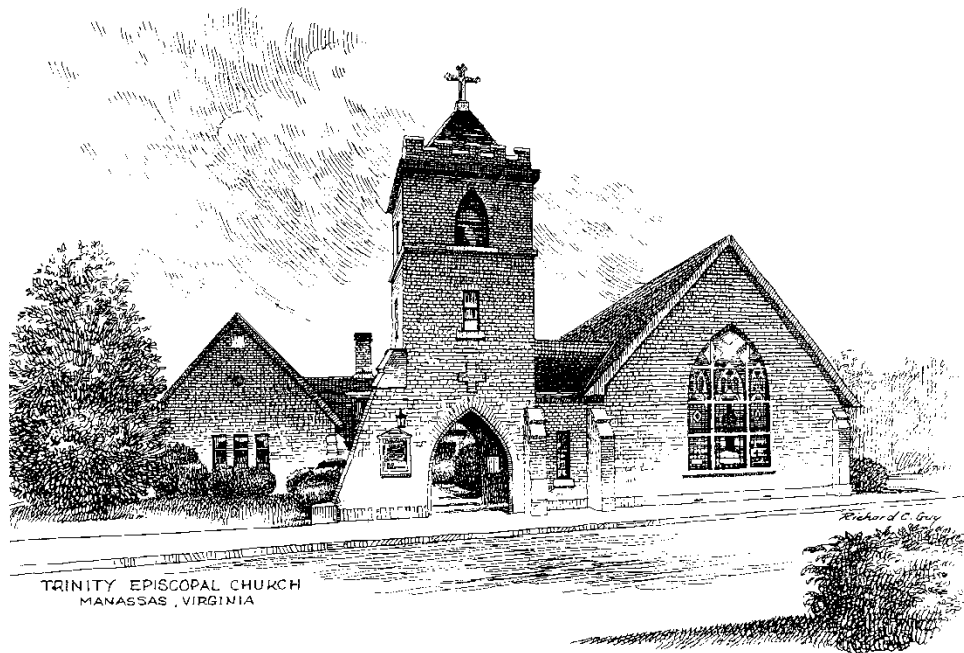


# Trinity Episcopal Church 2020 Annual Report



JANUARY 2021

9325 West Street, Manassas, Virginia 20110  
(703) 368-4231

The Rev. Stuart E. Schadt, Rector  
The Rev. Vinnie Lainson, Rector Emerita  
The Rev. Jim Hughes, Priest Associate  
Sarah Watts, Seminarian

[trinityepiscopalchurch.org](http://trinityepiscopalchurch.org)

[facebook.com/trinityepiscopalchurchmanassas](https://facebook.com/trinityepiscopalchurchmanassas)

[youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ](https://youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ)

## STAFF

The Rev. Stuart E. Schadt, Rector [seschadt@trinityepiscopalchurch.org](mailto:seschadt@trinityepiscopalchurch.org)

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Carole Keily, Parish Administrator & Music Associate

[carole@trinityepiscopalchurch.org](mailto:carole@trinityepiscopalchurch.org)



**TRINITY EPISCOPAL CHURCH  
ANNUAL MEETING AGENDA  
JANUARY 2021**

Opening Prayer

Introduction of Vestry

**Class of 2021**

Suzanne deForest

Jack McCracken

Jerry Pankey

Jeff Schneider

Stephen Bailey\*

*\*filled a vacant position*

**Class of 2022**

Terri Anderson

Sandy Crow

Mike Guidotti

Brenda Randall

*Vacant position*

**Class of 2023**

Clarence Guenther

Betsy Harlow

Mike Riegner

Sharon Scott-Smith

Rachel Strohmman

Report of the Nominating Committee

Introduction of Nominees:

Erin Bahring

Stephen Bailey

Virginia Bueno Cantu

Susan Evers

Sallie Ronan

Wes Shank

We appreciate these people allowing their names to be placed in nomination.

Nominations from the Floor

Election

Rector's Report

Presentation of the Budget

Open Floor

Announcements

Closing Prayer

Rules of Election:

Election to the Vestry is by simple majority (50% of ballots cast plus one). If it is necessary to have additional ballots, those people who are elected on previous ballots are removed from the running. The slate is also reduced to no more than two nominees per position by removing those people who received the least number of votes.

When one of the positions being filled is a partial term, this position is determined by drawing lots among all those elected. This is done following the Annual Meeting. Vestry members filling a one year term are eligible to run again for a three year term. Vestry members filling a two year term are not eligible to run again until they have been off the Vestry for two years.

## FROM THE PARISH REGISTER

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Baptisms	14	17	11	0
Confirmation/Reception	11	2	4	0
Marriages	6	3	2	2
Funerals	4	7	7	4
Avg. Sunday Attendance	237	226	218	**
Pledging units for next year	176	164	151	116

\*\* Average attendance through March 8 was 217. Building was closed due to COVID-19 pandemic effective Thursday, March 12, and no in-person services were held since March 8.



### **Trinity Episcopal Church's Mission Statement**

**We welcome all in the celebration.**  
Celebrating the experience of God's love,  
Celebrating the diversity of humanity,  
Celebrating life's blessing.  
Celebrating life eternal.  
***"Open & Affirming"***

# The Mission and Ministry of Trinity Church Is Only Possible Because of Your Pledge Offerings

## Trinity Episcopal Church, Manassas, Virginia 2021 Adopted Budget

Budget Field	2021 Proposed	2020 Actual
<b>Pledges</b>	<b>424,000</b>	<b>423,536</b>
<b>Plate Offerings</b>	<b>3,000</b>	<b>2,490</b>
<b>Investments</b>		
<b>Income Growth</b>		<b>2,462</b>
<b>Thornton Trust</b>	<b>10,000</b>	<b>9,604</b>
<b>Special Offerings</b>		<b>150</b>
<b>Other</b>	<b>5,000</b>	<b>5,495</b>
<b>Food Ministry</b>	<b>8,000</b>	<b>8,868</b>
<b>Coffee Hour</b>	<b>1,500</b>	<b>539</b>
<b>Income Total</b>	<b>451,500</b>	<b>453,144</b>
<b>Outreach Expenses</b>		
<b>6101 · Diocesan Pledge</b>	<b>20,000</b>	<b>20,000</b>
<b>6104 · Rect. Disc. Fund</b>	<b>900</b>	<b>525</b>
<b>6105 · Rect. Emer. Disc. Fund</b>	<b>900</b>	<b>900</b>
<b>6106 convention</b>	<b>800</b>	<b>300</b>
<b>6107 Food Ministry</b>	<b>8,000</b>	<b>9,938</b>
<b>6150 · General Outreach</b>	<b>2,000</b>	<b>0</b>
<b>Outreach Total</b>	<b>32,600</b>	<b>31,663</b>
<b>Salaries</b>		
<b>6201 · Salaries - Clergy</b>	<b>101,568</b>	<b>101,807</b>
<b>6202 · Housing/Utility</b>	<b>48,140</b>	<b>48,140</b>
<b>6203 · Bus/Travel Allowances</b>	<b>3,600</b>	<b>3,600</b>
<b>6204 · Self Employment Taxes</b>	<b>22,905</b>	<b>22,905</b>
<b>6205 · Pension</b>	<b>23,184</b>	<b>17,672</b>
<b>6206 · Life &amp; Health Insurance</b>	<b>3,000</b>	<b>12,046</b>
<b>6207 · Continuing Education</b>	<b>1,400</b>	<b>0</b>
<b>6221 · FICA/Taxes - Staff</b>	<b>7,116</b>	<b>6,692</b>
<b>6222 · Salaries - Staff</b>	<b>91,018</b>	<b>85,843</b>
<b>6223 · Childcare - Staff</b>	<b>2,000</b>	<b>1,628</b>
<b>Salaries Total</b>	<b>303,931</b>	<b>300,333</b>
<b>Ministries</b>		
<b>6331 · Christian Ed (Adult)</b>	<b>0</b>	<b>0</b>
<b>6332 · Sunday School (Children)</b>	<b>500</b>	<b>106</b>
<b>6335 · Vacation Bible School</b>	<b>1,000</b>	<b>0</b>
<b>6336 · Youth Group</b>	<b>600</b>	<b>0</b>
<b>6339 · Acolytes</b>	<b>0</b>	<b>0</b>
<b>6341 · Altar Supplies</b>	<b>425</b>	<b>0</b>

6351 · Music	400	384
6352 - Instrument Maintenance	1,350	0
6375 Other programs	750	1,344
6377 Receptions	100	0
6379 Kitchen Supplies	1,500	1,202
6380 Coffee Hour	800	500
<b>Ministries Total</b>	<b>7,425</b>	<b>3,536</b>
<b>Bldg</b>		
6401 · Utilities	20,000	19,467
6402 · Telephone	5,000	5,013
6403 · Insurance	16,000	16,081
6404 · Repairs/Maintenance	12,000	26,805
Cleaning Service	10,800	10,050
6409 Real Estate Taxes	0	455
<b>Bldg Total</b>	<b>63,800</b>	<b>77,871</b>
<b>Office expenses</b>		
6502 · Copier Maint.		0
6503 · Postage	1,700	1,846
6504 · Office Supplies	3,125	3,323
6505 · Computer Supplies	12,150	12,392
<b>Office Total</b>	<b>16,975</b>	<b>17,561</b>
6601 · Annual Audit	3,620	0
6605 - Bank Charges	4,000	4,395
6603 · Other	5,000	4,579
<b>Total Miscellaneous</b>	<b>12,620</b>	<b>8,974</b>
<b>Total Budget</b>	<b>437,351</b>	<b>439,938</b>

### **Outreach:**

Guatemala Teen Pregnancy Ministry - \$2000.00  
32 Altar of Hope/Thanksgiving Baskets  
56 Un-Trim-a-Tree Gifts  
493 Dinner Bags  
1109 Lunches  
526 Cloth Face Masks  
Operation Warm Hugs - Winter Coats, Gloves, Hats, Socks

# Trinity in the Year of COVID

By Carole Keily with contributions by Vinnie Lainson and Stuart Schadt

2020 started out just like any other year. The Christmas decorations came down and the Epiphany Star went up early in January. We held our annual meeting that month, too, and in February we began our preparations for Lent. We held services on Ash Wednesday (Feb. 26) and Jim Hughes went to the Old Town Manassas train station to offer ashes and blessings to commuters. Our Lenten community worship and luncheons began that day. Our seminarian Sarah Watts was scheduled to offer Stations of the Cross during Mondays in Lent.

Just two weeks later, it was obvious that the coronavirus (later known as COVID-19 ) was not confined to one area, that it was indeed turning into a pandemic. We were instructed by Bishop Goff, the Ecclesiastic Authority in the Diocese of Virginia to close our building and to not hold any in-person services or meetings of any kind. We initially thought the closure would be for just two or three weeks; instead, it turned out that we were closed for the rest of 2020 and into 2021. On Thursday, March 12, our building was closed.

And yet, Trinity prevailed! On Saturday, March 14, we started offering daily Noonday Prayer and Compline (9:00 p.m.) services on Facebook and continued that practice, with few interruptions. And on Sunday, March 15, we premiered online virtual church at 10:00 a.m., first on Facebook and after a few weeks, on both Facebook and YouTube. We also held virtual church services on Maundy Thursday, Good Friday, Easter, Christmas Eve and Christmas Day.

Stuart and Vinnie, along with Jim and Sarah, led services from their homes, preaching and teaching. Filming inside the sanctuary was (and remains) confined to one or two masked people, well distanced, which allows us to video the Holy Eucharist and Eric on the organ. Our Lay readers have also been included on our services. Trinity learned how to become virtual church as we continue gathering the community.

Outreach to our community was paused but not for long. We suspended our food ministry when the building closed in March, and reopened it in early June. Staff and volunteers are on hand on Wednesdays from 11:00 a.m. to 1:00 p.m., handing out food thanks to the generous donations of Trinity members. Food drop-off is available on Wednesdays and Saturdays from 11:00 a.m. to 1:00 p.m.

We've installed the coat rack in the Garth for Operation Warm Hugs. Anyone who wants to drop off a coat (or coats!) can do so there, and anyone who wants a coat can just take one. Very recently, we added a bin for new socks, available to anyone in need.

Our holiday outreach included our annual Altar of Hope. Deliveries were made the Sunday before Thanksgiving of a full holiday meal. Following strict safety and social distancing protocols, we delivered meals to 32 local families.

We participated in Volunteer Prince William's Un-Trim-A-Tree program, collecting gifts for 19 children in nine Manassas families and for 15 shut-in senior citizens.

Members of the Vestry put together boxes for Trinity's senior citizens that included prayer shawls made by Trinity members, Trinity mugs and coffee cups, face masks, treats, and books. These boxes were delivered the first week of December.

We thank our prayer shawl and face mask makers, who have been working diligently all year long.

Since March, formation continues as we become the Body of Christ. The Men's Group, Tuesday Morning bible circle, a book discussion, two cohorts taking the Sacred Ground series with Sarah Watts and Adult Forum meet via Zoom every week.

And we haven't forgotten our young people! Sarah Watts and Sunday School leader Brenda



Smith have prepared a weekly emailing for our Sunday School. In April, Sunday Schoolers had a chance to come to Trinity's parking lot and pick up some items from Brenda. We've sent mailings to our young people that included a journal, a wild bird chart, and an advent craft. But the biggest hit of all was the Bendable Jesus that we sent out early in September. Everyone wanted one, especially the adults!

We thank the Smith family for their gift of their time in reorganizing our library. When the building reopens, you'll be able to check out and donate books as you like.

Another addition to the library is a family Bible, donated by Ms. Lillian Orlich of Manassas via Sandy & Scott Crow. Ms. Orlich was a guidance counselor in the Manassas City and Prince William County Schools for decades and is well-known in the community.

Starting in November, the choir recorded hymns virtually, which were included in services. What this means is that each singer records their part and sends the file to Eric, who put the whole thing together. We plan to continue with virtual hymns. The best part is that you don't need to have been in the choir before the pandemic to sing!

For the record we would note that especially Facebook but also YouTube were at times challenging and required a rush to reboot. Even as we started to ferret out our own human errors, we also faced times when one platform or the other just did not seem to cooperate. The link that one week you clicked on and took you right to the worship the following week would require being copied and pasted into the browser. Also several times during the year Facebook changed its layout, thrusting us back into a new learning mode. These were minor challenges but all the same frustrating.

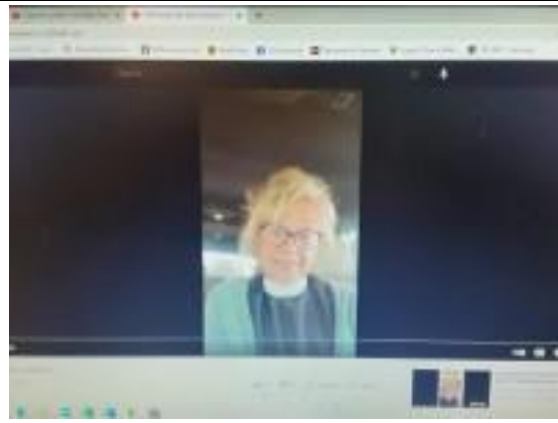


## WORSHIP SCHEDULE

### SUNDAY MORNING WORSHIP IN THE YEAR OF COVID

#### **Sunday Pre-filmed Worship - Facebook and YouTube at 10 am.**

Stuart and Vinnie lead the Liturgy of the Word, which is filmed in a zoom call from their respective homes, usually filmed on Thursday mornings. A lay reader video is included, reading from their home. The Gospel is recorded featuring Sarah, Vinnie, or Stuart. The Sermon is likewise pre-filmed from various locations including Vinnie from inside her car, Stuart outside (including once during a rainstorm), and sometimes just from their homes. Sarah Watts and Jim Hughes occasionally preached also. Spiritual Communion is included which has been pre-filmed in the church.



## ADULT FORUM

After March 8, Adult Forum was held on Zoom immediately following Sunday worship. Stuart, Vinnie and Jim, along with members of the congregation, presented the topics.

## WEEKDAY WORSHIP

Monday through Saturday - Facebook  
12 noon - Noonday Prayers  
9:00pm - Compline (last prayers of the day)

## HOME COMMUNIONS

By clergy and our lay Eucharistic ministers were suspended during COVID.

## Inside Our Doors

### Lay Pastoral Ministry

A huge shout out to the *Lay Pastoral Ministry Teams*! We may not have been able to meet in person, but these teams, headed by **Brenda Randall**, still send out love and greetings, prayers of healing and Happy Birthdays to our whole community! With each card, the love for each other is gently given and even more warmly received. Thank you, everyone....your ministry reaches farther and deeper than we will ever know! To be remembered on your birthday feels like love; to get a call when you aren't well feels like support; to wrap a hand knit shawl around weak shoulders, made by loving hands right here, infused with prayers just for you...well, that feels like love and support. And maybe even a miracle! We do all of this and more.

### Lay Readers and Prayer Leaders

Lay Readers assist in our worship by reading the lessons and leading the psalm. We have continued to use lay readers during our virtual services. During in-person services, prayer leaders simply lead the prayers printed in the service bulletin. If you are interested in either of these ministries, please contact the church office.





### **Flower Guild**

The Flower Guild could not work as a group but provided us with some seasonal offerings to use during our Eucharist including palms, lilies and poinsettias.

Mary Delia Stokely is Flower Guild Chairman. Lisa Harlow sends out the bills and notices. Anyone interested in joining this rewarding Guild should contact Mary Delia (703-368-1424).

### **Trinity Quilters**

The Trinity Quilters could not meet but have kept in touch with one another via Zoom or Google Duo calls throughout the pandemic.

### **Coffee, Conversation & Bible Talk**

This group reads a variety of Books of the bible and has been meeting via Zoom at 10:00 a.m. on Tuesdays. Please feel free to drop in and enjoy fellowship and study with us! This is not your grandmother's bible circle!



### **Brotherhood of St. Andrew**

The Brotherhood of St. Andrew moved to a Saturday morning Zoom meeting. Bible Study continued to be just as lively but breakfast was greatly missed. And a few said they just couldn't Zoom.



**Prayer Shawl Ministry:** This is a ministry that you can do anywhere! The shawl maker begins with prayers and blessings and the intentions are continued throughout the creation of the shawl. (Visit [shawlministry.com](http://shawlministry.com) or [knitforkids.org/patterns](http://knitforkids.org/patterns) for ideas.) When the shawl is finished, a final blessing is offered before the shawl begins its journey. If you know of someone who needs to be wrapped in prayer and comfort, please call the church office. This ministry continued during COVID, and shawls, along with other items, were sent out in Christmas care packages to forty of our older members.

**Trinity Food Ministry:** The food ministry was temporarily suspended at the beginning of the pandemic. Early in June, we reopened the food ministry on Wednesdays from 11:00 to 1:00, and eventually included Saturdays at the same time. We continue to give out grocery bags (which



feed a family of four to five people for a week) and lunch bags. This year, we added cloth face masks, some of which were made by Trinity members. One thing that has not changed is that we give food to anyone who comes to the door and asks for it. Lisa Wells and Pete Trapp continue to head this important ministry.



### **Our Youth Reading the Passion for Palm Sunday**

Our youth have continued to meet on Sunday Mornings at 10:45.

# **SUPPORT MINISTRIES**

## **Finance Committee**

### **Investment Funds:**

	<b>Nov. '18</b>	<b>Nov. '19</b>	<b>Nov. 20</b>
<b>Growth</b>	<b>\$143,730</b>	<b>\$156,431</b>	\$148,851
<b>Housing</b>	<b>\$64,678</b>	<b>\$70,394</b>	\$66,987
<b>Rixey/Coles/Lewis</b>	<b>\$31,141</b>	<b>\$33,893</b>	\$32,253

### **Special Use Funds:**

Memorial	\$300	\$4536	\$4276
Library	\$2207	\$2207	\$2208
Organ Fund	\$4845	\$4845	\$4845
Columbarium Fund	\$3214	\$3214	\$4547

### **Trusts:**

JBT Thornton Trust	<b>\$927,872</b>	<b>\$987,135</b>	\$987,892
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## **General Asset Fund**

The corpus and yields from this fund are available for use as designated by the Vestry. (Funds are invested in a Money Market Fund which is used for the temporary holding of funds to assist in maintaining a steady cash flow for operations.)

## **The Trinity Growth Fund**

This investment fund has been created with gifts from numerous people. The major corpus of this Fund has come from the Johnson family in 1988, the estates of George Cocke and Martha Cocke in 1988 and the estate of Franziska M. Jonas, also in 1988. A gift of \$10,000 was received from the estate of Bonnie Huntley in 2014. The gifts were given without any designations. In January 1993, the Vestry ratified that the corpus of this Fund may be used for:

1. Capital projects to enlarge, upgrade or repair our current facility(s),
2. Acquisition of adjoining or other properties to further the mission of Trinity Church,
  - i. For mission work, outside of Trinity, to be defined as supporting other missions or churches through land acquisition, facility upgrading or monetary gifts to be used as the receiver sees fit.
3. The corpus may not be used for day-to-day operating expenses, including salaries or programs by the church.

The Vestry designates the use of the interest from this Fund.

### **The Clergy Housing Fund**

The Trinity Church Housing Fund is established to enable the parish to supply housing allowances for the clergy home ownership. The Fund was established in 1988 with proceeds of the sale of the rectory. Although the corpus and interest of this Fund is available to be used as designated by the Vestry, the corpus is to be maintained and enabled to grow. The corpus can be invested in clergy housing arrangements that offer the potential for future earnings.

### **The Mary Rixey, Frances Rixey Coles and Cornelia Lewis Fund**

This investment fund was established by a bequest in the will of Mary Rixey. The Fund was established in 1937. The Fund was increased by gifts from Cornelia B. Lewis in 1997. The interest of the Fund is administered under the direction of the Vestry of Trinity Church. The corpus of this Fund is managed under the guidelines of The Trinity Growth Fund.

## **Special Use Funds**

### **The Memorial Fund**

The Memorial Fund is used to buy items for the sanctuary and for worship. Contributions are made to the Fund as a memorial to those who have died or as a thanksgiving offering. Expenditures from this Fund are under the direction of the Rector, Altar Guild and Vestry. Sometimes gifts to this Fund are designated for specific items. It is common that members of the church designate this Fund as the fund to receive memorial gifts.

### **Library Fund**

The Charlotte Brown Library Fund was created in December 1993 as a memorial to Charlotte Tiffany Brown. Its purpose is to re-establish and maintain a parish library.

### **The Organ and Piano Fund**

Funds are added as memorials and from other sources occasionally. We hope that this fund will provide for the care and maintenance of the organ and pianos and, when necessary, their eventual replacement.

## **Trusts**

### **JBT Thornton Trust**

This trust was established in 1918 when the will of J.B.T. Thornton gave a bequest of ten (10) shares of bank stock for its establishment. Until 1997, Crestar Bank was the Trustee of the Trust. In 1997, the Vestry of Trinity became the Trustee of the Trust. The income from this Trust is divided into two parts annually in December. Trinity receives one half of the income and is free to use the funds as the Vestry so designates. The other half is distributed for use to benefit the elderly of the greater Manassas area in a manner designated by the Vestry acting as trustee of the funds.

Funds Available: \$19,207

Trinity Episcopal Church: 9,603.50

Available for community grants to serve the elderly: 9,603.50

#### Grant funds

Center For the Arts

Past Time Prime Time Players \$4603

Friends of Prince William Senior Center

Home delivered meals \$5000

#### Tellers

Teller duties were taken over by our bookkeeper. Thankfully, offerings came in faithfully via online giving and by mail.

#### The Vestry

Our Vestry is made up of the Rector, Rector Emerita and fifteen members of the parish. A treasurer is elected by the Vestry; this person may or may not be an elected member of the Vestry. Our Senior Warden is elected on nomination of the Rector. The Vestry also elects a Junior Warden and a Registrar. Our vestry continued to meet by Zoom. When the lock down first began we moved our meeting to 4:00 p.m. but as people started to go back to work and school came online in September we returned to our 7:00 p.m. meeting times. It was our Vestry who undertook the care package project.

#### ***2019 Vestry Stewardship Statement***

***We believe God calls us to give generously and share with others our time, talent, and treasure. By making the choice to give to the church community, we take care of each other and believe God will take care of us. In this way, we will be fulfilled.***

***WE COMMIT to prayerfully assess our financial situation in order to live into God's command to make giving a priority.***

***WE INVITE you to become one with us in connecting with God through the heartfelt generosity of your financial commitment to the coming year.***

#### ***The Trinity Vestry***

**The Charlotte Tiffany Brown Library** has books for borrowing and browsing. We thank Tobin Smith for his time this year in reorganizing the library.



### **Trinity Church in The Digital Age**

In addition to our website ([trinityepiscopalchurch.org](http://trinityepiscopalchurch.org)), we are also on Facebook, Twitter, Instagram and YouTube. Together, these technologies and online social media presence brings Trinity closer to more people, more effectively.

Increasingly, the world and our communities stay connected to each other, share information, express ideas, and explore possibilities through various media, social and tech platforms. We are able to be a part of this emerging world and gather our community in an online presence. Not only are we able to stay connected, we can now pay our pledge right on our website. The standard answer we hear from visitors when we ask how did you find us is, "we found you online and visited your website!"

If you have not visited our website, please do: [trinityepiscopalchurch.org](http://trinityepiscopalchurch.org)

Join us on Facebook: [facebook.com/trinityepiscopalchurchmanassas](https://facebook.com/trinityepiscopalchurchmanassas)

Worship with us on YouTube: [youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ](https://youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ)

Instagram: [instagram.com/episcotrinity](https://instagram.com/episcotrinity)  
: [instagram.com/revvinnie](https://instagram.com/revvinnie)

Follow us on Twitter: [twitter.com/trinitymanassas](https://twitter.com/trinitymanassas)

### **Organizations Who Used Trinity's Facilities through March 8**

- Al-Anon
- Alcoholics Anonymous
- Lifelong Learning Institute
- The Mankind Project
- Narcotics Anonymous
- Prince William Little Theater
- Women's Club of Manassas
- Write by the Rails

After March 8, no outside groups were allowed to use the building.

### **Trinity Columbarium**

There is a columbarium in Trinity's Garth.

Each columbarium niche provides space for two urns that are included in the purchase of a niche. Cost of the niche and urns is \$1500. For more information contact Dexter Fox ([dlfox728@zoho.com](mailto:dlfox728@zoho.com)) or the church office.

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***“Be Swift to Love”***