

Trinity Episcopal Church 2022 Annual Report



JANUARY 2023

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

The Rev. John G. Talk IV, Priest-in-Charge
The Rev. James Hughes, Priest Associate

trinityepiscopalchurch.org

facebook.com/trinityepiscopalchurchmanassas

youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ

**TRINITY EPISCOPAL CHURCH
ANNUAL MEETING AGENDA
JANUARY 2023**

Opening Prayer

Introduction of Vestry

Class of 2023

Clarence Guenther
Betsy Harlow
Mike Riegner
Sharon Scott-Smith
Rachel Strohmman

Class of 2024

Erin Bahrng
Stephen Bailey
Virginia Cantu
(2 vacant positions)

Class of 2025

Ralph Allison
Jean Duray
Gene Molinelli
Amy Verner
Joanna Ward

Report of the Nominating Committee

Introduction of Nominees:

Anne Burns
Christian Cobb
Craig Davies
Joanne Georg
Carol McCracken
Marian Patey
Carrie Rainoff

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

- Nominations from the Floor
- Election
- Priest-in-Charge 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

	2019	2020	2021	2022
Baptisms	11	0	4	6
Confirmation/Reception	4	0	0	4
Marriages	2	2	2	2
Funerals	7	4	3	6
Avg. Sunday Attendance	218	*	97**	108****
Pledging units for next year	151	116	115	103

* 2020 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 after March 8.

**2021 average attendance is May 23, and June 6 through the rest of the year.

***Church was closed the month of January 2022 due to omicron variant of COVID-19.

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"

TRINITY EPISCOPAL CHURCH
Statement of 2022 Financial Activity & 2023 Budget

	<u>2022 Actual</u>	<u>2023 Approved Budget</u>
Revenue		
4000 Income		
4010 Contributions - Pledges	360,394.63	277,000.00
4015 Contributions - Annual Budget		123,000.00
4020 Plate Offerings	3,920.36	5,000.00
4025 Food Ministry	21,992.30	20,000.00
4030 Altar of Hope		2,000.00
4200 Thornton Trust	18,442.36	14,500.00
4350 Special Offerings	780.00	0.00
4400 Other Church Income	2,625.00	2,500.00
4500 Coffee Hour	513.51	500.00
Total 4000 Income	408,668.16	444,500.00
Total Revenue	408,668.16	444,500.00
Gross Profit	408,668.16	444,500.00
Expenditures		
6100 Outreach Expenses		
6101 Diocesan Pledge	25,000.00	25,000.00
6102 Food Ministry	33,989.79	21,200.00
6103 Altar of Hope		2,000.00
6105 Asst. Rect. Disc. Fund	411.29	1,200.00
6106 Convention	470.00	500.00
6107 Boxes of Basics	2,161.01	0.00
6145 Online Outreach		
6146 Website	900.00	1,000.00
6147 Online Worship	190.00	200.00
6148 Social Media Consultant	1,000.00	3,000.00
Total 6145 Online Outreach	2,090.00	4,200.00
6150 Marketing		1,000.00
Total 6100 Outreach Expenses	64,122.09	55,100.00
6200 Clergy/Staff Related Expenses		
6201 Salaries - Clergy	63,282.74	122,328.14
6202 Housing/Utility	61,076.06	41,371.86
6203 Bus/Travel Allowances	2,100.00	1,500.00
6204 Self Employment Taxes	20,476.66	9,800.00
6205 Pension	16,100.87	24,823.00
6206 Life & Health Insurance	1,725.10	9,774.00

6207 Continuing Education		1,500.00
6221 FICA/Taxes - Staff	5,539.00	6,440.72
6222 Salaries - Staff	75,939.45	84,192.38
6227 Transition Expenses	9,004.85	3,000.00
Total 6200 Clergy/Staff Related Expenses	255,244.73	304,730.10
6300 Program Expenses		
6331 Christian Ed (Adult)		125.00
6332 Sunday School (Children)	437.44	1,000.00
6335 Vacation Bible School		1,000.00
6336 Jr. & Senior Youth Group	565.39	1,000.00
6339 Acolytes		500.00
6341 Altar Supplies	514.33	1,000.00
6351 Music	716.20	1,600.00
6352 Organ & Piano(s) Maintenance	3,030.75	1,700.00
6353 Substitute Organist	1,000.00	1,000.00
Total 6351 Music	4,746.95	4,300.00
6375 Other Programs	448.64	750.00
6377 Receptions		175.00
6379 Kitchen Supplies	79.93	1,000.00
6380 Coffee Hour	1,720.72	1,000.00
Total 6300 Program Expenses	8,513.40	11,850.00
6400 Property Expenses		
6401 Utilities	28,757.83	31,000.00
64015 Utilities - 9323 West Street	0.00	0.00
6403 Insurance	14,462.42	16,000.00
6404 Repairs/Maintenance	22,836.37	20,000.00
6410 Cleaning Service	13,500.00	13,500.00
Total 6400 Property Expenses	79,556.62	80,500.00
6500 Administrative & Office Expenses		
6501 Accounting Services	7,308.10	11,000.00
6502 Copier Lease	6,491.29	6,500.00
6503 Office Supplies	3,714.59	4,000.00
6504 Church Management Software Expense	3,132.18	3,500.00
6505 Internet	2,413.50	2,400.00
6506 Telephone	2,440.88	2,400.00
6507 Credit Card Processing Fees	2,910.64	3,000.00
6508 Payroll Processing Expenses	851.19	900.00
6509 Computer Supplies	443.95	500.00
6510 Bank Service Charges	63.00	500.00
6511 Printing/Paper	385.18	500.00
6512 Postage	1,421.77	1,500.00

Total 6500 Administrative & Office Expenses	31,576.27	36,700.00
6600 Miscellaneous Expenses		1,000.00
Total Expenditures	439,013.11	489,880.10
Net Operating Revenue	(30,344.95)	(45,380.10)

2022 will be remembered as a year of transition. Transition back to in-person worship, clergy retirements, and a new Priest-in-Charge. Even with a decrease in income, increase in demand for our food ministry, and increased property expenses, the operating deficit was managed by the Vestry.

The 2023 Budget reflects the need for an increase in giving and the optimism it will occur.

2022 Capital expenditures included an Audio Visual System to support online worship, HVAC unit, and Storage Cabinets for the Food Ministry.

Outreach:

Guatemala Teen Pregnancy Ministry: \$1,000.00

Boxes of Basics: \$2,101.61

40 Altar of Hope Thanksgiving Baskets

50 Un-Trim-a-Tree Gifts

1,201 Dinner Bags

1,745 Lunches

65 mini-protein packs

24 gift cards

Operation Warm Hugs - Winter Coats, Gloves, Hats, Socks

Dozens of pounds of pop-tops taken to Ronald McDonald House

We've just completed a very interesting year at Trinity Episcopal Church.

The church was closed all of January 2022 due to the omicron variant of COVID-19 running rampant in our area. The office was open one or two days a week and the food ministry was open for two hours on two days a week.

After reopening, we held our normal schedule of church services, Sunday School classes, choir rehearsals and Adult Forum on Sundays. We continued our regular weekday schedule, with meetings and classes (bible study, men's group, yoga, and quilters meetings) and the food ministry. Near the end of Lent, Bishop Susan Goff visited Trinity for the final time prior to her retirement.

And just after Easter, our longtime clergy, The Rev. Stuart Schadt and The Rev. Vinnie Lainson, announced their retirements on July 31, 2022. Stuart had been Rector at Trinity since 1990; Vinnie first came to Trinity as a seminarian in 1998 and stayed on as deacon, Associate Rector, and Rector Emerita.

Trinity's 150th anniversary year was 2022. Due to the upcoming clergy retirements, we did not mark the occasion in a major way. However, on June 12, we rang the bells in our bell tower after each service to mark the 100th anniversary of the installation of our bells.

In July, we celebrated the ministries of Stuart and Vinnie in several ways. On July 3, The Rev. Morgan MacIntire of Louisiana visited Trinity. Morgan had been a seminarian and then assistant rector at Trinity from 2006-2010. Morgan preached at both services on July 3.

On July 10, we held an outdoor service at the Harris Pavilion in Old Town Manassas. Folks were able to linger a bit longer after church for coffee and donuts and cookies. That was a special treat since we were not back to serving donuts and cookies in church.

But before the retirements, we held the Making it Better teen service camp. Service projects included working with Boxes of Basics, cleaning the Sunday School area, and working in Trinity's gardens. And for one more time, the week ended at Stuart's home in his pool.

And of July 31, we held a reception honoring Stuart and Vinnie. Scrumptious food, beautiful flowers – and a number of moving tributes to their many years of service! The reception was capped with the announcement that the Trinity's parish hall would be renamed in their honor as the Schadt-Lainson Parish Hall.

The work of finding a new clergy member started even before Stuart and Vinnie left. A Discernment Committee of seven members was appointed and installed and charged with reviewing candidates for a new rector or priest-in-charge.

Worship services still had to be led, and we are fortunate to have been served by some caring and inspired supply priests. Our Priest Associate, James Hughes, led services in August and half of

September. Then, David Crosby of Alexandria served as our supply priest from mid-September through November. And our former Priest Associate, Linnea Turner of Broad Run, and Jere Hinson of Fort Belvoir, filled in for a few services as needed.

Meanwhile, we named parishioner Jennifer Jakeman Cooper as our Social Media Director. Plans were in place to restart Sunday School on Sept. 11, 2022, with Brenda Smith taking the coordinator role again. Treasurer Jerry Pankey took over as church bookkeeper. And the Discernment Committee remained hard at work reviewing candidates.

At the end of October, the Vestry called The Rev. John G. Talk IV of Southern Pines, North Carolina to be Trinity's Priest-in-Charge. He started at Trinity on Dec. 1, with his first services on Sunday, Dec. 4. Trinity held a reception in his honor to welcome him to Manassas. At that reception, the Vestry acknowledged and honored the work of the Discernment Committee.

And in keeping with what seems to be the theme of 2022, Carole Keily, our Parish Administrator since 2016, announced her retirement on April 15, 2023.

Trinity is excited about the road ahead and we look forward to what the new year will bring!

In Closing...

We've said it before and it's still true: None of what we have experienced the past year has been easy, nor is there precedent for anything we've done. Trinity members have been very accommodating, listening to online worship services, and wearing masks when we returned to in-person worship.

We are grateful for your financial support and your support of our ongoing community outreach. Together, we have weathered COVID-19 these past few years and our transition to a new priest.

WORSHIP

We returned to in-person worship at the beginning of February. Worship was offered at 8 am and 10 am; on Sept. 11, we started a new schedule of worship at 7:30, 8:30 and 11 am.

Livestreaming: We invested in livestreaming equipment this year and began livestreaming in June. Our 11:00 service is livestreamed every week, as was our 8 pm service on Christmas Eve.

Adult Forum: Adult Forum returned this summer with presentations by members, by the VP of Historic Dumfries Inc. and by Boxes of Basics. We also held a Halloween party for the Sunday School, and a scavenger hunt.

Weekday Worship: A service was held on Wednesdays at 12:00 noon from February 16 through July 27.

Home Communions were conducted by clergy and by four lay Eucharistic ministers.

Lay Pastoral Ministry: These teams, headed by **Brenda Randall**, 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. (To get a card, please make sure we have your birthday on record!)

Worship Ministry Volunteers: Lay Readers assist in our worship by reading the lessons and leading the psalm. Prayers leaders lead the prayers printed in the service bulletin. Ushers help seat people, collect the offerings, and direct worshippers to communion. Greeters stand at the door and welcome people to church. And acolytes (young people in grades 5 to 12) serve at the altar. If you are interested in these ministries, please contact the church office.

Flower Guild: The Flower Guild provides the flowers we see at worship services. Mary Delia Stokely is Flower Guild Chairman; contact her at 703-368-1424 if you are interested in joining this Guild.

Altar Guild: The Altar Guild sets up the altar area for worship. Ginger Critchley chairs the Altar Guild; if interested in joining, please contact her at 703-361-8985.

Small Groups that meet at Trinity: Trinity Quilters; Coffee, Conversation & Bible Talk; Brotherhood of St. Andrew; Yoga Class

Trinity Food Ministry: The food ministry has been open on Tuesdays and on Wednesdays from 11:00 to 1:00. 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. However, the high demand for food competed with limited donations, and at the end of the year, we made the difficult decision to suspend food ministry operations in January and February 2023.

The Vestry

Our Vestry is made up of the Priest-in-Charge and fifteen members of the parish. A treasurer and a secretary are elected by the Vestry; these persons may or may not be elected members of the Vestry. Our Senior Warden is elected on nomination of the Rector. The Vestry also elects a Junior Warden. Our vestry continued to meet by Zoom and returned to an in-person meeting in December 2022 for Rev. Talk's first Vestry meeting here.

The Charlotte Tiffany Brown Library has books for borrowing and browsing. The Smith family reorganized the library over the past two years, and we invite you to stop in and see the library.

While not part of the Charlotte Tiffany Brown Library, there are additional books available in the office previously used by The Rev. Vinnie Lainson.

Trinity Church and Social Media

In addition to our website (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.

Jennifer Jakeman Cooper was appointed as social media director this year. She is responsible for all of Trinity's social media

If you have not visited our website, please do: trinityepiscopalchurch.org

Join us on Facebook: facebook.com/trinityepiscopalchurchmanassas

Worship with us on YouTube: youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ

Instagram: instagram.com/episcotrinity

: instagram.com/revvinnie

Follow us on Twitter: twitter.com/trinitymanassas

Organizations Who Used Trinity's Facilities in 2022

- Delta Kappa Gamma
- Lifelong Learning Institute
- Manassas Art Guild
- The Mankind Project
- Prince William Little Theater

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) or the church office.

SUPPORT MINISTRIES

Investment Funds:

Investment Funds	Dec. '20	Dec. '21	Dec. '22
Growth Fund	\$155,089	\$187,310	\$295,649
Housing Fund	\$69,790	\$84,289	\$194,580
Rixey/Coles/Lewis	\$33,603	\$40,583	\$39,716

Special Use Funds:

Special Use Funds	Dec. 2020	Dec. 2021	Dec. 2022
Memorial Fund	\$4,275	\$6023	\$6505
Charlotte Brown Library Fund	\$2,207	\$2,207	\$2,207
Building Fund	\$2,950	\$1,200	0
Funds For the Future	\$865	\$867	0
Organ and Piano Fund	\$4,845	\$4,945	\$7,012
Columbarium Fund	\$4,547	\$4,547	\$4,547
Heifer International	\$95	\$95	\$95

Trusts:

JBT Thornton Trust **\$991,357** \$993,718 \$1,054,835

The following three funds are invested through Truist Investment Services Inc. and are managed by Shaefer Cullen Financial Investors.

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. Additional funds were added to the corpus of the fund in 2022 when the shared equity agreement with the Rev. Stuart Schadt was completed. 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. Judge Thornton had served as judge of the Sixteenth Judicial Circuit of Virginia since 1907 and previous to that time had been Commonwealth's Attorney and superintendent of schools for Prince William County. As a member of Trinity, he served on the Vestry and Senior Warden for many years.

Until 1997, Crestar Bank was the Trustee of the Trust. In 1997, the Vestry of Trinity became the Trustee of the Trust. Trinity is a named beneficiary of the trust and receives fifty percent of the dividend income with no restrictions on how the vestry designates its' use. 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. The Thornton Trust is invested with the Beach, Blake, and Associates in a portfolio managed by Interactive Financial Advisors.

Funds Available: \$29, 225.81

Trinity Episcopal Church: \$14,612.90

2023 Grants Awarded

- Northern Virginia Family Service: \$3,000.00
- ARTfactory Senior Citizen Theatre: \$6,612.00
- Friends of Manassas Senior Center: \$5,000.00

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“Be Swift to Love”