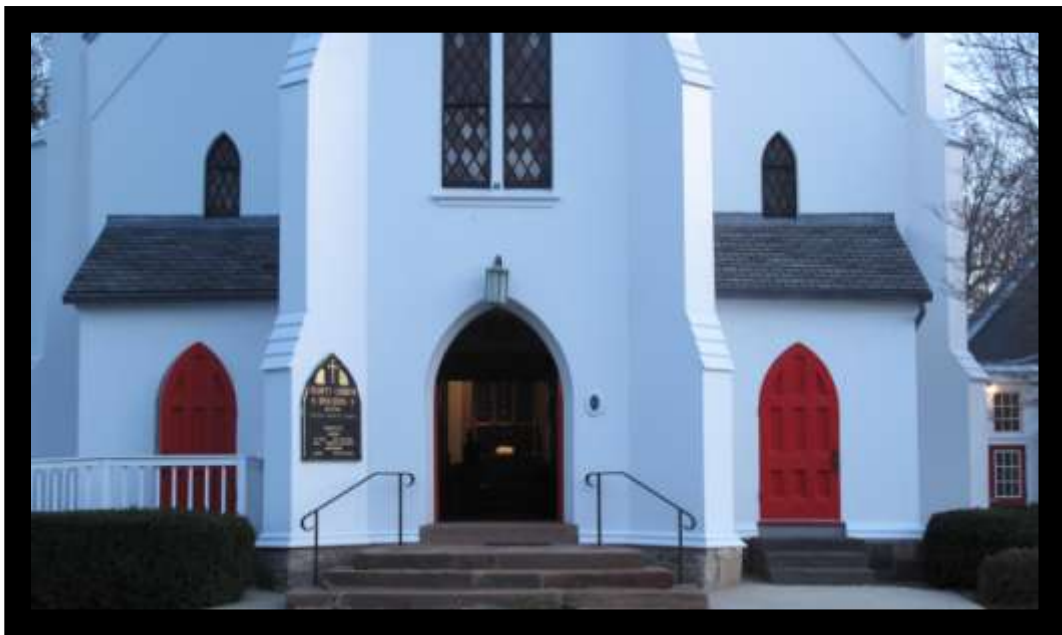

TRINITY EPISCOPAL CHURCH

BRANFORD, CONNECTICUT



ANNUAL REPORT 2011

YOUR KINGDOM COME ON EARTH



Our Vision is to be true to the
legacy that is Trinity Church,
to be good stewards of our
traditions, and to increase our
work and mission in the world,
giving more generously of
Trinity's treasure to bring help
and hope to God's people.

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SECTION I

ANNUAL GENERAL MEETING

AND

LEADERSHIP

AGENDA FOR THE 228TH ANNUAL GENERAL MEETING

- † Annual Meeting Called To Order
- † Invocation and Prayers
- † Appointment of the Parish Clerk
- † Declaration of a Quorum
- † Approval of 2011 Annual Meeting Minutes
- † Junior Warden: Table of Chairs Introduction
- † Recognition and Thanks
 - Outgoing Vestry Members, Parish Clerk, Jr. Warden
 - Outgoing Treasurer
- † Cathy Seibyl: Report of the Nominating Committee
 - Presentation of Slate – Vote by Membership
 - Memorial & Gifts appointment
- † Senior Warden: Review of Capital Improvements
- † Finance Ministry
 - Mike Dodd: Bartholomew and Goodrich Trust Fund Questions
 - Bill Baskin: All Other Trust Fund Questions
 - Regis Colon: Review 2011 Operating Budget
 - Mark McElrath: Presentation of 2012 Operating Budget
- † Ministry Reports
- † Old Business
- † New Business
- † Closing Benediction

TRINITY CHURCH ANNUAL MEETING MINUTES

JANUARY 30, 2011

The 227th Annual Meeting of Trinity Church was called to order in the sanctuary at 10:17 AM, following a brief opening prayer offered by Rector Sharon K. Gracen.

INITIAL BUSINESS

Parish Clerk

Outgoing Senior Warden Sandy Baldwin acknowledged the outstanding work of Jim Atkinson, who was stepping down as Parish Clerk after 20 years of dedicated service. Jim thanked the congregation for their support. Roz Jones was then appointed Meeting Clerk. A quorum was declared for necessary business.

Rector's Comments

Sharon discussed the many blessings of Trinity Church and the importance of sharing in the opportunities within our church community. She thanked the congregation for their participation and willingness to step forward and help Trinity grow.

Acknowledgements

Sandy Baldwin thanked those leaving current assignments as follows: Winnifred Judge/Memorials and Gifts; Deb Vallas/Annual Fair; Sherry Jones/Vestry (3 years) and Stewardship; Ann Freeman/Vestry (3 years), Stewardship Co-Chair and Web site Manager; Mike Freeman/Junior Warden (3 years), Stewardship Co-Chair and IT Pro. Sandy then thanked the congregation, as well as outgoing Junior Warden Mike Freeman, for their support during her tenure as Senior Warden, which she found invaluable in the ongoing course of her responsibilities. Mike then expressed his gratitude to Sandy and the entire parish for their support and for the opportunity to serve in such a meaningful way.

OLD BUSINESS

2010 Annual Meeting Minutes

It was noted that the text of the entire right margin on the first page was cut off. Suggestion was made to clarify the first sentence of the last paragraph to read "painting of the church **exterior**". A motion was made and seconded to accept the Minutes as then clarified/presented. Motion carried.

NEW BUSINESS

Nominating Committee Report

The following slate was put into nomination for election by the Nominating Committee (Sandy Baldwin, Mike Freeman, Ann Freeman and Sherry Jones):

One-Year Terms

Mark McElrath Senior Warden
Kris Lockwood Junior Warden
Regis Conlon Treasurer
Position Open Assistant Treasurer
Rosalind Jones Clerk

Vestry, Three-Year Terms Expire Jan 2014

Janet Daley
Peter Otis
Carol Schaller

Diocesan Convention, Three-Year Term

James Atkinson

Trinity Fund Trustee, Three-Year Term

Julie Anderson

A motion was made and seconded to accept the entire slate. Motion carried. Sandy asked for a motion to authorize the Vestry to appoint an Assistant Treasurer and two (2) additional members for the Trinity Fund, each for one-year terms, who are **not** Vestry members. Motion was made and seconded. Motion carried. Sharon appointed David Smith as a member of Memorials and Gifts.

Table of Chairs/Council of Ministries Sandy announced the Chairs for the newly formed

Council of Ministries (COM) as follows:

Kim Humphrey	Outreach Ministry
Sandra Baldwin	Worship Ministry
Peter Hayes	Parish Life Ministry
Robert Barnett	Spirituality Ministry
Martha Monico	Education Ministry
Ann Freeman	Communication Ministry
Mike McGuinness	Buildings & Grounds Ministry
William Baskin	Finance Ministry
The Vestry	Stewardship Ministry
Rev. Sharon	Administration

A motion was made and seconded to accept the slate as presented. Motion carried. Sharon emphasized that none of the COM Chairs serve on Vestry and stated that we have effectively doubled our parish leadership and organized the life of Trinity into ten (10) distinct areas. A question was then raised concerning the difference between the COM and the Vestry. Sharon responded that the Vestry retains the ultimate fiduciary responsibility but has empowered the COM to manage the activities of Trinity Church and all budgets involved. The Vestry will now focus on vision and strategy. Two-way communication between both bodies will ensure coherent interaction between vision and implementation.

Treasurer's Report

Regis Conlon presented the Budget Report in a new format meant to indicate priorities, at the suggestion of the Rector, which was approved by the Vestry. 2010 was a somewhat difficult year as expenses exceeded receipts by more than \$10,000. Our COM will now be responsible for this portion of the budget, which will hopefully alleviate some of the strain in our parish finances. Pledges for 2011 now total \$221,000, which obviously is not adequate to meet our goal of \$244,113. These numbers present a huge challenge for the

Vestry who must now ask the parish to dig deeper for additional income which may be needed for the repair and maintenance of church buildings. Historically, this challenge has been met.

A lengthy discussion followed. Among the questions raised was the status of the elevator and Hanna Window. Sandy explained that no action has been taken on either. The installation of an elevator is nearly impossible because the building's structure provides no space for the necessary engineering. There is an account in place for the Hanna Window but nothing further has been done. The cost involved is not feasible at this point in time.

Sharon stated that transparency in our finances is critically important. Bill Baskin, newly appointed Finance Ministry Chair, has thoroughly researched each of our funds in order to better understand their purpose and make optimum use of the monies involved. Quarterly or semi-annual reports should be issued providing information on where the money is coming from, where it is going and how it can best be used. It was noted that all COM meeting activities will be posted on Trinity's weekly blog and/or Web site.

A motion was made and seconded to accept the Treasurer's Report as presented. Motion carried. (*Financial details, please see Treasurer's Report in the 2010 Annual Report.*)

FURTHER OLD/NEW BUSINESS

Business concluded.

Sharon again thanked Sandy Baldwin and Mike Freeman on behalf of the parish for all their time and effort as Senior and Junior Wardens. She then offered a blessing to all present. The meeting was adjourned at 11:47 AM.

Respectfully submitted,

Rosalind A. Jones, Clerk of the Parish

2011 LEADERSHIP

Officers	One-year term expires January 2012
Senior Warden	Mark McElrath
Junior Warden	Kris Lockwood
Treasurer	Regis Conlon
Assistant Treasurer	Position Open
Parish Clerk	Rosalind Jones
Vestry	Three-year terms expire January
Class of 2012	Otty Norwood
	Cathy Seibyl
	Position Open
Class of 2013	Maureen McGuinness
	Mitchell Rucinski
	Stephen Sharma
Class of 2014	Janet Daley
	Stanton C. Otis, Jr.
	Carol Schaller
Diocesan Convention/Deanery Delegates	
Term expires 2012	Ann Collier
Term expires 2012	James Atkinson
Table of Chairs	
Outreach Ministry	Kim Humphrey
Worship Ministry	Sandra Baldwin
Parish Life Ministry	Peter Hayes
Spirituality Ministry	Robert Barnett
Education Ministry	Martha Monico
Communication Ministry	Ann Freeman
Building & Grounds Ministry	Michael McGuinness
Finance Ministry	William Baskin
Stewardship Ministry	The Vestry
Administration	Rev. Sharon Gracen

NOMINATING COMMITTEE SLATE

ELECTED OFFICERS



MARK MCELRATH
SENIOR WARDEN

Mark McElrath has been an active member of Trinity Church since 1960.

Mark has served two terms on Vestry, Columbus House ministry, usher, lector, youth group advisor and Search Committee chair. Currently Mark is serving on the Memorial and Gifts committee and is the current Senior Warden.

Mark grew up in Branford and now lives in North Branford with his wife Lynn and daughter Shelby when she is not attending Ithaca College. Mark is employed as Vice President of Sales for OFI in Newington CT.



SHERRY JONES
JUNIOR WARDEN

I grew up attending St. Stevens Episcopal Church in Ridgefield, CT and began worshiping at Trinity in January 2002. I have participated in several

church activities including the Stewardship Committee and the Vestry. I look forward to working with Sharon, Mark and all parishioners as the Junior Warden.

I have had a long career as a registered nurse at Yale New Haven Hospital including having had the opportunity to design and open the YNHH Maternal Special Care Unit. After 18 years in nursing administration, I returned to clinical practice and now work with the Yale

University Maternal Fetal Medicine Practice. I have one son who recently graduated from Fairfield University and is actually working (!!!!) and recently moved to Stamford.



KATHERINE ROWE
**ASSISTANT
TREASURER**

Katherine has been a member of Trinity for approximately 20 years, and have been a long

term member of the Video and Knitting Ministries. I've also served a term on the Vestry, and, since 2007 as treasurer of the Outreach Ministry. Currently, I'm part of the Claims IT support group at Anthem BCBS, but 'past lives' have included A/R bookkeeper for a local pharmacy's nursing home patients, pharmacy technician, and medical insurance claims examiner. A 17-year Branford resident, I have a daughter in Minnesota and a son (and three grandchildren) in Kobe, Japan. Spare time, when it exists, is spent with walks near salt water, friends, books and knitting.



ELLEN SHIREY
PARISH CLERK

Ellen Shirey has been a member of Trinity since 1995. She has been active in church ministry on many levels including Vestry, Capital Campaign Executive Committee, Capital Campaign Follow-up Committee, bread baking for visitors, and pledge/donation processing.

A native Californian, Ellen moved to Branford in 1994 with her husband Bill and their son Ian.

All three are charter members of the Branford Community Garden, where they spend many summer hours and donate their harvest to the Branford Food Pantry. She's currently employed as an office administrator at RE/MAX Alliance in Branford.

VESTRY



**ANDREW J.
CAMPBELL, SR.**

Studying government at Wesleyan University drew me away from my Midwest and South Dakota roots. I interned in the United States Senate, during the Iran-Contra hearings and after graduating from Wesleyan attended Washington & Lee University School of Law, in Lexington, Virginia. I came back to Connecticut to take the bar exam, worked as a paralegal at Shawmut Bank and became Associate Counsel and Assistant Vice President for Shawmut Bank, Connecticut. In recent years, I received a Masters in Public Administration from Southern Connecticut State University.

My wife Erica and I have called Branford home for 17 years raising four children (a son and three daughters), enjoying wonderful in-laws all over town, and building my law practice, which is located on the Green. Most of my practice is now devoted to representing children in custody cases, though I work in many areas of the law. I received the Outstanding Advocacy Award from the New Haven Regional Children's Probate Court, and a Forty Under 40 award from New Haven Business Times.

I enjoy and appreciate so many aspects of our town, and I feel obliged to repay the grace bestowed on me and my family. Among many current affiliations and avocations, I serve as a Selectman of the Town of Branford, and I am on the Executive Board of the Branford Early

Childhood Collaborative. I previously served on the Representative Town Meeting as Chairman of the Rules and Ordinances Committee, and as Chairman of the Branford Democratic Town Committee. At the pleasure of previous Selectman I served as Chairman of the Cable Advisory Council of South Central Connecticut, Inc., and Chairman of the Branford Tax Relief Committee. As a parent, I enjoyed coaching soccer and football, and served on the Branford Youth Football Board.

My connection to the Episcopal Church is life-long. My dad is an Episcopal minister, a professor and educational administrator. As members of Trinity, most joyously, my

family and I love Reverend Sharon's ministry. I have found magnificent spiritual sanctuary within the red doors.



DRU DODD

I am a "cradle" Episcopalian, married to Mike and have two grown, married children. Mike and I have lived in Branford for 40 years. In my younger years I was active in Guild, ECW, Christian Education and Sunday School. The ongoing commitments have been Missions/Outreach and Altar Guild. I'm one of the Quilters and recently served on the Search Committee. I have the honor of being a Chalice Bearer, something that has meant more to me than words can describe.

The Church has been central to my life always; Trinity and its people have been home and family for the past 35 plus years.



KELLEY ANDERSON ESPOSITO

Kelley was born and raised in Branford, CT. She was a swimmer and tennis player for

Branford High School before she attended Springfield College, in Massachusetts to earn her Master's Degree in Physical Therapy. Kelley moved to California for five years after she earned her degree and was a practicing physical therapist with a specialty in spine and aquatic therapy. Kelley moved back to Connecticut to be closer to her family and met Rick soon after moving back. Rick and Kelley were married in California in April 2008. Kelley and Rick were ecstatic to have a baby girl, Mia Capri in September 2010. Kelley, Rick and Mia recently joined Trinity Church after wanting to baptize Mia into a church that was filled with love and promoted service to and for others in our community. Kelley returned to work after Mia was born and accepted a management position at STAR Physical Therapy for Connecticut Orthopedic Surgeons in their Guilford location.

DELEGATES TO DIOCESAN CONVENTION



JIM ATKINSON

My family has been a part of Trinity church for four generations, and Trinity remains an important part

of our lives for my wife Susan and me. Retired after 40 years working in newspapers, most

recently at the Connecticut Post in Bridgeport, I still find a lot to do. My interests are chess, jazz and grand-children. I've filled many roles at Trinity, from being an acolyte as a boy to serving 20 years as parish clerk, with several other assignments in-between.



JAY POTTENGER

I and my family have called Branford home for the last 26 years after a few summers here. My family includes wife Sue Wharfe, and children Will (18), Jack

(14) and Emma (14). For more than 30 years I have taught in the clinical legal education program at Yale Law School. Together with students I have represented clients in housing, civil rights, consumer, and education litigation; also represented community and interfaith groups in a variety of real estate, economic, and community development transactional projects. I have undertaken extensive international legal educational exchange training work, particularly in China and United Kingdom.

Parenting, community involvement and spirituality are important to me. Over the years I have taken a variety of active roles. They include: active volunteer coach and board member (Branford Soccer Club) and (formerly) board member of Branford Interfaith Housing Corporation (BRIC) and the Branford Land Trust; I had served on Board-parent committees prior to my committees under several different First Select [persons]; and being a cradle Episcopalian, serve as a Member of the Board, Episcopal Church at Yale.

ALTERNATE DELEGATE



LOIS LEHR

I am a lifelong Episcopalian and have been a member of Trinity for about 43 years. I was on the vestry and also served as junior and senior warden. I have helped with the food ministry and am a Trinity Quilter and also make prayer shawls.

With my husband Blake, I am part of the flower ministry, usher, and monthly help prepare and serve dinner at Columbus House.

I am a long time board member at East Shore District Health Department. I enjoy reading, gardening and painting and am a happy wife, mother and grandmother.



New Easter Vestments. Rev. Sharon receiving the handmade chasuble from Dru Dodd.



Left to right: Mike Freeman-Jr. Warden, Rev. Sharon, Sandy Baldwin-Sr. Warden, at the celebration and thanksgiving for the Wardens and their years of wonderful stewardship of Trinity in-between Rectors.

SECTION II

RECTOR AND WARDENS

RECTOR'S REPORT

Rev. Sharon K. Gracen



Sometime last summer as the Vestry, Search Committee and I were contemplating the upcoming Mutual Ministry Review, a clergy colleague

provided a wise observation. He said that we clergy in the first year of a new position always over-estimate what we can do in a year and vastly under-estimate what we can accomplish in five. As 2011 was coming to a close, I have remembered his words often and would have to say that Trinity is an extraordinary place, because we have accomplished so much in a very short period of time.

At the Mutual Ministry Review in August, the assembled group considered the work that we had all agreed to as I was called to be your Rector. We revisited the Parish Profile and evaluated our progress. Here's what I was asked to do specifically (in paraphrase)...

† *Complete the transition to a program-style church*; this was accomplished by the implementation of the Council of Ministries and the empowerment of Trinity's lay leaders

† *Create a culture of spiritual growth and curiosity*; the evidence of this is found in the response to educational opportunities and a general appreciation for the Sunday sermon as an educational moment.

† *Revitalize the financial life Trinity Church*; the evidence is everywhere; the fully realized Finance Ministry, the successful completion of the 2011 budget year which stretched us and the recently completed Annual Pledge

Campaign with an enthusiastic response to the call for great Outreach giving.

That we have accomplished these goals together is a testament to your commitment to the next phase of Trinity's life and mission. There are other things that we have accomplished that were not specifically stated goals or expectations. Much of this has happened because the Council of Ministries structure has begun to work so well.

† We have undergone a liturgical renewal of sorts; the seasons of the Church Year have been experienced in their uniqueness. Attention has been given to the energy and flow of the worship service;

† Pastoral care and presence within the parish and community has continued and been expanded;

† Teach and preach for spiritual growth; Bible Study, Lenten and Advent series have opened space for individual and communal growth;

† We have opened Trinity Church to the community in many ways and changed Branford's experience of the "church with the red doors."

This last accomplishment, and our ability to deliver on it, was one of the most compelling reasons that I wanted to come to Trinity. I believe that a church is meant to make a difference in its community. I have served in places where that has been either very hard or impossible. I knew that Trinity, Branford offered a unique opportunity for a parish to lead a community into compassion and action. We are doing that and it is a good and joyful thing!

Peace to you,

Sharon +

SENIOR WARDEN REPORT

Mark McElrath



The Senior Warden serves as the “buck stops here” lay leader of the congregation and works closely with the Rector as sounding board, advisor, and partner. As Sharon has

settled in as our Rector, we have worked together toward the goals that were set during the search process. It has been a good year. Trinity has grown in many ways: in attendance, in new members, and in giving and in energy.

Council of Ministries

In 2011 we implemented an organizational structure of a “Program style” parish as we continue to empower lay leaders to take on more responsibility and authority. The first meeting of the Table of Chairs (TOC), facilitated by Junior Warden Kris Lockwood, took place in February. The 2012 budget was compiled by the wardens in conjunction with the TOC. The final fiduciary responsibility remains with the Vestry and wardens, but to have this much input from lay leaders is a huge improvement in how we manage our resources.

Mutual Ministry Review

The last piece in the rector search process was a mutual review held on August 20, 2011, led by our Diocese consultant Rev. Greg Welin. The Vestry, Wardens, Search Committee and Rev. Gracen reviewed our first year together and measured our collective progress towards achieving our Parish goals. The consensus was while we have work to do we have made great strides and are headed in the right direction.

We found the process very constructive and committed to an annual leadership review each year going forward.

Proactive building maintenance

We experienced a busy and expensive couple of years resolving long-standing costly maintenance problems with long-term solutions. As I look forward we have no plans for major improvements in 2012. We have plenty of things that need addressing but we need to let the Dese fund income accumulate. You will see in the Buildings and Grounds report that Mike McGuinness and I are working on a master plan for our facilities. We are planning years in advance regarding how we are going to manage and fund future repairs and improvements. The plan itself will continue to evolve. We will set priorities, pencil in cost estimates and share the updates as they occur.

Respectfully submitted,

Mark



JUNIOR WARDEN REPORT

Kris Lockwood



The Junior Warden at Trinity has traditionally overseen Buildings and Grounds. However,

with the new Council of Ministries and a chair for that big job, the Junior Warden has a new responsibility of convening meetings of the Table of Chairs (TOC) of the Council. It has been my privilege to be part of such an exciting development at Trinity. As the TOC only meets three times a year, it is not a burdensome job.

The Vestry also decided that heading up the Shepard Scholarship Fund should be an additional responsibility of the Junior Warden. I was ably assisted by Sandy Baldwin and Maureen McGuinness as we simplified the application process and refocused the funds to provide scholarships for students who are active participants in the life of Trinity Church.

These two responsibilities and serving on the Vestry made for a very interesting year, working along with Rev. Sharon and Senior Warden Mark McElrath, and I am grateful for having been able to serve my church in this capacity.

Respectfully submitted,

Kris



Photo courtesy of Rev. Bill Keane, First Baptist Church, Branford

SECTION III

TABLE OF CHAIRS: MINISTRIES AND FINANCES

OUTREACH MINISTRY



**KIM
HUMPHREY,
CHAIR**

ACCOMPLISHMENTS

- † New members, new ideas and new energy put more joy into our ministry.
- † New ideas were tried, and were successful. They will continue as part of our ongoing program and include: Heifer project, alternative gift giving, Kiva (micro-lending), Colores del Pueblo, Healthy Haiti, and Dresses Around The World.
- † Record donations to help those in need amounted to three times our budget, thanks to the generosity of Trinity parishioners. Successful new programs such as the Advent Open House brought more donations from the community.
- † Responding to difficult times for our neighbors in our community brought Trinity's quiet presence on the Green into newspaper and blog headlines. We turned on the lights and opened the doors to provide a spaghetti supper in the aftermath of tropical storm Irene, and helped put a record number of Thanksgiving and Christmas turkey dinners on the tables for those who could not afford to buy for themselves.
- † Outreach has touched many lives locally, regionally and globally thanks to the generosity and support of the Trinity

The impact of the Outreach Ministry on the Trinity community and those we serve cannot be overstated. We have done more in the past year than ever before. We raised awareness of the needs in our community and have been able to respond to them in such a way that engaged many people in our congregation.

In short, we have loved our neighbors and showed it with many kinds of assistance.

Congregation. We have had many great accomplishments which are discussed the first Sunday of every month. Everyone is welcome and it's not necessary to attend every meeting.

ACTIVITIES

Continuous

Columbus House First Monday of every month dinner served to 80 men and women in New Haven.

Common Hope Funds sent monthly and two members visit Common Hope on a regular basis (travel privately funded).

Community Dining Room 2nd Saturday January, March, May, July, November, dinner served to 50 people.

Fair Haven Shelter Supplied funds for bus passes to women and children who are homeless.

Food Pantry-Weekly Theme food drives based on need.

Annual Calendar

January – St. Paul's Loaves and Fishes - Coat/Hat/Glove/Men's Shirt Drive – approximately 75 pounds of clothes donated to a shelter who services 300 clients in New Haven.

February – International Dinner - raised money for fuel assistance in Branford. The

need is so great this is where we will be focusing for 2012. Bill Bray and Cheryl Hyder provided wonderful and exciting entertainment.

March – Dinner with Friends, a community fellowship dinner program.

April – Supported *Quilters Around The World* who sew pillowcase dresses.

May – Hunger Walk supported Connecticut Food Bank.

June – Branford Festival bake sale raised funds for Outreach needs and youth support to the Dominican Republic.

July and August – Vacation

September – Church Fair. Guatemala crafts, African art and *Colores del Pueblo* jewelry sold. Heifer Project funds raised.

October – Healthy Haiti Medical Drive. We “filled the font” many times with medical supplies which were taken to Haiti by Janet Constantino.

November – Trinity’s Closet; Thanksgiving Food/Turkey Drive; Advent Open House

December – Angel Tree 150 gifts delivered.

Thank you for your generosity and for the opportunity to do the work of the Lord as he intended us to do.

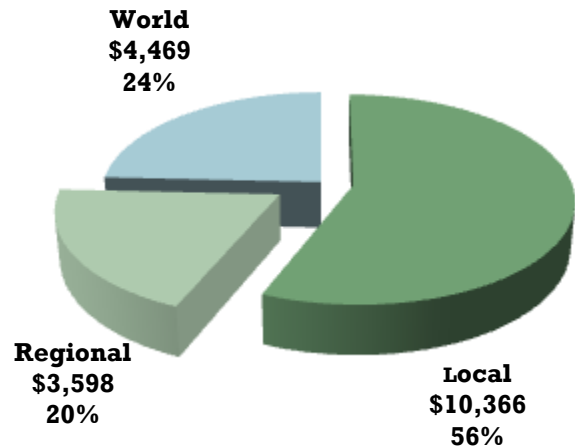
MINISTRY MEMBERS

Maryann Allen, Pam Bold, Gayle Calabrese, Ann Collier, Janet Constantino, Lisa Davis-Rucinski, Wendy Denhardt, Mike Dodd, Dru Dodd, Julius Feniola, Jr., Victoria Freeman, Nancy Gillette, Adam Humphrey, Alyson Humphrey, Kim Humphrey, Paul Humphrey, Fran Kikosicki, Patti Kron, Terry Kron, Mary McCarthy, Loretta Merlone, Dottie Packer, Katherine Rowe, Alexa Rucinski, Steve Sharma, Samdaye Sharma, Wiley Rutledge, Maureen Shea, Jen Zehler, and the Trinity congregation.

Respectfully submitted,

Kim Humphrey

TOTAL OUTREACH DOLLARS DISTRIBUTED IN 2011 - \$18,433



August 2011. Spaghetti Supper for the community in the aftermath of “Irene”.

SCOUTING AT TRINITY



**PATRICK FREEMAN,
CHARTERED
ORGANIZATION
REPRESENTATIVE**

Boy Scout Troop

Boy Scout Troop 424 was founded in September and is working to establish strong ties to the Cub Pack. They are presently sharing events with the Venture Crew.

Patrick Freeman

Cub Scouts

The Cub Scout Pack is still going strong with 35 Scouts actively participating and advancing in rank. The pack committee, under the direction of David Jenkins, continues to run an active program of fun activities and community service. This holiday season they collected more than 1,000 pounds of food, close to \$800.00 for the Branford Food Bank. They also continued their tradition of singing carols at Cedar Woods. Melissa Thibeault has taken over as the Cub Master and she is a great addition to the pack leadership.

Venture Crew

In July Trinity Church launched our first co-ed scout program. Venture Crew 424 has taken off to a fast start with seven members. They have participated in several Boy Scout council events and made and served dessert for the Community Dining Room's holiday dinner. We would also like to welcome Jeff Carleton back to the Trinity scouting community. A long time ago, he was a cub scout in Pack 424. He was later a Cub Master with the pack and is now back as a Venture Crew advisor.



Trinity members are the longest continuous volunteers serving dinner at Columbus House, New Haven

WORSHIP MINISTRY



**SANDRA
BALDWIN,
CHAIR**

ACCOMPLISHMENTS

Liturgy

A focus on the distinctions between the seasons of the Church Year added to the worship experience at Trinity. (see Appendix)

The addition of Prayer Meditation as the Prayers of the People during several seasons of the year has been a major change in our worship in the last year. This addition to our weekly worship has received a positive response from the majority of our parishioners. To ensure that parishioners have a variety of experiences during worship, we offer several different ways to do the Prayers of the People. Some seasons we do the traditional prayers from the Prayer Book, other times we do a Christmas set of prayers and response, and in many seasons we do a Prayer Meditation.

Music

The music program was expanded to include the following:

† The choir sang a beautiful piece from Messiah for the Community Good Friday worship and ended the Easter services with a rousing Halleluia Chorus which we hope will become a tradition.

† The choir performed two short concerts at the Trinity Annual Fair.

† The choir was a vital part of the 9 - 11 Memorial Evensong that Trinity hosted for

The impact of the Worship Ministry on the life of Trinity is an enhanced experience of worship through attention to the seasons of the Church year, reasons for seasonal changes and attention to the atmosphere of liturgy. Good liturgy is a deeper and more meaningful experience for the worshipper.

all who wanted to remember those who lost their lives on that day 10 years ago.

† On the night of the Community Tree Lighting, the Trinity Choir offered Christmas carols to those who visited the church. Many visitors joined in the singing.

† On the Friday before Christmas, Trinity was blessed to host the 25th Annual Community *Messiah* to a more than full house.

† On Christmas Eve, the choir performed *By Heaven's Light; A Christmas Cantata* by Allen Pote, prior to the late service.

Altar Guild

New for the Altar Guild this year:

† On the first Sunday of Lent, a new set of altar hangings was dedicated and given in memory of Louise Gilpatrick.

† New Easter vestments added to the celebration. Dru Dodd made a new white chasuble and Rev. Sharon made a cope, which is a cape worn up until the celebration of the Eucharist.

† This Advent season a new wreath stand was used which was purchased with Memorial and Gifts unrestricted funds.

MINISTRY MEMBERS

To accomplish the goals of the Worship Ministry the following groups are represented.

We thank these people for their dedication to the weekly worship at Trinity.

Acolytes: Dan Beavis, Corrine Daley, Patrick Monico, Ryan Monico, Jen Seibyl, Mark Williams and Sarah Williams

Altar Guild: Sue Atkinson, Betsey Bray (co-Directress), Gayle Calabrese, Eileen Cavanaugh, June Chittick, Ann Collier, Gail Collins, Nancy Collins (co-Directress), Janet Daley, Doreen Denhardt, Dru Dodd, Rodney Hayes, Mary McCarthy, Jeanne McParland, Martha Monico, Sally Monroe, Sue Rowan, Roberta Rowe, Cathy Seibyl,

Chalice Bearers: Jim Atkinson, Sandra Baldwin, Alison Barbaro, Gayle Calabrese, Ann Collier, Lisa Davis-Rucinski, Dru Dodd, Rodney Hayes, Nanci Henschcliffe, Kris Lockwood, Maureen McGuinness, Peter Otis, Nancy Richmond, Rich Thompson, Wiley Rutledge.

Lectors: Jim Atkinson, Sandra Baldwin, Leo Barbaro, Eileen Cavanaugh, Jack Dougherty, Peggy Esposito, Patrick Freeman, Bill Gilpatrick, Rodney Hayes, Jeff Kron, Patti Kron, Dom Longo, Peter Otis, Wiley Rutledge, Peter Schuller, Samdaye Sharma, Frank Zemina.

Ushers: Sandra Baldwin, Linda Beavis, Dru Dodd, Ann Freeman, Michael Freeman, Peter Hayes, Rodney Hayes, William Holohan, Ruth Knowlton, Blake Lehr, Lois Lehr, Kris Lockwood, Mary McCarthy, Stewart Moore, Otty Norwood, Perdita Norwood, Bobbe Otis, Donna Robinson, Paul Robinson, Paul Rowan, Susan Rowan, David Rowe, Kathy Sanchez, Frank Zemina.

Respectfully submitted,
Sandy



Rev. Sharon wearing vestments in the new colors for Lent.

PARISH LIFE MINISTRY



**PETER
HAYES,
CHAIR**

The impact of the Parish Life Ministry on our congregation has been the joyous engagement of many people in fellowship events, the welcome of newcomers and a revitalization of the social life of this parish.

ACCOMPLISHMENTS

The Parish Life Ministry was formally tasked as an entity near the end of 2010 and continued to grow within the Council of Ministries structure during 2011. We were able to fill leadership roles for the various activities and functions under the Parish Life umbrella. Those areas included:

- † Hospitality (Coffee Hour and First Sunday Breakfast)
- † Fellowship (Family events, Christmas Pageant)
- † Newcomers
- † Quilters
- † Branford Festival
- † Trinity Fair
- † Book Group
- † Connections & Recognition
- † Special programs such as the *Rome to Canterbury* and other educational programs Rev Sharon conducted during 2011.
- † One of the most prominent achievements of Parish Life Ministry has been the expanded Coffee Hour. During the year, various Ministries have hosted this event which featured not only coffee and juice, but

sumptuous sweet and savory treats while enjoying fellowship and fun. At the same time, these Ministries were able to showcase their accomplishments, project future goals and expand their membership. Some notable contributors were the Choir, the Book Group and Outreach Ministries. Look for changes that will be forthcoming in 2012 to “tweak” coffee hour to better meet the needs of the various Parish Life Ministries and the Church in general.

† 2011 also showcased our Quilters skill and resulting monetary contributions collected during the Branford Festival.

† Parish Life Ministry members provided outstanding support to the 104th Trinity Annual Fair, which was a resounding success.

† Our Newcomers Ministry was very active throughout the year and hopefully will continue to expand and make all newcomers and well as visitors welcome in Trinity Church.

† Parishioners were invited to display their love of the arts and personal accomplishments. Photography by Peter Otis and local Rector Bill Keane, oil paintings by Lois Lehr, were a great hit.

The Future

While 2012 has just begun, Parish Life has already shown how much it has grown in just over a year of existence. We renewed an old Trinity Feast of the Epiphany tradition with a twelfth night celebration with music, food, Eucharist, the choir performed an encore of *By Heaven's Light; A Christmas Cantata*, and fellowship. With very short notice, the various Ministries came together to put on an extraordinary night for all involved. The Parish Hall was filled to capacity and as they say "a good time was had by all". Not only that, the event made money for future activities.

The next event will be a Mardi Gras/Shrove Tuesday Supper that will feature Jambalaya, Zydeco music, King Cakes and decadent desserts, just prior to the somber season of Lent.

The Parish Life Ministry will continue to provide the parishioners of Trinity Church with a link to the town of Branford in activities that combine fellowship, stewardship, fun, and Christian ideals to the benefit of all.

Respectfully submitted,

Peter H. Hayes



TRINITY FAIR

RODNEY HAYES, CHAIR



Our "Bigger and Better" 104th Trinity Church Fair was held on Saturday, September 10.

The tents and tables were delivered as promised by our wonderful friends at D. C. Hall Rental and our worker bees Friday night were quick and thorough.

Along with our usual booths and their Chairs we reinstituted the Silent Auction which was a smashing success. We also did on-line selling of tag sale items from early summer right into December! The new leaders of these committees (Peggy Esposito, Silent Auction, and Dottie Packer, Tag Sale) gave it their all!

We had lots of helpers the day of the Fair and we all seemed to enjoy each other's company and working together. Clean-up was accomplished in record time.

In spite of a lower than hoped for attendance, our net income for 2011 was \$12,881.89, an almost \$2,000 increase over 2010.

I thank each and everyone who contributed in some way and we look forward to another successful day of fun and fellowship in 2012.

Respectfully submitted,

Rodney F. Hayes

SPIRITUALITY MINISTRY



**ROBERT
BARNETT, CHAIR**

Through the daily discipline of prayer, pastoral care for those in need and programs to promote spiritual awareness, the Spirituality Ministry provides a presence and a resource to parishioners. These ministries help bond people to people and to their faith.

ACCOMPLISHMENTS

† A new Plan and Prepare program was offered in the fall to discuss end-of-life issues that included the value of funeral planning, advance directives and hospice care.

† Meditation was introduced as a regular part of our worship and our personal lives.

† An electronic form of Prayers for the People was introduced, along with new pew prayer request cards inviting visitors and parishioners to request prayers.

ACTIVITIES

The pastoral care committee continues to meet monthly to report on activities by individual ministry members and to consult with the Rector on ongoing and new pastoral care needs.

The prayer chain responds to requests from parishioners for prayers for their family and friends. Prayer chain members include: Bob

The impact of the Spirituality Ministry on Trinity Church has been a deeper understanding of ourselves as spiritual beings having a human experience, and greater connectedness.

Barnett, Ruth Buell, Ann Collier, Winnifred Judge, Mary McCarthy, Jeanne McParland, Sue Rowan, Bert Rowe, Patricia Sperandeo and Valerie Wallace, with the assistance of Jane Dougherty in the church office.

Prayer chain members made phone calls to those who had requested prayers listed in the bulletin and the weekly e-mail to inquire about those for whom prayers were requested and to offer further support.

Lay Eucharistic Visitors bring communion and companionship to home-bound parishioners. Members include Bill Gilpatrick and Ruth Buell.

The In-reach Ministry, revived in 2011 under the leadership of Maryann Allen, provides meals to those in our own community in need. Other members include: Sue Atkinson, Janet Daley, Rodney Hayes, Lois Lehr, Sue Maddern, Mary McCarthy, Donna Robinson, and Maureen Shea.

The flower delivery ministry, under the leadership of Roz Jones, delivers Sunday's altar flowers to parishioners at times of celebration and when we reach out in concern.

The card ministry sends cards of condolence, support and congratulations to parishioners. Mary McCarthy leads this ministry.

Respectfully submitted,

Bob Barnett

CHRISTIAN EDUCATION MINISTRY



**MARTHA MONICO,
CHAIR**

The impact of education via learning, reflection and study can propel each person along their life-long spiritual journey and develop leadership and growth within the Trinity family.

ACCOMPLISHMENTS

Adult education

- † Bible Study: Bible overview in eight weeks
- † Lenten Program on spiritual journey
- † Advent: Introduction to Spiritual Meditation and The Wonderful Impossible presentation

Youth education

- † *Confirm Not Conform* (CnC) ten month high school confirmation program
- † Middle School - researched, introduced and implemented new curriculum

Childhood education

- † Godly Play- continued two class rooms with three new teachers
- † Good Friday service
- † Christmas Pageant in-the-round

ACTIVITIES

Adult

- † Trinity Fair- selling of books
- † Meetings to set schedules and publicity for programs

Youth

- † Overnight retreat for high school youth in Ivoryton, part of the CnC program

- † Narrators for Christmas Pageant
- † UNICEF trick-or-treat program
- † Mable Shepard scholarships for post - secondary education
- † Church school classes Sunday's 9:45-10:45 for nine months
- † Teacher's meetings to set curriculum and teaching schedule

Childhood

- † UNICEF trick-or-treat program
- † Trinity Fair Godly Play story-telling/ introduction
- † Sanctuary activity materials and worship aids
- † Church school classes Sunday's 9:45-10:45 for nine months
- † Godly play monthly teachers meetings

MINISTRY MEMBERS

Sunday School teachers: Erica Campbell, Pat Kelly-White, Cynthia Lindsay, Liz Melvin, Loretta Merlone, Martha Monico, Matt Radulski, Peter Schaller, Rev. Sharon, Cathy and John Seibyl, Jen Zehler

Nursery attendants: Cheryl Memmott and April Rowe

COMMUNICATION MINISTRY



**ANN FREEMAN,
CHAIR**

The impact of the Communication Ministry was improved awareness and understanding of the work of Trinity in our lives and in the community. The portfolio of communication tools, print and electronic, has connected people to Trinity and each other.

ACCOMPLISHMENTS

Communication supports the ministries of Trinity church by strategic, timely, and specifically designed communication tools that accommodate varying levels of access to information. To accomplish this we:

- † created a strategic plan
- † identified the communications needs of every segment we wish to reach
- † created templates for different types of communication tools for ease and flexibility of use, with the graphics and branding pre-designed for quality and consistency.

ACTIVITIES

Web site

- † Maintain content and photos; freshen the news page weekly.
- † Unique monthly visitors to the Web site, while relatively few, steadily increased every month since January, growing from 335 to 520, a 50% increase over 11 months.

Messenger newsletter

- † Restructured to support the new Council of Ministry organization, broadened the scope of content for interest and education, and visually given a graphics update.

- † Increasing the use of photography helps us to tell our stories better, to make leadership recognizable, and make people active in ministry known to others.

E-communication

Disciplining ourselves to be brief and focused on the week ahead, helped our busy parishioners rely on *Trinity in Touch* for need-to-know-now information. Intercessory prayers transitioned from worship to electronic form, *Trinity Church, A Community Together in Prayer*. Our community as a whole is better informed about who may need a card or a phone call. Prayer request cards were added to the pews, inviting everyone—parishioners and visitors—to participate.

- † Our community receives timely notification about members who have passed away and/or family members. This helps the Trinity community support the living.

Special Event Publicity & Promotion

Trinity has three signature annual events that both raise funds and raise awareness about who we are and what we do. There's a ready-made list of where and how to publicize events using print, online, and signage. Template materials were created for pre- and day-of event pieces—flyers, ads, signs, tent cards, gift cards, etc.

Social Media

Trinity has a Facebook page, because it's a tool to help push information beyond the limits of our own e-mail list. Although it's built, next year there will be more time for development.

Annual Appeal

Communications supported Stewardship with appeal campaign materials.

Annual Report

Communications is privileged to tell Trinity's story for this and future generations to know.

Communications Calendar

This was developed to aid ministries plan their publicity needs and to give the Communications Ministry ample time to produce materials. See Appendix.

MINISTRY MEMBERS

So much appreciation goes to the people below, without who much less would be achieved.

Messenger

Features Rev. Sharon, Jim Atkinson
Editor Jo-Ann Pearson
Review Jane Dougherty/Wardens/Chairs
Production Lynn Aspland, Ruth Buell, Dru
 Dodd, Jane Dougherty, Bill
 Gilpatrick, Mary McCarthy,
 Judy Nelson, Roberta Rowe

Web Site Marty Sherman of Sherman
 Communications

Photos Peter C. Otis

Pew Stock Diane Hull

Respectfully submitted,

Ann Freeman

A special note of appreciation goes to Mitch Rucinski, who designed and built the exterior sign. It complements the architecture of the buildings while it communicates a welcome and what's going on at Trinity. Thank you!



Temporary sign 2011; perfected design to be installed permanently in 2012

BUILDINGS & GROUNDS MINISTRY



**MIKE
MCGUINNESS,
CHAIR**

*The impact of the Buildings & Grounds
Ministry was most visible in the
sparkling appearance of our church
after the painting was completed.
Keeping our beautiful church in good
shape is good stewardship.*

ACCOMPLISHMENTS

- † Among the more significant accomplishments of 2011 was the painting of the church, steeple, and parish hall, preceded by power washing to eliminate mold, and repairs to wood trim
- † Another long overdue project completed was the air-conditioning and electrical service upgrade to the Rectory.
- † Of necessity, repaired heating systems, kitchen refrigerator, and stove in the church basement
- † Improved conditions in the Godly Play Worship room. Moisture and mold problems in the basements have been addressed and it is hoped that with better air circulation, dehumidification, and carpeting capable of being removed and dried easily will resolve ongoing problems.
- † Minor but nagging problems corrected were repairs to the large commercial refrigerator and the commercial kitchen range.
- † A burner was replaced on the boiler in the basement providing heat for the parish hall and undercroft.
- † The exhaust venting system on the boiler in the church office building was modified to improve performance.

Capital Improvements

We completed two major improvements to our buildings. In the spring we painted the exterior of the church. This project was competitively bid in 2010 by then Junior Warden Mike Freeman. With the new leadership in place for 2011 Mark McElrath and myself, joined by Mike Freeman conducted an extensive interview with the contractor and our architect David Chin to assure we remedied the paint/mold issues stemming from the original renovation. We are confident we have properly addressed the mold problem and used the right paint for the job which should yield us 10 years. The final cost with carpentry repairs and a painting cost overrun is approximately \$24,000. This project was funded by the restoration account and income from the Dese fund and did not affect our operating budget.

The second major improvement was installing air conditioning at the Rectory. This project was also initiated in 2010. We competitively bid this work and considered many options before making this final recommendation to the Vestry. The final cost for an energy efficient two zone system was \$18,500 for the system and \$3,200 for the new electric service and wiring of the units for a total of \$21,700.

Having a first rate Rectory is a huge asset in recruiting the best candidate for Rector. This project was also funded by income from the Dese fund and did not impact our operating budget. This expenditure is redistributed money from the Dese fund and invested in our real estate.

ACTIVITIES

Twice a year work days bring people together to clean, shine and make minor repairs.

Prior to Hurricane Irene, we readied the buildings as best we could and Trinity came through the storm unscathed.

I am regularly on call for the surprises of an historic building.

Respectfully submitted,

Mike McGuinness



ADMINISTRATION MINISTRY

The 2011 impact of the Administration Ministry *aka* the Church Office, was an improved state of preparedness and an atmosphere of teamwork.

ACCOMPLISHMENTS

The Staff held regular weekly meetings throughout the year which improved the planning and production of liturgical materials, preparation for weddings and funerals, and the maintenance of the calendar and use of the building.

The technical side of running the church has expanded:

† Purchasing *RiteStuff*, software from Church Publishing, has enhanced the quality of Sunday Bulletins.

† The Church Office works closely with the Communications Ministry and has taken over the weekly emails.

Sharon +

Administration Ministry Team
Rev. Sharon, Rector
Jane Dougherty, Administrator
Ron Baldwin, Music Director
Nancy Williams, Sexton

ARCHIVAL ANNUAL REPORT



**Jeanne
McParland and
Winnifred Judge,
Archivists**

† Information was requested by the financial officer for an evaluation of different funds held by Trinity. Financial records were made available for research dating back to the year 2000.

† *Messenger* newsletters and service bulletins were sorted and filed for the years 2008, 2009 and 2010.

† Information about Grace Chapel was requested from a friend of the owner of the house where Grace Chapel stood before it was torn down.

† Photos, documents and videos tapes of services at Trinity were sorted and filed.

† The Archivists researched a request to verify that a funeral was held at Trinity for a parishioner who had drowned.

† Two items, the crucifix that was on the wall behind the pulpit and the Mabel Shepard plaque, are now stored in the archives. The need for a policy on gifts was referred to the Vestry.

Material in the Archives is accessible to all Trinity's parishioners and other persons interested in our history by contacting the Archivists.



STEWARDSHIP MINISTRY



The impact of the Stewardship Ministry for 2011 was a broadened appreciation of stewardship as a way of life, the way we care for all that God has given us.

ACCOMPLISHMENTS

- † Regular attention to stewardship as a theme in Rev. Sharon's sermons.
- † Connecting diverse issues to stewardship, i.e., the environment and our health.
- † Stewardship for an organizing principle in all ministries; i.e. how we are good stewards of our people and our resources.
- † The most successful Annual Pledge Campaign in Trinity's history.

ACTIVITIES

- † Frequent articles in *Messenger* on a variety of Stewardship topics.
- † Contributing to the *Plan and Prepare Workshops* with planned giving information.
- † Consulted with the Finance Ministry and Trinity Fund Trustees on the creation of a new Legacy Fund.
- † Annual Pledge Campaign

The 2011 campaign focused on the degree and type of need in our own community and town, as well as beyond. These are difficult economic times in the country, and Branford experiences growing numbers of hungry families and children, growing requests for help at the local social service agencies and a growing concern about peoples' ability to heat their homes through the winter. Raising the level of awareness called for significantly

raising the amount of dollars needed and Trinity responded with the most successful annual appeal ever. As a result, the Outreach operating budget is doubled or better. \$231,488 in confirmed and projected pledges becomes the new base for the operating budget, to which non-pledged giving and plate dollars are added to build the 2012 budget. Growth in Outreach is now a certainty. Thank you all!

AVERAGE ANNUAL PLEDGE



FINANCE MINISTRY



**BILL BASKIN,
CHAIR**

The principal impacts on Trinity of the Ministry's functioning during 2011 have been an increase in the congregation's knowledge and understanding of the operation and management of the church's fiscal resources, and a revival of the functioning of one of those resources The Trinity Fund.

ACCOMPLISHMENTS

The Ministry's membership includes the Treasurer, a lawyer, a bank executive, a financial analyst, the Stop & Shop program chair, and the Trustees of The Trinity Fund . The Ministers supported the mission of Trinity church by managing the investment and use of all of its cash, securities and receivables, and by soliciting gifts to the church. In these regards:

† We created and published a description of *Trinity's Money -- An Overview*, answering three questions: What Kinds of Money Does Trinity Own – and Where Is It Kept? Where Does New Money Come From? And How Is Trinity's Money Spent?

† We created and published a detailed description of Trinity's trust and permanent funds.

† We received and considered a detailed analysis of the quality and performance of the investment vehicles in which the church's funds sit, recommended several investment vehicle changes to the Vestry, initiated a study of potential additional investment vehicle changes, and commenced work on a Statement of Procedural Rules and Investment Policy for the Ministry to be presented for approval at an Annual Meeting of the parish.

† We considered and recommended to the Vestry several timely uses of Trinity's trust and permanent funds.

† The Trinity Fund Trustees created a new component fund to promote the well-being of the church and its members—the Legacy Fund—which will be funded by members of a Legacy Society.

ACTIVITIES

Assist the Treasurer and the Vestry in reviewing and managing the annual budget, examining all requests for the disbursement of the church's monies, and recommending the funding of disbursements from specific resources where appropriate.

Review the functioning and administration of the church's Stop & Shop Program; and recommending improvements in auditing the cash flow of the program.

Engaging, and overseeing the annual review of the church's balance sheets and related statements of activities and cash flows by, David Zuber, C.P.A., an independent auditor.

Compiling, and distributing to all affected officers and ministers, monthly and year-to-

date summaries of the activities in each of the church's funds and investment accounts.

Meeting bimonthly—and monthly when appropriate—to review, discuss and act on programmatic progress and issues.

MINISTRY MEMBERS

William Baskin, Chair
Regis Conlin, Treasurer
Cathy Seibyl, Chair, Stop & Shop Program
Stephen Hooker
The Trinity Fund Trustees: Rev. Sharon Gracen, Julie Anderson, Perdita Norwood, David Pearson, Mitchell Rucinski, Carol Schaller,

FUNDS AND ACCOUNTS SUMMARY FOR 2011

The Funds are updated on an annual basis. The 2011 Trinity Fund document is available to Trinity parishioners and upon request.

TREASURER'S REPORT



Regis Conlon

We did more than we were challenged to do in 2011 as evidenced by the pledge and donations exceeding the blarge proportion of our expenses are fixed and/or beyond our control so to end the year at almost a break-even is a successful financial year. We are pleased with the 2011 result.



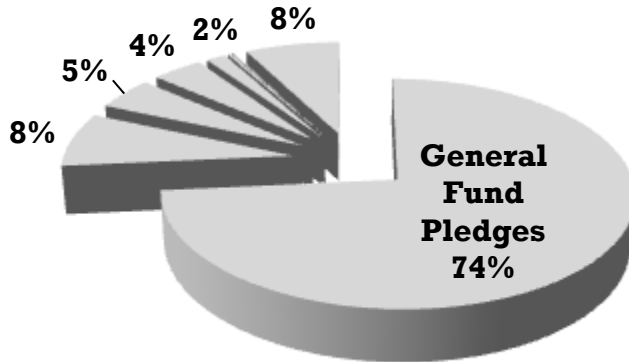
New colors for Advent. Altar hangings were donated by family members in memory of Edwin and Edwina Robinson.



New Advent Wreath Candleholder

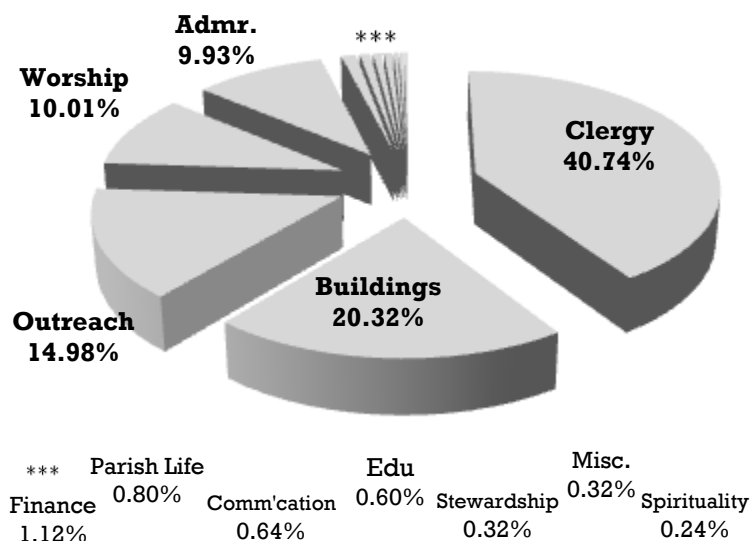
THE 2012 VESTRY APPROVED BUDGET

Distribution of Income Sources



See following pages for line item details.

Distribution of Expenses



The Vestry is pleased to present the 2012 operating budget. This is the first collaborative budget between the Council of Ministries and the Vestry. Of note:

1. With 74% of the operating budget coming from pledges, your response to the annual appeal will enable Trinity grow our programs. Interest and dividend income from endowment funds is nominal and the principal remains untouched.
2. Every ministry has received what they asked for.
3. The Diocese recommended a 2% increase for clergy, which was also applied to paid staff.
4. The Outreach Ministry has received a 150% increase in the programs budget. Vestry's ultimate goal is to tithe to the previous year's pledges, so we are on our way.
5. This includes our first of a ten-year savings plan to accumulate \$25,000 to repaint the Church.
6. It also includes starter money for a Curate position.

Trinity is indeed blessed to receive good financial support. Thank you all. We will do what God is calling us to do.

Mark McElrath, Senior Warden

SECTION IV

APPENDIX

BUILDINGS & GROUNDS MAINTENANCE MASTER PLAN

*By Mark McElrath, Senior Warden and
Mike McGuinness, Chair Buildings &
Grounds Ministry*

Introduction

The goal of the buildings and grounds ministry is to invest in our buildings to make them safe, secure, energy efficient, useful, and attractive, while preserving the treasured buildings for future generations. It is our goal to anticipate future requirements, prioritize, and plan for an orderly schedule of repairs and capital improvements consistent with funds available, or with the ability to raise funds as necessary

PARISH HOUSE

Roof replacement

Exterior painting

IT upgrade

Phone system upgrade

- Men's room remodel
 - New fixtures
 - New floor
 - New tile/paint
- Women's room remodel
 - New fixtures
 - New floor
 - New tile/paint

Hallway floor

Hallway ceiling

Hallway light fixtures replacement

Classroom flooring replacement

Guild room carpet replacement

Rekey classroom doors

Replace ceiling tiles in first floor closet

Classroom painting

First floor hallway painting

Replace ceiling tiles in second floor offices

Replace drywall in second floor electrical closet

RECTORY

- Second floor bathroom remodel
 - New fixtures
 - New flooring
 - New tile/paint
 - Exhaust fan/light

- First floor bathroom remodel
 - New fixtures
 - New flooring
 - New tile/paint

Driveway sealing

New roof

Exterior painting

PARISH HALL

Floor refinishing

Electrical upgrade (coffee maker outlets)

Acoustical treatment

UNDERCROFT

Elevator

Replace carpet in nursery

Hot water tank replacement

Replace ceiling tiles near fire exit

Replace ceiling light fixtures

- Kitchen
 - New oven/stoves
 - New hood/exhaust system
 - New flooring

New paint

Seal casement windows

CHURCH EXTERIOR

Replace missing roof shingles

Replace front steps

Replace ramp

Hanna window

CHURCH INTERIOR

Organ tuning

Touch up gold leaf around altar

Clean Organ pipes

New service safe

Repair spot lights

Touch up peeling paint

- Balcony
 - Replace flooring
 - Seal windows against weather
 - Replace ceiling tiles over stairs



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