

Holy Trinity Episcopal Parish

2017 Annual Report

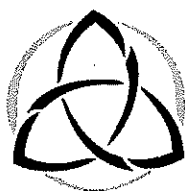
Meeting Date
Sunday, January 28, 2018

*We are a people passionately seeking to
love with the heart of Christ,
think with the mind of Christ, and
act in the world as the body of Christ.*

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Clemson, SC 29631
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Making, Equipping and Sending Mature Disciples of Christ



Holy Trinity

EPISCOPAL  PARISH

Love with the heart of Christ, think with the mind of Christ, and act in the world as the Body of Christ.

Annual Meeting January 28, 2018

Agenda

1. Opening prayer
2. Declaration of a Quorum
3. Appointment of Secretary
4. Minutes of 2017 Annual Meeting Pages 1 - 2
5. Recognition of Retiring Vestry Members, Treasurer and Staff
6. Election Results
7. 2017 Financial Report – Paul Anderson Page 17 includes 17A, 17B, 17C, & 17D
8. 2018 Statement of Mission – Paul Anderson 17E, 17F, & 17G
9. Junior Warden's Report – Kathy Crouse Pages 18 - 19
10. Senior Warden's Report – Paul Anderson Pages 14 - 16
11. Rector's Report – Mother Suz Cate Pages 3 - 4

2017 Annual Report

Parish Statistics

Baptisms

Scarlett Anne Coxey
Oliver Craig Turnbull

Ellen Jeanette Redd
Caitlin Faye Vutsinas

Confirmations, Receptions & Reaffirmations

Elizabeth M. Cox
W. Ray Cox
Brandon Stephen Evans
George Emmett Huddleston

Jerry Carl Redd
Renna Tuten Redd
Alena Brunson Senf
Lou Thompson

Marriages

Justin Leigh Graham and Lori Katherine Vaughn
June 3, 2017

Phillip A. Moore and Kelly Elizabeth Walker
August 19, 2017

New Members

Catherine Caudle
Chloe Cashwell
Ethan Cashwell
Sue Dolinar

Karen Iacovelli
Hugh Latimer
Larry Plummer
Mary Ann Plummer
Louise Shipp

Connie Spencer
James Spencer
Chip Stapleton
Julia Stapleton

Transfers Out

Ben Nesseralla
Laura Nesseralla
Mike Nesseralla

Sarah Nesseralla
Judy Parham
Ann Wynn

Deaths

Barbara Chandler Maxwell Robinson
06/24/1921 – 01/28/2017

Frank Gary Eidson
03/31/1958 – 01/29/2017

The Reverend Nancy J. Conway
01/30/1933 – 02/28/2017

Valerie Anne Paynter
04/19/1939 – 09/04/2017

Holy Trinity Episcopal Parish

Annual Parish Meeting

January, 22 2017, 12:00 p.m.

Opening Prayer: **Mother Suz Cate** opened the Annual Meeting with a prayer and called the meeting to order.

Declaration of a Quorum: **Mother Suz** declared a quorum. Only communicants in good standing who are at least sixteen years of age are eligible to vote. Communicants in good standing are defined as baptized, confirmed or received and support the work of Holy Trinity.

Appointment of a secretary: **Betty Snowden** was appointed secretary for the meeting. **Mother Suz** led the meeting in prayer for our secretary **Rebecca** and her husband **Gary** who is in St. Francis Hospital.

Minutes of the 2016 Annual Parish Meeting: The minutes of this meeting were included in the Annual Report which was distributed by e-mail. Hard copies were also available. A motion was made by **Iris Reed** and seconded by **Wendy Longo** to approve the minutes. The motion passed unanimously.

Recognition of Retiring Vestry Members: **Mother Suz** recognized the retiring vestry members and expressed appreciation for all of their hard work. Retiring vestry members include Senior Warden, **Michele Cauley**, **Diana Stafford**, **Kevin Crouse**, **Bob Taylor** and **Betty Snowden**. Special thanks and gifts were given by **Mother Suz** to our retiring treasurer, **Phil Maiberger** and Senior Warden, **Michele Cauley**.

Election results: **Mother Suz** announced the vestry election results. Elected to the Vestry were Senior Warden, **Paul Anderson**, Junior Warden, **Kathy Crouse**, **Kathy Hunter**, **Tommye Hurst**, **Bill McDaniel** and **Hap Wheeler**. **David Robb** was elected by the Vestry to fulfil the term of **Mary Beth Johnstone**. **Rebecca Eidson** was appointed by the Vestry as secretary and **Dustin Foxworth**, treasurer.

Communications Committee Report: This committee consists of four members, **Cara Robb**, **Claiborne Linville**, **Kathy Crouse** and **Rebecca Eidson**. This committee was formed to improve communication to the Parish, to the community and to the world. The mission is to show who Holy Trinity is through loving, thinking and acting with the heart of Christ. After summarizing data collected from the Parish the study of a brand was begun. A brand is needed to show how we express community, service and worship. An intern from Clemson University is working to go through all Holy Trinity communications and see how they can be improved. The vestry will have final approval on the new brand and logo.

2016 Financial Report: Treasurer **Phil Maiberger** reported the financial condition of Holy Trinity is good. Prism 2 was over in June, 2016 but donations are still coming in. The operating fund ended the year with a surplus of \$125,000. Holy Trinity received \$36,000 in excess of expected plate offerings and \$15,000 in excess of expected pledges. Savings were due to the reduction in

salaries and benefits of **John Nieman** and **Suz Cate**. \$60,000 was held in reserve for three months of expenses, \$20,000 was added to the building and maintenance fund and \$15,000 was added to increase Outreach.

Statement of Mission: Pledges increased this year. Funds have been allocated for an assistant priest and full staff as well as youth work with University Lutheran. Parking has been a big help in paying off the debt on the Trinity Place property but it is still \$ 27,000 below what is needed to service the debt. Thanks were given To **Bill McDaniel** and the rest of the Stewardship Committee for all their hard work. **Ray Eisenbies** is the incoming chair of the Stewardship Committee

Junior Warden's Report: **Paul Anderson** reported on the building and grounds of Holy Trinity and St. Paul's. The big project at Holy Trinity is refurbishing the Bell Tower. Contractors should start in a few weeks. The locks in the Parish Hall and St. Pauls' have been rekeyed and routine maintenance has been carried out at both locations. **Paul** mentioned that that new activities and initiatives will be forthcoming this year at St. Paul's.

2020 Taskforce Update: The chairman of the Task Force, Bob Taylor gave a presentation on the property historically known as Trinity Place. He explained that this committee was charged with exploring the possibilities of how Holy Trinity can best use this property. The primary issue has been to pay off the debt. The basic premise of the task force is to ensure Holy Trinity's future at its present site, have Parish satisfaction with any planned or future development maintain sufficient parking including planned growth of Holy Trinity and its programs, financial remuneration for current debt reduction and sufficient property for Holy Trinity's future programs, especially expansion of Canterbury. At this point, Holy Trinity is in a holding pattern waiting to see future developments with the town and the University.

Senior Wardens' Report: **Michele Cauley** expressed her thanks and appreciation to all she has worked with over the last few years. She summarized what has been accomplished the last few years and how the Parish came together in a spirit of community, more than ever with the departure of our priest and the search for the person God was calling to be out next priest. **Michele** stated her optimism about our future with our new Rector and talented leadership team.

Rector's Report: **Mother Suz** began her report with responses to the bishop's questionnaire that he sends out before his visit which will be February 19th, 2017. **Mother Suz** described our four areas of ministry which correspond to the Diocesan Strategic Vision. They are the Church as a Community of Prayer, Worship and Dialogue, Witness, Common Mission and service to the World, Feeding, Clothing, Visiting and Otherwise Sustaining, and Stewardship of People, Place and Money. Mother Suz concluded her remarks by thanking the Search Committee, the Vestry and Staff for making her time of transition a joy. She particularly wanted to thank **Michele Cauley** and **Paul Anderson** for their encouragement and support.

Adjournment: **Mother Suz** thanked everyone for their attendance and adjourned the meeting at 2:00 p.m.

Respectfully Submitted, Betty Snowden for Rebecca Eidson

RECTOR'S ANNUAL REPORT 2017

Holy Trinity Episcopal Parish

A people passionately seeking to *love* with the heart of Christ,
think with the mind of Christ,
and *act* in the world as the Body of Christ.

My Dear Sisters and Brothers in Christ,

Time flies, and it is hard to believe that we have already completed our first full year in ministry together! For me, 2017 has been a year filled with learning about each other, adjusting to new ways as we grow together, and building relationships. As we enter this second year together, I find myself falling more deeply in love with this parish with a growing appreciation for your warmth and your generosity of spirit. Christmastide is always a time of family closeness and strengthening of bonds, and this year the season has been especially filled with joy and love. Thank you for being who you are!

2017 was a year of continuing transition in the staff, with the additions of **Chloe Cashwell**, Children's and Family Minister, and **Deacon Christopher Wilkerson**, Assistant to the Rector and Campus Minister. As Chloe moves to full-time status, roughly three quarters of her time will be dedicated to being a Children's and a Family Minister with about one quarter to Parish Communications.

In the six months that we have been working together as a ministry team, we have learned a great deal about our individual and collective strengths and gifts. It has become clear to us that a slight realignment of responsibilities will result in a better match of strengths to ministry area. **Chloe** will be the go-to person for Christian Formation for Children, nursery-aged to 5th grade: Sunday School and Children's Church and family-oriented activities will be her primary areas of responsibility. I will be the staff/clergy person dedicated to Youth Formation and Programming. My responsibility there will be to support our volunteers with Middle and High School Sunday School, as well as other programming with that age group. I have a great love for that ministry, and I'm looking forward to getting to know our Youth this year to a greater extent than I have been able to do so far. **Christopher** will continue to build the Canterbury and Campus Ministries, in addition to leaning into his strength and experience in Adult Formation.

Wanda Campbell joined our Music Ministers in creating our new Children's Choir program. As you know by now, **Chloe Cashwell** has also assumed responsibility for Parish Communications with the retirement of **Cynthia Spejewski** from her position as Parish Secretary. We are blessed with the continuing ministries of our Music Ministers, **Becky Bowman** and **Cynthia Spejewski**. **Lynne Farmer**, whose tireless and efficient efforts keep us on track financially and with facilities management, continues in her role as Parish Administrator. **Suzanne Watkins** continues to run the Holy Trinity Episcopal Day School with professionalism and personal care for the families who entrust their children to our care. **Jim Hylkema**, our sexton, takes care of the cleaning and maintenance of our buildings faithfully. I hope you will join me in expressing thanks to the entire staff for their hard work and dedication to supporting the many ministries of Holy Trinity!

Under the leadership of Senior Warden, **Paul Anderson**, and Junior Warden, **Kathy Crouse**, the Vestry began a process of developing Purpose Statements and Goals, first for the Vestry, and then for the various Ministry Teams to which they are individually assigned. This work has proven to be quite fruitful--with only a few exceptions, each Ministry Team has gone through the process of defining their ministry and setting goals. The work for 2018 will be to assess the work of attaining those goals and setting new ones, as well as catching up those few ministry areas that have not yet done the groundwork. We all owe our 2017 Vestry a debt of gratitude for taking on the work of leading this parish through a challenging year with grace, dedication, love for Holy

Trinity and a great sense of humor! Please join me in thanking **Jack Davis, Kaleb Ellison, Byron Harder, Kathy Hunter, Tommye Hurst, Bill McDaniel, Meredith McTigue, Shannon Quattlebaum, Iris Reed, Kathy Sparks, and Joe Yanes** for their leadership. Kaleb, Iris, Kathy S., and Joe Yanes have all completed their three-year terms, and we owe them special thanks! We must, of course, recognize **Rebecca Eidson** for her amazing ability to keep track of the essential business of each meeting and provide us with accurate and concise minutes!

Your Wardens and I also took the step of creating a new Ministry Team, asking **Tommye Hurst** to head up the Trinity Place Ministry Team to take the parish through the process of further discernment regarding the use of our property to the east of our existing buildings. We cannot overstate the importance of work of the 2020 Task Force in laying the foundation for this process! In December of 2017, the Vestry made a commitment to retain the property and to proceed with the development of design plans for reshaping the lot in such a way that provides for external access to the basement level of Bishop Finley Hall.

At my suggestion, the St. Paul's Ministry Team submitted a request to the diocese for funding from the 2018 Statement of Mission for much-needed repairs to the church building, the churchyard, and the parking lot. Much to our amazement, our request was granted almost entirely and from the 2017 SOM! Members of the St. Paul's Ministry Team and members of the Buildings and Grounds Ministry Team are working together on the project management of this work, which is well underway this first month of 2018.

One of the great challenges that I see for Holy Trinity, even as we begin to grow together, is the need to integrate the work and the energy of our complex system of ministries that includes all of the usual parish ministries, plus the Episcopal Day School, plus Canterbury and Campus Ministry, plus St. Paul's and the Thrift Shop, plus a strong commitment to ministry in Haiti, plus the work of fulfilling the potential for Trinity Place. This is an extraordinary amount of ministry to be carried by a parish of this size! The predictable side-effects of this diversity of ministry are the diffusion of resources and the solidification of leadership roles into territories.

As we continue in ministry here on our Holy Hill and in Pendleton, we must do our best to "grow into the world around us" (thank you, **Paul Anderson** for that phrase!). The world needs us to grow into the cares and occupations of those who see our bell towers and hear the bells ringing out from Holy Trinity and St. Paul's. Whenever I hear those bells, I think about and pray for everyone else who hears them: I think about their joys and sorrows, their needs and their gifts, their faith and their unbelief. And I pray that we will be here for them when they need us and that our presence here and in Pendleton shines with the light of Christ for them.

My Brothers and Sisters in Christ, Holy Trinity Episcopal Parish and St. Paul's do not exist just for our benefit. They don't even exist *primarily* for our benefit. Our mission is to be here, *loving, thinking, and acting* for the benefit of all those whom Jesus came to save. We are called by God, and commissioned by our Baptism, to a ministry of reconciliation, restoring "all people to unity with God and each other in Christ." Fulfilling our mission and call requires leaning into those things about which we are passionate, whether it's feeding the hungry, supporting university students in Haiti, teaching our children about the love of God, or keeping our altar linens clean and pressed. We have to lean into those passions, but we also have to hold them lightly, remembering that we do these things not for ourselves, but for the love of God.

I ask for your prayers this year: prayers for Holy Trinity and St. Paul's, for the Episcopal Day School and Canterbury, for Trinity Place and for the Vestry and Wardens, for all who serve here in any capacity, for the Holy Trinity Staff and for our work. And I most humbly ask your prayers for me, because I always stand in need of prayer!

Respectfully and lovingly submitted,

Suz Cate+

January 8, 2018

ASSISTANT TO THE RECTOR MINISTRY REPORTS

2017 Annual Report

[NOTE: Many of these reports cover information from only the latter half of 2017, because I began my service to Holy Trinity Parish in June of that year.]

CANTERBURY

Canterbury officially kicked off its regular fall semester activities on August 30th with dinner and a program of icebreaker style games. Regular meetings followed each Wednesday, with after-dinner activities alternating each week between programming and Eucharist. The final Eucharist of the semester was on December 6th. On November 1st, the regular Eucharist for the Canterburians was opened to the Parish and wider community in celebration of the principal feast of All Saints.

Programming for the semester ranged from the icebreaker parlor games of the first meeting to Bible studies (on various biblical topics, such as Bishop Curry's call to community in the wake of Charlottesville and the place of women in Scripture and the Christian tradition, for example) to a workshop focused on identifying and exploring our spiritual gifts.

Participation has been on average between five and eight students, not including the two peer ministers or clergy liaison. I would describe the group of regular attendees as small but quite dedicated. These students seem to have a real sense of community with each other—Canterbury is clearly important in their lives. It nourishes and nurtures them in very personal ways, and those who regularly attend have a real sense of community with each other.

Plans for next year include a combination of teaching-oriented programs (topics under consideration include the Anglican tradition and liturgy; identity and the transition from adolescence to adulthood; and the challenges of living a spiritual life in our secular world) and also more interactive programs (e.g., further work on spiritual gifts, possible service projects in the larger community).

Though there was no Canterbury retreat during the fall semester, we're planning to have one in the spring of 2018. Canterburians will also be part of the Kanuga parish weekend this year, as well, as they were in 2017. Additionally, I'm hoping to work with next semester's peer minister to put together some opportunities for Canterbury and Holy Trinity to have more of a visible presence on the Clemson University campus in the spring.

The majority of my work with the Canterbury group has been to begin building relationships with the Canterburians—to get to know them and also to get to know the community that they share thanks to this ministry. In that regard alone, I believe it has been a fruitful and successful semester. But I think the programming and worship have been excellent thus far, as well, and I'm looking forward to even greater things to come.

CAMPUS MINISTRY

In the fall of 2017, I officially registered with Clemson University to be a Campus Minister. The process required formal application and a criminal background check, all of which went smoothly. As a member of the Clemson Campus Ministers' Association, I was invited to offer the invocation at one of the Clemson Tigers football team's home games, which I did on October 28th. (The Tigers won that game, for the record.)

In my capacity as Campus Minister, I held a number of meetings on campus during the fall semester—primarily with the Canterbury peer ministers (I class that activity under Campus Ministry because my clerical attire made me something of a visible presence on the campus), but also with one student who was actively searching for a church home and wanted to ask some questions about The Episcopal Church.

Beyond that, my Campus Ministry activity in 2017 was pretty limited. I did have an ad hoc opportunity to engage in lively theological discussion with a group of Christian street preachers (of a different denomination from ours) who had set up “soap boxes” on the edge of campus one afternoon. As I was passing by their location, again, in my clericals, I felt obliged to speak to our brothers and sisters in Christ. What followed was a good natured conversation about our (very) different views on Scripture, Salvation, sin, eschatology, and the nature of God in Christ. I’m not sure how to evaluate the “success” of such an encounter in any measurable way, but I hope in 2018 to seek out and foster more ecumenical and interfaith dialogues through campus ministry.

There are many opportunities across the street on the university campus for ministries of presence, for service, for dialogue, and even for evangelism; some of those opportunities will also be opportunities for Christian formation for the Canterbury community. I am very much looking forward to exploring these opportunities much further in the new year.

ADULT CHRISTIAN FORMATION

Adult Sunday School offerings in the Fall of 2017 included:

- A course on death, dying, and ethics related to end of life care and considerations, presented by **Pam Mack**, along with a number of guest-presenters (including the rector, **Mother Suz Cate**, and the assistant to the rector, **Christopher Wilkerson**)
- A four-week video and discussion series on the meaning and practice of the Season of Advent in the Anglican tradition, facilitated by **Deacon Christopher Wilkerson** and **Chloe Cashwell**
- A course on the Book of Ruth, taught by **Mother Suz Cate**

Education for Ministry (EfM) meets on Monday nights, facilitated by mentors **Wendy Brookes**, **Mel O’Day**, and **Boo Wilson**. This intensive course of study and formation includes year-specific lessons for each participant (the overall course is a four-year program) and also a weekly practice of individual and group theological reflection. The first half of the 2017-2018 program year concluded in the Tom Davis Library in December with a Monday night Eucharist that had a liturgy especially adapted for EfM.

Other formation offerings included:

- An Advent Quiet Day program of instruction, reflection, and mediation, based on the Revised Common Lectionary readings appointed for the four Sundays in Advent for Year B, on December 9th, presented by **Deacon Christopher**
- A Women’s Book Discussion group, facilitated by **Kathy Naeseth**
- A Spiritual Direction workshop, facilitated by **Mel O’Day**
- A course in Benedictine Wisdom for Today, facilitated by **Joanna Schuman**

Looking ahead for Christian Formation at Holy Trinity

A challenge for the new year is to discern, in conversation with parishioners, which topics and which formats for adult Christian formation and education are most needed and indeed are most desired, and to balance those needs and desires with the talents and abilities of clergy, staff, and parishioners to put together compelling programs and activities that will engage, energize, and inspire the adult members of the congregation. Some parishioners have expressed interest in programming related to parenting, particularly parenting young children; others have asked for Bible study, theology, and other such topics that might be described as more “academic.” Still others have said, “Just give us something, anything,” while others have indicated that their primary need on Sunday morning, aside from worship, is time to fellowship with other parishioners who are going through the same life experiences that they are.

Most of these desires and interests have come to light through casual, informal conversation. So the first part of the challenge, perhaps, will be to talk about adult formation in a more systematic way, such that we can more effectively gauge levels of interest and need, and plan accordingly.

And in terms of planning, it must be noted that in the coming year I think we ought to explore the talents and expertise among our parishioners themselves as potential Sunday School teachers (of single-session or short-term classes, maybe 2-4 weeks at a time) or workshop/activity leaders and facilitators. We are a very gifted parish, in terms of our people. I hope to find more ways to tap into that giftedness in the next year.

Respectfully submitted,

The Rev. Deacon Christopher T. Wilkerson

Assistant to the Rector

CHRISTIAN FORMATION

Annual Report 2017

Children and Family Ministry

“Almighty God, heavenly Father, you have blessed us with the joy and care of children: Give us calm strength and patient wisdom as we bring them up, that we may teach them to love whatever is just and true and good, following the example of our Savior Jesus Christ. Amen.”

– The BCP, A Prayer for the Care of Children, p.829

Ministry Transitions

In many ways, 2017 was a year of great transition for the Family Ministry of Holy Trinity Episcopal Parish. From January until mid-April, **Mary Beth Johnstone** did incredible work as the interim Family Ministry Coordinator. In April, she took another job, and in mid-May, **Chloe Cashwell** joined the staff part-time as Family Ministry Coordinator. As of January, 2018, Chloe moved into a full-time position with the updated and combined responsibilities of Children and Family Minister and Parish Communications. This new hybrid position is structured to include 30 hours of Children and Family Ministry work and 10 hours of Parish Communications work each week.

2017 Highlights

Mary Beth Johnstone was a force to be reckoned with as the interim Family Ministry Coordinator. In January, 2017, she and **Rebecca Eidson** worked together to throw an Epiphany celebration which included a family potluck style dinner, a crown craft for kids, and a bonfire outside for the youth. In February, **Mary Beth**, **Bill Purkerson**, and the **Engagement Committee** put on the Shrove Tuesday Pancake Supper with Bingo and prizes. In March, **Mary Beth** led children's programming for the annual parish weekend at Kanuga. She also led the youth in dyeing Easter eggs for the kids to hunt on Easter morning. For Easter, she coordinated a children's processional for the 10:30 am service, as well as an Easter Egg hunt. In April, she coordinated the Senior Sunday service which would take place in May. She also planned a Sunday Funday picnic at Ashley Dearing park. Mary Beth did an incredible job assisting Mother Suz and meeting the needs of our parish families in this time of transition and growth.

Chloe Cashwell joined the staff in May and immediately began acclimating to the life and needs of the Parish. In July, Parish families enjoyed a movie night and pizza party in the parish hall. In August, the children participated in a Backpack Blessing service just as school was starting up. In September, our young families went apple picking at Sky Top orchard in Hendersonville, NC. In October, **Mother Suz** and **Chloe** met the families in the breezeway to have their Halloween costumes blessed and to begin trick or treating. After our families were blessed, **Chloe** and **Mother Suz** moved closer to the downtown Clemson area and gave out candy to many community children who came to trick or treat. At the beginning of December, **Hap Wheeler**, **Bill Purkerson**, **Claiborne Linvill**, **Shannon Quattlebaum**, and **Chloe** worked together to throw an Advent Festival for our families. During this time, families gathered for a soup lunch and created their own Advent wreaths, colored a large Advent poster, decorated cookies, and took home an Advent Devotional for Families. Each Sunday in Advent, one of our young families lit the parish Advent wreath. We are thankful to the **Quattlebaum family**, **Jodi Holodak**, the **Turnbull family**, and the **Cashwell family** for participating in this special time. Throughout the month of December, **Wanda Campbell**, **Becky Bowman**, and **Chloe Cashwell** gathered the parish children to put on a Christmas pageant for Christmas Eve. The children did a phenomenal job telling the story of the birth of Christ. In January, 2018, we celebrated Epiphany. **Hap Wheeler**, **Gerry Spejewski**, and

Will Cate dressed up as the three magi and told their stories to the children, who also received gold coins in their shoes after the service. **Rebecca Eidson, Kathy Crouse, and Beth Kunkel** worked hard to organize a potluck soup and game night afterwards that included wine and cheese for the adults.

Ministry Challenges and Solutions

As the Family Ministry of Holy Trinity evolved over the course of 2017, it did not do so without a few challenges. During the fall of 2017, it became apparent that more communication and feedback was needed between the young families and the staff of Holy Trinity in order to address some lingering issues in meeting the needs of that cohort. We organized an initial parent meeting between **Mother Suz, Deacon Christopher, Chloe Cashwell, Paul Anderson,** and eight of our parish's parents to facilitate conversation and work toward solutions. This meeting was very fruitful, and we wanted to open the conversation up to other parents, as well as to the rest of the parish. We hosted a second meeting, to which several other parents came. Throughout this process, we identified five key issues that needed to be addressed:

1. There was a discrepancy in expectations about who would lead Children's Church.

Our solution: Beginning in Advent, **Chloe Cashwell** would lead Children's Church each week to provide continuity as well as a break for the parents who worked tirelessly to keep Children's Church going through a transition of rectors, as well as Family Ministers.

2. Some of our young families found it difficult to have their young children sit through a full-length Eucharist after already being at church for several hours. They asked for a way to keep children engaged and involved so as to underscore the importance of what we share at the altar rail each week.

Our solution: Beginning in February, 2018, every first Sunday of the month, we will have an intergenerational service with shorter hymns and a children's sermon to give families an opportunity to worship together. There will be no Children's Church on these Sundays. This will also give parishioners without young children an opportunity to come alongside parents and provide them with community and support.

3. Another issue that arose was the feeling that it is difficult to keep young children engaged in the Eucharist itself, especially if they are not competent enough readers to follow the Book of Common Prayer, or if they generally do not understand what is happening at the altar.

Our solution: Beginning in January, 2018, we began providing "busy bags" which include the book "Let Us Pray," an illustrated book that allows the children to follow along with the service in a way that they can more easily comprehend.

4. A few parents expressed desires for increased communication about what is going on in Children and Family Ministries, in general, and in particular for a weekly guide or prompt to help parents engage their children in spiritual formation conversations at home.

Our solution: Beginning in January, 2018, Chloe Cashwell began sending out a "Parent Check-In" email to let parents know what is going on in Children's Ministry and what we discussed during Children's Church that Sunday. A "Faith at Home" section is included in this weekly email to inspire family conversations outside of church on Sundays.

5. A need for increased time for relationship building and ministering to the parents, beyond simply coordinating schedules and tasks, was identified.

Our solution: Chloe Cashwell's title was changed from Family Ministry Coordinator to Children and Family Minister, with her hours for that work increased from 20 to 30 per week so that she can spend quality time with parents and families each week.

Children's Church

In the spring of 2017, our children's church was led by **Mary Beth Johnstone** and a cohort of dedicated parents: **Shannon Quattlebaum, Michele Cauley, Cary Kaye, Claiborne Linvill, and Samantha Murphy**. They were assisted by **Meredith McTigue** and **Kathy Crouse** as substitutes, when needed. Children's Church took a hiatus during the summer of 2017, as planned previously in the year, and resumed in late August when the children went back to school. In the fall, **Chloe Cashwell** joined the rotation, first as an assistant and later as the regular leader of Children's Church each week during the season of Advent. Beginning in January, 2018, the children began reading the main story (usually the Gospel reading) from "The Children's Storybook Bible," by **Archbishop Desmond Tutu**. They also began going over a few "liturgy lessons" about why we do certain things in the liturgy each week.

Nursery

In the spring of 2017, many of the faithful high schoolers who had been serving as staff for the nursery graduated, leaving a gap. During the summer, we welcomed **Jean Jameson** as our Nursery Director to provide a calm, loving, and consistent presence for our youngest parishioners. Our nursery workers were **Emily Erwin, Olivia Smink, and Madeline Smink**. As we transitioned into the fall, **Sue Smink** and **Nigel Kaye** stepped up to help out in the nursery to offer our regular workers some relief.

Sunday School

- **Pre-K** Taught by: **Hap and Carolyn Wheeler** and **Carmen Purkerson**

Believing that the best foundation for a life of faith is trusting that God loves us, we try to embody that love and to tell the Bible stories to the youngest listeners in a way that emphasizes that point of view.

Given the short attention span of this age group, we spend the first part of our time in play before going to the Davis Library for a special time together. We light the candles, look at the cross and the windows and share a Bible story, using stories from the Old Testament in the fall and stories about Jesus after Christmas. We hear the children's thanksgivings (and sometimes concerns) and offer our simple prayer then end with a song and what seems to be their favorite part – extinguishing the candles, with each child having a turn with the snuffer. Returning to the classroom, we usually have a small project to help the children remember the story they just heard.

- **Godly Play** Taught by: **Rebecca Eidson, Rachel Mayo, and Mary Beth Johnstone**

The Godly Play curriculum serves our Kindergarten through 1st grade. Godly Play is a unique way to present stories of the Bible in a simple, natural form.

Bible stories are told using simple hands-on figures made of natural materials. The storyteller first serves as a "guide" to the truth being told and then sits back and asks, "I wonder ...?" allowing the children to find their own way. The class is structured around an opening prayer, singing, and the telling of the Godly Play story of the week. The teacher and the children sit in a circle on the floor while the story is being told. Children are then encouraged to explore their thoughts, ideas, and feelings about the story through expressive art following the presentation. After art, the children

rejoin the circle for a simple “feast,” sharing blessings and prayers for others, followed by dismissal.

- **Faith Travelers** Taught by: **Julie Morse** (Spring 2017) and **Cara Robb and Melissa Hawkins** (Fall 2017)

This school year, the Faith Travelers have focused on several themes throughout the weeks: God’s Amazing Traits, God’s Love, God’s Grace, God’s Good News through Jesus, and The Mission of God. All of our lessons are rooted in scripture and stories that support these lessons. Every week, we aim to have a “hands on” activity that supports the lesson and gets the kids moving/interacting/demonstrating it physically. We’ve had a party to include parishioners who might look left out (to support the story of the great banquet). We’ve done hands-on service, gleaning sweet potatoes to take to the local food bank. Every week, we gather and remind each other in prayer “te moon, se moon” — every person is a person. I aim to always remind them that God is among us and that we must treat one another and the world with the dignity and respect that demands.

- **Youth** Taught by: **Bill Purkerson** and **Jen Ellison**

The Youth Sunday School class is a combined class of 6th-12th grade Senior High and Middle School students who all meet together on Sunday morning. Our curriculum is *Feasting on the Word*. This is an excellent tool to help analyze the Scriptures, including the Gospel, appointed in the Revised Common Lectionary for the Liturgy that day. It is an interactive time for conversation, exchange of ideas, and catching up on the week’s happenings with the kids!

Special Events and Services Involving Christian Formation in 2017

- Epiphany Celebration with Bonfire
- Shrove Tuesday Pancake Supper with Bingo:
- Parish Weekend at Kanuga
- Easter Egg Hunt and Easter Children’s Procession
- Senior Sunday
- Pentecost Baptism and Picnic at St. Paul’s
- Backpack Blessing Service
- Day School Sunday
- Blessing of the Animals (and stuffed animals at the Day School)
- Advent Festival with Posters, Devotionals, Wreaths, and Cookies
- Christmas Eve Pageant
- Epiphany Service and Celebration with 3 Wise Men and Potluck

Conclusion

We are looking forward to continued ministry with the children and families of our Parish. In the year to come, there are several goals we want to see come to fruition. We hope to increase our children’s programming to year-round offerings, including Summer Children’s Church as well as a Music and Arts Camp. We are also looking to expand our roster of non-parent volunteers in Children and Family Ministries so as to give our dedicated parents some respite and their children a wider community of role models. We want to expand our Family Ministry to also include a “care of people” component that would offer our parents community and love as they do the incredible

task of guiding their children. Finally, we hope to implement some church-wide policies and procedures to guide our children's behavior in each space of our parish, in order to help them, as well as adults in the parish, live out these simple imperatives:

Love God, Love Others, Love yourself.

Respectfully Submitted,

Chloe Cashwell

Children and Family Minister, Parish Communications

YOUTH MINISTRY

2017 Annual Report

The youth program continues to be led by parent and teacher volunteers. **Bill Purkerson** and **Jen Ellison** organized bimonthly activities on Sunday afternoons. We had volunteer efforts at two parishioner's homes, food shelf stocking at the CCC, and landscape work at The Clemson Art Center. Our activities involved a pool party, Sweet Retreats, movie nights at church, and our annual trip to Kanuga. The two big highlights of the spring were having **Hap Wheeler** lead a confirmation class and taking a group of five youth on a pilgrimage to New York City.

Respectfully Submitted,

Bill Purkerson

CHILDREN'S CHOIR

2017 Annual Report

Two Children's Choirs began in September, to which there was an excellent response from parents and children alike. The **Cherub Choir** for three- and four-year-olds meets at 9:00 am; the children participate in a variety of music activities. The **Angel Choir**, for children in grades K-5, meets on Wednesdays at 5:45 pm. Both choirs have participated in several services and will continue to do so.

We are beginning the Royal School of Church Music "Voice for Life" curriculum in January, 2018. Level One will focus on using the voice well, musical skills and understanding, belonging to a choir, and repertoire. Choristers will earn a certificate and badge upon completion of Level One. There are five achievement levels in the "Voice for Life" curriculum.

We are very pleased with the progress of the choristers! We also appreciate the support of the parents, clergy, vestry, and all of Holy Trinity.

Respectfully Submitted,

Wanda Campbell and Becky Bowman

Canterbury Annual Report 2017

2017 was a great year for Canterbury of Clemson! Canterbury met every Wednesday that class was in session, alternating between Eucharist and Program. We have several talented musicians that make Wednesday Eucharist very special. Our program topics are inspired by questions that members ask and also current events.

Canterbury also had lots of things to do outside of Wednesday night. We had an inter-Canterbury social event where we met with the Canterbury groups from Furman and Wofford in Spartanburg and went to a trampoline park and got dinner! We also had a large group representing Canterbury at the Holy Trinity Parish Retreat weekend at Kanuga. The weekend was full of laughs, fellowship, and music. We also happen to be everyone's favorite breakfast team with our infamous hash brown casserole!

We had an exciting addition to our leadership when **Deacon Christopher** joined us for the Fall semester. We are excited for 2018 when Christopher is ordained to the priesthood and will be able to do more with Canterbury! 2018 is going to be a great year too!

Respectfully submitted,
Lillian Hardaway



SENIOR WARDEN 2017 Annual Report

We, the Vestry of Holy Trinity Episcopal Parish in Clemson, SC, together with the Rector, supporting clergy, and staff, engage in transformational ministry, safeguard the wellbeing of the parish, and support parishioners, the community, and places of need in the world. We engage in prayerful contemplation as we make decisions for the parish and follow the direction that Jesus has given us even when we doubt.

Most of us have been intimately involved at Holy Trinity long enough to know—and it doesn't take long—our Parish's sense of family, commitment to one another and our community and world, and most of all the great and giving spirit of generosity that sustains our life together. That spirit is evident in the ministry team reports collected here, and there's not much for me to add to them other than to say a sincere, heartfelt thank you to all of you who have given so much of yourselves to the work of the Parish. It has been what I would call a year of transition for us, and I think in large part a successful one, but underlying that is a rewarding continuity and a commitment deeply encouraging for our future.

As a Vestry, one of the things we've tried to do in this year of transition is to better equip ourselves to think and act intentionally. You'll notice in the ministry reports that many of them begin with the mission of the ministry team (an exercise the Vestry undertook, as well) in an attempt to both articulate goals and empower the sense of purpose in what we were doing. The idea was to be fully aware of why we are doing what we are doing at all levels of ministry—to avoid any sense of the transactional creeping into our ministries—and to ask ourselves, honestly and humbly, whether we are sincerely moving into our various missions. I don't like the word "results" in this context. But I do think we can use the word "responses." If our intentions are defined and sincere, in keeping with the gospel mission, the question can only be whether our responses, as ministries, are also authentic and sincere. If, on reflection, our responses can be better, we can start working toward bettering them; if there are places where we should be responding but are not, we can also start working toward confronting them. And if there are things we are doing that no longer lead us into our mission, we should stop doing them.

It's a good exercise to do, I think, every year, but was especially useful in 2017. The various transitions the year has brought to us, and the challenges involved in making them, were and remain many. But we are in good hands, and supported by a great staff. We are now positioned to move into some of the things we initially laid out almost 10 years ago in our Vision 2020 document. The 2018 Statement of Mission makes our commitment explicit in recognizing the importance of our staff in living into our vision: their work is meaningful to us, is valuable to us, is integral to our ministry, and we have said so. At the same time, I think it's vitally important to recognize that we've reached only a tier of fulfillment—an important one, but only one. We've moved from intention and into transition. It will take more time for the transitions to form into applications. When we do that, and we will, we'll move into realization.

More mundanely this year, we've done a lot of housekeeping. Our junior warden is not only a first-rate person: she's an absolute wonder as a steward. Given how much **Kathy Crouse** has had to juggle, and the scale and complexity of those projects, I am amazed at her unbending commitment to our Parish. We are in good hands there, as well.

Kathy was instrumental, with **Suz**, in initiating the other major emphasis of the year, Trinity Place. The genesis of that initiative stretches back before my time as junior warden, to **Michele Cauley's** leadership as senior warden. It also incorporates the powerful guidance developed under the patient hand of a longstanding task force led by **Bob Taylor**. Our thanks to **Tommye Hurst**, whom we appointed to chair our Trinity Place committee. The committee has been such a big part of the year's work overall that to overlook the momentum it has brought us would be a real shift. **Tommye** will say more about the committee's great work in her report. But I do want to stress one point here. We have formally communicated to the city (and to private entities working in partnership with the city) our intention to retain the property in its entirety and plan uses for it solely unto ourselves and our own mission. This intention, of course, is in keeping with our original purpose in buying the property. **Tommye** and the Trinity Place committee have been charged by the Vestry with handling what "plan[ning] uses for it solely unto ourselves and our own mission" might mean moving forward. But we are moving forward. And we are in good hands.

Of note as well at Trinity Place is the across-the-board progress we have made toward paying off our bank loan. One of the pleasant surprises this year is that the debt we incurred to buy the property and remove the former Methodist church building no longer requires supporting funds from our Statement of Mission. Trinity Place very nearly pays for itself—our parking revenue and continuing pledges and gifts to the Prism and Walls campaigns now fully provide mortgage payments as well as extra principal payments on the property. For this we owe a special debt (that word again!) of gratitude this year, as for years past, to all of you who have given and continue to give, even though the campaigns have formally ended. In fact we even received some new pledges this year, and everything helps. We also owe thanks to **Bill Hurst**, **Beth Kunkel**, and the **Ellisons—Jen, Kaleb, and Alice**—who have selflessly given their time to coordinate and manage parking on football weekends, and often on other occasions. Parking, including rentals to Clemson University and downtown businesses, produces more than \$84,000 each year. Thanks to their efforts and the efforts of all of those whose work to keep our grounds clean and beautiful (also a goal of the Vision 2020 document), we can devote all of it to the debt.

But there's more good news. During the year we combined our Prism and Walls loans and refinanced with First Citizens at the same 4 percent interest we had been paying—our hallelujahs went up before the rates did—which has extended the terms of our original loans into 2024. That is a nice and steadying development. Yet it may very well be that we don't have the debt in 2024. With another recent payment of extra principal, our note at First Citizens Bank now stands at approximately \$631,000. **Just a year ago, we celebrated the news that the debt had fallen below \$1 million.** If somehow we were able to match that pace in the coming years, we would have the property paid for by the end of 2020. We did take a leap of faith when we purchased the property, in highly adverse circumstances that almost immediately became more dire due to the financial crash of

2008-2009. But we have also leapt into our commitment with tremendous outpourings of time, talent, and treasure.

The more we are able to pare down the loan, the sooner more of our resources can be devoted to ministries that our Parish has always valued. One of those ministries is direct Outreach—a longstanding core mission of the parish vital to our sense of Holy Trinity's mission and reach in our community and in the world. Years ago the Vestry committed to an aspirational goal of allocating 10 percent of our Statement of Mission to direct giving. Our debt has impacted our ability to reach that aspiration, though the Vestry's goal remains in force. And we are moving toward it, or at least in the right direction. The 2018 Statement of Mission provides 4 percent of our funds to Outreach, an increase above the previous three years. (And bear in mind that figure does not include outreach performed by some of our core supporting organizations, such as ECW, nor the fullness of some of the significant work many of our parishioners do in Haiti.) As much as our debt has sometimes tightened our gaze on the present and its challenges in ministry, it also helps to remember that buying the property was always its own kind of outreach through stewardship: not only reaching out behind us, to protect the stewardship of parishioners who ministered at Holy Trinity long before us, but reaching out ahead of us to secure our ministries here for all those who would minister here at Holy Trinity after us.

I have enjoyed serving as senior warden, and as junior warden, too. Thank you all for your trust and support. It is a time of transition for me, as well, and I'm handing off to **Hap Wheeler** in the great confidence—actually, the certainty—that he will make a far better job of it. That the place is still standing is largely the result of **Suz** and our staff, of wonderful people on the Vestry and on all of ministry teams, and especially of my great partner in wardening, **Kathy Crouse**. (I will miss our 6:00 am wardens' meetings: **Hap**, good luck with those, brother.) It is also to the credit of the steadfast leadership and example of all those who served in this position before I did, **Michele Cauley**, especially. I owe, at last, a hat-tip—a personal, heartfelt thanks—to **Phil Maiberger**. Thank you all.

Hope, faith, and love —

Paul Anderson

Senior Warden

TREASURER'S REPORT

2017 Annual Report

Somehow or another the transitions of 2017 also involved the senior warden serving as acting treasurer: read that twice, because it means the liberal arts guy was in charge of the money, and then be sure to read the financials just to assure yourself that he didn't sink it all in bitcoin. And yet, in sum: we are in good shape, even with the various pressures during 2017 on our maintenance. Of course, our health is owing mainly to all of you, who continue to give now and for our future, from your hearts. Despite all the frustrations of what I will optimistically call a ministry of preservation (other people would call them bills) we ended 2017 with a surplus of more than \$44,700. (Of that surplus, the Vestry committed \$15,500 to Outreach and the remainder our building maintenance fund.)

Technically, this is the Acting Treasurer's Report, since we had no officially appointed treasurer for most of the year. We owe sincere thanks to our Vestry and to our Finance Committee—**Beth Kunkel, Bill Hurst, Bob Taylor, Michele Cauley, and Dustin Foxworth**; and welcome aboard, **Doug Griner**—for careful and loving management of our resources, which included producing a 2017 Statement of Mission that was both prudent and visionary. Most of that work is drudge, and I thank the committee particularly for the drudge of doing it. We expect the same prudence will serve us well with the 2018 Statement of Mission, and have planned accordingly but also strategically, in keeping with a significant upward trend in pledging across the board. Thanks are owing here to **Ray Eisenbies** and our **Stewardship Committee**. Their work gave the Finance Committee a solid foundation for planning and allowed the Vestry to make confident decisions about allocating our resources. The total amount of our pledge income has increased, as have the number of new pledges and the number of previous pledgers who have increased their giving. We have also seen a significant, even unprecedented, spike in prepaid pledges—we already have on hand \$100,000 of the \$488,435 pledged for 2018. As best we can, humbly as we can, we are seeded well for a fruitful year in ministry.

For most of us, the most significant operational changes from the Finance Committee—and approved by the Vestry—come via a series of small but needed reforms to the way we authorize expenditures. We simply needed to better account for the way we practice the business of church business, at the recommendation of our auditor, **Mary Ann Prater** (who gave her time freely, as did **Hailey Nielubowicz**, who assisted, for which both are owed a huge thanks: thank you, **Mary Ann**, and thank you, **Hailey**). Beginning this year, we will ask those making purchases on ministry business to follow new procedures. Given how many of us actively engage in ministry, the new forms are inserted immediately following this report for ease of reference. It won't take anyone long to get a handle on. The gist of the overall reform is to ensure that expenditures are approved before they are made, by the parishioner leading the ministry team for which the expenditure is requested. We have had several cases of expenditures made without the awareness and authorization of the ministry team leader—or, for that matter, of anyone other than the parishioner making the expenditure—which I think we can all agree is problematic. It's not a new or heavier layer of process or bureaucracy so much as it is the same process put in a proper order: authorization first, then purchase, instead of purchase followed by awareness of purchase followed by authorization.

Bob Taylor did a lot of the legwork on this, and we should all be doubly thankful for him. **Bob** has graciously agreed to a two-year hitch as the new, and real, parish treasurer. And—unlike the outgoing and acting treasurer (acting in more ways than one)—he can count.

Respectfully submitted,

Paul Anderson

EXPENDITURE REQUEST FORM

Vendor: _____

Payable to: _____

Address: _____

Phone: _____

Email or Website if available _____

Payment Method: Check _____ Credit Card _____

| | |
|------------------|--------------|
| Purpose(s): | |
| | |
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| | |
| | |
| | |
| Date of Request: | Date Needed: |

Requested by _____

| Account Name | Account Number | Amount |
|--------------|----------------|--------|
| | | |
| | | |
| | | |
| Total | | \$ |

Approved by _____
Designated Representative (usually Committee Chair or Vestry Liaison)

Submit Completed Form to the Parish Administrator.

ACCOUNTS PAYABLE
CHECK REQUEST VOUCHER

Reimbursement check are typically issued on the 1st and 15th of each month

Mail check _____ or Pick up check at Church Office _____

Payable to: _____

Address: _____

Email or Website if available _____

Phone _____

| Account Name | Account Number | Amount |
|--------------|----------------|--------|
| | | |
| | | |
| | | |
| Check total | | \$ |

| | |
|------------------|--------------|
| Purpose(s): | |
| | |
| | |
| | |
| | |
| | |
| Date of Request: | Date Needed: |

Requested by _____

Approved by _____
Designated Representative (usually Committee Chair or Vestry
Liaison)

PLEASE ATTACH DOCUMENTATION OF ALL EXPENDITURES.

MILEAGE AND TRANSPORTATION EXPENSE REPORT

| Name _____ | | | | |
|--------------|------------------|-------------------|--------------|-------|
| Date | Location To/From | Purpose of Travel | Toll/Parking | Miles |
| | | | | |
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| | | | | |
| Total | | | | |

Summary

Total Tolls/Parking Fees _____
 Total Miles _____ x \$0.535 per mile _____
 Total Due _____

Travel and Entertainment Expense Report

Name: _____

Address: _____

Travel Location: _____

Purpose: _____

| Date | | | | | | | | |
|-----------------------------|-----|-----|------|-----|-------|-----|-----|-------|
| Weekday | Sun | Mon | Tues | Wed | Thurs | Fri | Sat | Total |
| TRANSPORTATION | | | | | | | | |
| Auto: Number of miles | | | | | | | | |
| Miles ____ \$0.535 per mile | | | | | | | | |
| Parking fees and tolls | | | | | | | | |
| Airfare | | | | | | | | |
| Car rental | | | | | | | | |
| Taxi, bus, limo | | | | | | | | |
| LODGING | | | | | | | | |
| Hotel, motel, etc. | | | | | | | | |
| MEALS | | | | | | | | |
| Breakfast | | | | | | | | |
| Lunch | | | | | | | | |
| Dinner | | | | | | | | |
| INCIDENTALS | | | | | | | | |
| Telephone/fax | | | | | | | | |
| Tips | | | | | | | | |
| Miscellaneous (list below) | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL PER DAY | | | | | | | | |

Detailed Entertainment Record

| Date | Persons Entertained | Purpose | Location | Amount |
|------|---------------------|---------|----------|--------|
| | | | | |
| | | | | |
| | | | | |

Summary

Total Expenses _____

Less Travel Advances _____

Reimbursement Amount _____

Operating Fund

Statement of Mission (SOM)

[illegible]

Operating Fund

Statement of Mission (SOM)

| | SOM 2016 | % | Actual 2016 | % | SOM 2017 | % | Actual 2017 | % | SOM 2018 | % |
|-----------------------------------|----------------|-------------|----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|
| Fellowship | 750 | 0.1% | 2,999 | 0.6% | 1,300 | 0.3% | (273) | -0.1% | 1300 | 0.2% |
| Kanuga - Parish Retreat | 1,500 | 0.3% | 111 | 0.0% | 1,500 | 0.3% | 1,588 | 0.3% | 1500 | 0.3% |
| Music/Choir | 750 | 0.1% | 758 | 0.1% | 2,500 | 0.5% | 2,528 | 0.5% | 4000 | 0.8% |
| Pastoral Care | - | 0.0% | - | 0.0% | 200 | 0.0% | 89 | 0.0% | 200 | 0.0% |
| Stewardship | 200 | 0.0% | 248 | 0.0% | 400 | 0.1% | 297 | 0.1% | 500 | 0.1% |
| Vestry Retreat | - | 0.0% | 158 | 0.0% | 2,000 | 0.4% | 2,637 | 0.5% | 1750 | 0.3% |
| Worship/Altar Guild | 1,500 | 0.3% | 940 | 0.2% | 2,300 | 0.4% | 1,354 | 0.3% | 2000 | 0.4% |
| Young Adult Ministry | 2,000 | 0.4% | 88 | 0.0% | 2,000 | 0.4% | - | 0.0% | 1000 | 0.2% |
| Sub-total Program Expenses | \$9,200 | 1.8% | \$8,134 | 1.5% | \$17,200 | 3.3% | \$12,530 | 2.4% | \$16,500 | 3.1% |

Facilities Expenses:

| | | | | | | | | | | |
|--------------------------------------|-----------------|--------------|-----------------|--------------|-----------------|--------------|--------------------|--------------|-----------------|--------------|
| Capital Improvements | - | 0.0% | - | 0.0% | - | 0.0% | 0 | 0.0% | 19000 | 3.6% |
| Interest / Principal on 195 OGH | 10,123 | 2.0% | 10,123 | 1.9% | 12,314 | 2.4% | 12314 | 2.3% | - | 0.0% |
| Maintenance | 17,000 | 3.3% | 9,424 | 1.7% | 12,000 | 2.3% | 16866 | 3.2% | 16800 | 3.2% |
| Maintenance Contracts | 10,000 | 2.0% | 11,706 | 2.2% | 12,000 | 2.3% | 11780 | 2.2% | 12000 | 2.3% |
| Property and Liability Insurance | 12,000 | 2.4% | 11,820 | 2.2% | 12,000 | 2.3% | 11954 | 2.2% | 12000 | 2.3% |
| St. Paul's Expense | 3,000 | 0.6% | 3,000 | 0.6% | 10,500 | 2.0% | 10500 | 2.0% | 11000 | 2.1% |
| Utilities | 22,500 | 4.4% | 22,436 | 4.1% | 21,000 | 4.1% | 21768 | 4.1% | 22000 | 4.2% |
| Sub-total Facilities Expenses | \$74,623 | 14.7% | \$68,509 | 12.6% | \$79,814 | 15.5% | \$85,182.00 | 16.0% | \$92,800 | 17.6% |

Mission and Program Support Expenses:

| | | | | | | | | | | |
|------------------------------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|
| Conference/Training - Rector | 1,000 | 0.2% | 816 | 0.2% | 1,000 | 0.2% | 1,009 | 0.2% | 1000 | 0.2% |
| Conference/Training - Asst Rector | - | 0.0% | - | 0.0% | 500 | 0.1% | 959 | 0.2% | 1000 | 0.2% |
| Conference/Training - Lay Staff | 750 | 0.1% | 248 | 0.0% | 1,000 | 0.2% | 426 | 0.1% | 1000 | 0.2% |
| Equipment Purchases | - | 0.0% | - | 0.0% | 3,000 | 0.6% | 4,082 | 0.8% | 2500 | 0.5% |
| Payroll Service Expense | 400 | 0.1% | 301 | 0.1% | 400 | 0.1% | 343 | 0.1% | 400 | 0.1% |
| Postage and Freight | 1,250 | 0.2% | 1,410 | 0.3% | 1,250 | 0.2% | 1,411 | 0.3% | 1400 | 0.3% |
| Printing and Publications | 5,000 | 1.0% | 7,178 | 1.3% | 8,000 | 1.6% | 9,179 | 1.7% | 9200 | 1.7% |
| Professional Expense - Lay Staff | 75 | 0.0% | 147 | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% |
| Professional Expense - Rector | 3,000 | 0.6% | 493 | 0.1% | 3,000 | 0.6% | 1,716 | 0.3% | 3000 | 0.6% |
| Professional Expense - Asst Rector | - | 0.0% | - | 0.0% | 250 | 0.0% | 73 | 0.0% | 750 | 0.1% |
| Supplies | 4,250 | 0.8% | 5,168 | 0.9% | 5,000 | 1.0% | 7,124 | 1.3% | 6657 | 1.3% |
| Telephone and Internet Access | 3,500 | 0.7% | 4,418 | 0.8% | 4,400 | 0.9% | 4,928 | 0.9% | 5,500 | 1.0% |
| Sub-total Support Expenses | \$19,225 | 3.8% | \$20,180 | 3.7% | \$27,800 | 5.4% | \$31,250 | 5.9% | \$32,407 | 6.2% |

Special Expenses:

| | | | | | | | | | | |
|--|-------------------|--------------|-------------------|--------------|-------------------|--------------|-------------------|--------------|-------------------|---------------|
| Amount for Allocation | - | - | - | - | - | - | - | - | 4,833 | 0.9% |
| Miscellaneous/Moving Expenses | 10,000 | 2.0% | 13,119 | 2.4% | 7,000 | 1.4% | 7,652 | 1.4% | - | 0.0% |
| Sub-total Special Expenses | \$10,000 | 2.0% | \$13,119 | 2.4% | \$7,000 | 1.4% | \$7,652 | 1.4% | \$4,833 | 0.9% |
| Total Expenses | \$ 506,200 | 99.7% | \$ 417,846 | 76.8% | \$ 514,496 | 99.8% | \$ 488,182 | 91.6% | \$ 526,600 | 100.0% |
| Income Over (Under) Expenses | 1,500 | - | 126,176 | - | 1,000 | - | 44,710 | - | 0 | - |
| Transfers in (Out) From (To) Other Funds | - | - | (80,000) | - | <i>17F</i> | - | (44,710) | - | - | - |

01/25/2018

Trinity Place Fund

Statement of Mission (SOM)

| | <u>SOM 2016</u> | <u>%</u> | <u>2016 Actual</u> | <u>%</u> | <u>SOM 2017</u> | <u>%</u> | <u>2017 Actual</u> | <u>%</u> | <u>2018 SOM</u> | <u>%</u> |
|---|------------------------|---------------|-----------------------|---------------|------------------------|---------------|------------------------|---------------|------------------------|---------------|
| Income | | | | | | | | | | |
| Football Parking Income | 46,975.00 | 253.4% | 46,451.97 | 19.3% | 49,700.00 | 49.2% | 56,903.84 | 41.5% | 50,600.00 | 48.6% |
| Parking Income | 32,160.00 | 173.5% | 33,871.55 | 14.1% | 32,160.00 | 31.8% | 33,635.00 | 24.5% | 33,600.00 | 32.2% |
| Prism II Pledge Offerings | 6,950.00 | 37.5% | 136,934.29 | 56.9% | 19,200.00 | 19.0% | 33,710.08 | 24.6% | 20,000.00 | 19.2% |
| Prism Pledge Offerings (The "Walls" beg 2014) | 18,537.00 | 100.0% | 23,495.00 | 9.8% | - | 0.0% | 12,838.50 | 9.4% | - | 0.0% |
| Total Income | \$ 18,537.00 | 100.0% | \$ 240,752.81 | 100.0% | \$ 101,060.00 | 100.0% | \$ 137,087.42 | 100.0% | \$ 104,200.00 | 100.0% |
| Expense | | | | | | | | | | |
| Advertising and promotion | - | 0.0% | - | 0.0% | - | 0.0% | 96.60 | 0.1% | - | 0.0% |
| Parking supplies | - | 0.0% | - | 0.0% | 1,000.00 | | 90.00 | | 500.00 | |
| Total Parking Expenses | \$0.00 | 0.0% | \$0.00 | 0.0% | \$1,000.00 | 1.0% | \$186.60 | 0.1% | \$500.00 | 0.5% |
| Interest Exp Transferred to Operating Fund | - | 0.0% | (10,123.00) | -4.2% | (12,314.00) | -12.2% | (12,314.00) | -9.0% | - | 0.0% |
| Interest Expense | 38,203.00 | 36.5% | 38,553.21 | 16.0% | 31,402.20 | 0.0% | 29,997.56 | 21.9% | 25,399.81 | 24.4% |
| Net Interest Expense | \$38,203.00 | 11.8% | \$28,430.21 | 11.8% | \$19,088.20 | 0.0% | \$29,997.56 | 12.9% | \$25,399.81 | 24.9% |
| Total Expense | \$ 38,203.00 | 36.5% | \$28,430.21 | 11.8% | \$ 20,088.20 | 11.2% | \$ 17,870.16 | 13.0% | \$ 25,899.81 | 24.9% |
| Income over expense | 66,419.00 | | 212,322.60 | | 80,971.80 | | 119,217.26 | | 78,300.19 | |
| Beginning Fund Balance | 1,733,458.86 | | 1,733,458.86 | | 1,945,781.46 | | 1,945,781.46 | | 2,064,998.72 | |
| Transfers from (to) Operating Fund | - | | - | | - | | - | | - | |
| Ending Fund Balance | \$ 1,799,877.86 | | \$1,945,781.46 | | \$ 2,026,753.26 | | \$ 2,064,998.72 | | \$ 2,143,298.91 | |

2017 Financial Reports

(As of December 31, 2017)

Balance Sheet

Treasurer's Report-Operating Fund

Treasurer's Report-Trinity Place Fund

Holy Trinity Episcopal Church - Clemson SC
Balance Sheet as of December 31, 2017

Wednesday, January 24, 2018 3:41 PM

Page 1 of 2

| Account # | Account Name | YTD Balance | Previous Year Balance |
|---------------------|--|-----------------------|-----------------------|
| Assets | | | |
| 1.99.100.100 | Holy Trinity-First Citizens Bank | 76,686.92 | 57,745.85 |
| 1.99.100.105 | Holy Trinity-First Citizens Bank MMKT | 70,228.47 | 125,315.79 |
| 1.99.500.100 | Thrift Shop-United Community Bank | 8,522.79 | 11,356.40 |
| 1.99.500.101 | Thrift Shop-United Community Bank MMKT | 8,180.19 | 5,173.76 |
| 1.99.500.102 | Petty Cash-Thrift Shop | 125.00 | 25.00 |
| 1.99.600.100 | ECW-Park Sterling Bank-Small Non Profit | 15,891.18 | 137.56 |
| 1.99.600.101 | ECW-Park Sterling Bank-Small Business Interest | 0.00 | 13,634.05 |
| | Cash | \$179,634.55 | \$213,388.41 |
| 1.99.100.106 | Holy Trinity-Edward Jones MMKT | 242,718.51 | 155,673.07 |
| 1.99.100.110 | Endowment-ECF MMKT | 325.12 | 877.42 |
| 1.99.100.130 | Holy Trinity-ECF MMKT | 539.50 | 533.28 |
| 1.99.200.100 | Investments - Edward Jones | 0.00 | 72,302.95 |
| 1.99.200.102 | Bois Joli-Edward Jones | 3,063.65 | 9,299.66 |
| 1.99.200.105 | HTC-Unrealized App/Depr -Edward Jones | 0.00 | 614.45 |
| 1.99.200.106 | Bois Joli-Unreal. App/Depr -Edward Jones | (317.69) | (1,014.62) |
| 1.99.200.109 | Endowment-Investments-ECF | 50,338.59 | 46,713.54 |
| 1.99.200.110 | Endowment-Unrealized App/Depr-ECF | 20,078.69 | 12,758.70 |
| 1.99.200.120 | Thrift Shop-Investments- American Funds | 36,664.55 | 34,932.72 |
| 1.99.200.125 | Thrift Shop-Unreal App/Depr-American Funds | 7,066.18 | 622.95 |
| 1.99.200.130 | Holy Trinity-Investments-ECF | 162,993.86 | 159,039.03 |
| 1.99.200.135 | Holy Trinity-Unreal App/Depr-ECF | 7,561.89 | 4.37 |
| | Investments | \$531,032.85 | \$492,357.52 |
| 1.99.300.100 | Parish House Building | 1,682,820.25 | 1,682,820.25 |
| 1.99.300.101 | Parish House Building-Basement | 136,073.00 | 136,073.00 |
| 1.99.300.102 | Parish House Building-Elevator | 54,073.00 | 54,073.00 |
| 1.99.300.105 | Sanctuary and Office Building | 1,168,927.13 | 1,168,927.13 |
| 1.99.300.110 | Stained Glass Windows | 93,590.00 | 93,590.00 |
| 1.99.300.120 | 195 Old Greenville Highway Asset | 2,679,830.26 | 2,679,830.26 |
| | Properties | \$5,815,313.64 | \$5,815,313.64 |
| | Total Assets | \$6,525,981.04 | \$6,521,059.57 |
| Liabilities | | | |
| 2.99.300.100 | Prepaid Pledges-Holy Trinity-Operating Fund | 54,522.23 | 36,629.29 |
| 2.99.300.116 | Prepaid Pledges-Trinity Place Fund | 10,000.00 | 0.00 |
| | Current Liabilities | \$64,522.23 | \$36,629.29 |
| 2.99.400.100 | FCB Note Payable #1181940 | 421,618.75 | 603,014.37 |
| 2.99.400.110 | FCB Note Payable #1591114 | 245,726.35 | 265,915.21 |
| | Long-Term Liabilities | \$667,345.10 | \$868,929.58 |
| 2.99.400.120 | Due to EDS - Investment at ECF | 21,527.03 | 20,077.78 |
| | Total Liabilities | \$753,394.36 | \$925,636.65 |
| Fund Balance | | | |
| 3.01.100.000 | Operating Fund Balance | 114,332.47 | 104,620.80 |
| 3.02.100.000 | Memorial Fund Balance | 11,019.67 | 21,446.22 |
| 3.03.100.000 | Building Maintenance Fund Balance | 69,765.74 | 20,925.23 |
| 3.04.100.000 | St Paul's Fund Balance | 68,645.98 | 57,917.20 |
| 3.05.100.000 | Miller Foundation Fund Balance | 4,474.30 | 4,474.30 |
| 3.06.100.000 | Anderson Estate Fund Balance | 15,945.87 | 14,872.34 |
| 3.12.100.000 | Cange, Haiti Fund Balance | 22,619.22 | 35,629.97 |
| 3.13.100.000 | The Richard Hooker Series Fund Balance | 17,542.81 | 18,792.16 |
| 3.14.100.000 | Fran Davis Mem. Fund Balance | 2,533.31 | 2,967.13 |
| 3.15.100.000 | Education Scholarship Fund Bal | 340.24 | 351.54 |
| 3.16.100.000 | Bois Joli School Proj Fund Bal | 2,745.96 | 8,285.04 |
| 3.17.100.000 | Designated Gifts Fund Balance | 7,347.62 | 7,817.75 |
| 3.18.100.000 | Clemson-Canterbury Club | 5,328.78 | 5,121.25 |
| 3.21.100.100 | Trinity Place | 2,064,998.72 | 1,945,781.46 |

Holy Trinity Episcopal Church - Clemson SC
Balance Sheet as of December 31, 2017

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| Account # | Account Name | YTD Balance | Previous Year Balance |
|--------------|---|------------------------------|------------------------------|
| 3.22.100.100 | Youth | 3,750.33 | 6,348.78 |
| 3.23.100.000 | Reserve Fund Balance | 135,544.36 | 128,432.76 |
| 3.24.100.000 | Real Property Fund Balance | 3,135,483.38 | 3,135,483.38 |
| 3.25.100.000 | ECW Fund Balance Balance | 15,925.52 | 13,805.95 |
| 3.30.100.000 | Endowment Fund Balance | 74,242.40 | 62,349.66 |
| | Total Fund Balance | \$5,772,586.68 | \$5,595,422.92 |
| | Total Liabilities and Fund Balance | <u>\$6,525,981.04</u> | <u>\$6,521,059.57</u> |

If the accounts in the subtotals have changed or if ledger (marked with "**") and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

Holy Trinity Episcopal Church - Clemson SC
Treasurer's Report as of December 2017 for Operating

Thursday, January 25, 2018 1:33 PM

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| Account Name | Period Activity | Monthly Budget | YTD Balance | Previous YTD | Budget YTD | Over/Under YTD+(-) | Annual Budget |
|--|--------------------|--------------------|----------------------|---------------------|---------------------|----------------------|---------------------|
| Income | | | | | | | |
| Plate and Other Offerings | 6,426.60 | 3,875.00 | 53,545.83* | 62,326.24 | 46,500.00 | 7,045.83 | 46,500.00 |
| Pledge Offerings Income | 50,308.08 | 39,074.00 | 479,444.02* | 481,300.11 | 468,896.00 | 10,548.02 | 468,896.00 |
| General Offerings | \$56,734.68 | \$42,949.00 | \$532,989.85* | \$543,626.35 | \$515,396.00 | \$17,593.85 | \$515,396.00 |
| Change in Unrealized App/Depr of Investments | 0.00 | 0.00 | (132.40) | 701.03 | 0.00 | (132.40) | 0.00 |
| Investment Income - Restricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Investment Income Income | 138.16 | 12.00 | 660.15* | 96.99 | 100.00 | 560.15 | 100.00 |
| Other Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Realized Gain/Loss Sale Invest Income | 22.31 | 0.00 | (625.30) | (402.42) | 0.00 | (625.30) | 0.00 |
| Investment and Other | \$160.47 | \$12.00 | (\$97.55) | \$395.60 | \$100.00 | (\$197.55) | \$100.00 |
| Total Income | \$56,895.15 | \$42,961.00 | \$532,892.30* | \$544,021.95 | \$515,496.00 | \$17,396.30 | \$515,496.00 |
| Expense | | | | | | | |
| Clergy Health Insurance | (61.00) | 0.00 | 0.00 | 1,536.00 | 0.00 | 0.00 | 0.00 |
| Clergy Housing Allowance | 3,962.67 | 3,000.00 | 38,622.08* | 16,093.94 | 36,000.00 | 2,622.08 | 36,000.00 |
| Clergy Pension | 2,015.15 | 1,578.00 | 19,339.30* | 8,429.71 | 18,950.00 | 389.30 | 18,950.00 |
| Clergy Salaries | 6,860.67 | 5,834.00 | 69,539.58 | 45,928.57 | 69,975.00 | (435.42) | 69,975.00 |
| Clergy SE Tax Offset | 371.94 | 0.00 | 2,603.58 | 111.56 | 0.00 | 2,603.58 | 0.00 |
| Contract Labor | 1,651.70 | 2,139.00 | 20,223.37 | 20,179.78 | 25,660.00 | (5,436.63) | 25,660.00 |
| Diocesan Reimb for Asst. Rector | (2,701.18) | 0.00 | (21,609.44) | 0.00 | 0.00 | (21,609.44) | 0.00 |
| Net Paycheck | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Payroll Tax Expense | 624.35 | 682.00 | 7,466.68 | 7,221.41 | 8,151.00 | (684.32) | 8,151.00 |
| Staff Health Insurance | 916.65 | 844.00 | 10,194.20* | 9,754.40 | 10,142.00 | 52.20 | 10,142.00 |
| Staff Pension | 490.56 | 643.00 | 6,381.72 | 6,792.63 | 7,714.00 | (1,332.28) | 7,714.00 |
| Staff Salaries | 8,242.60 | 8,881.00 | 99,327.85 | 95,333.34 | 106,561.00 | (7,233.15) | 106,561.00 |
| Salaries and Benefits | \$22,374.11 | \$23,601.00 | \$252,088.92 | \$211,381.34 | \$283,153.00 | (\$31,064.08) | \$283,153.00 |
| Diocesan Assessment | 6,961.25 | 6,961.00 | 83,529.00 | 81,022.00 | 83,529.00 | 0.00 | 83,529.00 |
| Total Diocesan Assessment | \$6,961.25 | \$6,961.00 | \$83,529.00 | \$81,022.00 | \$83,529.00 | \$0.00 | \$83,529.00 |
| Clergy Discretionary | 0.00 | 209.00 | 2,500.00 | 2,000.00 | 2,500.00 | 0.00 | 2,500.00 |
| Direct Outreach | 2,187.50 | 1,125.00 | 13,450.00 | 13,500.00 | 13,500.00 | (50.00) | 13,500.00 |
| Millennium Dev Goals | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Outreach | \$2,187.50 | \$1,334.00 | \$15,950.00 | \$15,500.00 | \$16,000.00 | (\$50.00) | \$16,000.00 |
| Canterbury Club | 0.00 | 84.00 | 735.12 | 989.52 | 1,000.00 | (264.88) | 1,000.00 |
| Christian Formation | 184.74 | 125.00 | 1,911.78* | 1,078.31 | 1,500.00 | 411.78 | 1,500.00 |
| Christian Formation-Youth | 327.99 | 291.00 | 1,663.32 | 1,754.91 | 3,500.00 | (1,836.68) | 3,500.00 |
| Fellowship | 84.72 | 112.00 | (273.35) | 2,998.69 | 1,300.00 | (1,573.35) | 1,300.00 |
| Kanuga-Parish Retreat | 0.00 | 125.00 | 1,587.92* | 110.73 | 1,500.00 | 87.92 | 1,500.00 |

Holy Trinity Episcopal Church - Clemson SC

Treasurer's Report as of December 2017 for Operating

Thursday, January 25, 2018 1:33 PM

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| Account Name | Period Activity | Monthly Budget | YTD Balance | Previous YTD | Budget YTD | Over/Under YTD+(-) | Annual Budget |
|-------------------------------------|--------------------|--------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| Music/Choir | 773.38 | 209.00 | 2,528.11* | 757.98 | 2,500.00 | 28.11 | 2,500.00 |
| Pastoral Care | 0.00 | 13.00 | 88.50 | 0.00 | 200.00 | (111.50) | 200.00 |
| Stewardship | 131.19 | 34.00 | 296.48 | 247.72 | 400.00 | (103.52) | 400.00 |
| Vestry Retreat | 0.00 | 166.00 | 2,637.29* | 157.95 | 2,000.00 | 637.29 | 2,000.00 |
| Worship/Altar Guild | 19.62 | 191.00 | 1,354.35 | 939.80 | 2,300.00 | (945.65) | 2,300.00 |
| Young Adult Ministry | 0.00 | 166.00 | 0.00 | 88.29 | 2,000.00 | (2,000.00) | 2,000.00 |
| Mission and Program Expenses | \$1,521.64 | \$1,516.00 | \$12,529.52 | \$9,123.90 | \$18,200.00 | (\$5,670.48) | \$18,200.00 |
| Capital Improvements | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest on 195 OGH | 0.00 | 1,025.00 | 12,314.00 | 10,123.00 | 12,314.00 | 0.00 | 12,314.00 |
| Maintenance | 1,069.25 | 1,000.00 | 16,865.76* | 9,423.90 | 12,000.00 | 4,865.76 | 12,000.00 |
| Maintenance Contracts | 164.38 | 1,000.00 | 11,780.10 | 11,706.16 | 12,000.00 | (219.90) | 12,000.00 |
| Property and Liability Ins. | 0.00 | 1,000.00 | 11,954.03 | 11,819.68 | 12,000.00 | (45.97) | 12,000.00 |
| St. Pauls Expense | 875.00 | 875.00 | 10,500.00 | 3,000.00 | 10,500.00 | 0.00 | 10,500.00 |
| Utilities | 1,814.46 | 1,750.00 | 21,767.49* | 22,436.00 | 21,000.00 | 767.49 | 21,000.00 |
| Facilities Expenses | \$3,923.09 | \$6,650.00 | \$85,181.38* | \$68,508.74 | \$79,814.00 | \$5,367.38 | \$79,814.00 |
| Conference/Training- Rector | 0.00 | 87.00 | 1,009.16* | 816.28 | 1,000.00 | 9.16 | 1,000.00 |
| Conference/Training-Asst. Rector | 0.00 | 41.00 | 959.45* | 0.00 | 500.00 | 459.45 | 500.00 |
| Conference/Training-Lay Staff | 0.00 | 84.00 | 425.63 | 248.14 | 1,000.00 | (574.37) | 1,000.00 |
| Equipment Purchases | 0.00 | 250.00 | 4,082.10* | 0.00 | 3,000.00 | 1,082.10 | 3,000.00 |
| Payroll Service Expense | 20.45 | 34.00 | 342.55 | 301.37 | 400.00 | (57.45) | 400.00 |
| Postage and Freight | 19.21 | 103.00 | 1,411.40* | 1,409.85 | 1,250.00 | 161.40 | 1,250.00 |
| Printing & Publications | 952.67 | 666.00 | 9,178.79* | 7,178.03 | 8,000.00 | 1,178.79 | 8,000.00 |
| Professional Exp- Lay Staff | 0.00 | 0.00 | 0.00 | 146.84 | 0.00 | 0.00 | 0.00 |
| Professional Exp- Rector | 755.16 | 250.00 | 1,715.91 | 492.91 | 3,000.00 | (1,284.09) | 3,000.00 |
| Professional Exp-Asst. Rector | 9.12 | 21.00 | 72.53 | 0.00 | 250.00 | (177.47) | 250.00 |
| Supplies | 256.80 | 416.00 | 7,124.07* | 5,168.15 | 5,000.00 | 2,124.07 | 5,000.00 |
| Telephone and Internet Access | 340.56 | 366.00 | 4,928.01* | 4,418.12 | 4,400.00 | 528.01 | 4,400.00 |
| Mission/Program Support Exp | \$2,353.97 | \$2,318.00 | \$31,249.60* | \$20,179.69 | \$27,800.00 | \$3,449.60 | \$27,800.00 |
| Amount for Allocation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous | 2,800.00 | 587.00 | 7,652.21* | 13,119.37 | 7,000.00 | 652.21 | 7,000.00 |
| Special Expenses | \$2,800.00 | \$587.00 | \$7,652.21* | \$13,119.37 | \$7,000.00 | \$652.21 | \$7,000.00 |
| Total Expenses | \$42,121.56 | \$42,967.00 | \$488,180.63 | \$418,835.04 | \$515,496.00 | (\$27,315.37) | \$515,496.00 |
| Difference | \$14,773.59 | (\$6.00) | \$44,711.67 | \$125,186.91 | \$0.00 | | \$0.00 |

* = Income/Expense exceeds amount budgeted to date

If the accounts in the subtotals have changed or if ledger and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

Holy Trinity Episcopal Church - Clemson SC

Treasurer's Report as of December 2017 for Trinity Place

Thursday, January 25, 2018 1:30 PM

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| Account Name | Period Activity | Monthly Budget | YTD Balance | Previous YTD | Budget YTD | Over/Under YTD+(-) | Annual Budget |
|--|-------------------|-------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| Income | | | | | | | |
| Football Parking | 0.00 | 4,138.00 | 56,903.84* | 46,451.97 | 49,700.00 | 7,203.84 | 49,700.00 |
| Parking Income | 1,320.00 | 2,680.00 | 33,635.00* | 33,871.55 | 32,160.00 | 1,475.00 | 32,160.00 |
| Phase II-Prism Pledge Offerings | 2,300.00 | 1,600.00 | 33,710.08* | 136,934.29 | 19,200.00 | 14,510.08 | 19,200.00 |
| Trinity Place-The Walls Pledge Offerings | 290.00 | 0.00 | 12,838.50 | 23,495.00 | 0.00 | 12,838.50 | 0.00 |
| Total Income | \$3,910.00 | \$8,418.00 | \$137,087.42* | \$240,752.81 | \$101,060.00 | \$36,027.42 | \$101,060.00 |
| Expense | | | | | | | |
| Advertising & Promotion | 0.00 | 0.00 | 96.60 | 0.00 | 0.00 | 96.60 | 0.00 |
| Parking Supplies | 0.00 | 87.00 | 90.00 | 0.00 | 1,000.00 | (910.00) | 1,000.00 |
| Total Parking Expenses | \$0.00 | \$87.00 | \$186.60 | \$0.00 | \$1,000.00 | (\$813.40) | \$1,000.00 |
| Interest Exp Xfer to Operating Fund | 0.00 | (1,022.00) | (12,314.00) | (10,123.00) | (12,314.00) | 0.00 | (12,314.00) |
| Interest Expense Exp. | 2,243.80 | 2,615.00 | 29,997.56 | 38,553.21 | 31,402.00 | (1,404.44) | 31,402.00 |
| Net Interest Expenses | \$2,243.80 | \$1,593.00 | \$17,683.56 | \$28,430.21 | \$19,088.00 | (\$1,404.44) | \$19,088.00 |
| Loan Closing Costs-First Citizens Bank | (1,800.00) | | 0.00 | 0.00 | | | |
| Total Expenses | \$443.80 | \$1,680.00 | \$17,870.16 | \$28,430.21 | \$20,088.00 | (\$2,217.84) | \$20,088.00 |
| Difference | \$3,466.20 | \$6,738.00 | \$119,217.26 | \$212,322.60 | \$80,972.00 | | \$80,972.00 |

* = Income/Expense exceeds amount budgeted to date

If the accounts in the subtotals have changed or if ledger and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

JUNIOR WARDEN

2017 Annual Report

***Mission Statement:** The Buildings and Grounds Committee serves in conjunction with the Jr. Warden in assisting the Parish in the management of the physical properties of Holy Trinity Episcopal Church, Trinity Place, and St. Paul's Episcopal Church. Together, we ensure all spaces are welcoming and accessible to members of the church and local community while providing a worshipful and sacred space.*

A little over a year ago, I was asked to lead the church in a way that I swore I would never do – be the Junior Warden. I was told by my predecessor that all he dealt with was “bats and a belfry.” And with quick and swift action, he evicted them from their new home; I was most certainly not to have any additional trouble from them. With a deep breath and a lot of prayer, I took on the humbling responsibility of being the care taker of these wonderful properties: the Nave, the Parish Hall, Trinity Place Grounds, St. Paul's, and the St. Paul's church yard. My first year has been quite the contrary to what I was told to expect – and the bats with their new friends the squirrels were back. After several visits from pest control companies, roof guys and HVAC guys, we found the little holes they were getting in and permanently closed the Parish Hall Bat and Squirrel Hotel.

The year has been full of various “home improvement” projects that were proven to be necessary on 20+ year buildings. Thanks to **Paul Anderson's** leadership, the bell tower was restored and painted in January 2017. Later in the year, the bells were repaired so that they can continue to welcome us to worship in this holy space. Summer months were busy doing routine maintenance including lightbulb replacement (we are moving to LED lightbulbs!), general cleaning, and replacement of some of the front railings. In doing the cleaning, it was found that the front window in one of the classrooms was in dire need of repair due to an undetected leak. In addition, over the summer, we had a major expense of replacing two major HVAC units.

At St. Paul's, repairs were made to several of the older tombstones in the church yard as well as some much-needed tree work. In June, we had a very successful cleanup day right before our Homecoming service.

One of the biggest projects we accomplished in 2017 was the renovations in the Nave. After over 20 years of church services, concerts, prayer services, Advent Events, weddings and funerals, it was time for a facelift. The team raised all the funds needed for new carpet, new chair upholstery, and new kneeler coverings. Nave Committee members include **Mickey Harder** (chair), **Wanda Campbell**, **Judy Eidson**, **Barbara Armstrong**, **Serena DuBose**, **Clyde Gorsuch**, **Cynthia Spejewski**, **Jan Cribb**, and **Mtr. Suz Cate**. And because of the addition of UV protection on the windows, this space will maintain its beauty for years to come.

Over the summer months, the buildings and grounds committee worked on developing a set of goals that we would like to accomplish. One of the main goals was to work in conjunction with the St. Paul's Committee and to prioritize and implement projects to

fulfill the requirements of the grant given by the Upper Dioceses of South Carolina by December 2017. The committee decided that in order to keep this sacred space a living and breathing piece of our parish, we would strip and repaint the interior of church. Also, as part of the grant, there will be extensive tree work and repaving of the parking lot. The work began in December and should be complete shortly after the first of the year. Again, thank you to everyone on the St. Paul's committee for all of your hard work and dedication to this holy space.

Our second goal is to work on developing procedures to ensure the security of the building for everyone including Day School students and teachers, Sunday School classes, Parishioners, the Nursery and Family Promise. Using templates from the national church, the diocese as well as community plans, we have started the process of having a detailed church continuity plan.

Our final goal was to develop a list of prioritized tasks for 2018 needed to maintain the buildings and grounds of Holy Trinity, Trinity Place, and St. Paul's, including a timeline and an anticipated budget amount, so that it can be presented to the Finance Committee (and the Vestry if needed) for approval. With this goal in mind, we will start replacing some of the older systems within the buildings. Beginning in January, we will start replacing the roof on both the Nave and the Parish Hall. Inspectors found storm damage up there after our brush with Hurricane Irma. Thankfully, all the expenses for the roof replacement are being covered under our insurance policy. Other 2018 major projects include the replacement of the doors going into the Parish Hall and the Nave; a request was made in the 2018 SOM for this expense.

All in all, our facilities remain in good shape, thanks to routine maintenance, but also owing to the faithfully good working of several people – particularly **Jim Hylkena**, our hardworking sexton, and **Lynne Farmer**, our dedicated parish administrator. For the upkeep of St. Paul's, there is a wonderful team headed up by **Jack Davis** and **Eric Naeseth**. We have a dedicated Buildings and Grounds committee that are there to help prioritize the repair needs: **Bill Hurst** (chair), **Beth Kunkel**, **Eric Naeseth**, **Jack Davis**, **Henry Pate**, **Bryon Harder**, **Suzanne Watkins**, **Mtr. Suz Cate**, **Lynne Farmer**, and **Jim Hylkema**. I also owe a huge gratitude of thanks to our parking committee (headed by **Kaleb Ellison**); this group has done an amazing job managing all the event parking – and being there EARLY in the morning each home football game. Our grounds are kept looking pristine – and the best in downtown Clemson – with the loving hands of **Bryon Harder**. **Will Mayo**, **Bill Purkerson**, **Phil Maiberger**, and **Andrew Maiberger** are also there to help a lending hand when needed. We are all grateful for the work **Beth Kunkel** and **David Robb** do in the *So All May Eat* garden throughout the year. All in all, there are volunteers too numerous to name who have done so many different things to keep our space sacred and beautiful. To all of you – I give my sincerest appreciation.

Respectively Submitted,

Kathy Crouse

Junior Warden

Care of People Ministry
2017 Annual Report

The Care of People Ministry group is comprised of 4 vibrant subgroups:
Neighborhood Group Development
Pastoral Care
Engagement
Fellowship

Each subgroup has its own report to share with its missions and goals for the upcoming year and a report of accomplishments for the 2017 year.

As facilitator, I act as a conduit to help each area as needs arise and to make sure the groups are “talking” to each other and make use of the resources at hand.

There has been much progress made in 2017 as we restructured from the Engagement Team to Care of People and redefined our roles of the sub groups, thanks to the dedication and hard work of each of the teams. Taking the time over the summer to add a vestry liaison for each group and do some formal Mission & Purpose statements and goal setting was so powerful! My thanks go out to each Chair and Vestry liaison who made this past year such a success:

Neighborhood Group Development: **Tom Witmer**, Chair & **Bill McDaniel**, Vestry

Pastoral Care: **Judy Surak**, Chair & **Kathy Hunter**, Vestry

Engagement- **Tom Witmer**, Chair & **Shannon Quattlebaum**, Vestry

Fellowship- **Vacant** chair, Joe Yanes, Vestry

One Important note: Here I use the word “Engagement” whilst Tom Witmer stresses “Newcomer Engagement” in his report. That has always been his focus and will continue to be, however there are other sides to engagement- that of engaging our established parishioners and in some cases our “neutral” parishioners. There is also the concern about “over” engagement and burn out. There is also a need to groom successors in every ministry we have. All of these issues are important to the Care of People Ministry.

Soon you will be asked to complete some information regarding your involvement in the church. Each person is highly encouraged to fill out the survey. We want to know where you currently serve, whether you want to remain serving in that capacity, slow down, add more responsibilities or try something totally new. For everyone, this is a way to see what opportunities there are and how your talents, skills and interests may be a fit.

Ultimately we want to support & strengthen our church family so that we may fulfill the mission of the church- right here at Holy Trinity and out there in the World. It all begins at home.

Respectfully,

Cindy Thackham
Care of People Chair, 2017

HOLY TRINITY NEIGHBORHOOD GROUPS

2017 Annual Report

The Neighborhood Groups (NG's) program has made good progress in 2017, and, on balance, is functioning quite well with very capable and committed Neighborhood Group Leaders (NGL's). NGL organizing efforts can be difficult, time-consuming and, at times, frustrating - but these efforts are important to our church and very much appreciated. A summary re-cap follows:

- We have 11 NG's and they vary significantly in vibrancy and participation.
- Almost all NG's have 2 or more social gatherings per year and all of those have been enjoyed by, and valued by, those HT parishioners who attended – really good news!
- With only a few exceptions, the average social gathering attendance has differed from meeting to meeting based on parishioner schedules/availability. It seems that 50-70% of each NG's parishioners on average have attended at least one event in each NG. My own NG#7 is at 73%, but a few groups are really stellar in vibrancy and attendance! On the other hand, some parishioners simply do not wish to attend, and that's also okay.
- While it has often been difficult obtaining parishioner responses or attendance, we have been “going with that flow” and holding socials for those who wish to attend and for whom schedules accommodate for any particular event. These NGL efforts are important, and appreciated and are working for those who wish to be reached.
- Most groups seem to have 5 or 6 “lapsed members” on average (or members who just don't respond). Most of these names have been forwarded to **Mtr. Suz** who has followed up on them – she reports that many are regular attendees who just don't wish to participate in NG activities – that's okay. A few others have been culled from our membership list. A few other names are in limbo and unable to be reached.
- Re the Christmas Meals program, efforts have been made to surface parishioners who would appreciate being on the receiving end of this ministry. It turns out that we have very few in need of meals in all of our NG's. As names came in they were forwarded to **Kevin Hughes**. This is a very nice and worthwhile program.
- Re Pastoral Care, the report is mixed, so this is still a work in progress. The PC Ministry Committee does a very good job with pastoral care as does **Mtr. Suz**, and most NG's periodically try to surface and be on top of pastoral care needs in their groups. Most of the NG's seem to be really on top of this; for the rest, it's still a work in progress. Certainly, it seems that any acute needs surfaced by the Committee or by **Mtr. Suz** or the church office are passed on quickly to the respective NGL's and are responded to. In my own Group #7, I am fortunate to have 6 parishioners who have volunteered to help with pastoral care needs if they arise – my NG#7 is blessed! Many groups have similar or better response networks; others are in need. I think developing this process within the NG's just takes time.
- Re Newcomer Welcoming, I am pleased that this process seems to be working for all NG's – at **Mtr. Suz's** direction, selected newcomers are added to respective NG's in a timely manner, welcomed by those NGL's, and incorporated into NG social events thereon.

So, all in all, good progress is being made by all NGL's. And some are way ahead!! Building these neighborhood relationships is time very well spent!!

Neighborhood Group Committee Members: There is no Committee per se, but the Neighborhood Group Leaders (NGL) and Neighborhood Group Pastoral Care Leaders (PCL) are as follows:

- | | |
|--|--|
| 1. <u>Berkeley Drive Neighborhoods (Clemson)</u> NGL – Bill & Carmen Purkerson | PCL – Lynn Luszcz |
| 2. <u>Camelot/Downs/Patrick Square</u> NGL – Joe Yanes | PCL – Barbara Armstrong |
| 3. <u>Central/North Clemson/Six Mile</u> NGL – Tom Witmer (interim) | PCL – need someone here |
| 4. <u>Pendleton</u> NGL – Mike & Michele Cauley | PCL – Kathy Naeseth |
| 5. <u>Salem (Walhalla/Six Mile/West Union)</u> NGL – Doug & Robbie Grider | PCL – need someone here |
| 6. <u>Anderson</u> NGL – Harry & Julie Morse | PCL – Harry & Julie Morse |
| 7. <u>Northeast Seneca</u> NGL – Tom & Frankie Witmer, Bill & Tommye Hurst | PCL – Jan & Jerome Cribb |
| 8. <u>Seneca/Fairplay/Westminster</u> NGL – Chuck & Dee Smith | PCL – Catherine Caudle |
| 9. <u>Clemson Downtown</u> NGL – Al & Sally Mathiasen | PCL – Liz Halpin, Judy Surak |
| 10. <u>Pendleton Road Area (PRAE)</u> NGL – Hap & Carolyn Wheeler | PCL – Hap & Carolyn Wheeler |
| 11. <u>Southeast Seneca/Clemson (Old Stone Church Road)</u> NGL – Brad & Ann Russell | PCL – Brad & Ann Russell |

Respectfully submitted

Tom Witmer

December 15, 2017

PASTORAL CARE MINISTRY TEAM

2017 Annual Report

Your Pastoral Care committee is dedicated to the steadfast care and support of all in our parish who need help, prayers, and comfort in times of need.

One of our ever present goals is to hear from YOU in your need. Please let someone know, by writing it in the Prayers of the People book on Sunday morning, or calling the church office, or sharing with a pastoral care member. We will discreetly and lovingly be there for you; if only we know.

The following are some examples of our activities through 2017:

- helped with pet care after a death and during hospital tests,
- prepared and served meals for funerals and sent food home with families as needed,
- visited those in the hospital, hospice house, and nursing homes,
- took communion to the homebound,
- provided rides to and from church and medical appointments,
- took meals as needed, especially after surgeries,
- was a support to neighborhood pastoral care leaders, made phone calls to offer help and support or just to say *I'm thinking of you*,
- sent cards,
- presented an educational program on "Living As If You Were Dying" during the Sunday School hour, fall 2017.
- distributed the "Five Wishes" document on planning for end of life care.
- continued the search for pastoral care neighborhood leaders for the group in Central and Salem area.
- researched the use of UBER.
- had a booth in the HT ministry fair.
- formulated the year's vision and mission statements and goals.
- distributed altar flowers.
- coordinated the provision for a wheelchair and walker to have on hand for church services, and communicated any parishioner needs to the ushers.
- worked with **Kevin Hughes**, listing those to receive Christmas day meals.
- set up a Pastoral Care section of our Holy Trinity web site.
- contributed Pastoral Care related ideas for the future use of Trinity Place.
- and many more special touches that came from the hearts of this ministry team and many, many others in our church family.

Thank You!

PASTORAL CARE PURPOSE STATEMENT

The purpose of the Pastoral Care Ministry Team is to identify Holy Trinity's pastoral care needs and to respond in a timely manner to those needs as able, in the spirit of God's love and to the best of our abilities. Pastoral Care may include telephone calls, visits, Communion, meals, transportation to church and medical appointments, cards, prayers, and other assistance as determined through careful listening and prayer.

PASTORAL CARE MISSION STATEMENT

The mission of the Pastoral Care Ministry is to respond to the pastoral care needs of Holy Trinity parishioners and their families; to support these needs and help share these burdens, thus lessening the load; and to connect these parishioners and families to their Holy Trinity family.

Three goals for our 2017-2018 year:

1. Incorporate educational and health promotional care for our Parish with the 2017 Fall Adult Sunday School curriculum, "Living As If We Are Going To Die," a forum and discussion class series on both the spiritual and practical issues for the end-of-life care.
2. Compile a list of area resources available to help support aspects of pastoral care and communicate this information via all channels of Parish communication (including, but not limited to, our parish web site, *Tempo*, *HT Notes*, Neighborhood Group meetings/socials.)
3. Fully establish our Neighborhood Group Pastoral Care Leader (NGPCL) program, staff each NGPCL position, and define the roles and channels of communication so that each NGPCL interfaces smoothly with the Pastoral Care Ministry Team.

The Pastoral Care Ministry Team members are **Judy Surak**, chair, **Suz Cate**, **Deacon Christopher Wilkerson**, **Mary Bowman**, **Liz Halpin**, **Dotti Carter**, **Pam Mack**, **Kathy Naeseth**, **Kathy Russell**, **Barb Armstrong**, **Kathy Hunter** (Vestry Liaison), **Laura Garren**, **Catherine Caudle**, and **Cindy Thackham** (Care of People).

Respectfully submitted,

Judy Surak, Chairman

January 10, 2018

Holy Trinity Newcomer Engagement Ministry 2017 Annual Report

“To welcome all newcomers joyfully and with professionalism, and nurture their progressive engagement in the life and ministries of Holy Trinity in whatever ways are meaningful to them, utilizing a coordinated process involving the Rector, Greeters, Ambassadors, Ministry Team, and church office.”

The Newcomer Engagement Ministry is functioning well at Holy Trinity:

- We have an extended group of parishioners who are alert to, and seek out, newcomers on a regular basis, make them feel welcome at Holy Trinity, and seek to engage them progressively in the ministries of HT as comfortable for them.
- The Newcomer Process was recently updated and is attached. Newcomers are welcomed by our Greeters and Ambassadors and by **Mother Suz** mid-service, yellow-name tagged Parishioners are always available to welcome and answer newcomer questions, the church office sends new newcomer information on a weekly basis as appropriate to the facilitator who logs in their information, newcomer calls are made by **Mother Suz** or Christopher after their first visit, all newcomers are reviewed by **Mother Suz** and the facilitator generally monthly for any separate action needed (telephone calls, invitations, visits, etc.), newcomers are moved to Neighborhood Groups on a timely basis when **Mother Suz** judges them to be ready, and Neighborhood Group Leaders then contact them for further welcoming.
- Personal mentoring by assigned Ambassadors is available, but has only been needed/deployed a few times so far.
- Administrative records are kept up-to-date (for 32 Current Newcomer entities, 39 entities Graduated to Full Engagement or Membership since 11/2014, and Deletions) – these records form the basis for the monthly assessment calls with **Mother Suz** as needed.
- A special Sub-Group of Ambassador volunteers has been deployed when needed to make special follow-up calls at the suggestion of **Mother Suz** when appropriate.
- For 2017-2018, we hope to determine whether it would be helpful and feasible to have delivered to newcomers’ homes (by the Neighborhood Group Leader or designee) a Newcomer Welcoming Packet of informative materials, together with a loaf of bread or cookies. If so desired, we plan to develop the contents and initiate the process.

The Newcomer Engagement Ministry has many loyal parishioners contributing:

A. Ambassadors (seek out and welcome Newcomers, and engage them as much as appropriate):

- **8:00 Service:**
 - Liz Halpin
 - Al Armstrong
 - Barbara Armstrong
- **10:30 Service:**
 - Jim Snowden
 - Betty Snowden
 - Hap Wheeler
 - Bill Purkerson
 - Julie Lewis
 - Meredith McTigue
 - Joe Yanes
 - Anita Arms
 - Charlie Arms
 - Tom Witmer

B. Greeters (first point of contact in cheerfully welcoming Newcomers):

- Cindy Thackham
- Shannon Quattlebaum
- Rachel Mayo
- Michele & Kathryn Cauley
- Darren Linvill
- Mary & Steve Martof
- Mickey Harder
- Melissa Hawkins
- Bill & Carmen Purkerson
- Jodi Holodak
- Lillian Hardaway

C. Newcomer Ministry Sub-Group (for follow-up one-on-one contacts if needed):

- Betty Snowden
- Liz Halpin
- Bill McDaniel
- Hap Wheeler
- Tom Witmer

Fellowship Committee

2017 Annual report

Mission: *To provide a variety of different social activities for all members of the church to get to know each other better, form stronger relationships and strengthen the Mission of the church:*

Chairperson: ~~Vacant~~ Cindy Thackham filling in
Vestry Liaison: Joe Yanes

In 2017 we slowed down some of the social activities as compared to the year before which had the Celebration of the Year of the Parish. This committee was short a designated Leader and as such, we kept to the “basics.” We did accomplish the following:

Special Events:

- Epiphany Wine & Cheese – hosted by Rebecca Eidson and her crew
- Kanuga Tea- Peter & Kathy Sparks & Crew
- Shrove Tuesday Pancake Dinner- The Vaughn's
- St. Paul's Picnic-
- Ben Skardon's 100th Birthday Party : Bastille Day Theme - Hap Wheeler
- Oktoberfest- Joe Yanes

Breakfast-8:45-9:15 each Sunday during the school year- Lead by Jane & Greg Vaughn

Many thanks to those who serve. More room available!

- Greg, Jane & Lori Vaughn, Terri Mayberry, Eric Naeseth & Sue Williams
- Phil Maiberger, Dustin Foxworth, Cheryl Desellier, & Byron Harder
- Bridges Team – Need a replacement team here for 2017-18 & beyond
- Canterbury-Lillian Hardaway & Jodi Holodak,
- Bill Hurst, Hap & Carolyn Wheeler, Carlo & Gwen Troise, & Mark Stokes
- Bill & Patsy McMullan, Cindy Thackham, Jerry Spejewski, Robbie & Doug Grider, Renee Maynes, & Marie McMahan, Iris & Jim Reed

Coffee Hour/ Lemonade on the lawn after the 10:30 Service- Cindy Thackham scheduling

Many thanks to those who have helped and may we get many more to lighten the load!

Robbie Grider , Dee Smith, Cindy Thackham, Lynne Smith, Cynthia & Jerry Spejewski , Shannon Quattlebaum
Clyde & Frances Gorsuch, Charlie & Anita Arms, Sue Smink, Rebecca Eidson, Iris Reed, Terri Mayberry
Fiona Neill, Kathy Sparks, Mary Butler, Mary Beth & David Johnstone, Bill Purkerson & family
Frankie Witmer, Jan Cribb, Jen Ellison, Cary Berkley- Kaye, Lynn Luszcz

Foyers Dinners- See separate report- Bob & Mary Ann Taylor, coordinators

Goals for 2017-2018

- Find a Chairperson to lead the team!
- Set a “Champion” up for each event: they can plan and make the decisions on that event
- Look for other events that might be of interest to the parish or a specific sub group of the Parish- especially as it relates to the Family ministry and also that of our Senior community
- Help with Outreach by Hosting a specific event to raise proceeds for that program: ie: Special Gumbo dinner in support of Haitian student funding
- Add a breakfast team to lighten the load
- Add more volunteers to host a simple coffee hour/ lemonade on lawn

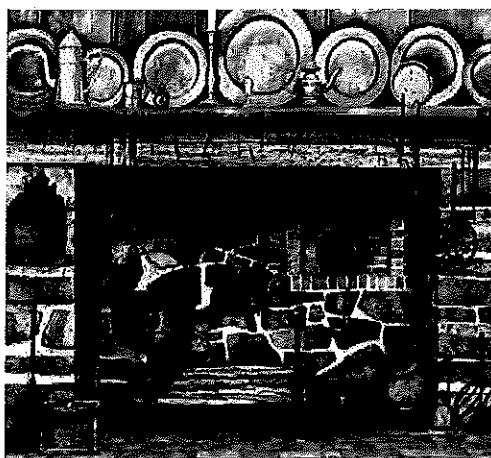
Fellowship Volunteers:

Joe Yanes
Carolyn & Hap Wheeler
Beth Kunkel
Lynn Smith
Mike, Michele & Kathryn Cauley
Paul Anderson
Tim McPeak
Don Campbell
Rachel & Will Mayo
Rebecca Eidson
Travis Murphy
Kaleb Ellison
Shannon Quattlebaum
Cheryl Desellier
Bill Purkerson
Doug Grider
Byron Harder
Phil Maiberger
Mark Stokes
Billy Bridges
Doug Henry
Eric Naeseth
Rory, Meredith, & Mims Catherine McTigue
Chesley & Rachel Rowe
Jane & Greg Vaughn
Amy Agosti
Kathy & Kevin Crouse
Sue Smink
Anita & Charlie Arms
Tommye & Bill Hurst
Betty & Jim Snowden
Mary Butler
Cindy Thackham

Forgive me for any omissions, they are not intentional!

FOYER GROUPS

Annual Report Spring 2017 and Fall 2017



The English word Foyer is derived from *foier*, the French term for hearthside and projects an image of warmth and comfort. It has been customary for Americans to welcome old friends, family members, and newcomers into our homes by gathering at the central hearthside to celebrate special occasions, to enjoy times of fellowship and share moments of camaraderie. In tune with this time-honored tradition of hospitality the Anglican Community has for many years encouraged the formation of small informal Parish gatherings called Foyer Groups; small, close-knit groups of parishioners sharing a common bond of Christian love and concern for one another.

A total of seventy (70) Parishioners of Holy Trinity participated in the two sets of foyer groups for 2017. Thirty-eight (38) were in the 5 foyer groups during the months of February 2017 through May 2017. Thirty-two (32) were in the 4 foyer groups during the months of October 2017 through January 2018. The foyer groups were typically 7 to 8 parishioners to a group and usually met once a month at someone's home for dinner and fellowship. Several first-time foyer participants and several new Holy Trinity Parishioners added extra effectiveness to the fellowship of the foyers during 2017. The 2012, 2013, 2014, 2015, 2016, & 2017 foyer groups are the successors to the Saints and Sinners groups that had been in practice for several years. Plans are being made for Spring 2018 foyer groups to meet in the months of February through May and Fall 2018 foyer groups in the months of September through December.

Respectfully submitted,

Mary Ann and Bob Taylor, Coordinators

January 13, 2018

ALTAR GUILD

2017 Annual Report

The Altar Guild serves under the direction of the Rector and works behind the scenes preparing for the worship services in the church. There are five groups of members, four of which serve at Holy Trinity and one at St. Paul's. The Holy Trinity groups are each responsible for services for one Sunday of the month. *Brass and silver are polished as needed; candles are filled with liquid wax; books in the pews are straightened; and dusting and vacuum cleaning are done as needed.* Much of what the Altar Guild does is what one would do in his/her own home if he/she was preparing for guests coming to dinner. The Altar Guild prepares the Lord's Table for the people who come to share in the Holy Eucharist. The Altar Guild also helps to setup for the Festival Days of Christmas and Easter. We could not do this without the help of **Bill Purkerson, Kevin Crouse, Jerome Cribb, Jack Davis, Ed Hamilton, Gerry Spejewski**, and many others.

The current Altar Guild members are as follows:

Group One:

Barbara Armstrong, Marie McMahan, Diana Stafford

Group Two:

Patsy McMullan, Betty Snowden, Wendy Longo, Diana Manly, Jan Cribb

Group Three:

Jane Hamilton, Sally Mathiasen, Judy Fairey

Group Four:

Judy Eidson, Davy Hammatt, Mark Stokes, Ann Russell, Martha Williams

Group Five (St. Paul's):

Iris Reed, Donna Davis, Sally Morrell

We lost three very valued, loved members of our Altar Guild this year. Martha Williams, Patsy McMullan, and Pat Geldard. They will be greatly missed.

Finally, we would like to thank our wonderful Sexton, **Jim Hylkema**, for all of his help. He removes wax from floors and pews, keeps the altar area sparkling clean, and helps us put up and take down Christmas decorations. Jim always cheerfully helps us whenever we ask him. We could not do our jobs successfully without him. Thank you, Jim! God bless you!

Respectfully submitted,

Jan Cribb

Altar Guild Chair

HOLY TRINITY EPISCOPAL CHURCH CHOIR
2017 Annual Report

The choir had a productive 2017 year with the addition of three new members. The current enrollment for the chancel choir is 22 members. They have been challenged to learn and present a high level of repertoire to which they responded extremely well. Their seasonal music was wonderfully presented during Lent, Easter, Advent, and Christmas. The rector has been very supportive and complimentary of our worship anthems, as well as have others in the congregation. Our choir continues to be committed to the ministry of leading in worship, which is a joy and a privilege. For this, we the music ministers are most grateful.

“Serve the Lord with gladness; come before his presence with singing.” Psalm 100:2

Respectfully submitted,

Becky Bowman

Cynthia Spejewski

LECTORS, EUCHARISTIC MINISTERS, AND WORSHIP LEADERS
2017 Annual Report

On behalf of the Parish and myself, I would like to thank all our Lectors, Eucharistic Ministers, and Worship Leaders for their dedicated service to Holy Trinity Episcopal Parish and St. Paul's. These parishioners serve at almost every service held at the churches on Sundays, weekdays, weeknights, funerals, and weddings.

Listed below are the names of the parishioners in this dedicated group who have served in 2017:

Jim Abercrombie, EM, L/I

Amy Agosti, EM, L/I

Will Cate, EM, L/I, WL

Kirby Colson, EM, L/I, WL

Jerome Cribb, EM, L/I

Patrice DeMay, EM, L/I

Serena DuBose, EM, L/I, WL

Byron Harder, L/I

Sharon Lane, EM, L/I, WL

Robert Lewis, EM, L/I

Claiborne Linvill, L/I

Wendy Longo, L/I

Pam Mack, L/I

Mary Martof, L/I

Phil Maiberger, EM, L/I

Terri Mayberry, EM, L/I

Bill McDaniel, EM, L/I

Mel O'Day, EM, L/I, WL

Henry Pate, EM, L/I

Will Purkerson, L/I

Iris Reed, EM, L/I, WL

Cara Robb, L/I

Gerry Spejewski, EM, L/I

Mark Stokes, EM

Judy Surak, EM, L/I

Bob Taylor, EM, L/I, WL

Alden Valentine, L/I

Carolyn Wheeler, L/I

Hap Wheeler, L/I

Carol Yardley, EM

Garrett Ayers, L/I

If anyone is interested in becoming a Holy Trinity or St. Paul's Lector, Intercessor, Eucharistic Minister, or Worship Leader, please contact **Terri Mayberry** at (864) 719-0073 or email: Terri.mayberry@charter.net.

Respectfully submitted,

Terri Mayberry, Coordinator/Scheduler

January 7, 2018

OUTREACH COMMITTEE

Annual Report 2017

The Outreach Committee members are **Carlo Troise**, chair, **Rachael Mayo**, **Liz Halpin**, **Judy Surak**, **Mellie Warner**, **Mtr. Suz Cate**, **Kathy Sparks**, **Peter Sparks**, **Deacon Christopher Wilkerson**, **Carol Salter**, **Byron Harder**, **David Vaughn**, and **Harry Morse**.

The Outreach Committee of Holy Trinity Episcopal Parish of Clemson is mandated to faithfully administer the funds it has been allocated to provide assistance in areas of human suffering and need in our communities. The Outreach Committee is committed to insure its resources are used in the most effective way to help people who are suffering, always remembering God's call and the teaching of Jesus: Matthew 25:40 *"Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me."*

Again in 2017 the Outreach Committee continues to function on a reduced budget. With that in mind, the Committee has formally requested that the Vestry restore the 2018 budget to at 10% of the annual budget as was previously allotted.

There are many wonderful and charities and organizations we could support. The list was limited to the ones we have selected so the support was significant enough to help make a difference. The following organizations and ministries were supported financially: Clemson Community Care, Clemson Child Development Center, Safe Harbor, Mary's House, Our Daily Bread, Our Daily Rest, Episcopal Relief and Development, Haiti Fund, Clemson Free Clinic, Family Promise, Haiti Education Support, Cange Water System Emergency Expense.

Just one success story from the past year, Our Daily Rest, was provided extra support to purchase beds and mattresses. This was a desperate need and our support was promptly used and greatly appreciated.

We continued to help support university students from Cange, Haiti and a few from the surrounding communities. This year there were thirteen students in our program. Through your generosity we were able to provide for monthly expenses, tuitions, and housing for a total cost of over \$50,000. Without this help, these students would not be able to receive higher education, and that is the answer to a sustainable future for Haiti. Students provide us with their grades and expense reports and only enter the program after a stringent vetting process. Through this program, we are truly demonstrating God's love for our Haitian brothers and sisters.

We also continue to provide medical work trips to several remote villages in the central plateau of Haiti. These trips are planned and led by **Dr. Harry Morse** and **Dr. Glen Quattlebaum**. The group usually includes three doctors, three or four nurses, and several nonmedical people. Medical care is provided for some of the neediest people in Haiti.

Respectfully submitted,

Carlo Troise, Committee Chairman

January 8, 2018

ST. PAUL'S COMMITTEE

2017 Annual Report

St. Paul's was established in 1819, with the initial church building completed in 1822. St. Paul's was the first Episcopal Church established north of Columbia, SC. Holy Trinity Church was established as a mission of St. Paul's Church in 1899, to serve the cadets of Clemson College, and became a mission of the Diocese of South Carolina in 1901. With the growth of the town of Clemson, Holy Trinity achieved parish status in 1959 and St. Paul's Church was relegated to mission status. St. Paul's remains an "unorganized mission" of the Diocese of Upper South Carolina and is an integral part of Holy Trinity Episcopal Parish. Since the 1960's, when St. Paul's ceased being an active parish, the upkeep of the church and churchyard has been the responsibility of Holy Trinity Episcopal Parish. The financial responsibility for the maintenance of St. Paul's is shared by the Parish and the proceeds of St. Paul's Thrift Shop.

Marriages and funeral rites of parishioners are still conducted in this lovely old church. In addition to the bi-monthly services at St. Paul's (Holy Eucharist at 5:00 pm on the 1st Sunday and Evening Prayer at 5:00 pm on the 3rd Sunday), the church is used to celebrate All Souls Day, Blessing of the Animals, Good Friday, Founder's Day, Parish Homecoming, and Christmas Eve. The Lessons & Carols event held this December was a tremendous success. We look forward to the increased use of St. Paul's Church in the coming years.

Worship leaders for St. Paul's are **Kirby Colson, Mel O'Day, Iris Reed, Serena DuBose, Will Cate, and Bob Taylor**. Altar Guild members are **Iris Reed, chair, Donna Davis, and Sally Morrell**.

Since 1826 the churchyard surrounding St. Paul's has been the final resting place of many parishioners, including **Thomas Green Clemson**. The churchyard remains an active burial site available to our parishioners. The cost of a single plot is \$1,000. Please contact the Parish Office if you desire more information on a burial plot at St. Paul's.

St. Paul's continues to be a vital part of Holy Trinity Parish and the historic life of the City of Pendleton, with participation in Pendleton's Historic District's Spring Festival, Graveyard Tour (Halloween), and Christmas Tour.

This Committee's mission is to preserve and care for the historic church building and churchyard. To that end, we have completed at year's end the removal of diseased trees or limbs of the over 50 mature trees, a multi-year project.

The Clemson University/College of Charleston Graduate School of Historic Preservation performed a multi-weekend class study site survey of St. Paul's Church as a Spring Semester 2017 project. The six graduate students and their professor stayed with members of the St. Paul's Committee while doing their "field work". They provided a completed almost 200-page *Historic Site Report* (HSR) providing a "benchmark" of multiple recommendations of how to preserve and maintain the church in a prioritization of resources available to efforts needed.

Concurrently, as a parallel action, a sub-working group of the Committee, prepared a written request that was reviewed by the Committee, approved by the Holy Trinity Parish Vestry, and forwarded in the spring of 2017 to the Diocese of Upper South Carolina for calendar year 2018 funding. **Mtr. Suz** was informed in June 2017 of the approval of a grant providing funding from the Diocese's 2017 in amount of up to \$106,000 for identified maintenance projects, to include removal of the stripping of the interior lead paint, repainting of the same, tree maintenance, and repaving of the parking lot. The interior lead paint removal and repainting of the interior began in early December 2017. During the Christmas Eve candlelight service, for the ninety-nine people in attendance at St Paul's, this project was clear evidence of a "work-in-progress." Sadly also, because of disease, the two oak water trees which stood for decades as guardians gracing the front entrance door of St Paul's were removed on December 27th.

I'd like to thank the St. Paul's Committee; consisting of **Donna and Jack Davis, Frances and Clyde Gorsuch, Diana Manly, Sally Mathiasen, and Iris and Jim Reed** for their tireless efforts, as well as those participating in our many workdays. Many thanks also to **Frances Gorsuch**, the Committee's secretary. A special thanks for years of service by **Wendy Longo, Betty Snowden, and Alden Valentine** on the Committee, but who have now retired, and to **Jack Davis** for mentoring me as the new chairman effective during the May, 2017, meeting of the Committee.

Respectfully submitted,
Eric Naeseth, Chairman
January 14, 2017

ST. PAUL'S THRIFT SHOP

2017 Annual Report

The Thrift Shop had another good year, again, thanks to all of the donations and the hard work of all the volunteers. We are always pleased with the compliments paid to us by our customers regarding the quality of the items and the cleanliness of the shop.

The money that is raised at the Thrift Shop supports the Pendleton Fire Department, the Pendleton Rescue Squad, and repairs at St. Paul's Church and churchyard.

This year our major maintenance endeavor was having built-in racks made for the children's room. The racks allowed us to hang all of the size 0 through 3 clothing instead of having them in piles. This has proved to be very beneficial to sales of these items.

The Thrift Shop provides a valuable service to the local Community and is operated completely by volunteers. The shop is open to the public on Monday and Thursday from 10 am to 3 pm and the 3rd Saturday in the month from 10 am to 1 pm from September through June. There is a "work day" on Tuesday from 9 am to 11:30 am to sort donations, restock, and clean the shop and bathrooms.

There are currently 40 volunteers, too many to mention by name. They are the reason that the shop has had such success. They are very hard working, and they all have my gratitude for the job that they are doing.

We sell clothing for men, women and children, books and magazines, games, children's toys, and household items. There is always a need for donations of clean items to sell and volunteers to work one of the shifts or be put on a substitute list to help out when the regular worker is not available.

MISSION STATEMENT

St. Paul's Thrift Shop is operated by volunteers – both members of Holy Trinity Parish and residents of the community at large. The mission of the Thrift Shop is:

- to supply used/like-new merchandise to the community at bargain prices. All merchandise is clean, in good condition, and in working order.
- to share some of the toys and clothing with local children's programs so that more children will be able to enjoy them.
- to give clothing to people in the community when they have a voucher showing a need from their church, Clemson Community Care, or other organization.
- to share items not suitable for the Thrift Shop with other community organizations.

The income from the Thrift Shop is used:

- to make annual donations to the Pendleton Fire Department and Rescue Squad,
- to maintain the Thrift Shop, and
- to contribute annually for the upkeep and restoration of St. Paul's Episcopal Church in Pendleton.

Respectfully submitted,
Diana Manly, Chairman
January 17, 2018

HOLY TRINITY EPISCOPAL CHURCHWOMEN **2017 Treasurer's Report**

| | |
|------------------------------------|-------------------------|
| Balance – December 31, 2016 | \$13,771.61 |
| Receipts in 2017 | 16,334.70 |
| Disbursements in 2017 | <u>14,518.33</u> |
| Balance – December 31, 2017 | \$15,587.98 |

RECEIPTS:

| | |
|--|--------------------|
| Bazaar and Artisan Market: | \$14,968.43 |
| Income (\$12,315.10 net) | |
| <i>(*Above includes \$200 in donations toward basket expenses and \$25 in Artisan donations)</i> | |
| Return of monetary change fund | 665.00 |
| Interest on Savings Account | 1.27 |
| UTO: Spring 2016 (18 participants) | <u>700.00</u> |
| | \$16,334.70 |

DISBURSEMENTS:

| | |
|--|--------------------|
| Postage stamps | 47.35 |
| Contribution to Fran Davis Memorial Fund from ECW Contingency Fund | 150.00 |
| Bazaar: | |
| Monetary change fund | 665.00 |
| Expenses: | |
| Lunch (\$310.55), Baskets \$232.94) | 543.49 |
| Stained Glass Ornaments | 1391.13 |
| Sexton (\$75), Credit Card Fees (\$11.11) | 86.11 |
| Frozen Meal Packaging | 125.25 |
| *ECW Budgeted Gifts 2017 | |
| Allocations through the Diocese | 110.00 |
| Holy Trinity Parish | 2000.00 |
| Missions (local, state) | 8700.00 |
| UTO: Spring 2017 Ingathering | <u>700.00</u> |
| | \$14,518.33 |

CURRENT ASSETS:

| | |
|---|--------------------|
| <u>Park Sterling Bank</u> | |
| **Checking Account 12/31/17 | 15,891.18 |
| Savings Account (closed) 12/31/17 | <u>0.00</u> |
| | \$15,891.18 |
| **Less Outstanding Checks | |
| #849 for \$22.91, #852 for \$232.94, and #854 for \$47.35 | |
| | <u>303.20</u> |
| TOTAL ASSETS: | \$15,587.98 |

*See 2017 Report of Gifts made by ECW on the next page for itemized listing.

***2017 Report of Gifts made by ECW – Holy Trinity Parish, Clemson**

(Funding is from 2016 HT Bazaar & Artisan market profits)

DIOCESAN RELATED CONTRIBUTIONS:

| | |
|-----------------------|---------|
| Altar Guild Dues | \$10.00 |
| Pledge – Diocesan ECW | 100.00 |

FUNDS FOR USE BY HOLY TRINITY PARISH:

| | |
|--|---------|
| Church Tract Materials | 100.00 |
| Fran Davis Memorial Fund (from ornament sales) | 150.00 |
| Episcopal Day School Scholarships | 1300.00 |
| Evelyn Goodman Day School Scholarship fund (from ornament sales) | 450.00 |

MISSIONS:

| | |
|----------------------------------|---------|
| Clemson Free Clinic | 2400.00 |
| Clemson Community Care | 2400.00 |
| Clemson Child Development Center | 1300.00 |
| Family Promise of Pickens | 1300.00 |
| Our Daily Bread | 1300.00 |

St Paul's Thrift Shop: *(Funds distributed from the Thrift shop account @United Bank)*

| | | |
|-----------------------------|----------|--------|
| Pendleton Police Department | \$ 50.00 | |
| Pendleton Rescue Squad | \$ 50.00 | |
| | | 100.00 |

UNITED THANK OFFERING – Spring Ingathering

700.00

TOTAL GIFTS: \$11,610.00

Respectfully submitted,

Cindy Thackham

ECW Treasurer

01/15/2018

ST. PAUL'S THRIFT SHOP FINANCIAL REPORT
For Year Ending December 31, 2017

DEPOSITS:

| | |
|----------------|--------------------|
| Receipts | \$16,877.65 |
| TOTAL DEPOSITS | \$16,877.65 |

EXPENSES:

Utilities:

| | |
|-----------------------|----------|
| Duke Energy | \$670.72 |
| Fort Hill Natural Gas | 358.91 |
| Pendleton Water Works | 453.48 |

Budgeted Gifts 2017:

| | |
|-----------------------------|-------|
| Pendleton Police Department | 50.00 |
| Pendleton Rescue Squad | 50.00 |

| | |
|---|--------|
| <i>Budgeted Gifts 2016</i> checks cashed in 2017: | 100.00 |
|---|--------|

Other:

| | |
|--|-----------|
| St. Paul's maintenance/repair | \$600.18 |
| St. Paul's trees/fallen limbs removal | 12,630.00 |
| Bank Service Charges | 14.00 |
| Thrift Shop furnace repair | 730.00 |
| Thrift Shop fence/fence posts | 209.59 |
| Thrift Shop exterminating | 120.00 |
| Thrift Shop hangers, shelving, cabinet, vacuum | 624.38 |
| Thrift Shop opening funds | 100.00 |

| | |
|----------------|---------------------|
| TOTAL EXPENSES | \$ 16,711.26 |
|----------------|---------------------|

| | |
|--------------------|-----------------|
| NET INCOME: | \$166.39 |
|--------------------|-----------------|

Respectfully submitted,

Sally Mathiasen

Thrift Shop Treasurer

Cindy Thackham

ECW Treasurer

January 16, 2018

ST. PAUL'S THRIFT SHOP ACCOUNTS
For Year Ending December 31, 2017

OPERATING ACCOUNT: United Community Bank

| | | | |
|--|--------------------|----------------|----------------------|
| Balance as of December 30, 2016 | | | \$11,356.40 |
| | Income | Expense | |
| <u>Income from sales:</u> | | | |
| January | 1350.05 | | |
| February | 1206.00 | | |
| March | 1409.25 | | |
| April | 1362.00 | | |
| May | 1672.90 | | |
| June/July | 2055.40 | | |
| September | 1782.70 | | |
| October | 2153.35 | | |
| November | 1517.60 | | |
| December (includes Thrift Shop ECW Bazaar sales) | 2368.40 | | |
| Income | \$16,877.65 | | \$28,234.05 |
| <u>Operating Expenses:</u> | | | |
| Duke Energy | | 670.72 | |
| Fort Hill Gas | | 358.91 | |
| Water, Sewer, and Garbage | | 453.48 | |
| Other Expenses (<i>See previous page for items.</i>) | | 15,128.15 | |
| Total Operating Expenses | | | (\$16,611.26) |
| <u>Budgeted 2017:</u> | | | |
| Pendleton Police Department | | 50.00 | |
| Pendleton Rescue Squad | | 50.00 | |
| | | | (100.00) |
| Transfers Out to Money Market from Checking | | | (3000.00) |
| Ending Balance – December 31, 2017 | | | \$8522.79 |

THRIFT SHOP PERSONAL IMMA ACCOUNT: United Community Bank

| | | | |
|---|---------|--|------------------|
| Beginning Balance – December 31, 2016 | | | \$5173.76 |
| Interest Earned (January–December, 2017) | 6.43 | | |
| Transfer In from Checking | 3000.00 | | |
| Ending Balance – December 29, 2017 | | | \$8180.19 |

THRIFT SHOP AMERICAN FUNDS INVESTMENT ACCOUNT:

| | | | |
|--|---------|--|--------------------|
| Beginning Balance – December 31, 2016 | | | \$35,555.67 |
| Investment gain/decline (January–December, 2017) | 8175.06 | | |
| Ending Balance – December 30, 2017 | | | \$43,730.73 |

STEWARDSHIP

2017 Annual Report

During the 2018 Pledge Campaign, we had \$488,435 committed (compared to a goal of \$490,000) with a total of 146 pledges. This compares well to \$477,016 with 149 pledges for 2017. In addition, we received ten new family units that pledged, and that total amount \$17,190.00. Six children made a commitment to give in 2018. Finally, we tried to emphasize after ingathering revenues by following up on 2018 pledgors in by the year end.

The Stewardship Committee had some turnover as **Liz Halpin** and **Jerome Cribb** moved on to other positions within the officers of the directory. **Bill McDaniel**, the past Chair for several years, resigned and applied his talents elsewhere in Holy Trinity. He is a very dedicated, serious member of the church and we were honored to have him on this committee.

I would like to thank all members of the church and especially this committee for their hard work this year. They are **Jim Reed, Jody Hunter, Joe Yanes** and **Samantha Murphy**. In addition, we welcome **Meredith McTigue** as a new member of the Stewardship Committee. Special thanks to **Lynne Farmer** for updating our totals every week and keeping track of the pledge cards and letters going out.

Finally, thanks to all of the pledgors who have agreed to continue or increase their pledges for 2018. Your pledge is very special and keeps the flow of funds ever increasing for the support of Holy Trinity.

Ray Eisenbies, Chair
January 14, 2018

TRINITY PLACE COMMITTEE

2017 Annual Report

“What are we doing next door on our Trinity Place property?” That question has been answered! The Vestry adopted the following recommendation from the committee:

“The Trinity Place Committee has studied the work done by previous committees and Vestries, surveyed parish members, and held the “Our Place: A Shared Vision” Parish Forum giving a chance for anyone to ask questions and share opinions. With a clear understanding of prior commitments from Vestries throughout the history of Holy Trinity and learning how Trinity Place’s physical space can serve the needs of the Parish, we feel confident in our recommendation to satisfy short-term goals. The Trinity Place Committee would like to recommend for adoption by the Vestry the following proposal for Trinity Place use: retain the Trinity Place property and continue to service the debt. This will meet the covenant with the Parish to maintain Trinity Place.

✚ Within the next one to two years, make the following modifications to the Trinity Place property:

- Relocate the current playground and change the grade behind the parish hall to accommodate entrance at what is currently the basement level; provide an access drive to the back of the parish hall for deliveries and drop-off and pick-up of Day School students.
- Retain a limited number of surfaced parking places. Continue to rent unpaved parking for football patrons.
- Retain the remainder of the space as a lawn, garden, playground, and perhaps for other outdoor recreation.
- Obtain legal counsel regarding issues of eminent domain, adverse possession, and a cut through. Spend up to \$5000 (added to original motion during Vestry discussion).

✚ Overall, it is the belief of the committee and Vestry that changes would:

- Remedy the safety issues associated with the current playground and open up Addison Lane.
- Provide the needed parking for the parish and continue a considerable parking revenue stream.
- Expand the uses of the Parish House.
- Improve security for our programs. Provide green space and an attractive additional entry way that will serve to attract people to Holy Trinity.”

The Vestry approved \$15,000 to hire the planning team of Trehel and Signature Architects. They have been the design-build team involved in the 2 buildings we have now, and we were happy with the process and results for those previous projects.

This answer has not come without huge gifts of time, talent and treasure. The generosity of parishioners through the Prism Campaigns I and II, the Walls Campaign, and continued giving has brought our debt from \$2.6 million for the property and demolition of the building to a balanced due of \$667,345.10 as of December 31, 2017. I encourage all that can, to continue or begin to give for the future of Trinity Place.

The Trinity Place committee started meeting in July, 2017. **Tommye Hurst** was charged with chairing the committee and recruiting members. The **Rector, Senior Warden, and Junior Warden** agreed to serve as resources. The committee members joined in accordance with their specialties in project management; **Nigel Kaye** and **Kaleb Ellison** for building development, **Meredith**

McTigue and **Darren Linvill** for Communication and Parish Engagement, and **Carol Yardley** and **Hap Wheeler** for Ministry and Space Evaluation. **Henry Pate** and **Dustin Foxworth** served briefly as representatives to study funding. **Paul Anderson**, the Sr. Warden also serving as Treasurer, agreed a broader committee could be added to look at fundraising after the design process had commenced.

In addition to those serving on the committee, I want to offer a special thank you to those whose contributions of time and talent sometimes go unnoticed. **Phil Maiberger** has served our parish as Sr. Warden or Treasurer for most of the last decade. His dedication and skills were often behind the scenes, but the gift he offered over those years was immeasurable as he kept his eye on the very complex financial management issues of the parish, including servicing and reducing our debt. **Lynne Farmer**, our Parish Administrator, has always risen to the increasing needs of managing our budgets. Trinity Place parking has become a major source of income. Almost \$90,000.00 in revenue in 2017 was made possible by **Bill Hurst**, **Beth Kunkel**, and the **Ellison Family (Kaleb, Jen, and Alice)**. The development of this program is in debt to others who help park cars and clean up for Clemson football game weekends. The 2018 season is almost entirely booked for all games.

The Committee started its work using references including the Goals Set by the Vestry (See Addendum), the Vision 2020 document from 2010, the Prism Project document completed by students in 2015, and the work presented to the Vestry by the Task Force.

The Committee decided that a new parish survey would help update and validate the information from the survey completed in 2015. At the end of September 2017, an automated survey went live and the link was shared with all parishioners by digital and print resources. In November of 2017 the Trinity Place Committee held a parish forum, "Our Place: A Shared Vision," to present the results. What we found from all parish input in 2017 was very much in line with parish input in 2015. **Hap Wheeler** presented to the Vestry in October Parish Survey Regarding Trinity Place: "We have had 130 responses; surveys are still coming in. Based on feedback thus far, 78 percent are very supportive and 14 percent neutral about the proposal to keep the property, lower the grade, move the playground, and include parking and green space. Additionally, thus far programs/activities ranked as needing space are parking (#1); Episcopal Day School (#2), and Canterbury (#3)." In both surveys the words that were repeated most were *parking* and *greenspace/garden*."

2018 will be another exciting year as the committee works with the design-build team to accomplish our short-term plan while planning for areas of future growth. The Vestry's goal is to have a long-term plan that will accommodate for parking, green space, Episcopal Day School, and Canterbury College Ministry space. As resources for the long-term plan, we will be consulting with **Dan Harding**, Director of the Clemson University Community and Research Design Center, **Gerald Vander Mey**, Director of Campus Planning for Clemson University, and our bordering neighbors for coordination of enhanced transitions between each property. The City of Clemson is working with an architectural firm to develop the property they own and possible property they may buy in the future. The City of Clemson and developers have made vague suggestions of possible partnerships. Several meetings have been held between the **Rector** and committee members with Mayor **JC Cook** and City Administrator **Rick Cotton**, but there has been no formal plan brought forward. The City Administrator stated that the city had no purchase or trade possibilities with the church, but could possibly work with a developer if we offered land for sale.

God has given Holy Trinity Episcopal Parish an opportunity to be a good steward of the place we call home. Its proximity to Clemson University and Clemson's downtown area give us a unique position of access for our neighbors and visitors. We are blessed to have shined from this location known as "Holy Hill" for 108 years.

Your servant in Christ,
Tommye Hurst, Chair of the Trinity Place Committee
January 14, 2018

Addendum

There has been a lot of action on resolutions adopted by the Vestry concerning Trinity Place. In 2015 and 2016, the “Enhancing our 2020 Vision Taskforce” completed extensive work on the possibilities available to Holy Trinity for the use of our property at 195 Old Greenville Hwy, named *Trinity Place*. **Bob Taylor**, as Chairman of the Task Force included a comprehensive report in the 2016 Annual Report.

In 2017, Vestry actions have been very dynamic concerning Trinity Place. In January 2017, the following statement presented by the Taskforce was adopted:

“In 1899 Holy Trinity was established as a mission church of St. Paul’s to serve the Clemson University community. Holy Trinity has since grown into a significant presence for Clemson and the surrounding communities. The task force recognizes that anything undertaken with property purchased in 2008 must be done in accordance with the primary justification for its purchase: to ensure that Holy Trinity remain in its current location. Consequently, the major goal of the Taskforce for Enhancing our 2020 Vision has been to investigate ways of ‘ensuring Holy Trinity’s foreseeable future at its current site as a significant Church with the Clemson Community and the University Community.’

Thusly, it absolutely essential that there is sufficient space and resources into the foreseeable future for:

- physical buildings for Holy Trinity’s programs and services,
- sufficient parking to conveniently accommodate Holy Trinity’s parishioners as they participate in the Church’s programs and services,
- protect the sanctity of Holy Trinity’s primary purpose as a worship space (for example, no student housing next door would be a wide spread opinion),
- alignment and support of the goals set forth in the 2020 Vision,
- support of Holy Trinity’s ministry areas.”

In August 2017, the Vestry set goals that included the following:

“Decide on the long-term use of Trinity Place”

“To meet the Vestry’s implied or explicit covenant with the Parish of using the property for our missions and to the benefit of the community which was made when we raised funds to purchase the property and remove the former Methodist church building.

We should be good stewards of the diminishing land resources in Clemson.

What do we need to reach this goal?

- Data and plans from the former study team, including proposals by the Clemson architecture students,
- Data from 20-20 surveys,
- Determine any legal issues (eminent domain; building restrictions),
- Discernment of programs that we intend to expand to serve the Parish,
- A viable continuing partnership with the city and the campus, including involving periodically with our planning sessions. (If considered a reasonable option, this stage could include a discussion with the city of any available property that might be included in

an exchange, including zoning issues and financial benefits to the Parish.)

- Involvement of the Parish in enumerating options,
- Narrow the possible options and do a cost-benefit analysis of them,
- Once options are narrowed approach Parish for input and determine the will of the Parish for any needed fund raising,
- After analyzing data, available financial resources and Parish input, recommend to the Vestry a plan and set time-lines to achieve the plan.

What help will we need?

- Estimates of how much it would cost to bring the current parking up to code, if it becomes an option or an interim necessity,
- Input from community and campus planning experts,
- Input from the Diocese,
- Legal assistance,
- Funds from parishioners, grants and other sources.

Time Line to complete goal - 1 year during which we negotiate with city to continue our current parking infrastructure based on a clear time line for the development of the space. “

Trinity Place Committee Time-Line

2018

- Work with Trehel Corporation and Signature Architects for plans of a paved parking lot, greenspace for overflow parking, and access to the basement level of the Education Building on Trinity Place,
- Start long-term planning for the Trinity Place property,
- Start study of Long-term Space Use in our current buildings and any long term planned buildings with an emphasis on Canterbury and Day School space needs,
- Will start organizing fundraising for the Short-term.

2019

- Plan for construction phases if approved by the Vestry at an estimated cost of \$350,000 for finished parking lot, access to basement at elevator, and greenspace for overflow parking to \$500,000 if windows and additional doors are also installed in the new basement access,
- Planned space completed adding direct access to the basement level. Complete planning for future growth and use of the property.

2020

- Planned space completed adding direct access to the basement level. Complete planning for future growth and use of the property.

USHERS

2017 Annual Report

During 2017 the following parishioners served as ushers, or acted as substitutes, at the regular Sunday services, at special services throughout the year, and at funerals and memorial services:

Al Armstrong
Barbara Armstrong
David Buckallew
Will Carter
Jack Davis
Carl Dunn
Dan Edie
Marge Edie
Jack Elam
Kaleb Ellison
Dustin Foxworth
Pat Geldard
Ed Hamilton
Byron Harder
Jody Hunter
Kathy Hunter
Al Mathiesen

Steve Martof
Bill McDaniel
Bill McMullan
Joe Merck
Fiona Neill
Beth Newton
Valerie Paynter
Jim Reed
Chesley Rowe
Jim Snowden
Kathy Sparks
Peter Sparks
Cindy Thackham
Paul Thackham
Alden Valentine
Joe Yanes

On Canterbury Sundays assistance was provided by **college students** at the 10:30 am service.

In September the ushers were saddened by the death of **Valerie Paynter**. Valerie served at the 8 am services for a number of years and continued to do so whenever she could, even as her illness progressed. Valerie will be missed very much.

A move back to Virginia forced **Bill McMullan** to give up ushering at the end of this year. Bill had been an usher at the 8 am services for many years. Thanks, Bill, for all those years of service. Also in 2017, **David Buckallew** joined those serving at the 8 am services.

Special thanks are due this year to **Jim Reed** who willingly “kept an eye on the ushers” when the Usher Coordinator took extended trips, usually at the busiest ushering times. Special thanks are also due to **Judy Surak** who has taken on the role of making sure things run smoothly at the 8 am services.

Respectfully submitted,
Peter Sparks, Usher Coordinator
January 12, 2018

WORSHIP COMMITTEE

2017 Annual Report

Our Purpose Statement:

The Worship Support Ministry Team is a gathering of the various liturgical ministry team leaders in order to facilitate communication and collaboration amongst their teams in support of the regular and occasional worship services of Holy Trinity, St. Paul's, Canterbury, and the Episcopal Day School.

Our Mission Statement:

The mission of this ministry team is to provide support for worship services at Holy Trinity and St. Paul's. This support is designed to enable and inspire all parishioners to fully commune with God by confirming and expressing their faith through praise, prayer, sacraments, and the hearing of his Word.

Committee members and their areas of responsibility are: **Jim Reed** (Chairman & St. Paul's), **Suz Cate** (Rector), **Carol Yardley** (Acolytes/Crucifers), **Jan Cribb** (Altar Guild), **Becky Bowman** (Choir/Music), **Peter Sparks** (Ushers), **Terri Mayberry** (Lectors/Eucharistic Ministers/Worship Leaders), **Deacon Christopher Wilkerson** (Canterbury and Deacon), **Judy Surak** (8 am service representative), and **Iris Reed** (Vestry Liaison and Secretary).

The committee met quarterly in conjunction with the various Christian seasons of the year to plan the service schedule. Our heartfelt thanks to all the members of the groups listed above that contribute to our worship experience at Holy Trinity and St. Paul's. We are always looking for volunteers to serve in the above areas. If interested, contact the committee member representing your area of interest.

Our actions in 2017 included:

- Accomplished the planning as necessary for worship services* as specified in the Parish Church Calendar (as prepared by the Rector and staff)
- Assured that necessary support personnel from the different areas of responsibility would be available and on duty at the proper time for all services
- Scheduled both a Spring Semester and Fall Semester Canterbury 10:30 am Sunday program
- In our December meeting, at **Mtr. Suz's** recommendation, it was decided that the name of the Committee be more appropriately changed to *Worship Ministry Support Team*. The Team also decided to meet more frequently in order to be more aware of changes in the worship schedule.
- Also at the December meeting, it was decided that the Team will be chaired by **Mtr. Suz** and that **Becky Bowman** will assume the duties of Secretary. The chairmanship change is based on the fact that most of the data on which the Team acts begins with **Mother Suz**.

My thanks go out to all the members of this committee in their faithful work in its actions.

Respectfully submitted,

James W. Reed

January 17, 2018

*Input from parishioners concerning Holy Trinity or Saint Paul's worship services is welcomed by the committee members at any time.

