

Holy Trinity Episcopal Parish

2018 Annual Report

Meeting Date
Sunday, January 27, 2019

*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.*

193 Old Greenville Highway
Clemson, SC 29631
Telephone 864-654-5071

Website: www.holytrinityclemson.org

2018 Annual Report

Parish Statistics

Baptisms

Louise Horton
Campbell Smith
Shuang Zhong (Schuman)

New Members

Katherine, Tripp, Neely, & Susanna Brooks
Chad, Emily, Gracie, & Lucy Chisholm
Lyn Ferguson
Jerri & Gerald Griffith
Ellen & Ted Haase
Robert Kendrick
Kathy Nixon
Dorothy & George Meeks
Anna Tollison

Transfers Out

Beverly Skardon Hardin & John Hewell
Matt & Emmett Huddleston
William & Patricia McMullan

Deaths & Interments

Davis Tatum Moorhead
September 12, 1929 ~ December 21, 2017

Charlotte June Roberts
June 7, 1926 ~ January 4, 2018

The Reverend Thomas C. Davis, Jr.
August 21, 1929 ~ January 13, 2018

Patricia von Fischer Geldard
July 31, 1943 ~ January 17, 2018

Robert Taylor Lewis
January 20, 1942 ~ February 19, 2018

Carlo Arthur Troise
August 16, 1949 ~ February 22, 2018

Scott Charles Salzer
September 13, 1954 ~ April 4, 2018

Ethel Lee Martin Allen
April 6, 1920 ~ May 22, 2018

Frederick LaRoque Scales
January 2, 1948 ~ August 3, 2018

Wanda Johnson Campbell
April 25, 1944 ~ July 15, 2018

Robert Daniel Towell
June 17, 1932 ~ August 9, 2018

Frances McCann Witmer
September 29, 1943 ~ October 28, 2018

**Holy Trinity Episcopal Church
Clemson, SC
Annual Parish Meeting Agenda
January 27, 2019**

Opening Prayer

Declaration of a quorum

Appointment of a secretary

Vote for approval of minutes of the 2018 Annual Meeting Pages 1-3

Recognition of retiring vestry members and Junior Warden

Validation of election Results/Introduction of new vestry members and Junior Warden

2018 Treasurer's Report & 2019 Statement of Mission-Bob Taylor Pages 4-14

Jr. Warden's report-Kathy Crouse Pages 15-16

Sr. Warden's report-Hap Wheeler Pages 17-19

Rector's report-Suz Cate Pages 20-22

Report from Trinity Place Committee-Tommye Hurst Page 23

Adjournment

Holy Trinity Episcopal Church, Clemson SC
Annual Parish Meeting
January 28, 2018, 12:00 p.m.

Opening Prayer

Mtr. Suz Cate opened the Annual Meeting with a prayer. She then called the meeting to order.

Declaration of a Quorum

Mtr. Suz Cate declared a quorum.

Appointment of a Secretary

Rebecca Eidson was appointed Secretary for the meeting.

Annual Report for 2018

Mtr. Suz noted the Annual Report for 2017 was sent out via email. Hard copies are also available. She encouraged parishioners to review the Annual Report, which is filled with information about the life of the parish over the last year. She also recognized the staff of Holy Trinity and thanked them for their service during the last year.

Recognition of Retiring Vestry Members

Mother Suz recognized outgoing Vestry members and presented each with a gift and sincere appreciation for a job well done. Retiring Vestry members include Joe Yanes, Kathy Sparks, Iris Reed, Paul Anderson.

Recognition of Staff

Mtr. Suz recognized the staff members in the Parish Office and thanked them for their service over the past year.

Minutes of the 2017 Annual Parish Meeting

Mtr. Suz asked the Parish to review the minutes of the 2017 Annual Meeting, which were included in the Annual Report distributed by email. A motion was made by Bob Taylor to approve the minutes; seconded by Iris Reed. Motion passed unanimously.

Recognition of Newly Elected Vestry Members

Results of the Vestry elections were announced by Senior Warden Paul Anderson. Hap Wheeler was elected as Senior Warden; Kathy Crouse as Junior Warden. Other new members are Dr. Byron Harder, Sarah Maiberger, Earl Burch, Lori Graham, Cary Kaye. Shannon Quattlebaum filled a vacancy earlier in the year.

Treasurer's Report: Paul Anderson reported surplus for the 2017 budget, which will be designated for Outreach and the Building/Maintenance Fund.

At this point, we have \$488,000+ in pledges for 2018, which represents a significant increase in pledges and new pledgers. \$100,000 of the pledged income has been prepaid. Some of the increase for the 2018 proposed budget was used to fund reorganization of staff and replace parish hall doors.

Junior Warden: Kathy Crouse reported we had a year without major maintenance/physical plant problems, but maintaining aging facilities has been and will continue to be expensive. We have focused a lot of time on preparing the temporary parking lot and arranging rental spaces for Clemson University. St. Paul's is finally connected to the Pendleton Sewer system, the iron fence has been repaired, and railroad ties have been added. He thanked Dr. Byron Harder for his continued good work on the church grounds, and thanked Beth Kunkel for her oversight of the kitchen. She also thanked everyone who helped on parish work days.

2017 Financial Report

The financial report for 2017 is printed in the Annual Report that was distributed prior to the meeting.

Statement of Mission for 2018

Statement of Mission for the Operating Fund for 2018 was presented.

Comments from the Senior Warden: Paul Anderson gave updates on Trinity Place, our plans to move forward with our own plans to retain and integrate the property into our ministry. It will be a long process, and he encouraged everyone to read Tommye Hurst's thorough report about Trinity Place, including the survey information. He thanked her for her continued service as chair of that committee.

Rector's Report:

(Also printed in the Annual Report): 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!

Adjournment

Paul thanked everyone for their attendance and adjourned the meeting at 1:00 p.m.

Respectfully Submitted,

Rebecca Eidson - Vestry Clerk

Treasurer's Report
2018 Annual Report
Bob Taylor, Treasurer

Financially, 2018 was a very good year for Holy Trinity Parish. Committees prudently and wisely spent from their budgets, and the Finance Committee and Vestry carefully tracked expenditures throughout the year. But much more importantly, the parishioners provided very good financial support for the many activities of our parish. Extra pledges and plate offerings provided the parish with a surplus in the operating budget of more than \$15,829. The surplus and the generous 2019 pledges helped the Finance Committee and Vestry plan for a very solid and balanced 2019 Statement of Mission. Special thanks for a successful 2018 financial year go to fellow finance committee members **Michele Cauley**, **Bill Hurst** and **Doug Grider** and to **The Rev. Suz Cate** and Senior Warden **Hap Wheeler** who were regular attendees at finance committee meetings. Most importantly, special thanks go to our outstanding Parish Administrator **Lynne Farmer**.

Items of particular note in the 2018 financial activities include:

- Pledges and plate offers (thanks to Christmas and five Sundays in December) resulted in offerings exceeding budget by \$2.4K.
- Expense overages (Staff Health Insurance, Maintenance, Maintenance Contracts, Utilities, Telephone and Internet) and shortages (the vacant Family Minister Position and residual funds in a number of committee budgets) resulted in overall expenses being \$11.7K less than budget.
- Investment incomes of \$1,688 completed the \$15,829+ surplus.
- The Trinity Place loans were reduced by almost \$107,000 during the year (\$667,345 to \$560,527), and the Parish enjoys a very healthy 10 to 1 ratio of assets to liabilities. While many of us would like to see zero debts, this ratio does position the Parish well for borrowing with respect to possible Trinity Place development.
- Trinity Place funds have reserves for both the \$30K which may be needed for engineering plans and loan payments January thru May (until the season football parking revenues are collected for 2019).
- During the year, it was discovered that a significant amount of the principle in the Anderson Estate Fund had been spent in 2005 when only earnings on the Fund should have been spent. Based on advice from a financial attorney, a five year plan to restore the fund (including the interest earnings which would have accumulated, requiring an approximately \$136,000) was approved by the Vestry in June 2018. From 2017 surplus funds, \$16,000 were restored in 2018, and from 2018 surplus funds, \$11,000 has been restored in 2019 with another \$13,000 planned for the 2019 Holy Trinity operating budget.

Special thanks go to **Hailey Nielubowicz** and **Robbie Grider** for conducting an excellent audit of the financial activities of the parish. **Hailey** and **Robbie** used the diocesan guidelines for audits in their investigations, and their report provided assurance of sound financial management in the Parish (thanks to improved documentation and a revised financial expenditure policy approved by the Vestry in March 2018). Hence, the audit report only had minimal recommendations for additional improvements, and these improvements have been instituted.

The very successful stewardship campaign headed by **Bill McDaniel** and generously supported by 143 parishioners enabled the Finance Committee and Vestry to design a very solid 2019 Statement of Mission for operating expenses of the Parish. The 2019 SOM is based on \$574,092 (planned income = planned expenses) which is almost \$58,000 greater than 2018. Notable increases in planned expenses include:

- Absorbing the decrease diocesan support for **The Rev. Christopher Wilkerson** (\$32,412 to \$13,506)
- Anderson Fund payback for 2019 of \$13,000
- Increased health insurance costs
- Staff salaries includes a half-time Family Minister position (\$22,000 salary & fringe)
- Planned maintenance costs increase of \$1,200 from the 2018 budget
- Planned maintenance contract costs increase of \$1,500 from the 2018 budget
- Planned Property and Liability Insurance costs increase of \$1,500 from the 2018 budget
- Planned Utilities costs increase of \$4,000 from the 2018 budget
- Planned Telephone and Internet costs increase of \$1,000 from the 2018 budget
- The biggest increase is a \$21,000 increase in Outreach funding bringing the Outreach budget to \$39,000. Recall that one goal in our Vision 2020 was to have sustained outreach funding of 10% of the operating budget and we will have achieved 6.7% in 2019. Using the 2019 increase of \$100 per space in football season parking for outreach generated \$10,000 of this increase.

In summary, it appears that our Parish is financially well situated for its many missions in 2019.

Holy Trinity Episcopal Church - Clemson SC
Balance Sheet as of December 31, 2018

Wednesday, January 23, 2019 9:17 AM

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Account #	Account Name	YTD Balance	Previous Year Balance
Assets			
1.99.100.100	Holy Trinity-First Citizens Bank	134,232.21	76,686.92
1.99.100.105	Holy Trinity-First Citizens Bank MMKT	15,339.26	70,228.47
1.99.500.100	Thrift Shop-United Community Bank	11,776.01	8,522.79
1.99.500.101	Thrift Shop-United Community Bank MMKT	13,189.87	8,180.19
1.99.500.102	Petty Cash-Thrift Shop	120.00	125.00
1.99.600.100	ECW-South State Bank	14,693.58	15,891.18
	Cash	\$189,350.93	\$179,634.55
1.99.100.106	Holy Trinity-Edward Jones MMKT	263,856.80	242,718.51
1.99.100.110	Endowment-ECF MMKT	237.11	325.12
1.99.100.130	Holy Trinity-ECF MMKT	672.91	539.50
1.99.200.102	Bois Joli-Edward Jones	0.00	3,063.65
1.99.200.106	Bois Joli-Unreal. App/Depr -Edward Jones	0.00	(317.69)
1.99.200.109	Endowment-Investments-ECF	55,344.39	50,338.59
1.99.200.110	Endowment-Unrealized App/Depr-ECF	13,246.77	20,078.69
1.99.200.120	Thrift Shop-Investments- American Funds	40,738.32	36,664.55
1.99.200.125	Thrift Shop-Unreal App/Depr-American Funds	(963.67)	7,066.18
1.99.200.130	Holy Trinity-Investments-ECF	166,477.43	162,993.86
1.99.200.135	Holy Trinity-Unreal App/Depr-ECF	(2,469.89)	7,561.89
	Investments	\$537,140.17	\$531,032.85
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	\$6,541,804.74	\$6,525,981.04
Liabilities			
2.99.300.100	Prepaid Pledges-Holy Trinity-Operating Fund	79,967.86	54,522.23
2.99.300.116	Prepaid Pledges-Prism-Trinity Place Fund	0.00	10,000.00
2.99.300.130	Bannister, Wyatt, & Stalvey, LLC	(4,737.50)	N/A
	Current Liabilities	\$75,230.36	\$64,522.23
2.99.400.100	FCB Note Payable #1181940	339,797.88	421,618.75
2.99.400.110	FCB Note Payable #1591114	220,729.63	245,726.35
	Long-Term Liabilities	\$560,527.51	\$667,345.10
2.99.400.120	Due to EDS - Investment at ECF	20,719.88	21,527.03
	Total Liabilities	\$656,477.75	\$753,394.36
Fund Balance			
3.01.100.000	Operating Fund Balance	85,291.33	114,332.47
3.02.100.000	Memorial Fund Balance	18,327.32	11,019.67
3.03.100.000	Building Maintenance Fund Balance	26,798.78	69,765.74
3.04.100.000	St Paul's - Thrift Shop Fund Balance	122,002.43	68,645.98
3.05.100.000	Miller Foundation Fund Balance	3,271.80	4,474.30
3.06.100.000	Anderson Estate Fund Balance	31,348.00	15,945.87
3.12.100.000	Cange, Haiti Fund Balance	19,650.71	22,619.22
3.13.100.000	The Richard Hooker Series Fund Balance	15,244.33	17,542.81
3.14.100.000	Fran Davis Mem. Fund Balance	3,783.31	2,533.31
3.15.100.000	Education Scholarship Fund Bal	398.26	340.24
3.16.100.000	Bois Joli School Proj Fund Bal	1,071.18	2,745.96
3.17.100.000	Designated Gifts Fund Balance	8,111.84	7,347.62
3.18.100.000	Clemson-Canterbury Club	5,177.15	5,328.78
3.21.100.100	Trinity Place	2,187,476.75	2,064,998.72
3.22.100.100	Youth	3,750.33	3,750.33
3.23.100.000	Reserve Fund Balance	131,583.90	135,544.36

Holy Trinity Episcopal Church - Clemson SC
Balance Sheet as of December 31, 2018

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Account #	Account Name	YTD Balance	Previous Year Balance
3.24.100.000	Real Property Fund Balance	3,135,483.38	3,135,483.38
3.25.100.000	ECW Fund Balance Balance	14,727.92	15,925.52
3.30.100.000	Endowment Fund Balance	71,828.27	74,242.40
Total Fund Balance		\$5,885,326.99	\$5,772,586.68
Total Liabilities and Fund Balance		<u>\$6,541,804.74</u>	<u>\$6,525,981.04</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 2018 for Operating

Wednesday, January 23, 2019 9:18 AM

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Account Name	Period Activity	Monthly Budget	% of Budget Month	YTD Balance	Budget YTD	Over/Under YTD+(-)	Previous YTD	Annual Budget
Income								
Plate and Other Offerings	9,425.76	3,875.00	243	43,349.86	46,500.00	(3,150.14)	53,545.83	46,500.00
Pledge Offerings Income	46,080.49	40,000.00	113	485,581.38*	480,000.00	5,581.38	479,444.02	480,000.00
General Offerings	\$55,506.25	\$43,875.00	127	\$528,931.24	\$526,500.00	\$2,431.24	\$532,989.85	\$526,500.00
Investment Income - Restricted	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Investment Income Income	794.29	12.00	6,619	2,939.35*	100.00	2,839.35	660.15	100.00
Other Income	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Realized Gain/Loss Sale Invest Income	(405.68)	0.00	0	(709.79)	0.00	(709.79)	(625.30)	0.00
Unrealized Gain/Loss on Invest Income	0.00	0.00	0	0.00	0.00	0.00	(132.40)	0.00
Investment and Other	\$388.61	\$12.00	3,238	\$2,229.56	\$100.00	\$2,129.56	(\$97.55)	\$100.00
Total Income	\$55,894.86	\$43,887.00	127	\$531,160.80	\$526,600.00	\$4,560.80	\$532,892.30	\$526,600.00
Expense								
Clergy Health Insurance	44.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Clergy Housing Allowance	3,962.67	3,962.00	100	47,552.04*	47,552.00	0.04	38,622.08	47,552.00
Clergy Pension	2,015.15	2,014.00	100	24,181.80	24,182.00	(0.20)	19,339.30	24,182.00
Clergy Salaries	6,860.67	6,919.00	99	83,040.74*	83,028.00	12.74	69,539.58	83,028.00
Clergy SE Tax Offset	371.94	371.00	100	4,463.28*	4,463.00	0.28	2,603.58	4,463.00
Contract Labor	1,640.00	1,750.00	94	20,067.01	21,000.00	(932.99)	20,223.37	21,000.00
Diocesan Reimb for Asst. Rector	(2,701.18)	(2,701.00)	100	(32,414.16)	(32,412.00)	(2.16)	(21,609.44)	(32,412.00)
Net Paycheck	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Payroll Tax Expense	572.75	652.00	88	7,071.09	7,827.00	(755.91)	7,466.68	7,827.00
Staff Health Insurance	(84.00)	844.00	-10	12,280.45*	10,161.00	2,119.45	10,194.20	10,161.00
Staff Pension	503.92	583.00	86	5,462.56	7,002.00	(1,539.44)	6,381.72	7,002.00
Staff Salaries	7,570.85	8,526.00	89	95,891.25	102,320.00	(6,428.75)	99,327.85	102,320.00
Salaries and Benefits	\$20,756.77	\$22,920.00	91	\$267,596.06	\$275,123.00	(\$7,526.94)	\$252,088.92	\$275,123.00
Diocesan Assessment	6,978.44	6,979.00	100	83,737.00	83,737.00	0.00	83,529.00	83,737.00
Total Diocesan Assessment	\$6,978.44	\$6,979.00	100	\$83,737.00	\$83,737.00	\$0.00	\$83,529.00	\$83,737.00
Clergy Discretionary	0.00	266.00	0	3,200.00	3,200.00	0.00	2,500.00	3,200.00
Direct Outreach	412.50	1,500.00	28	18,000.00	18,000.00	0.00	13,450.00	18,000.00
Millennium Dev Goals	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Outreach	\$412.50	\$1,766.00	23	\$21,200.00	\$21,200.00	\$0.00	\$15,950.00	\$21,200.00
Canterbury Club	96.00	84.00	114	495.09	1,000.00	(504.91)	735.12	1,000.00
Christian Formation	148.13	125.00	119	1,463.23	1,500.00	(36.77)	1,911.78	1,500.00
Christian Formation-Youth	0.00	125.00	0	1,953.78*	1,500.00	453.78	1,663.32	1,500.00
Evangelism	0.00	21.00	0	0.00	250.00	(250.00)	0.00	250.00
Fellowship	(64.90)	112.00	-58	240.13	1,300.00	(1,059.87)	(273.35)	1,300.00
Kanuga-Parish Retreat	0.00	125.00	0	1,058.39	1,500.00	(441.61)	1,587.92	1,500.00
Music/Choir	1,646.99	334.00	493	3,515.16	4,000.00	(484.84)	2,528.11	4,000.00

Holy Trinity Episcopal Church - Clemson SC

Treasurer's Report as of December 2018 for Operating

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Account Name	Period Activity	Monthly Budget	% of Budget Month	YTD Balance	Budget YTD	Over/Under YTD+(-)	Previous YTD	Annual Budget
Pastoral Care	0.00	13.00	0	118.89	200.00	(81.11)	88.50	200.00
Stewardship	30.00	41.00	73	554.33*	500.00	54.33	296.48	500.00
Vestry Retreat	64.20	146.00	44	1,466.63	1,750.00	(283.37)	2,637.29	1,750.00
Worship/Altar Guild	269.06	166.00	162	1,318.33	2,000.00	(681.67)	1,354.35	2,000.00
Young Adult Ministry	0.00	84.00	0	0.00	1,000.00	(1,000.00)	0.00	1,000.00
Mission and Program Expenses	\$2,189.48	\$1,376.00	159	\$12,183.96	\$16,500.00	(\$4,316.04)	\$12,529.52	\$16,500.00
Capital Improvements	0.00	1,584.00	0	22,026.23*	19,000.00	3,026.23	0.00	19,000.00
Interest on 195 OGH	0.00	0.00	0	0.00	0.00	0.00	12,314.00	0.00
Maintenance	767.30	1,400.00	55	17,167.49*	16,800.00	367.49	16,865.76	16,800.00
Maintenance Contracts	836.44	1,000.00	84	12,783.10*	12,000.00	783.10	11,780.10	12,000.00
Property and Liability Ins.	0.00	1,000.00	0	13,479.68*	12,000.00	1,479.68	11,954.03	12,000.00
St. Pauls Expense	0.00	916.00	0	8,249.94	11,000.00	(2,750.06)	10,500.00	11,000.00
Utilities	2,065.49	1,834.00	113	25,021.58*	22,000.00	3,021.58	21,767.49	22,000.00
Facilities Expenses	\$3,669.23	\$7,734.00	47	\$98,728.02	\$92,800.00	\$5,928.02	\$85,181.38	\$92,800.00
Conference/Training- Rector	0.00	87.00	0	970.32	1,000.00	(29.68)	1,009.16	1,000.00
Conference/Training-Asst. Rector	0.00	84.00	0	442.00	1,000.00	(558.00)	959.45	1,000.00
Conference/Training-Lay Staff	0.00	87.00	0	586.00	1,000.00	(414.00)	425.63	1,000.00
Equipment Purchases	0.00	209.00	0	1,947.60	2,500.00	(552.40)	4,082.10	2,500.00
Payroll Service Expense	20.70	37.00	56	337.93	400.00	(62.07)	342.55	400.00
Postage and Freight	0.00	116.00	0	1,629.16*	1,400.00	229.16	1,411.40	1,400.00
Printing & Publications	567.78	763.00	74	7,356.36	9,200.00	(1,843.64)	9,178.79	9,200.00
Professional Exp- Lay Staff	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Professional Exp- Rector	25.75	250.00	10	2,578.72	3,000.00	(421.28)	1,715.91	3,000.00
Professional Exp-Asst. Rector	234.31	62.00	378	919.60*	750.00	169.60	72.53	750.00
Supplies	320.15	555.00	58	6,696.01*	6,657.00	39.01	7,124.07	6,657.00
Telephone and Internet Access	757.75	459.00	165	6,866.99*	5,500.00	1,366.99	4,928.01	5,500.00
Mission/Program Support Exp	\$1,926.44	\$2,709.00	71	\$30,330.69	\$32,407.00	(\$2,076.31)	\$31,249.60	\$32,407.00
Amount for Allocation	0.00	403.00	0	0.00	4,833.00	(4,833.00)	0.00	4,833.00
Anderson Estate Fund Restoration	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Miscellaneous	6.00	0.00	0	1,714.54	0.00	1,714.54	7,652.21	0.00
Special Expenses	\$6.00	\$403.00	1	\$1,714.54	\$4,833.00	(\$3,118.46)	\$7,652.21	\$4,833.00
Total Expenses	\$35,938.86	\$43,887.00	82	\$515,490.27	\$526,600.00	(\$11,109.73)	\$488,180.63	\$526,600.00
Difference	\$19,956.00	\$0.00		\$15,670.53	\$0.00		\$44,711.67	\$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 2018 for Trinity Place

Page 1 of 1

Wednesday, January 23, 2019 9:19 AM

Account Name	Period Activity	Monthly Budget	% of Budget Month	YTD Balance	Budget YTD	Over/Under YTD+(-)	Previous YTD	Annual Budget
Income								
Football Parking	0.00	4,213.00	0	58,554.46*	50,600.00	7,954.46	56,903.84	50,600.00
Parking Income	0.00	2,800.00	0	24,913.35	33,600.00	(8,686.65)	33,635.00	33,600.00
Phase II-Prism Pledge Offerings	1,591.71	1,663.00	96	35,229.45*	20,000.00	15,229.45	33,710.08	20,000.00
Rental Income Inc.	0.00			0.00			0.00	
Trinity Place Memorials & Other Gifts	0.00	0.00	0	25,000.00	0.00	25,000.00	0.00	0.00
Trinity Place-The Walls Pledge Offerings	140.00	0.00	0	8,120.00	0.00	8,120.00	12,838.50	0.00
Total Income	\$1,731.71	\$8,676.00	20	\$151,817.26	\$104,200.00	\$47,617.26	\$137,087.42	\$104,200.00
Expense								
Advertising & Promotion	0.00	0.00	0	0.00	0.00	0.00	96.60	0.00
Parking Supplies	60.96	38.00	160	162.78	500.00	(337.22)	90.00	500.00
Total Parking Expenses	\$60.96	\$38.00	160	\$162.78	\$500.00	(\$337.22)	\$186.60	\$500.00
Maintenance & Repairs	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Maintenance Supplies	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Plans & Designs	0.00			4,500.00			0.00	
Trinity Place Utilities	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Total Property Expenses	\$0.00	\$0.00	0	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Exp Xfer to Operating Fund	0.00	0.00	0	0.00	0.00	0.00	(12,314.00)	0.00
Interest Expense Exp.	1,905.54	2,113.00	90	24,676.45	25,400.00	(723.55)	29,997.56	25,400.00
Principle-Loan #0001181940	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Principle-Loan #1591114	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00
Net Interest Expenses	\$1,905.54	\$2,113.00	90	\$24,676.45	\$25,400.00	(\$723.55)	\$17,683.56	\$25,400.00
Loan Closing Costs-First Citizens Bank	0.00			0.00			0.00	
Total Expenses	\$1,966.50	\$2,151.00	91	\$29,339.23	\$25,900.00	(\$1,060.77)	\$17,870.16	\$25,900.00
Difference	(\$234.79)	\$6,525.00		\$122,478.03	\$78,300.00		\$119,217.26	\$78,300.00

* = 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.

2019
Statement of Mission

Operating Fund
&
Trinity Place Fund

01-23-2019

Operating Fund Statement of Mission (SOM)

	<u>SOM 2017</u>	<u>%</u>	<u>Actual 2017</u>	<u>%</u>	<u>SOM 2018</u>	<u>%</u>	<u>Actual 2018</u>	<u>%</u>	<u>SOM 2019</u>	<u>%</u>
Income										
General Offerings:										
Plate and Other Offerings	\$ 46,500	9.0%	\$ 53,546	10.0%	46,500	8.8%	43,350	8%	40,652	7.1%
Pledges Offerings	468,896	91.0%	479,444	90.0%	480,000	91.2%	485,581	91.4%	533,440	92.9%
Sub-total General Offerings	515,396	100.0%	532,990	100.0%	526,500	100.0%	528,931	99.6%	574,092	100.0%
Investment and Other Income:										
Investment Income - Restricted	0.00	0.0%	-	0.0%	0.00	0.0%	-	0.0%	0.00	0.0%
Investment Income	100	0.0%	660	0.1%	100	0.0%	2,939	0.6%	0.00	0.0%
Realized Gain/Loss Sale Invest	0.00	0.0%	(625)	-0.1%	0.00	0.0%	-	0.0%	0.00	0.0%
Unrealized Gain/Loss on Invest	0.00	0.0%	-	0.0%	0.00	0.0%	(710)	-0.1%	0.00	0.0%
Sub-total Investment and Other	100	0.0%	(98)	0.0%	100	0.0%	2,230	0.4%	-	0.0%
Total Income	\$ 515,496	100.0%	\$ 532,892	100.0%	\$ 526,600	100.0%	\$ 531,161	100.0%	\$ 574,092	100.0%
Expenses										
Salaries and Benefits:										
Clergy Salaries	\$ 69,975	13.6%	\$ 69,540	13.0%	83,028	15.8%	83,041	15.6%	72,513	12.6%
Clergy Housing Allowance	36,000	7.0%	38,622	7.2%	47,552	9.0%	47,552	9.0%	53,552	9.3%
Clergy SE Tax Offset	0.00	0.0%	2,604	0.5%	4,463	0.8%	4,463	0.8%	10,914	1.9%
Staff Salaries	106,560	20.7%	99,328	18.6%	102,320	19.4%	95,891	18.1%	116,834	20.4%
Payroll Tax Expenses	8,152	1.6%	7,467	1.4%	7,827	1.5%	7,071	1.3%	8,938	1.6%
Clergy Pension	18,950	3.7%	19,339	3.6%	24,182	4.6%	24,182	4.6%	24,530	4.3%
Staff Pension	7,714	1.5%	6,382	1.2%	7,002	1.3%	5,463	1.0%	7,994	1.4%
Contract Labor	25,660	5.0%	20,223	3.8%	21,000	4.0%	20,067	3.8%	21,500	3.7%
Clergy Health Insurance	0.00	0.0%	-	0.0%	0.00	0.0%	-	0.0%	0.00	0.0%
Diocesan Reimb for Asst Rector	0.00	0.0%	(21,609)	-4.1%	(32,412)	-6.2%	(32,414)	-6.1%	(13,506)	-2.4%
Staff Health Insurance	10,142	2.0%	10,194	1.9%	10,161	1.9%	12,280	2.3%	23,085	4.0%
Sub-total Salaries and Benefits	283,153	54.9%	252,089	47.3%	275,123	52.2%	267,596	50.4%	326,354	56.8%
Diocesan Assessment	83,529	16.2%	83,529	15.7%	83,737	15.9%	83,737	15.8%	84,131	14.7%
Mission and Program Expenses:										
Christian Formation	1,500	0.3%	1,912	0.4%	1,500	0.3%	1,463	0.3%	1,500	0.3%
Kanuga - Parish Retreat	1,500	0.3%	1,588	0.3%	1,500	0.3%	1,058	0.2%	1,500	0.3%
Christian Formation-Youth	3,500	0.7%	1,663	0.3%	1,500	0.3%	1,954	0.4%	1,500	0.3%
Young Adult Ministry	2,000	0.4%	-	0.0%	1,000	0.2%	-	0.0%	1,000	0.2%
Music/Choir	2,500	0.5%	2,528	0.5%	4,000	0.8%	3,515	0.7%	2,500	0.4%
Worship/Altar Guild	2,300	0.4%	1,354	0.3%	2,000	0.4%	1,318	0.2%	2,000	0.3%
Canterbury Club	1,000	0.2%	735	0.1%	1,000	0.2%	495	0.1%	1,000	0.2%
Fellowship	1,300	0.3%	(273)	-0.1%	1,300	0.2%	240	0.0%	1,300	0.2%
Evangelism	0.00	0.0%	-	0.0%	250	0.0%	-	0.0%	250	0.0%
Pastoral Care	200	0.0%	89	0.0%	200	0.0%	119	0.0%	200	0.0%
Stewardship	400	0.1%	296	0.1%	500	0.1%	554	0.1%	500	0.1%

Operating Fund Statement of Mission (SOM)

	SOM 2017	%	Actual 2017	%	SOM 2018	%	Actual 2018	%	SOM 2019	%
Vestry Retreat	2,000	0.4%	2,637	0.5%	1,750	0.3%	1,467	0.3%	1,750	0.3%
Sub-total Program Expenses	18,200	3.5%	12,530	2.4%	16,500	3.1%	12,184	2.3%	15,000	2.6%
Outreach:										
Clergy Discretionary	2,500	0.5%	2,500	0.5%	3,200	0.6%	3,200	0.6%	3,200	0.6%
Direct Outreach	13,500	2.6%	13,450	2.5%	18,000	3.4%	18,000	3.4%	39,000	6.8%
Sub-total Outreach Expenses	16,000	3.1%	15,950	3.0%	21,200	4.0%	21,200	4.0%	42,200	7.4%
Facilities Expenses:										
Utilities	21,000	4.1%	21,767	4.1%	22,000	4.2%	25,022	4.7%	26,000	4.5%
Property and Liability Insurance	12,000	2.3%	11,954	2.2%	12,000	2.3%	13,480	2.5%	13,500	2.4%
Capital Improvements	0.00	0.0%	-	0.0%	19,000	3.6%	22,026	4.1%	0.00	0.0%
Interest / Principal on 195 OGH	12,314	2.4%	12,314	2.3%	0.00	0.0%	-	0.0%	0.00	0.0%
St. Paul's Expense	10,500	2.0%	10,500	2.0%	11,000	2.1%	8,250	1.6%	0.00	0.0%
Maintenance	12,000	2.3%	16,866	3.2%	16,800	3.2%	17,167	3.2%	18,000	3.1%
Maintenance Contracts	12,000	2.3%	11,780	2.2%	12,000	2.3%	12,783	2.4%	13,500	2.4%
Sub-total Facilities Expenses	79,814	15.5%	86,181	16.0%	92,800	17.6%	98,728	18.6%	71,000	12.4%
Mission and Program Support Expenses:										
Supplies	5,000	1.0%	7,124	1.3%	6,657	1.3%	6,696	1.3%	6,657	1.2%
Conference/Training - Rector	1,000	0.2%	1,009	0.2%	1,000	0.2%	970	0.2%	1,000	0.2%
Conference/Training - Lay Staff	1,000	0.2%	426	0.1%	1,000	0.2%	586	0.1%	1,000	0.2%
Conference/Training - Asst Rector	500	0.1%	959	0.2%	1,000	0.2%	442	0.1%	1,000	0.2%
Professional Expense - Rector	3,000	0.6%	1,716	0.3%	3,000	0.6%	2,579	0.5%	3,000	0.5%
Professional Expense - Asst Rector	250	0.0%	73	0.0%	750	0.1%	920	0.2%	750	0.1%
Professional Expense - Lay Staff	0.00	0.0%	-	0.0%	0.00	0.0%	-	0.0%	0.00	0.0%
Equipment Purchases	3,000	0.6%	4,082	0.8%	2,500	0.5%	1,948	0.4%	1,500	0.3%
Printing and Publications	8,000	1.6%	9,179	1.7%	9,200	1.7%	7,356	1.4%	9,200	1.6%
Payroll Service Expense	400	0.1%	343	0.1%	400	0.1%	338	0.1%	400	0.1%
Postage and Freight	1,250	0.2%	1,411	0.3%	1,400	0.3%	1,629	0.3%	1,400	0.2%
Telephone and Internet Access	4,400	0.9%	4,928	0.9%	5,500	1.0%	6,867	1.3%	6,500	1.1%
Sub-total Support Expenses	27,800	5.4%	31,250	5.9%	32,407	6.2%	30,331	5.7%	32,407	5.6%
Special Expenses:										
Miscellaneous	7,000	1.4%	-	0.0%	0.00	0.0%	1,715	0.3%	0.00	0.0%
Anderson Estate Fund Reimbursement	0.00	0.0%	-	0.0%	0.00	0.0%	-	0.0%	13,000	2.3%
Amount for Allocation	0.00	0.0%	7,652	1.4%	4,833	0.9%	-	0.0%	0.00	0.0%
Sub-total Special Expenses	7,000	1.4%	7,652	1.4%	4,833	0.9%	1,715	0.3%	13,000	2.3%
Total Expenses	\$ 515,496	100.0%	\$ 488,181	91.6%	\$ 526,600	100.0%	\$ 515,490	97.0%	\$ 584,092	101.7%
Income Over (Under) Expenses	0		\$ 44,712		-		15,671		(10,000)	
Transfers In (Out) From (To) Other Funds	-		\$ (35,000)		-		(60,382)		10,000	
Excess/(Deficit)	\$ 0		\$ 9,712		\$ -		(44,712)		\$ -	

01/23/2019

Trinity Place Fund

Statement of Mission (SOM)

As of 12/31/2018

	<u>SOM 2017</u>	<u>%</u>	<u>2017 Actual</u>	<u>%</u>	<u>SOM 2018</u>	<u>%</u>	<u>2018 Actual</u>	<u>%</u>	<u>SOM 2019</u>	<u>%</u>
Income										
Memorial and other Gifts	\$ -	0.0%	\$ -	0.0%	\$ -	0.0%	\$ 25,000.00	16.5%	\$ -	0.0%
Prism Pledge Offerings (The "Walls" beg 2014)	-	0.0%	12,838.50	9.4%	-	0.0%	8,120.00	5.3%	-	0.0%
Prism II Pledge Offerings	19,200.00	19.0%	33,710.08	24.6%	20,000.00	19.2%	35,229.45	23.2%	20,000.00	
Rental Income	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
Football Parking Income	49,700.00	49.2%	56,903.84	41.5%	50,600.00	48.6%	58,554.46	38.6%	65,200.00	60.5%
Parking Income	32,160.00	31.8%	33,635.00	24.5%	33,600.00	32.2%	24,913.35	16.4%	22,560.00	20.9%
Total Income	\$ 101,060.00	100.0%	\$ 137,087.42	100.0%	\$ 104,200.00	100.0%	\$ 151,817.26	100.0%	\$ 107,760.00	81.4%
Expense										
Interest Expense	\$ -	0.0%	\$ 29,997.56	21.9%	\$ 25,399.81	24.4%	\$ 24,676.45	16.3%	\$ 21,047.89	19.5%
Interest Exp Transferred to Operating Fund	(12,314.00)	-12.2%	(12,314.00)	-9.0%	-	0.0%	-	0.0%	-	0.0%
Interest Exp Transferred to Reserve Funds	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
Net Interest Expense	(12,314.00)	-12.2%	17,683.56	12.9%	25,399.81	24.4%	24,676.45	16.3%	21,047.89	19.5%
Parking supplies	1,000.00		90.00		500.00		162.78		500.00	
Advertising and promotion	-	0.0%	96.60	0.1%	-	0.0%	-	0.0%	-	0.0%
Total Parking Expenses	1,000.00	1.0%	186.60	0.1%	500.00	0.5%	162.78	0.1%	500.00	0.5%
Plans & Designs					-		4,500.00	3.0%	30,000.00	
Total Expense	\$ (11,314.00)	-11.2%	\$ 17,870.16	13.0%	\$ 25,899.81	24.9%	\$ 29,339.23	19.3%	\$ 51,547.89	47.8%
Income over expense	112,374.00		119,217.26		78,300.19		122,478.03		56,212.11	
Beginning Fund Balance	1,945,781.46		1,945,781.46		2,064,998.72		2,064,998.72		2,187,476.75	
Transfers from (to) Haiti Fund									(10,000.00)	
Transfers from (to) Operating Fund										
Ending Fund Balance	\$ 2,058,155.46		\$ 2,064,998.72		\$ 2,143,298.91		\$ 2,187,476.75		\$ 2,233,688.86	

Junior Warden
2018 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.

These past two years as your Junior Warden have been incredibly rewarding. In addition to “bats and a belfry,” I had 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. These buildings that we often take for granted are the pillar of our worshipping community. This past year we have hosted Sunday services, weekday services, baptisms, Canterbury events, funerals, receptions, meetings and many community events. Every weekday, these buildings serve as the cornerstone of education for many families. Our grounds serve as the garden that provides fresh produce for the Clemson Free Clinic. The beautiful flowers serve as a reminder of God's blessings to the community. Several times a year, the buildings host multiple families as they work to get back on their feet through the Family Promise program.

We began the year with completing repairs needed from storm damage in 2017 including replacement of the roof and boards around the bell tower. Building systems have been maintained and when needed they have been repaired. The Day School area of the parish hall got some much-needed upgrades including new floors, new cabinets and upgrades in the bathrooms. Over the summer, the 20+ year old doors to the nave and Parish Hall were finally replaced. And in response to needs expressed by the family ministry committee, baby changing stations were added to the main parish hall bathrooms.

Trinity Place has been able to provide us with income to help finance the debt on the property. I owe a huge gratitude of thanks to our parking committee (headed by **Kaleb Ellison** and **Bill Hurst**); this group has done an amazing job managing all the event parking – and being there EARLY in the morning each home football game. **Beth Kunkel** is there most every Saturday keeping everyone in line. **Bill Purkerson** and his team do a great job getting everything back in tip top shape Sunday morning.

St. Paul's had an exciting year with the completion of several major renovations funded by a grant from the Upper Diocese of South Carolina. The interior paint was stripped down to the original wood and then repainted. The St. Paul's committee made the wonderful decision to leave the back wall unpainted so that future generations could see the beautiful workmanship. Several trees were removed, and plans are in place to have them replanted. The main parking area has been paved; plans are in place for a second pavement layer to be completed. Thank you to everyone on the St. Paul's committee for your hard work and dedication to this holy space. I look forward to celebrating St. Paul's 200th birthday in 2019.

As you know, buildings and ground projects never end. The communications committee is helping with signage in front of the church and (hopefully) around town. In 2019, the Nave Committee led by **Mickey Harder** will start a visioning process for the front of the Nave. You will also start to see new church signage due to the great work done by **Meredith McTigue** and the Communications Committee. Work needs to be done on developing procedures to ensure the safety and security of the building for everyone including Day School students and teachers, Canterbury members, Sunday School classes, Parishioners, the Nursery and Family Promise. While this seems rather trivial, as a church, formal plans

need to be in place for how we will handle medical emergencies, natural disasters, or security threats. We will utilize templates from the national church, the diocese and community plans.

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 Hylkena**. 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, David Robb and Shannon Quattlebaum** do in the So All May Eat garden throughout the year. A wonderful new addition was getting the help of several of our young parishioners. I understand **Kathryn Cauley** is quite the gardener! 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

SENIOR WARDEN 2018 Annual Report

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

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.

I wish to start my report by recognizing the efforts of all those volunteers who serve the church: those on the Vestry, including its treasurer and clerk, those on teams and committees, those who work for the Bazaar and the Thrift Shop, those who attend to the buildings and grounds, those who see to our publications and website, those who help with the worship, those who sing in the choir, those who teach Sunday School, and those who serve on the Day School board and boards in the community, among so many others. The church is only as good as these dedicated people who do most of its work. I especially thank our Junior Warden, **Kathy Crouse**, for her herculean efforts over the past two years. She has dealt with a significant number of difficult issues that usually fall to her position. But beyond that, she has contributed so much to initiatives and projects outside this position. You can see her mark almost everywhere. She will be missed. To the outgoing Vestry representatives, **Meredith McTigue**, **Jack Davis** and **Byron Harder**, I tip my hat for all you have contributed over three years. Among many of their other contributions, I recognize Meredith for her impact as chair of the EDS board and with the Vestry communications team, Jack for his dedication and leadership at St. Paul's, and Byron for his impact on buildings and grounds and on the Outreach Committee. To the new Vestry members, **Samantha Murphy**, **Amy Agosti** and **Bill Purkerson**, I bid you welcome, and I know from experience that you will contribute greatly to the work of this body. We are pleased that **Shannon Quattlebaum** will continue with us for a new full term after filling a vacated seat. She has devoted a great deal of creative effort to the Vestry goals and the engagement committee.

This year the Vestry has been as engaged and as analytical as any with which I have been involved. Our retreat in February, while providing the basis for a set of norms for the way the Vestry departs itself, did little toward the developing of strategic goals. This deficiency was recognized by many of the members of the group and has been corrected. With a mid-year mini-retreat, we created a set of strategic goals, which we communicated to the parish for input. As a result of your input and further discussions in the Vestry, these have been edited and are ready for our retreat in February during which we will complete their prioritization and assign them to various groups in the church for the development of tactical implementation plans.

In recent years, the Vestry has developed principal goals to be handled by Vestry-run committees. I have reported on the progress of these in monthly reports in *Tempo*. This year we continued those from last year, which focused on three areas: (1) communication to the parish, led by **Meredith McTigue**, (2) increasing participation in the parish, led by **Shannon Quattlebaum** and (3) developing plans for Trinity Place, led by **Tommye Hurst**. The activities of these groups have evolved over the year and are now at a point where further work in these areas will be assigned to staff, standing committees, or in the case of Trinity Place, a continuing ad hoc committee. In short, the communications group has focused recently on standardizing logos, signage and the way we

refer to ourselves. The parish participation group developed and is analyzing a survey to determine the way we currently participate in the church and in what ways we might want to participate. As you will see in the separate report in this document and in the presentation at the annual meeting, the Trinity Place group has studied and made recommendations for the use of our existing buildings and, working with our design-build team, has a Vestry-approved plan for developing the area adjacent to our built space.

This year we dealt with three issues that have legal and to a varying extent, ethical implications. As I have reported to you previously, the first issue resulted from the Anderson fund having been treated in the same way as most of the funds at Holy Trinity; that is, we use the principal on an as needed basis, in keeping with the intent of the funds. However, the Anderson fund was intended to be used as an endowment, using 95% of the *interest* for expenditures. With some outside consultation and a recommendation by the finance committee, the Vestry has authorized a payback schedule to the fund.

The second issue, the way we handle the funds we collect for projects in Haiti was studied as well, and advice about our procedures from an outside tax-consulting firm was obtained. Our revised practices are consistent with IRS guidelines and have streamlined our own bookkeeping. In the near future, I will be detailing in *Tempo* our procedures and background for these funds, as there seems to remain some confusion about their origin and operation.

The third issue had to do with the way the Thrift Shop funds are handled. Historically, this group, which through their revenue does so much to support St. Paul's and local charities as well as providing inexpensive goods to the community, has kept their own accounts. While they have always been responsive to the needs of the church, the Vestry is required to have control of all church funds. Under **Diana Manly's** leadership, the Thrift Shop committee agreed to merge their funds with that of the church. However, given their efforts in raising these funds, it seemed to me that they should recommend the way they are spent. Accordingly, they created new bylaws and made such a recommendation to the Vestry this year, which was happily approved.

This year we conducted the first Mutual Ministry review during Mtr. Suz's tenure here, which came at roughly the two-year anniversary of her arrival. This was in principle overdue, as the diocesan guidelines are to have one at six months following the arrival of a new Rector, another at the one-year anniversary of arrival and annually thereafter. We sought guidance from the diocese and followed diocesan guidelines for the procedural steps and the content of a questionnaire. We did reformat and add some questions to the questionnaire, which was given to the Vestry, the Rector and other church leaders to complete. Our process was guided by the **Rev. Gayle Baldwin**, who served as an outside consultant. Her summary and analysis of the results of the survey was shared in separate meetings with wardens and the Rector, and with the Vestry, including the Rector. We learned much about our strengths and weaknesses, and the results play in some measure into our strategic plan. However, more importantly perhaps, our findings will be the basis for developing clear expectations for all of our leaders this coming year.

A personnel committee, largely under the guidance of **Bill Purkerson**, was formed to assist the Vestry in preparing job descriptions and expectations for the positions we sought and to organize job interviews of candidates. Their work further revealed, as mentioned above, that we still have work to do in the area of developing job expectations. The good news is that we have hired excellent staff in the persons of **Kara Hollandsworth**, parish secretary, **Caroline Daw**, youth leader, **Hailey Lamb-Nielubowicz**, bookkeeper (primarily for the EDS) and recently **Leah**

Durham, children's choir director. Unfortunately, we have not attracted viable applicants for our family minister position. In the interim, the family ministry committee under **Sarah Maiberger** has filled in the gaps, and, moreover, has brought creative energy to this mission. It is likely, in order to attract candidates, we will need to revisit the family ministry job description, its status and the way we advertise for this position. As mentioned at the onset, much of the work of the parish is done through committees and teams of volunteers, many of whom have jobs and multiple other responsibilities. Each month they share their activities with the Vestry through written and, in some cases, verbal reports. I encourage you to read their individual annual reports herein. I think you will be impressed by the extent of their dedication and accomplishments.

I remain faithfully yours,
Hap Wheeler, Senior Warden
January 12, 2019

RECTOR

2018 Annual Report

A parish is a household: to the glory of God, we share our resources and work toward common goals. In churches we tend to use the language of time, talent, and treasure to describe our sharing of resources. Another word for this sharing and working toward common goals is stewardship. In very specific ways, 2018 has been a year of strong stewardship in our particular household of God.

In terms of stewardship of time, we have seen transitions of leadership that reflect the best practices of discernment and responding to the call to mission. My favorite example of that stewardship of time this year is as follows: In late September or early October, I received a call from **Kevin Hughes**, who along with his wife, **Robbie**, and **Harry** and **Julie Morse**, had headed up our annual ministry of providing Meals on Wheels Christmas Dinner. Both couples have given sacrificially of their time on Christmas morning for several years. They all discerned that the time had come for them to step back from that particular ministry. The transition of leadership and implementation of the Meals on Wheels Christmas Dinner ministry was accomplished smoothly and effectively, thanks to the efforts of **Beth Kunkel**, **Sue Smink**, and **Al Mathiasen**. The meal preparation and Christmas Day service were well supported and meaningful to all who participated.

In terms of stewardship of talent, we have seen our children sharing their talents for reading and choral singing in our worship services. During our First Sunday Services, we have witnessed very fine reading by several of our children. Their poise and confidence, as well as their very evident preparation for the ministry of reading Scripture in our worship services has been inspiring. The gift of music that our Children's Choirs have shared with us under the direction of our beloved sister, **Wanda Campbell**, brought much joy to each of us who were blessed by their singing. Finding a new Children's Choir Director to step into the role that Wanda created was an incredible challenge, but it will be well worth the time it took to find **Leah Durham** to pick up that mantle.

In terms of stewardship of treasure, the Annual Stewardship Campaign to fund the mission and ministry of Holy Trinity was a resounding success. The Stewardship Ministry Team, led by **Bill McDaniel**, set a "stretch goal" of \$516,000—significantly higher than the final pledge total of the year before. The Stewardship team did an excellent job of communicating the purpose of the campaign, as well as making the case for each of us to consider increasing the amount of our pledges to fulfill that purpose. The result was an overwhelming success—**Bill** will supply the data in detail elsewhere in this Annual Report, but my take-away is that we blew past our stretch goal by almost \$18,000! The Finance Committee and the Vestry are taking active steps to ensure that these funds will be managed carefully and used effectively for fulfilling our mission to love, think, and act as the Body of Christ.

Of course, there are other examples of this stewardship of time, talent, and treasure in the life of the parish. What is your favorite story?

In the year that has passed, we have experienced the loss of several dear souls whose contributions to the life of Holy Trinity were enormous. Every death leaves a hole in the fabric of our lives, and each year brings loss. This year was extraordinary in that we lost several leaders of ministry, and we are still adjusting to those transitions. Of particular significance to the life of this parish is the absence of our dear **Rector Emeritus, Tom Davis**, whose legacy includes the very buildings in which we worship, learn together, take care of each other, and from which we take the Church into the world. Personally, I miss his visits to the office and his story-telling, full of self-deprecating humor and encouragement for the newest occupant of the Rector's Study he originally inhabited. The list of the departed at the beginning of this Annual Report reflects the depth of our losses this year. May each of those dear souls rest in peace and rise again in glory!

In his book, We Make the Road by Walking, Brian McLaren reminds his readers that we are all "in the making." Even though Holy Trinity Episcopal Church is 120 years old, this parish is still "in the making." We have the freedom and the ability to keep moving forward—growing, learning, loving, thinking, and acting in the world. We also have the freedom to stay where we are—loving, thinking, and acting in the world, to be sure, but slowly dwindling in energy and health.

We are poised to move forward: under the leadership of **Senior Warden, Hap Wheeler**, and **Junior Warden, Kathy Crouse**, the Vestry has worked very hard to establish strategic goals towards which the leadership of the parish will strive in the next few years. **Hap** and **Kathy** are both two of the hardest working and effective Wardens I've ever seen in action. **Tommye Hurst** and the Trinity Place Committee have done exemplary work in guiding the discernment about and planning for next steps in the improvement of Trinity Place. Additionally, **Tommye** (with much assistance from our incoming **Junior Warden, Bill Hurst**) has assessed the condition and use of our existing space and furnishings, which has begun the process of optimizing our use of existing spaces.

Each member of the Vestry has responsibilities as liaisons with major areas of ministry in the parish, in addition to their collective responsibilities for stewardship of property, finances, and mission. I am grateful for the dedication and leadership of **Jack Davis**, **Byron Harder**, and **Meredith McTigue** as they complete their terms of service on the Vestry. I look forward to working with **Amy Agosti**, **Samantha Murphy**, and **Bill Purkerson** as they begin their terms of service.

Our two appointed officers of the parish, our **Treasurer, Bob Taylor**, and **Clerk, Rebecca Eidson**, both deserve our heartfelt thanks for their faithful execution of their responsibilities. **Bob** and **Rebecca** both bring to their efforts on behalf of the parish considerable talent and dedication—and great good humor!

I must express my gratitude to and for our excellent staff. **Lynne Farmer** and **Kara Hollandsworth** keep the office running smoothly, with able assistance from **Hailey Nielubowicz**. **Rebecca Bowman** and **Cynthia Spejewski** continue to lead our Music Ministries to the glory of God—our volunteer choir just gets better and better! We are happy to welcome **Leah Durham** to our team of music ministers and look forward to the beautiful music our children will make under her direction. **Suzanne Watkins** and the teachers of the Holy Trinity Episcopal Day School provide the best preschool educational

experience in Clemson. **Jim Hylkema**, our Sexton, is a combination of custodian, Santa Claus, and Zen master. I'm grateful for the light he brings into our lives each day. **Fr. Christopher** continues to grow and develop as a preacher, pastor, and priest. I am tremendously grateful for his teaching and to have such a prayerful and thoughtful colleague in ministry.

Finally, I am grateful for each of you. Your prayers and kindness, your honesty and devotion to this parish, your love for the Lord are all an inspiration to me each day. So many of you serve quietly and faithfully behind the scenes. Your stories are told within the reports of the many ministry teams in this collection. God bless you and keep you wrapped in love this year.

Grace and peace to you all.

Suz+

January 18, 2019

TRINITY PLACE COMMITTEE

2018 Annual Report

The past year for the Trinity Place Committee involved the study necessary for a Long Term Master Plan for the facilities on Holy Trinity's campus. Recorded in the 2017 Annual Report are Vestry short-term and long-term goals for use of the Trinity Place property. As part of their work in developing a comprehensive plan for the future of Holy Trinity 20 years into the future, the committee facilitated a study of the current and future uses of the current buildings.

Included in the Master Plan for short-term goals are projects to improve areas in addition to Trinity Place. Those include improvements to the Sanctuary in the Nave of the church, improved parking and a handicapped ramp to office access, covered drop off at the handicapped ramp access to the church and parish house, improved security for the Day School, an improved and updated playground for the Day School, and in the basement, college ministry space with outdoor, secure access, as well as areas used for outreach. Several sub-committees have been defined to address planning and budget for these improvements that fall outside the funds for Trinity Place improvements. The Committee realizes that a Master Plan for Holy Trinity's downtown campus includes planning for improvements and maintenance necessary to be good stewards of the property God has put in the hands of our parish.

There is no doubt that parishioner input has been heard through numerous surveys and conversations informing a Master Plan for Trinity Place providing needs into the future. The Vestry accepted a Master Plan prepared by Signature Architects that allows for short-term improvements and also provides opportunities for expansions of programs for future generations.

As a church in downtown Clemson and bordering Clemson University, we have ongoing conversations with officials to assure proper and legal uses of our property. By the City of Clemson zoning ordinances, Holy Trinity is required to have 69 paved parking places for the size of our church. The Vestry approved an agreement with Trehel Corporation and Signature Architects for Pre-Construction Services which will provide schematic drawings, engineering reports, and guaranteed maximum price for making the improvements necessary to complete the short term goals and for compliance of the City of Clemson parking requirements. The completed documents and drawings from the Pre-Construction Phase will be presented to the Vestry and if approved, will be shared with the parish, gaining valuable feedback, input, and confirmations.

This phase of construction has the intent of fulfilling the following time-line. These dates are chosen in order to protect the church's ability to retain the revenue from the Clemson University football season parking.

- Winter of 2019 – Schematics and Pricing for Phase I of the Master Plan accomplishing the Vestry's short term goals will be submitted to the Vestry.
- Spring of 2019 – Funding will be determined by parish input and commitment.
- Fall of 2019 – approved improvements, not affecting football parking, may be started.
- December 1, 2019 – following the football season, construction of required paved parking, green space, and basement access will begin
- Prior to August, 2020 – the beginning of Clemson University football home game season, access to new parking facilities will be available.
- December 2020 all improvements are complete and clean.

Acts 20:28 ESV "Pay careful attention to yourselves and to all the flock, in which the Holy Spirit has made you overseers, to care for the church of God, which he obtained with his own blood."

Respectfully submitted with blessings,

Tommye Hurst

January 16, 2019

ALTAR GUILD

2018 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:

**Barbara Armstrong
Jan Cribb
Donna Davis
Judy Eidson
Judy Fairey
Jane Hamilton
Davy Hammatt
Wendy Longo
Diana Manly
Sally Mathiasen**

**Anna McKenna
Jack McKenna
Marie McMahan
Sally Morrell
Nancy Pate
Iris Reed
Ann Russell
Betty Snowden
Mark Stokes
Kathy Woodard**

Diana Stafford moved this year and her presence in our guild will be greatly missed.

Finally, we would like to thank our wonderful Sexton, **Jim Hylkema**, for all of his cheerful help. He removes wax from floors and pews, keeps the altar area sparkling clean, and helps us put up and take down Christmas decorations. We greatly appreciate him.

We're always seeking parishioners to serve on our altar guild, so if you'd like to contribute your time and talent, please contact me or one of our members.

Respectfully submitted,

Jan Cribb
for the Altar Guild

January 23, 2019

ASSISTANT TO THE RECTOR MINISTRY REPORTS

2018 Annual Report

CANTERBURY

Orientation

During the summer of 2018, Clemson University provided space for campus ministers to set up display tables in the Hendrix Student Center at the end of each two-day orientation session. As the registered campus minister from Holy Trinity, I represented our local church and the worldwide Anglican Communion at each of these sessions: 6/12, 6/14, 6/19, 6/21, 6/26, 6/28, 7/3, 7/10, 7/12, and 7/17.

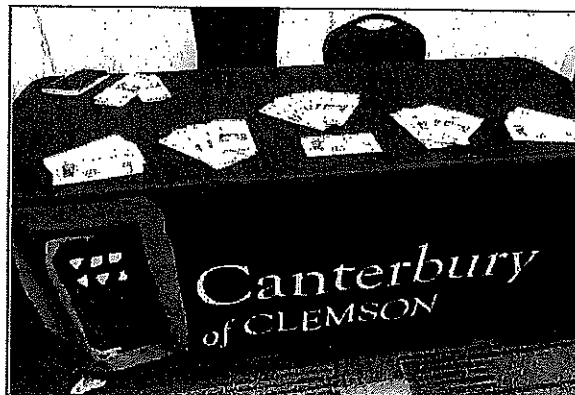
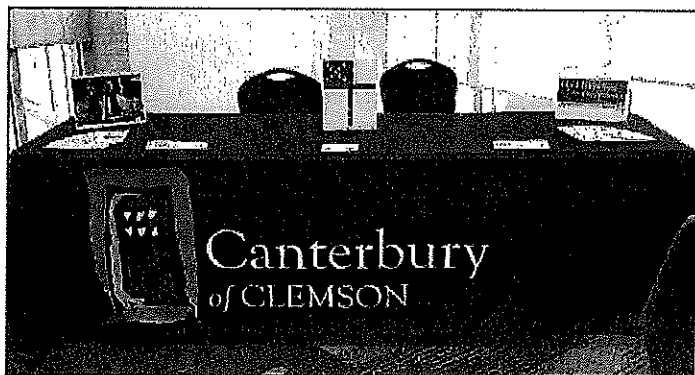
The consensus among my fellow campus ministers, particularly those who have been part of the Clemson Campus Ministers Association (which I joined in the fall of 2017), has been that the timbre of the relationship between university administration and campus ministry has changed noticeably over the past few years. I have been told by a number of campus ministers that the current administration has not been as enthusiastic as the previous one had been about supporting campus ministry. In particular, the climate surrounding ecumenical and interfaith work, both of which have been central to CCMA's activities, seemed to have cooled significantly. The feeling among a number of my campus ministry colleagues has been that efforts to work together as a cohort have not been supported, and that, as a result, each of us is more or less on our own with regard to planning and offering campus-oriented ministries.

With that background in mind, my purpose in participating in these summer orientation events was primarily to be visible—not only to students but also to the university administration. I showed up in my black uniform and clerical collar in order to provide a visible presence of the Episcopal Church on the Clemson University campus to students (and especially parents) who drop by the campus ministry room, which was the final stop on the two-day orientation program, and also to demonstrate to the university that we are deeply interested and passionately committed to ministering to Clemson students. On one hand, I did not want incoming students to have to wonder whether there is an Episcopal presence in Clemson; on the other, I did not want the university to offer us space on campus and, when we did not take advantage of that offer, to perceive us as having ignored or squandered that opportunity.

Thus, the strategy for this year's orientations was to be present and to be visible, first and foremost, and to make contact with other campus ministers from other traditions, in hopes of A) just getting to know my counterparts a little better, but also B) laying some foundations for possibly rebuilding some of the inter-denominational or even interfaith work (although I have to report that I only ever saw Christian denominations and organizations represented at these sessions) that can make for a truly dynamic campus ministry.

At each of the scheduled orientation sessions, I set up a Canterbury Campus Ministry table display with a purple tablecloth that included:

- the Canterbury logo and name photographs of the Episcopal shield, the slogan "God loves you—no exceptions!" and of Presiding Bishop Michael Curry preaching at the royal wedding
- 3-fold color brochures outlining what Canterbury is and including pictures and descriptions of our Canterbury Community at Holy Trinity
- Canterbury bumper stickers
- Canterbury business cards with my name and email specifically as Campus Minister in addition to the info for Holy Trinity



As I suspected based upon the orientation sessions I had attended prior to the original report, I did not have many opportunities to do much direct recruiting. There were only two students to whom I spoke who were there looking specifically for the Episcopal table. I spoke to a number of parents, however, who were very interested in what we had to offer. But overall, this venue did not seem to be a likely source of increased numbers for our Canterbury group. (Again, it didn't help that the Campus Ministry room was an *optional* stop at the end of two full days of new-student orientation activities, so the folks who did make it to the display area were pretty exhausted by the time they did so.)

That said, I believe that the effort of being there was worth it for several reasons. For one, it was important that Holy Trinity, specifically, and the national Episcopal Church itself be a visible part of the Campus Ministry community (such as it is) at Clemson University. There were folks who were familiar with Clemson, but who would not have known that the building on the hill across from the soccer field was an Episcopal church, had I not been there, in my collar, talking up our campus ministry program. For another, it was important for me to make connections with other campus ministers from other denominations, especially since CCMA will probably not be as active moving forward as it was last fall. Lastly, the collateral benefits of better learning my way around campus and of acquiring a faculty parking sticker both paid off, as I spent much more time physically on campus this year than I was able to in my first year at Holy Trinity.

Recruitment

One of our priorities for the fall semester of 2018 was to focus on recruiting new participants and welcoming them into our Canterbury community. We had a number of Canterbury members who graduated in the spring of 2018, but we also had quite an influx of newcomers in the fall of 2018; in fact, the Welcome (Back) Bash (see below) was one of the best-attended Canterbury events since my arrival here.

With an eye toward ongoing efforts to expand our recruiting efforts, our peer minister has explored working with campus housing to get flyers put up in residence areas, where we can catch the interest of the freshmen who make up the majority of the student body living on campus. We had some success with it in the fall, but we will need to be more consistent in the future if we want to be effective at inviting new folks into our Canterbury community this way.

There has been quite a lot of discussion and brainstorming this year to generate ideas for on-campus activities we could do as a group in order to be more visible on the campus. I had experienced some slight resistance to that idea in the previous year—folks expressed concerns about not wanting to stand on street corners “thumping Bibles,” for example. But this year we have identified a number of alternatives to the Bible-thumping approach, including holding brief prayer services, such as Compline, on campus, having a regular day/time for informal gatherings

in high traffic areas, setting up information tables in front of the library to hand out brochures and swag, and possibly even offering a Communion service, if we could get permission from the university.

Welcome (Back) Bash!

Classes began on August 22nd, which was a Wednesday, and we kicked off our fall Canterbury program that same evening, as well.

Thanks to the generous efforts of **Tommye** and **Bill Hurst** and **Kathy** and **Kevin Crouse**, we were able to revive the tradition of hosting a celebration for new and returning Canterbury folks in the form of a boat-party. On August 26th we gathered at Bayshore and enjoyed an afternoon of boat rides on the lake, swimming, cornhole, and some excelling cooking out, all of which facilitated our getting to know each other—which was a great way to start the year, since we had at least four new people join us at the party. The experience was such a success that the peer ministers and I discussed afterwards the importance of including some purely fellowship-oriented activities in our programming goals for the semester.

Clemson University Pilgrimage of Truth-Telling and Remembrance

Over the summer, our Canterbury group was invited to be among the initial participants in a newly-created event: a walking tour of the “hidden history” of the Clemson campus. Spearheaded by our own **Pam Mack** and by **Jody Usher** of Peace Church, who wrote and received a grant for the project, the tour was designed to highlight the intersection of the history of the university and the history of slavery in this area, with a particular focus on the spiritual implications of that history for us today. That latter emphasis is the reason that campus ministry groups such as Canterbury were invited to participate.



(Katie Webb describes the culture and living conditions of enslaved peoples who once lived and worked on land that would become the campus of Clemson University.)

The fall tour took place on Wednesday, September 26, from 5:30 pm – 7 pm, and was followed immediately by a group dinner on campus, for the purpose of discussing and processing the experience. Five of our regular Canterbears (along with me) represented our group on this inaugural outing.

The hope is to continue and expand the project, with one or two such tours taking place each semester. If that happens, this event may provide an excellent opportunity for Canterbury to help provide publicity for the event as a means of evangelizing for Canterbury—it should be win/win for all parties.

Fall Retreat

Another tradition from Canterbury’s past which we were able to revive this year was the Fall Canterbury Retreat. Planned primarily by our peer ministers, **Aynsley Hartney** and **Alena Senf**, and made possible by diocesan Canterbury funding, five Canterbears (three veterans and two newcomers) and I journeyed to the mountain wilderness of Sylva, NC, for a weekend that included fellowship, a forest hike/walking meditation (make that “climbing” meditation—the hike

was about 1.2 miles, nearly all of it straight up, notes this 47 year old!), programming centered around prayer and making connections between the Christian faith and the demands of daily life, and worship in the form of Compline and Morning Prayer.



There were a number of other Canterbears who would have joined the retreat, but it proved impossible to find a weekend that worked out for everyone in terms of scheduling; after the first couple of weeks of the semester, many folks were embroiled in papers, projects, and exams. Despite that logistical difficulty, I believe the retreat was a great success. One highlight for me was the seamless way this group was able to move from fellowship into theological reflection, from worship to camaraderie, in an easy and unforced way. I see it as one of the great strengths of this worshipping community that its members are able to weave the difference facets of their lives together in such a manner.

Organizational Structure

It was my goal that by the end of the summer we would have had a Canterbury Ministry Team in place to oversee this ministry and ensure continuity of the program across semesters, from school year to school year, and through any transitions in terms of individual personnel. For a number of reasons, it has taken longer than I'd planned to assemble this ministry team and get us up and running. But by December, I had firm commitments from the five individuals I had recruited, and we will hold our inaugural meeting as early as possible in January, with an eye toward planning both for the fall term of 2019 and toward some creative visioning for the longer-term future of Canterbury at Holy Trinity.

The team comprises at present a member of the clergy (me), the Canterbury peer minister or ministers, a Vestry representative (**Lori Graham**), and three laypersons from the parish. The purpose in assembling this ministry team is to bring Holy Trinity's Canterbury ministry into congruence with the structure and organization of the parish's other ministries. This approach should not only keep the program's continued success from depending solely upon any one individual, but also should foster greater connectedness and more frequent interaction between the congregation of Holy Trinity and the Canterbury Community.

CAMPUS MINISTRY

One goal that I identified after the 2017/2018 academic year was to spend more time, as an official campus minister, being physically present in some visible way on the campus of Clemson University. Toward that end, I worked out a schedule with **Mother Suz** that divided my "office hours" between the Holy Trinity campus and the university (even though I don't technically have

an “office” across the street). On Mondays, I had a standing appointment to have lunch with our peer ministers—to debrief from the previous week’s activities and to make sure that we were set for the coming Wednesday, and also to discuss longer-term plans and ideas ... and also to offer them support and pastoral counseling, as needed. Additionally, on Wednesday and Thursday mornings, I experimented with spending time on campus in various high-traffic locations. The idea was not to be overtly proselytizing, but rather to be simply a visible presence of the Episcopal Church in the campus environment. I invited our Canterbears to stop by as they were able during my campus hours, to increase the visibility of our presence there, and I varied not only the locations of my campus hours but also the times of day, as well, throughout the semester. Though it proved difficult to find a location, day, and time that was convenient for everyone in the group consistently, I do believe the effort was worth it; I met the goal of being physically present and visible on the campus much more often than I’d been the previous year. The goal for spring of 2019 is to maximize the effectiveness of that presence and visibility, and we are currently exploring new ways to do that in the spring.

We once again observed our customary schedule of meeting for a meal and fellowship every Wednesday evening at 6 pm, after which we’d adjourn either to the sanctuary for Eucharist or to the cottage for program, alternating between the two each week.

During the previous academic year, thanks to a pair of volunteers from the group, we were able to add music to our celebration of Eucharist. This year, we continued to build on that beginning, but we so far have still been dependent upon those same two volunteers. When they have been able to be there, music greatly enhanced our fellowship and worship. For several of our regular participants, Wednesday Eucharist at Canterbury is their principle worship, and the Canterbury group is their worship community. That being the case, it is important to offer as complete a worship experience as we can for Canterbury.

This year, I have encouraged our Canterbears as gently yet as strongly as possible to understand that a worshipping community does not merely look inward but eventually will also be compelled by the gospel to look outwards, to share the Good News with others. It is a difficult line to walk, because many of our folks have had extremely negative experiences with “evangelism” as it is often practiced in the South, so there is still much education to be done in terms of what Episcopal evangelism is ... and what it isn’t. (Teaching in this area will form part of our regular programming for spring, 2019.) But by year’s end, I was able to get the group to start brainstorming ways that we as a worshipping community might be able to increase our visibility on campus—without thumping Bibles or threatening people with hellfire and damnation. One idea our peer ministers are exploring is the possibility of our holding an open-air Eucharist on campus, so folks can literally see and hear what we do. They are looking into whether such a thing might be permitted by the university at present, and I’m hopeful we’ll find a way to move forward in that direction.

ADULT CHRISTIAN FORMATION

Adult Sunday School

In the spring of 2018, in response to increasing levels of anxiety and trends of divisiveness in the larger culture around us, I put together a three-session workshop on the subject of navigating difficult conversations about divisive topics from a foundation of Christian values and in the context of a Christian understanding of relationship. The program was so well-received and generated such positive energy that, for the kick-off of our program year in the fall, I designed an expanded version of the original workshop, this time to span a period of six weeks. Like its

predecessor, this program was enthusiastically received; we routinely had to squeeze extra chairs into the E/M room just about every Sunday during the entire series.

Our second offering this fall was a bit of an experiment: from the end of October through the end of November, I invited folks to come participate in “a rolling, ongoing, informal conversation ... a gathering space for asking questions and exploring whatever aspects of our Christian faith and/or Episcopal/Anglican tradition” were on people’s minds and hearts. Response to this experiment was very positive, as well; it was about as well-attended as the difficult conversations series, with intense levels of engagement and deep conversations happening during each session.

I closed out the fall semester with an Advent series on sacraments and sacramental theology, exploring the connections between our concept of sacrament, our theology of incarnation, and the core of our Anglican/Episcopal identity within the Christian family. This program was not quite as well attended as the previous two—perhaps because many people travelled out of town during the month of December—but the folks who did attend engaged the material quite deeply. In fact, some of the responses to the series on sacraments suggest that adult formation offerings in 2019 that focus on some of the basic, foundational components of Anglican theology and worship would be eagerly received by the congregation.

Additional Adult Formation Offerings in 2018

Education for Ministry (E/M) continued to meet on Monday nights, facilitated by mentor **Mel O’Day** in the spring, and by co-mentors **Mel O’Day, Kathy Naeseth, and Father Christopher Wilkerson** in the fall. 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 2018-2019 program year concluded in the Tom Davis Library in December with a Monday night Eucharist.

A **Social Justice Bible Study** continued to meet every other Thursday evening, from 7:30 pm to 9:00 pm. Holy Trinity continued to host this Bible study as a service to the larger community of Clemson and surrounding areas. In part a book study, the group works together through the lessons in *The Social Justice Bible Challenge*, a collection of reflections edited by Marek P. Zabriskie. Each evening begins with a lesson from the book and then moves into discussion and exploration of the specific justice issues raised by that week’s lesson.

Book discussion groups, led by parishioners, continued throughout 2018. Our Men’s Book Group meets on the second Saturday of each month at 8:00 am; the Women’s Book Group meets on Wednesdays at 12:30 pm.

Our **Kanuga Parish Weekend**, February 2nd through February 4th, included presentations and workshops from **Mother Suz Cate** and **Father Christopher Wilkerson** on the topic of spiritual gifts.

Inquirers’ Classes—from January 8th through February 12th, **Mother Suz Cate** offered a course of study designed to introduce the Episcopal Church and the Anglican tradition to those who are new to the Christian faith and/or those who are new to the Anglican expression of the Christian faith. Topics included Church history, Episcopal/Anglican worship and liturgy, The Book of Common Prayer, and Anglican theology, among others.

An **Advent Quiet Day** was hosted by **Mother Suz Cate** on December 8th.

Looking ahead for Adult Christian Formation at Holy Trinity

The **Adult Formation Ministry Team** is now up and running, having met four times by the end of 2018. We have identified two parallel lines of work, looking ahead to the new year:

- the discerning and articulating of a long-term, consistent model for adult formation based on identifying the characteristics of mature, well-formed adult disciples of Christ and reverse-engineering from those characteristics to derive methods of building up those traits in each other;
- the planning and facilitating of short-term offerings (including Sunday morning classes as well as workshops, study groups, prayer meetings, and spiritual practices) to meet the immediate formation needs of the adults of the parish.

Of course, the longer the Ministry Team exists, the more closely intertwined those two lines of work will become.

An ongoing challenge 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. A particular theme for the coming year will be revisiting the basics of our Anglican/Episcopal faith tradition—our theology, our sacraments, our worship, and our understanding of the Christian faith we have inherited. Responses to our offerings in the past year have strongly suggested a perhaps untapped but nonetheless deep thirst for a better understanding of the fundamentals of our tradition.

Respectfully submitted,

The Rev. Christopher T. Wilkerson

Assistant to the Rector

January 18, 2019

CHOIR

2018 Annual Report

Proclaiming and affirming our faith through song stirs our hearts and nurtures our affections. When we sing, we use our voices and bodies to express our faith and delight in the triune God. Our choir continues to be committed to the ministry of leading in worship. For this, we the music ministers, are most grateful.

The current enrollment for the chancel choir is 17. We lost 1 member who moved, 2 members who had some personal issues, and 2 members who have gone to their eternal resting place. One of these was **Wanda Campbell** who not only enhanced the Holy Trinity Choir but was also responsible for starting our new children's choir. Losing Wanda was a profound loss for all of us at Holy Trinity.

The choir has responded extremely well to the challenge of learning and presenting a high level of repertoire. Seasonal music for Lent, Easter, Advent, and Christmas was wonderfully presented. Our guest instrumentalists were a lovely addition to these services. The rector has been very supportive and complimentary of our worship anthems, as have others in the congregation.

*"Speaking to one another with psalms, hymns, and songs from the Spirit.
Sing and make music from your heart to the Lord." Ephesians 5:19*

Respectfully submitted,
Rebecca Bowman
Cynthia Spejewski
January 17, 2019

EPISCOPAL DAY SCHOOL

2018 Annual Report

2018 Board Members

Scooty Burch (Parish Representative)
Mike Cauley (Parish Representative)
Cary Berkeley Kaye (Chair of the Board & Vestry Representative)
Claiborne Linvill (Parish Representative)
Carolyn Wheeler (Parish Representative)
Hap Wheeler (Senior Warden & Vestry Representative)
Suz Cate (Headmaster & Rector)
Suzanne Watkins (Day School Director)

2017-2018 School Year

- Staff: **Suzanne Watkins, Suzette Andrus, Tameron Blanding, Jennifer Campbell, Gini Duncan, Bethany Henry, Laura Jameson, Susan Nash, Amy Rawls and Lauren Russell**
- Fundraisers totaled \$2897.00
 - Books - \$220.00
 - Box Tops - \$187.15
 - Flowers (Poinsettias & Spring Baskets - \$1088.42
 - Parent Advisory Council (Raffle/Silent Auction/Other - \$192.43
 - Parking Proceeds (Football & Soccer) - \$909.00
 - Photography Fundraiser - \$250.00
 - Restaurants - \$50.00
- The school year ended on June 1, 2018 with 56 children enrolled, completing the Day School's 58th year of operation.
- The school year budget ended with surplus of \$1,612.58

2018-2019 School Year

- Fees remained the same as they were for the prior 2017-2018 School Year, and all staff pay remained the same, with no raise in salary or hourly pay for the 2018-2019 School Year.
- Staff: **Suzanne Watkins, Suzette Andrus, Tameron Blanding, Ayana Cook, Gini Duncan, Laura Jameson, Susan Nash, Amy Rawls, Melanie Riches and Lauren Russell**
- Class Enrollment as of December 2018 totaled 57 students.
 - 2day/3day/5day 2yr olds - 16
 - 3day 3yr olds - 12
 - 5day 3yr olds - 12
 - 5day 4yr olds - 16
 - Average Early Morning Care Enrollment: 12 (Early Morning Care begins at 7:30a.m.)
 - Average After School Care Enrollment: 15 (After School Care ends at 5:30p.m.)

Board Membership for Next Year, 2019

Claiborne Linvill and **Mike Cauley** will rotate off of the Board as a Parish Representatives. In January 2019, **Sheliah Durham** and **Betty Snowden** will rotate on as the new Parish Representatives. **Cary Berkeley Kaye** will remain the Vestry Representative.

Respectfully submitted,

Suzanne Watkins, Episcopal Day School Director

January 3, 2019

HOLY TRINITY ECW BAZAAR AND ARTISAN MARKET

Annual Report 2018

The Holy Trinity Bazaar and Artisan Market was held on Saturday December 1, 2018 from 10 am – 3 pm in the Parish Hall. We would like to take this opportunity to personally thank everyone who supported the Bazaar!

Despite several setbacks: a late start in advertising, the Tigers (and their fans) going to the playoffs, and the terrible rain and road closures in front of the church on the day of the bazaar, **the Bazaar still raised \$10,609 after expenses!** There will be an official ECW meeting January 21, 2019 to determine where those proceeds will be allocated and discuss planning for 2019.

The Bazaar this past year had 10 vendors, approximately half of the number from the 2017 bazaar. The Rock Springs Baptist church in Easley had a similar event the same weekend for both Friday and Saturday, and we understand we lost some vendors there. The date is definitely an issue that needs to be addressed at the women's forum.

One treat was our band of musicians lead by **Elizabeth Adams** who played just about every Christmas song written. They certainly brought a festive atmosphere to the event and entertained our shoppers as well as those who just wanted a break from shopping!

Goals for 2019

- Create a “playbook” to outline the duties of each Chair-person along with a list of duties and a timeline of deadlines that can be passed down each year so we don't have to reinvent the wheel and give everyone has a good idea of their responsibilities
- Get more people involved, including men and children
- Work with the communications team to help promote the event more fully through the website and other avenues

Thanks to so many great folks for all the contributed items. We could not begin to list everyone who donated their time and talents, but a huge Thank You go out to all of those parishioners who worked so hard for many months making items for the booths. Also we sincerely appreciate all parishioners who just showed up and said “What can we do to help?”

The 2018 Chair people for the Holy Trinity Booths were:

- Publicity: **Rebecca Eidson, Cheryl DeSellier**
- Silent Auction: **Sue Williams and Lynn Luszc**
- Frozen Meals: **Diana Manly, Wendy Longo, Sally Mathiasen**
- HT Crafters: **Sally Morrell, Carolyn Wheeler**
- Stained Glass Ornaments: **Sally Morrell and Carolyn Wheeler**
- St. Paul's Thrift Shop: **Diana Manly, Wendy Longo**
- Gift Baskets: **Iris Reed**
- Food Booth: **Cindy Thackham**
- Lunch for all: **Bill Purkerson**
- Stockings: **Amy Agosti**
- Plants: **Carol Yardley and Liz Halpin**

Respectfully,

Cheryl DeSellier & Carol Yardley, Co-Chairs

January 18, 2019

Cost Comparisons	Bazaar 2017	Bazaar 2018
Artisan Fees	\$ 1,100.00	\$ 575.00
Stockings	\$ 1,850.36	\$ 2,129.20
Basket Donations	\$ 200.00	\$ 155.00
Bazaar Proceeds	\$ 10,011.96	\$ 8,039.93
*Silent Auction	\$ 240.00	\$ 616.00
Ornaments	\$ 1,555.00	\$ 1,950.00
Income	\$ 16,499.43	\$ 13,465.13
Expenses	\$ (3,318.33)	\$ (2,855.56)
Balance	\$ 13,181.10	\$ 10,609.57
<p>*2017 records did not have the silent auction separated this figure is skewed (on the low side). It only accounts for payments received marked "silent Auction" specifically</p>		

HOLY TRINITY EPISCOPAL CHURCHWOMEN **2018 Treasurer's Report**

Balance – December 31, 2017	\$15,891.13
Receipts in 2018	\$14,849.15
Disbursements in 2018	\$16,046.75
Balance – December 31, 2018	\$14,693.58

RECEIPTS:

Bazaar and Artisan Market:	\$13,455.13
Return of bank	\$680.00
Interest on Savings Account	\$4.96
UTO: Spring 2018	\$709.06
	<hr/> \$14,849.15

DISBURSEMENTS:

Bazaar:	
Return of Bank for Bazaar	\$680.00
Expenses:	
Postage	\$47.35
Lunch (\$22.91/ 2017 & \$254.96/2018),	\$277.87
Baskets \$266.34/ 2017 & 2018 not known	\$266.34
Stained Glass Ornaments	\$2,307.06
Sexton	\$75.00

*ECW Budgeted Gifts 2018	
Allocations through the Diocese	\$110.00
ECW Meetings & expenses	\$74.07
Missions (local, state)	\$11,500.00
UTO: Spring 2018 Ingathering	\$709.06
	<hr/> \$16,046.75

CURRENT ASSETS:

<u>South State Bank</u>	
**Checking Account 12/31/18	\$14,693.58

TOTAL ASSETS: \$14,693.15

*See 2018 *Report of Gifts made by ECW* on the next page for itemized listing.

2018 Report of Gifts made by ECW – Holy Trinity Parish, Clemson

DIOCESAN RELATED CONTRIBUTIONS:

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

FUNDS FOR USE BY HOLY TRINITY PARISH:

Church Tract Materials	\$0.00
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MISSIONS:

Clemson Free Clinic	\$1,035.00
Clemson Community Care	\$2,300.00
Clemson Child Development Center	\$1,035.00
Family Promise of Pickens	\$2,300.00
Our Daily Bread	\$1,035.00
Holy Trinity Episcopal Day school	\$1,035.00
Mary's House	\$1,035.00
Our Daily Rest	\$1,035.00
Pickens's County Habitat for Humanity	\$1,035.00
Safe Harbor	\$230.00
Anderson Habitat for Humanity	\$230.00
Oconee Habitat for Humanity	\$230.00

UNITED THANK OFFERING – Spring Ingathering \$709.06

TOTAL GIFTS: \$13,244.06

Respectfully submitted,

Cindy Thackham

ECW Treasurer

01/15/2019

ENGAGEMENT

2018 Annual Report

Cindy Thackham, Chair, Shannon Quattlebaum, Hap Wheeler, and the Vestry

Mission Statement:

To engage and keep engaged our parishioners as well as groom successors for every ministry position in efforts to avoid "over" engagement and burnout.

In 2018, we succeeded in our goal of creating a survey to poll the parish on various volunteer activities, and the matching of Time & Talent. **Shannon Quattlebaum** developed the survey and had it available on the website, in print and we even utilized the Neighborhood group forums to address the project.

Goals for 2019:

- Continue gathering survey responses and input the information into our parish data base so it will be easier to tap resources as needed.
- Get our Parish roles in order:
 - the committee will look at making sure the database is accurate,
 - group each family into an appropriate Neighborhood
 - actively start to reach out to "lapsed" members to see if they want to be engaged or not. So much has evolved in our parish!

FELLOWSHIP ACTIVITIES

2018 Annual Report

Joe Yanes, Robbie Grider, and Cindy Thackham

Mission Statement:

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.

Special Events in 2018:

- Kanuga Tea
- Shrove Tuesday Pancake dinner and Skits by the kids
- Haiti Dinner to raise awareness and obtain funds for the Student Fund
- Easter Brunch and Easter Egg hunt
- Parish Picnic & Homecoming at St. Paul's
- Ice Cream Social
- Octoberfest family friendly dinner
- Holiday reception after Lessons and Carols at St. Paul's

Weekly events:

- Breakfast 8:45-9:15am each Sunday during the school year-Lead by **Greg and Jane Vaughn**
 - 6 teams rotate with various menus
- Coffee Hour / Lemonade on the lawn after the 10:30 am service in the summer months

FOYERS DINNERS

Chuck and Dee Smith, Coordinators

Foyer Dinner Groups are a way to foster connectivity among parishioners in a smaller setting outside of our larger, parish-wide events. Meals typically, but not always, take place in the home of group members and are meant to be simple and shared. Typically there are 6-8 groups, each with approximately 6-8 members.

Goals for 2019:

- Get more volunteers to “champion” an event
- Use Survey results to find new ways to connect interests with new fellowship activities
- Bring back “connections” in some form

Respectfully,

Cindy Thackham

Engagement Chair, 2018

FAMILY MINISTRY COMMITTEE

2018 Annual Report

The work of the Family Ministry Committee has continued strong despite the departure of our Family Ministry Coordinator last spring. Our goal is to encourage an environment that is respectful of the need each of us has to come to a place where we can see, hear, and feel God's presence.

We intentionally address the needs of our younger families in our planning, but we consider the entire Parish Family to be an important part of our ministry.

Starting in the fall, we began hosting luncheons after the First Sunday Family Service. Our hope is to provide a break for those who are feeding young children and to offer time of fellowship for the entire parish family. We have been pleased with attendance and support of this effort and plan to continue through the spring.

In an effort to make our parish more welcoming to newcomers coming for Sunday School, we rearranged the parish hall for our breakfast gathering. We added a play area for our children and put tables on the same side of the room. This allows the children to play safely in view of their parents while the parents enjoy their breakfast and fellowship. We also moved the coffee station to the parish hall so it would be more visible to a newcomer. All of these changes required some adjustment as we addressed safety concerns of parishioners, but things seem to be working smoothly now.

The Pie Social this fall was a huge success. The kids loved playing on the farm and adults of all ages enjoyed the fellowship on a beautiful day. Of course, the pies were delicious, too!

Also this fall, we also hosted a Mother's Night Out in the home of a parishioner for our younger mothers. Some "more experienced" moms provided the food and the younger moms enjoyed some time away from their normal evening responsibilities. We were especially pleased to host several moms who are newer to the HT family for this evening of fellowship among friends – old and new. We will host another evening of fellowship in the spring.

We were disappointed that weather interfered with our Advent Event but will give it another shot next year! Look for details about family-friendly events during Lent and Easter!

Please pray for our committee as we continue to work without the support of a Family Ministry Coordinator and as we seek to find someone called to that ministry. We welcome suggestions for new activities or changes to existing programs as we serve the parish family.

Peace,

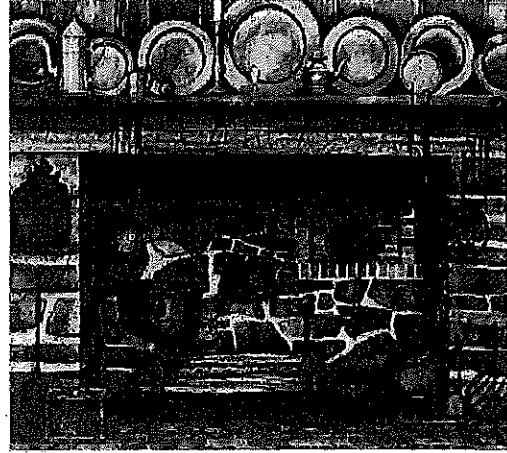
Sarah Maiberger, Chairman

January 21, 2019

SPRING AND FALL FOYER GROUPS

2018 Annual Report

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 sixty-two (62) Parishioners of Holy Trinity participated in the two sets of foyer groups for 2018. Thirty (30) participated in 4 foyer groups during the months of February 2018 through May 2018. Thirty-two (32) were in the 4 foyer groups during the months of October 2018 through January 2019. The foyer groups were typically 6 to 8 parishioners to a group and typically 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 2018. We also welcomed back earlier participants in the Fall 2018 session. Plans are being made for Spring 2019 foyer groups to meet in the months of February through May and Fall 2019 foyer groups in the months of September through December.

The 2012 through 2017 foyer groups were the successors to the Saints and Sinners groups which had been in practice for several years.

Respectfully submitted,

Chuck and Dee Smith

January 17, 2019

LECTORS, EUCHARISTIC MINISTERS, AND WORSHIP LEADERS

2018 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 to 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 2018:

Garrett Ayers, L/I	Terri Mayberry, EM, L/I
Jim Abercrombie, EM, L/I	Bill McDaniel, EM, L/I
Amy Agosti, EM, L/I	Mel O'Day, EM, L/I, W/L
Will Cate, EM, L/I, WL	Henry Pate, EM, L/I
Kirby Colson, EM, L/I, WL	Will Purkerson, L/I
Jerome Cribb, EM, L/I	Iris Reed, EM, L/I, W/L
Patrice DeMay, EM, L/I	Cara Robb, L/I
Serena DuBose, EM, L/I, WL	Gerry Spejewski, EM, L/I
Byron Harder, L/I	Mark Stokes, EM
Sharon Lane, EM, L/I, WL	Judy Surak, EM, L/I
Robert Lewis, EM, L/I	Bob Taylor, EM, L/I, W/L
Claiborne Linvill, L/I	Alden Valentine, L/I
Wendy Longo, L/I	Carolyn Wheeler, L/I
Mary Martof, L/I	Hap Wheeler, L/I
Pam Mack, L/I	Carol Yardley, EM
Chad Chisholm, EM, L/I	Dan Nielubowicz, L/I

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

Respectfully submitted,

Terri Mayberry

January 7, 2018

HOLY TRINITY NEWCOMER ENGAGEMENT MINISTRY

2018 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. In particular, the Ambassadors do an excellent job of seeking out newcomers, welcoming them, and passing on relevant information to me; Mother Suz, and the church office.
- The Newcomer Process continues to be productive: Newcomers are welcomed by our Greeters and Ambassadors and by Mother Suz mid-service, yellow-nametagged Parishioners are always available to welcome and answer newcomer questions, the church office sends new newcomer information on a weekly basis to Mother Suz and me for follow-up and logs in their information. Newcomer calls are made by Mother Suz or Fr. Christopher after their first visit and all newcomers are reviewed by Mother Suz and me, 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.
- The Welcome Desk has been moved inside the Narthex and is fully stocked with up-to-date information on our parish and ministry outreach and contact information. Ushers and greeters are attending to the questions and needs of newcomers very well.
- Welcome Cards are stocked in the pews and announcements are made at each service to encourage newcomers to fill them out.

In summary for 2018:

- After a slow start in the first half, we had a total of 22 new families come to HT in 2018 (39 potential parishioners), of which 7 (13 parishioners) have been "Graduated" and invited to Neighborhood Groups, 12 (21 potential parishioners) are still being carried as Newcomers and reviewed monthly, and 3 (5 potential parishioners) have been deleted.
- Further, in 2018, a total of 13 newcomer family entities (21 parishioners) were considered "Graduated to Full Engagement or Membership" and enthusiastically invited by NGL's into Neighborhood Groups near their homes. Of these, as stated above, 7 (13 parishioners) were 2018 first arrivals.
- Personal mentoring by assigned Ambassadors is available, but has only been needed/ deployed a few times so far.
- Administrative records are being well kept up-to-date by Kara – these records form the basis for the monthly assessment calls with Mother Suz as needed.
- For 2019, 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 determine the best timing, develop the contents and initiate the process.

The Newcomer Engagement Ministry has many loyal parishioners contributing:

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

At the 8:00 am Service:

- Liz Halpin
- Al Armstrong
- Barbara Armstrong

At the 10:30 am Service:

- Jim Snowden
- Betty Snowden
- Hap Wheeler
- Bill Purkerson Julie Lewis
- Meredith McTigue
- Joe Yanes
- Anita Arms
- Charlie Arms
- Tom Witmer

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

- Cindy Thackham
- Shannon Quattlebaum
- Rachel Mayo
- Michele and Kathryn Cauley
- Darren Linvill
- Mary and Steve Martof
- Melissa Hawkins
- Mickey Harder
- Bill and Carmen Purkerson

Respectfully submitted,

Tom Witmer

January 16, 2019

OUTREACH COMMITTEE

2018 Annual Report

During 2018 the following parishioners served on the Outreach Committee as ordinary members, ex-officio members, or Vestry liaisons for all or part of the year: **Harry Morse, Earl Burch, Byron Harder, Judy Surak, Rachael Mayo, Mellie Warner, Liz Halpin, Cindy Thackham, Hap Wheeler, Suz Cate, Christopher Wilkerson, Carol Salter, Carlo Troise, Kathy Sparks and Peter Sparks.** The committee has two main functions, the allocation of funds set aside by the parish in the statement of mission for distribution to charities, and the organization and encouragement of members of the parish in charitable work.

Back in 2010 the Committee was able to distribute nearly \$47,000 to local and foreign charities. Similar amounts had been available for distribution in each of the past several years. Starting in 2011 the amount of money allocated in the statement of mission began dropping. In 2018 the amount allocated was just \$18,000. The money available was distributed to the Clemson Free Clinic, Clemson Child Development Center, Clemson Community Care, Safe Harbor II, Mary's House, Our Daily Bread, Our Daily Rest, Episcopal Relief and Development's Gifts for Life, Family Promise, and for use in our mission to Haiti.

As part of our mission to Haiti, some parishioners had been supporting the university education of a group of Haitian students. This had been done in a rather informal way. To exercise greater financial control, this effort has now been put on a more formal footing, with the Outreach Committee taking responsibility for oversight. In 2018 the Vestry made a special allotment to the Outreach Committee of \$15,500 from the 2017 operating surplus. All of this, plus a significant amount of the regular Outreach Committee budget was used to support the students currently in the program. The program is very ambitious and underfunded. It will take considerable effort by the parish to enable even the current students on the program to be supported through graduation. Raising the Outreach Committee's budget to the level that it was in 2010 would certainly help in this task.

While the cash contributions reflect the parish's commitment to outreach as a whole, they actually contribute relatively little to the total cost of running local charities. Perhaps more important are the individual contributions of time and talent by members of the Outreach Committee and other parishioners. Our church has a rightly-deserved reputation for its work with the poor in our area. The effort is out of all proportion to the size of the church, and it is usually done with little fanfare.

While it is reasonable for Holy Trinity to be involved in the provision of food, shelter, education, and health care in a poor country such as Haiti, it is matter of great concern that we have to work with charities to provide similar basic requirements for life in a country as rich as the United States. Our active participation in the work of local charities gives us an opportunity to influence others. We can point out that our charitable work is to address immediate needs, but ultimately we would like to see a more just society. We can point to the success in this regard of other developed countries with strong Episcopalian or Anglican traditions, such as Canada, Australia, New Zealand, and Britain. (Reluctantly we might have to concede that countries with strong Lutheran traditions have done even better.)

The Committee was saddened this year by the death of **Carlo Troise** in February. Carlo served as chairman of the Outreach Committee nearly up to the time of his death. He was also a keen supporter of Episcopal Relief and Development's Gifts for Life Program and this year's contribution to that program was given in his memory. Carlo will be sorely missed.

The Outreach Committee thanks parishioners for their support in 2018. There is much work to be done in the area of outreach in 2019 and beyond, and we would welcome new members to the committee.

Respectfully submitted,

Peter Sparks

Outreach Committee Chairman.

PASTORAL CARE MINISTRY TEAM

Annual Report 2018

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.

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 helping share these burdens, thus lessening the load; and to connect these parishioners and families to their Holy Trinity family.

2018/2019 GOALS

1. Incorporate educational and health promotional care for our parish with parish education sessions.
2. Ensure that parishioners are aware of 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.) We will create a "Pastoral Care Resource Center" in the Parish Hall.
3. Define the role and job description of a Neighborhood Group Pastoral Care Leader.

"Come unto me all ye that labor and are heavy laden and I will give you rest."

Your Pastoral Care Ministry Team hopes to give help and support in your need. Please let us know your needs by: telling your priest, or, calling the church office, or placing a name in the Sunday morning prayer book, or talking with a Pastoral Care member (**Mary Bowman, Liz Halpin, Dotti Carter, Pam Mack, Lynn Luszcz, Tom Witmer, Kathy Russell, Barbara Armstrong, Kathy Hunter - Vestry Liaison, and Cindy Thackham**)

Pastoral Care ministry in 2018 continued to respond the needs of Holy Trinity parishioners and their families, in the spirit of God's love and to the best of our abilities, through: home communion, cards, visits, prayers, connecting with pastoral care neighborhood group leaders, transportation, phone calls, texts, food, flowers, and staying connected as events changed.

2018 ACTIVITIES ALSO INCLUDED:

- Adding **Kathy Hunter** to the list of those who take home communion (Eucharistic Lay Ministry) along with **Scooty and Earl Burch, Liz Halpin, and Barbara Armstrong**
- Setting up an interactive internet list to meet parish needs for transportation or for meals
- Providing the Narthex with a new wheelchair and a walker (thank you, **Gerry and Cynthia Spejewski**)
- Researching the use of UBER

- Establishing a Good Samaritan fund, different from the Rector's Discretionary Fund, as this fund is focused on helping needs of members of the congregation at the discretion of the Rector. (Policy will be further developed on the basis of experience.)
- Experimenting with a new group called *Solo Women*
- Having the prayer list printed in the Sunday insert
- Keeping a file of our transporter's drivers licenses for due diligence
- Providing a flyer of local farmers markets and putting it on the internet
- Continuing to seek pastoral care neighborhood group leaders
- Sharing health related news in *HT Notes* and *Tempo*
- Planning an educational event for two Sundays in January
- Establishing a resource center for timely health information and for local activities

We continue to search for ways to help build up our Holy Trinity body and we welcome all your help, input, and support. Why not join the Pastoral Care Ministry Team?

Respectfully submitted,
Judy Surak, Chair 2016-2018

ST. PAUL'S COMMITTEE

2018 Annual Report

St Paul's was established in 1819, with the initial church building completed in 1822. St Paul's was the first¹ 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 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 funded from the St Paul's Fund managed by Holy Trinity with additional income from a percentage of proceeds from the St Paul's Thrift Shop. A grant in the amount \$106,000 from the Diocese of Upper South Carolina and a generous donation of \$50,000 helped with some significant much needed maintenance work in 2018. A complete interior painting job with non-lead based paint was completed prior to the 2018 Homecoming worship service and picnic.

Marriages and funeral rites, as well as baptisms 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 first Sunday of each month and Evening Prayer at 5:00 pm on the third Sunday, the church is used to celebrate All Souls Day, Good Friday, Founder's Day, Parish Homecoming, and Christmas Eve and other special events. The Advent Carols and Lessons event held on Sunday, December 16th, 2018, was a tremendous success and well-attended. Over one hundred persons attended the Christmas Eve candle-lit service.

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

Since 1826, the churchyard surrounding St Paul's has been the final resting place for many parishioners, including Thomas Green Clemson, founder of Clemson College, now known as Clemson University. The churchyard remains an active burial site available to our parishioners. The cost as of 2018 for a single plot is \$1,000.00. 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 Town of Pendleton. It remains an active member of the Pendleton Historic Foundation. The bicentennial observation of the founding of St Paul's is being planned for June 8th-9th, 2019, to be inclusive of Pendleton residents and guests, with the 9th of June being the annual Homecoming Worship Service and Picnic.

This committee's mission is to preserve and care for the historic church building and churchyard. To that end we had several more large trees removed from the churchyard and have researched, consulted, voted and had approved, with funding for the planting of replacement trees during the 2018-2019 winter season. A professional arborist will assist in the planting of the new trees both at the front entrance of St Paul's as well as around the churchyard.

Committee members currently serving are **Jack and Donna Davis, Frances and Clyde Gorsuch, Sally Mathiasen, Diana Manly, Jim and Iris Reed, Mtr. Cate Suz**, and the undersigned, as Chairman.

Respectfully submitted,

Eric Naeseth, Chairman

January 16, 2019

¹Some question whether Christ Church in Greenville or St. Paul's in Pendleton is oldest. According to Wikipedia, in March, 1820, Reverend Rodolphus Dickerson founded St. James Mission in the village of Greenville Court House. In 1825, Vardry McBee, who was an early industrialist in Greenville, gave 4 acres for the church. The cornerstone of the current Christ Church was laid on September 15, 1825. The first service was held on June 18, 1826 with this location of Christ Church being consecrated in 1854.

ST. PAUL'S THRIFT SHOP

2018 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.

This past year, at the request of the Vestry, we established the St. Paul's Thrift Shop Committee. We submitted a new Mission Statement to the Vestry which they approved. The members of the Committee are **Diana Manly**, Chairman, **Wendy Longo**, **Sally Mathiasen**, **Betty** and **Jim Snowden**.

This past year we bought a new shelving unit and replaced some fluorescent lights. We were able this year to provide clothing for one Family Promise family and one fire victim's family.

The Thrift Shop provides a valuable service to the 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. There is a "work day" on Tuesday from 9 am to 11:30 am to sort donations and restock the shop. We sell clothing for men, women and children, books and magazines, games, children's toys, and household items. The work schedule for volunteers, when the shop is open, is from 10 am to 12:30 pm and 12:30 pm to 3 pm. 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 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 needy children's programs so that more children will be able to enjoy them.
- to give clothing to needy people in the community when they have a voucher from their church, Clemson Community Care, or other organization showing need.
- to share items not suitable for the Thrift Shop with the Women's Shelter, Salvation Army, and other community organizations.

The income from the Thrift Shop is used:

- to contribute annually for the upkeep and restoration of St. Paul's Episcopal Church in Pendleton.
- To make an annual donation to Pendleton Rescue & Pendleton Fire Departments.

Respectfully submitted,

Diana Manly, Chair

January 17, 2019

ST. PAUL'S THRIFT SHOP FINANCIAL REPORT
For Year Ending December 31, 2018

DEPOSITS:

Receipts	\$15,522.15
TOTAL DEPOSITS	\$15,522.15

EXPENSES:

Utilities:

Duke Energy	\$687.26
Fort Hill Natural Gas	\$441.13
Pendleton Water Works	\$459.83
Utilities Expenses Sub-Total	\$1,588.22

Other:

St. Paul's maintenance/repair	\$483.65
St. Paul's tree survey/remove tree	\$1,765.00
Thrift Shop Bank Fees	\$67.00
Thrift Shop supplies	\$202.28
Thrift Shop Electrical	\$780.66
Thrift Shop Plumbing	\$1,525.59
Thrift Shop Mulch	\$722.98
Thrift Shop Exterminating	\$60.00
Thrift Shop check order charges	\$78.55
Thrift Shop Petty Cash	<u>\$120.00</u>
Other Expenses Sub-Total	\$5,805.71

TOTAL EXPENSES	\$ 7,393.93
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NET INCOME:	\$8,128.22
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December 31, 2018

ST. PAUL'S THRIFT SHOP ACCOUNTS
For Year Ending December 31, 2018

OPERATING ACCOUNT: United Community Bank

Balance as of December 31, 2017			\$ 8,522.79
	Income	Expense	
<u>Income from sales:</u>			
January	\$1235.25		
February	\$1202.10		
March	\$1748.50		
April	\$1301.25		
May	\$1881.75		
June/July	\$1680.95		
September	\$1440.55		
October	\$1431.30		
November	\$1273.00		
December (includes Thrift Shop ECW Bazaar sales)	\$2452.50		
Income	\$15,647.15		\$24,169.94
<u>Operating Expenses:</u>			
Duke Energy		\$687.26	
Fort Hill Gas		\$441.13	
Water, Sewer, and Garbage		\$459.83	
Other Expenses <i>(See previous page for items.)</i>		\$5,805.71	
Total Operating Expenses			(\$7,393.93)
Transfer to United Community Bank Money Market		\$5000.00	(\$5000.00)
*Ending Balance – December 31, 2018			\$11,776.01

THRIFT SHOP PERSONAL IMMA ACCOUNT: United Community Bank

<u>Beginning Balance – December 31, 2017</u>			\$8,180.19
Interest Earned (January – December, 2018)	\$9.68		
Transfer from United Community Bank Checking	\$5,000.00		
<u>Ending Balance – December 31, 2018</u>			\$13,189.87

THRIFT SHOP AMERICAN FUNDS INVESTMENT ACCOUNT:

<u>Beginning Balance – December 31, 2017</u>			\$43,730.73
Investment Unrealized Gain/ Loss (January–December 31,2018)	(\$3,956.08)		
<u>Ending Balance – December 31,2018</u>			\$39,744.65

STEWARDSHIP

Annual Report 2018

As we began our 2019 Stewardship Campaign, we had so much to be thankful for. Last year's campaign raised over \$488,000. With these generous donations from the Parish, we added additional worship services to reach as many of our brothers and sisters in Christ as possible. There is the weekly Thursday healing service and the monthly service at Clemson Downs. We are growing Canterbury and our Youth Ministries. We've made improvements at both Holy Trinity and St. Paul's, and we are aggressively paying down the debt on Trinity Place.

Our 2019 Campaign included:

- A wine and Cheese party celebration of Stewardship on October 21st
- A Stewardship mailing from Mother Suz that went out in early October – Included in the mailing was a pledge card and a pledge brochure emphasizing the need to pledge
- A Stewardship Sunday sermon and update on the 2019 Pledge Campaign
- Weekly updates on our progress
- Social Media video on “why I give”
- In-gathering Sunday, November 11, 2018

The Stewardship Committee set a goal of raising \$515,000 in pledges for 2019. To reach our goal, we asked pledgors to prayerfully consider increasing their pledge by at least 5% over last year's pledge.

The response to our campaign was overwhelming. Our final tally was 143 pledges for \$533,440.

On behalf of our Clergy, the Wardens, the Vestry and the Stewardship Committee, we want to thank you for your generosity. Your kindness will allow us to accomplish many wonderful things at Holy Trinity in 2019. With your continued financial support, we can continue to grow our mission, *to love with the heart of Christ, think with the mind of Christ, and act in the world as the Body of Christ.*

“For where your treasure is, there will your heart be also.”

Respectfully submitted,

Bill McDaniel, Stewardship Chairman

January 20, 2109

USHERS 2018 Annual Report

During 2018 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, Bonnie Eisenbies, Ray Eisenbies, Jack Elam, Kaleb Ellison, Dustin Foxworth, Ed Hamilton, Byron Harder, Jody Hunter, Kathy Hunter, Al Mathiasen, Steve Martof, Bill McDaniel, Joe Merck, Fiona Neill, Beth Newton, Jim Reed, Chesley Rowe, Jim Snowden, Kathy Sparks, Peter Sparks, Judy Surak, Cindy Thackham, Paul Thackham, Alden Valentine, Tom Von Kaenel and Joe Yanes.** On Canterbury Sundays assistance was provided by college students at the 10:30 am service.

Last January the ushers were saddened by the death of **Pat Geldard**. Pat served at the 8 am services for a number of years. She will be missed very much. Also in 2018, **Bonnie Eisenbies, Ray Eisenbies and Tom Von Kaenel** 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 and steps in to serve as an usher when we are short-handed.

Respectfully submitted

Peter Sparks, Usher Coordinator

January 18, 2019

WORSHIP SUPPORT MINISTRY TEAM

Annual Report 2018

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.

The WSMT comprises ministry leaders of the various ministries that are involved in worship services at Holy Trinity, St. Paul's, and EDS as described in our purpose statement above, as well as the Rector, assisting clergy, a vestry representative, and others.

Chair: **Suz Cate**, Rector; Acolytes: **Carol Yardley**; Altar Guild: **Jan Cribb**; Assisting Clergy: **Christopher Wilkerson**; Liturgical Ministers (Eucharistic Ministers, Lectors/Intercessors, Worship Leaders): **Terri Mayberry**; Music Ministers: **Becky Bowman**, **Cynthia Spejewski**; St. Paul's: **Kirby Colson**; Ushers: **Peter Sparks**; Vestry Representative: **Bill McDaniel**; 8:00 Representative: **Judy Surak**. Each member of this team represents a ministry group that works diligently to plan and support the corporate worship of Holy Trinity Episcopal Church and St. Paul's Episcopal Church, Pendleton. Reports from the Altar Guild, Acolytes, Liturgical Ministers, Music Ministry, Ushers and St. Paul's are included elsewhere.

In 2018, the WSMT began to meet bi-monthly to plan for the support of upcoming worship services and to address needs, concerns, and team goals. Each Sunday at Holy Trinity, approximately 20 volunteers (not including the 20 member choir) make possible our two main worship services. Twice monthly an additional 5 or 6 volunteers at St. Paul's make it possible to hold our evening worship services there.

Major accomplishments for the year include:

- Establishing and normalizing our First Sunday Worship services, designed to make it easier for families to worship together and for our church to worship as a family.
- Fine-tuning procedures for special services, such as funerals, Christmas Eve services and Easter services, working out a smooth flow for communicating congregations that include a significant number of non-Episcopalians.
- Replacing the worn-out hearing assist units for the Nave.
- Re-establishing the mid-week Holy Eucharist with anointing, usually with guitars and singing led by **Anne Wilkerson**, **Brad Russell**, and **Christopher Wilkerson**.

In 2019 the Worship Support Ministry Team plans to work on re-designing the worship bulletins to be more user-friendly and welcoming to visitors and newcomers to our liturgical worship. This Ministry Team welcomes input and new ideas.

Respectfully submitted,

Suz Cate+, Rector

January 11, 2019