

HOLY TRINITY

Episcopal Church



2020 Annual Report

Meeting Date
Sunday, January 24, 2021

*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

The Rev. Suz Cate, Rector
Bill McDaniel, Sr. Warden
Bill Hurst- Jr. Warden
Bob Taylor, Treasurer
Rebecca Eidson, Clerk

| <u>VESTRY MEMBERS</u> | <u>Term Dates</u> |
|------------------------------|--------------------------|
| Bob Green | 2018-2021 |
| Cary Kaye | 2018-2021 |
| Sarah Maiberger | 2018-2021 |
| Joe Yanes | 2019-2021 |
| Clem Watson | 2020-2022 |
| Sam Murphy | 2019-2022 |
| Bill Purkerson | 2019-2022 |
| Shannon Quattlebaum | 2019-2022 |
| Ellen Haase | 2020-2023 |
| Lynn Luszc | 2020-2023 |
| Mary Lou Sigsby | 2020-2023 |
| John Warner | 2020-2023 |

Episcopal Day School Board Members

| | |
|---------------|-----------|
| Sheila Durham | 2019-2021 |
| Betty Snowden | 2019-2021 |
| Sally Morrell | 2020-2022 |
| Hap Wheeler | 2020-2022 |

Diocesan Representatives to the Convention

| | |
|-----------------|-----------|
| Aynsley Hartney | 2017-2021 |
| Beth Kunkel | 2018-2022 |
| Kevin Hughes | 2019-2023 |
| Eric Naeseth | 2020-2024 |

Diocesan Alternates to the Convention

| | |
|----------------|-----------|
| Darren Linvill | 2020-2021 |
| Jim Snowden | 2020-2021 |

2020 Annual Report

Parish Statistics

Baptisms

Vanuel "Van" Joseph Nielubowicz
Maggie Michelle Nielubowicz
Margaret "Maggie" Katherine Graham
Jaime Katherine Gilmore
Jordan Daisey Gilmore

Marriage

Theodore David Mauro & Anna Bard Mitchell
Jacob Huntington Eidson & Victoria Elizabeth Schwark

New Members

James & Melanie Beddow
Deborah Dunlap
James & Beth Gilmore
Dennis Risher
Michael Walker

Transfers Out

Gerald & Jerri Griffith
Janice G. Comfort

Marriages of Interest to the Parish

Lillian Hardaway & Thomas Alexander*
Victoria Hurst & James Jayroe**
Georgia Campbell & Spencer Thompson

* Marriage recorded at Grace Episcopal Church

**Married at the home of Tommye and William Hurst

Deaths & Interments

James Cleveland Carey, Jr.
February 22, 1948 – April 3, 2020

Carolyn “Lyn” Ferguson
May 3, 1931 – November 3, 2020

Natalie “Sunny” Hammill
May 21, 1923 – June 21, 2020

William “Bill” Hare, Jr.
June 29, 1936 – December 27, 2020

Mary Jervey Kilby
January 11, 1927 – May 18, 2020

Stephen “Steve” Albert Lewis
February 24, 1934 – March 1, 2020

Kenneth Hembree*
d. May 5, 2020

Stanley “Stan” H. Schuman**
December 29, 1925 – October 27, 2020

* Spouse of Joe Merk

** Spouse of Joanna Schuman

Agenda

Opening Prayer—Noah Stansbury

Declaration of a quorum

Appointment of a secretary

Vote for approval of minutes of the 2020 Annual Meeting

Recognition of retiring vestry members and Junior Warden

Bob Green
Cary Kaye
Sarah Maiberger
Joe Yanes
Bill Hurst, Jr. Warden

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

| | Page Numbers |
|--|--------------|
| Report on Trinity Place—Bill Hurst | 1-2 |
| 2020 Financial Report—Bob Taylor | 3-9 |
| 2021 Statement of Mission—Jack McKenna | 10-13 |
| Senior Warden's Report—Bill McDaniel | 14-15 |
| Rector's Report—Suz Cate | 16-18 |
| Adjournment | |



Holy Trinity
EPISCOPAL PARISH

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

Holy Trinity Annual Meeting
January 26, 2020

Mother Suz Cate opened the meeting with a prayer and declared a quorum. Rebecca Eidson was appointed Secretary for the meeting by unanimous vote of the assembled parishioners.

Mtr. Suz recognized Carol Yardley for 23 years of service as our acolyte master. She was presented with a gift of a Pectoral Cross in thanksgiving for the many acolytes she has trained and the crosses she has presented them in thanksgiving for their ministries.

Mtr. Suz thanked retiring Vestry members: Lori Graham, Kathy Hunter, Bill McDaniel, and Hap Wheeler. She presented each of those present with a gift. She also recognized Hap for his many contributions and hard work as Senior Warden of the Vestry.

New Vestry members were introduced and commissioned: Lynn Luszcz, Ellen Haase, John Warner, and Mary Lou Sigsby. Mtr. Suz also recognized Bill McDaniel who was reelected to the Vestry and will serve as Senior Warden.

Nave Enhancement Report: Mickey Harder reported on the work of the Nave Enhancement Committee. The Parish received a significant anonymous donation to replace our organ. This donation served as the base for additional fundraising to redesign the nave. A committee is working with an architect to design the space. A detailed update was included in the Annual Report, as well as a rendering. Mickey thanked the committee for their hard work. They hope the project will be completed by summer. Additional donations are needed and welcome.

Treasurer's Report: Bob Taylor, Treasurer, provided highlights from his section of the Annual Report. He shared that we had a good year financially, which included a budget surplus at the end of the year. He thanked the Finance Committee and the Parish staff for their support, particularly Lynn Farmer, Parish Administrator. He also mentioned that we are continuing to rent parking spaces Monday - Friday; many parishioners are still contributing to the Prism Campaign and the Walls campaign, which will help us retire our loan more quickly (currently payments are made with parking revenue); we signed a loan for construction to create a parking, recreation space, basement entrance, and green space at Trinity Place; we financed the other two loans (Prism and Walls) at 3.3 percent, which will save us money; we completed an internal audit as required by the Diocese and are

implementing recommendations. He also reviewed the Statement of Mission for 2020. In summary, he said it appears our parish is financially stable and in good shape to meet our mission.

Junior Warden's Report: Bill Hurst, Junior Warden, reviewed the highlights of his report published in the Annual Report. One of our biggest challenges during the past year was the infestation and remediation of bats in the church. He also mentioned a few repairs and new water fountains with bottle fill fixtures to help support our sustainability and "green" initiatives. We also have established a "house committee" -- a loose-knit group organized to help the Junior Warden stay informed of maintenance needs. There is a form on the website that can be completed to report various issues. We also had a termite inspection and now are under contract. Tommye Hurst volunteered to lead the planning and oversight of the development of Trinity Place next door, which will provide a place for recreation, shelter, parking, basement access, etc. Parking and Doors Campaign contributions will pay for this work, which is currently underway.

Senior Warden Report: Hap Wheeler, Senior Warden, thanked the Vestry and parish committees for all their hard work during the past year. He commented that an outsider would think we are a much larger parish based on all our activities. He attended numerous committee meetings this year which helped him see the church through multiple perspectives. He offered special thanks to the Rector, staff, Junior Warden, Treasurer, and Clerk of the Vestry. He foresees a busy year ahead. We hope to receive a Diocesan grant to refurbish an area in the Parish Hall basement for use by Canterbury. He discussed the upcoming refurbishment of the Nave area, expanding the early- and after-care program for the Episcopal Day School; a second full Mutual Ministry Review; the work of the new Personnel Committee in creating job descriptions and our efforts to fill the Assistant Rector and Family Ministries positions. He talked about the development of our new Strategic Plan, which has many goals and committees responsible for implementing those goals to help the Parish meet its mission and vision.

Rector's Report (as delivered):

My Dear Friends in Christ,

When I arrived here in mid-2016, the primary document that described Holy Trinity's aspiration was the Vision 2020 that was created in 2012. The Vision 2020 document described the high hopes and very possible dreams that the parish held dear in that moment. The document describes Holy Trinity's specific goals for "*a parish growing: a diverse, dynamic church worshiping within the Episcopal tradition; a church forming and re-forming: a loving family nurturing faith across generations; a family sustaining: a communion bound in one another by the sacred intimacy of sharing joys and sorrows; and a communion giving: a parish joined to our community and our world, in charity, and in hope.*"

Holy Trinity's Vision 2020 provides specific goals for Liturgy, Christian Formation, Pastoral Care, Outreach, Trinity Place, Canterbury, St. Paul's, and the Episcopal Day School. In each of these areas, some of those goals have been met, some are in progress, and some are still to be addressed.

When the 2020 Vestry meets for the first time in February at our Vestry Retreat, I will ask the Vestry to assess each of these areas. We will then begin to formulate a vision to carry forth the mission and ministry of Holy Trinity in light of the goals accomplished and the goals that are still unfulfilled. We will start that work at the Vestry level and spread it out through the various committees and groups that are already engaged with each aspect of ministry at Holy Trinity. At some point, I hope that each person in the parish is called upon and responds actively to at least one opportunity to engage in the mission of this parish: *to love with the heart of Christ, to **think** with the mind of Christ, and to **act** in the world as the Body of Christ.*

A motion to adjourn the meeting was approved unanimously.

Respectfully submitted,

Rebecca Eidson

Clerk to the Vestry

JUNIOR WARDEN

Annual Report 2020

Holy Trinity has been blessed with a beautiful home and neighborhood in Clemson. Working on our property reminds me of the years past as we grew as a parish. In the mid-1980's, as my time at Holy Trinity began, there were turn of the 20th century craftsman structures in a small college town—treasured remnants of our home from the beginning. Now they have evolved into the “commercial” buildings of the 21st century, in an ever expanding and interconnected college town. With all the change, Holy Trinity has stayed committed to service in the city of Clemson and to the population of Clemson University. We have remained committed to our home.

2020 saw a remarkable expansion of our facility. Property bought over a decade ago finally became “Ours”. Features we had needed, wanted, and hoped for came to fruition. While the parking has always been at the forefront of many things that have transpired, we finally have that and much more. An incredible assembly, athletic, multipurpose field allows any of our programs to play, work, and minister. The sky's the limit. A new shelter offers a space unheard of in the past. All are encouraged to use it. Our new space has now allowed an unprecedented garden area that produces food So All May Eat. The effort took most of 2020, but the results are terrific.

It must be applauded how the work done by the Canterbury Committee and associated people has transformed the basement of our Parish Building. There is now an outside entrance, everything is painted, and new flooring is in three of our classroom/breakout rooms. In the Canterbury project, new LED lighting fixtures throughout the Parish Building basement and added security was installed. This area will be our Canterbury College Ministry hub, to be used and shared with our parish.

General structure of our buildings and grounds remains sound as the year saw record expenditure on maintaining the facilities. Over \$20,800 was spent on repairs and needed upgrades to our buildings. Approximate breakdown and comment are as follows: \$7,700 was spent on lighting and electrical issues. There is new LED lighting in much of our office area and in the Day School Hall. \$4,100 was spent on the purchase of two new Automatic External Defibrillators, their installation and subsequent training. They are installed in our Parish Building kitchen area and in the St. Paul's Narthex. \$830 was spent on heating/cooling (HVAC) system repairs. (A note: Approximately \$22,000 was spent for new Parish Building HVAC systems during the Trinity Place capital project.) \$4,600 was spent for the upkeep and repair of our fire protection and burglar alarm systems. It was our year for multiple inspections. Plumbing issues, kitchen appliance repairs, general supplies, maintaining our compost supply, and miscellaneous items rounded out the expenditures.

A large part of our facility is maintained by contracts with vendors that offer regular check-ups and servicing of our mechanical systems, such as the elevator and the HVAC equipment. Monitoring, inspecting, and servicing of our life-safety equipment, such as

the fire sprinkler system and burglar alarm system is contracted. A large contract we gained this year is pest and termite control in all our buildings-including St. Paul's and the Thrift Shop. Other notable contracts are for our pipe organ servicing and our irrigation system. Total contract fee expenses this year were \$15,933.

In summary, in 2020 there has been much taking care of our home, much change to our home, and the creation of many possibilities for our home. I urge the responsible and loving use of our home by all.

Respectfully submitted,

Bill Hurst

2020 Financial Reports
Bob Taylor, Treasurer
January 24, 2021

Financially, 2020 became a survival year for the Holy Trinity Episcopal Parish. Fortunately, with the continued financial support of Holy Trinity parishioners, the Parish's finances remained healthy throughout the year. The pandemic greatly reduced parish's programs and facilities usage. This combined with a vacant assistant priest for six months and the vacant family ministry coordinator position resulted in expenses being \$66,123.70 less than budget. However, income was \$22,528.50 less than budget (non-pledge offerings and pledge offerings and investment income all being less than budgeted). The 2021 Stewardship campaign was well short of its goal, and hence, the 2020 surplus of \$43,595.20 will be used to supplement the 2021 SOM so that Parish's personnel, programs and activities are not drastically reduced as we recover from the effects of the pandemic over the next several months. Special thanks go to fellow finance committee members **Bill McDaniel, Bill Hurst, Dustin Foxworth, Hap Wheeler and Phil Maiberger, Deacon Noah Stansbury, and to Mtr. Suz Cate** who was a regular attendee at Finance Committee meetings. Most importantly, special thanks go to our outstanding Parish Administrator **Lynne Farmer** for her skills in efficiently managing the actual financial activities of the Parish.

Items of particular note in the 2020 financial statements include:

- Adequate operating funds, (\$74,052.85 page 5, line 11 from bottom). Healthy balances in most funds (bottom of page 5 and page 6).
- **Pledge offerings** for 2020 was \$12,259.83 below budget (page 7, line 2).
- **Non-Pledge offerings** for 2020 was \$7,651.11 below budget (page 7, line 1).
- **Investment income** for 2020 was \$2,617.56 below budget (page 7, line 9).
- **Salaries and Benefits** surplus of \$50,334.63 (page 7 line 11 lines from bottom) reflects vacant positions.
- **Facilities Expenses** surplus of \$5,008.66 (page 7, bottom line) probably reflects minimum building occupancy during the pandemic.
- **Mission and Program** surplus of \$7,131.91 (page 8, line 14) probably reflects pandemic reduced activities.
- **Doors** gifts and continuing **Prism & Walls** gifts were close to budget, but major losses occurred in planned football parking income (\$55,312.35, page 9, line 1) and other parking income (\$10,745.90, page 9, line 3). Planned amortization of the Trinity Place loans had to be adjusted and resulted in greater interest expenses in 2020 and projected future years.

Special thanks go to parishioners **Henry Pate, Kevin Crouse, Jack McKenna, and Brad Russell** for conducting a thorough internal audit of the financial activities of the parish. Diocesan guidelines for audits were used their investigations, and their report provided assurance of sound financial management in the Parish.

Trinity Place Loans are:

- The \$2.4 M original purchase loan of the Trinity Place property has a balance of \$220,359.77. The original \$300,000 Methodist Church demolition loan had a balance of \$168,113.58. These two loans are currently to be paid from only parking income and Prism gifts and scheduled to be paid off in 2025 and 2026. These two loans were refinanced in February at a lower interest rate.
- The \$1.57M construction loan has a current balance is \$1,210,083.08. The last Trehel payment is anticipated to be approximately \$157,000 and a signage payment of approximately \$8,000 should complete all of the Trinity Place construction costs (estimated to be about \$1.6M). Early Doors contributions of \$214,517 were used as early payment to reduce the balance and save on interest costs. Part of the additional construction costs was paid by a Diocesan Canterbury grant (\$18,840). Starting February 2021, regular payments of principle and interest (at 3.3%) must be made on a 20-year amortization schedule. The 3.3% interest rate on this loan is fixed for 7 years.
- Current projections are that all three loans will be paid from Doors/Prism gifts and parking revenues – no SOM budgeted funds are planned in 2021.

Jody Hunter led a stewardship campaign through very difficult financial times which was generously supported by 122 parishioners. The Finance Committee and Vestry designed the 2021 Statement of Mission for operating expenses of the Parish which is based on \$572,918 (planned income + 2020 surplus = planned expenses – Anderson Fund Restoration Payment deferral). The Operating Fund 2021 SOM (pages 10 & 11) does not include any raises for the staff, Rector or Deacon. The Family Ministry Coordinator position is in the 2021 SOM for part of the year in anticipation that a suitable candidate can be identified and that long-term plans can be made for this position. The 2021 SOM for Trinity Place (page 12) is based on continued Doors contributions and improved parking revenues (no operating funds are planned at this time for loan payments).

With the continued generous support of the parishioners, we will make it through the next few months and emerge a stronger Parish with active programs and missions (especially a strong Canterbury program) and very impressive supportive facilities for Holy Trinity's Missions and Programs.

Holy Trinity Episcopal Church - Clemson SC

Balance Sheet as of December 31, 2020

Wednesday, January 13, 2021 4:40 PM

Page 1 of 2

| Account # | Account Name | YTD Balance | Previous Year Balance |
|---------------------|--|-----------------------|-----------------------|
| Assets | | | |
| 1.99.100.100 | Holy Trinity-First Citizens Bank | 50,394.84 | 145,599.56 |
| 1.99.100.105 | Holy Trinity-First Citizens Bank MMKT | 5,991.81 | 52,549.03 |
| 1.99.500.100 | Thrift Shop-United Community Bank | 10,181.49 | 13,701.57 |
| 1.99.500.101 | Thrift Shop-United Community Bank MMKT | 8,209.35 | 10,200.51 |
| 1.99.500.102 | Petty Cash-Thrift Shop | 100.00 | 100.00 |
| 1.99.600.100 | ECW-South State Bank | 0.00 | 13,016.44 |
| | Cash | \$74,877.49 | \$235,167.11 |
| | Total | \$74,877.49 | \$235,167.11 |
| 1.99.100.106 | Holy Trinity-Edward Jones MMKT | 411,953.32 | 409,150.46 |
| 1.99.100.110 | Endowment-ECF MMKT | 305.11 | 322.92 |
| 1.99.100.130 | Holy Trinity-ECF MMKT | 684.88 | 804.57 |
| 1.99.150.110 | Receivable from Day School | 30,400.00 | 0.00 |
| 1.99.200.109 | Endowment-Investments-ECF | 71,853.01 | 66,066.51 |
| 1.99.200.110 | Endowment-Unrealized App/Depr-ECF | 37,004.19 | 25,656.10 |
| 1.99.200.120 | Thrift Shop-Investments- American Funds | 43,596.80 | 42,841.85 |
| 1.99.200.125 | Thrift Shop-Unreal App/Depr-American Funds | 13,502.96 | 7,118.63 |
| 1.99.200.130 | Holy Trinity-Investments-ECF | 156,541.13 | 170,805.65 |
| 1.99.200.135 | Holy Trinity-Unreal App/Depr-ECF | 24,560.35 | 13,416.58 |
| | Investments | \$790,401.75 | \$736,183.27 |
| 1.99.300.100 | Parish House Building | 1,682,820.25 | 1,682,820.25 |
| 1.99.300.101 | Parish House Bldg Improvements - Lower Level | 136,073.00 | 136,073.00 |
| 1.99.300.102 | Parish House Building-Improvements - Elevator | 54,073.00 | 54,073.00 |
| 1.99.300.103 | Parish House Building Improvements - Canterbury | 50,257.90 | N/A |
| 1.99.300.104 | Parish House Bldg.- Furn & Fixtures - Canterbury | 38,240.56 | N/A |
| 1.99.300.108 | 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 | 4,104,430.34 | 2,679,830.26 |
| | Properties | \$7,328,412.18 | \$5,815,313.64 |
| 1.99.100.150 | Legal Fee Retainer | 0.00 | 4,500.00 |
| | Total Assets | \$8,193,691.42 | \$6,791,164.02 |
| Liabilities | | | |
| 2.99.200.129 | Fidelity Investments | 200.00 | 0.00 |
| 2.99.300.100 | Prepaid Pledges-Holy Trinity-Operating Fund | 35,380.80 | 67,409.84 |
| 2.99.300.116 | Prepaid Pledges-Prism-Trinity Place Fund | 0.00 | 3,000.00 |
| | Current Liabilities | \$35,580.80 | \$70,409.84 |
| 2.99.400.100 | FCB Note Payable #1181940 | 220,359.77 | 271,269.09 |
| 2.99.400.110 | FCB Note Payable #1591114 | 168,113.58 | 194,700.10 |
| 2.99.400.115 | FCB Note Payable #4361488 | 1,210,083.08 | N/A |
| | Long-Term Liabilities | \$1,598,556.43 | \$465,969.19 |
| 2.99.400.120 | Due to EDS - Investment at ECF | 4,577.53 | 23,239.27 |
| 2.99.400.125 | Note Payable-Pickens S&L PPP | 30,400.00 | N/A |
| | Total Liabilities | \$1,669,114.76 | \$559,618.30 |
| Fund Balance | | | |
| 3.01.100.000 | Operating Fund Balance | 74,052.85 | 63,158.90 |
| 3.02.100.000 | Memorial Fund Balance | 4,005.91 | 21,453.11 |
| 3.03.100.000 | Building Maintenance Fund Balance | 23,403.95 | 14,509.89 |
| 3.04.100.000 | St Paul's - Thrift Shop Fund Balance | 108,078.54 | 125,170.15 |
| 3.05.100.000 | Miller Foundation Fund Balance | 1,441.80 | 1,441.80 |
| 3.06.100.000 | Anderson Estate Fund Balance | 81,593.94 | 57,244.27 |
| 3.12.100.000 | Cange, Haiti Fund Balance | 19,231.00 | 21,912.22 |
| 3.13.100.000 | The Richard Hooker Series Fund Balance | 14,884.57 | 13,428.75 |
| 3.14.100.000 | Fran Davis Mem. Fund Balance | 3,283.31 | 3,283.31 |
| 3.15.100.000 | Education Scholarship Fund Bal | 1,174.75 | 544.59 |
| 3.16.100.000 | Bois Joli School Proj Fund Bal | 7,511.18 | 316.18 |

Holy Trinity Episcopal Church - Clemson SC
Balance Sheet as of December 31, 2020

Wednesday, January 13, 2021 4:40 PM

Page 2 of 2

| Account # | Account Name | YTD Balance | Previous Year Balance |
|---|-------------------------------|------------------------------|------------------------------|
| 3.17.100.000 | Designated Gifts Fund Balance | 12,928.83 | 10,289.74 |
| 3.18.100.000 | Clemson-Canterbury Club | 94,436.59 | 5,177.15 |
| 3.21.100.100 | Trinity Place | 2,562,056.43 | 2,391,791.41 |
| 3.22.100.100 | Youth | 4,128.13 | 3,743.13 |
| 3.23.100.000 | Reserve Fund Balance | 167,592.35 | 156,125.42 |
| 3.24.100.000 | Real Property Fund Balance | 3,135,483.38 | 3,135,483.38 |
| 3.25.100.000 | ECW Fund Balance Balance | 10,164.93 | 13,016.39 |
| 3.30.100.000 | Endowment Fund Balance | 110,162.31 | 95,045.53 |
| 3.40.100.000 | Nave Enhancement Fund Balance | 81,970.10 | 91,256.28 |
| 3.41.100.000 | Good Shepherd Fund | 6,991.81 | 7,154.12 |
| Total Fund Balance | | \$6,524,576.66 | \$6,231,545.72 |
| Total Liabilities and Fund Balance | | <u>\$8,193,691.42</u> | <u>\$6,791,164.02</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 2020 for Operating

Wednesday, January 13, 2021 4:44 PM

Page 1 of 2

| 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 | | | | | | | | |
| Pledge Offerings Income | | | | | | | | |
| | 4,608.41 | 4,121.00 | 112 | 41,797.89 | 49,449.00 | (7,651.11) | 50,246.93 | 49,449.00 |
| | 38,860.32 | 43,534.00 | 89 | 510,140.17 | 522,400.00 | (12,259.83) | 526,848.63 | 522,400.00 |
| General Offerings | \$43,468.73 | \$47,655.00 | 91 | \$551,938.06 | \$571,849.00 | (\$19,910.94) | \$577,095.56 | \$571,849.00 |
| Investment Income - Restricted | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Investment Income Income | | | | | | | | |
| Other Income | 4.77 | 209.00 | 2 | 885.64 | 2,500.00 | (1,614.36) | 4,884.39 | 2,500.00 |
| Realized Gain/Loss Sale Invest Income | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Unrealized Gain/Loss on Invest Income | (412.50) | 0.00 | 0 | (1,006.71) | 0.00 | (1,006.71) | (1,256.01) | 0.00 |
| | 0.00 | 0.00 | 0 | 3.51* | 0.00 | 3.51 | 0.00 | 0.00 |
| Investment and Other | (\$407.73) | \$209.00 | -195 | (\$117.56) | \$2,500.00 | (\$2,617.56) | \$3,628.38 | \$2,500.00 |
| Total Income | \$43,061.00 | \$47,864.00 | 90 | \$551,820.50 | \$574,349.00 | (\$22,528.50) | \$580,723.94 | \$574,349.00 |
| Expense | | | | | | | | |
| Clergy Health Insurance | (609.00) | 0.00 | 0 | (582.00) | 0.00 | (582.00) | 0.00 | 0.00 |
| Clergy Housing Allowance | 4,166.67 | 4,417.00 | 94 | 39,500.04 | 42,500.00 | (2,999.96) | 50,371.72 | 42,500.00 |
| Clergy Pension | 2,256.49 | 2,290.00 | 99 | 20,276.84 | 20,896.00 | (619.16) | 23,614.15 | 20,896.00 |
| Clergy Salaries | 6,238.09 | 9,257.00 | 67 | 60,244.87 | 65,973.00 | (5,728.13) | 68,053.21 | 65,973.00 |
| Clergy SE Tax Offset | 939.50 | 1,057.00 | 89 | 8,537.00 | 9,615.00 | (1,078.00) | 10,969.65 | 9,615.00 |
| Contract Labor | 1,400.00 | 1,916.00 | 73 | 17,444.80 | 23,000.00 | (5,555.20) | 19,817.50 | 23,000.00 |
| Diocesan Reimb for Asst. Rector | 0.00 | 0.00 | | 0.00 | | | (13,505.90) | |
| Net Paycheck | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Payroll Tax Expense | 916.27 | 788.00 | 116 | 9,345.09 | 9,448.00 | (102.91) | 6,885.82 | 9,448.00 |
| Staff Health Insurance | 978.55 | 2,050.00 | 48 | 15,238.33 | 24,597.00 | (9,358.67) | 24,947.30 | 24,597.00 |
| Staff Pension | 446.80 | 720.00 | 62 | 5,981.67 | 8,646.00 | (2,664.33) | 6,241.12 | 8,646.00 |
| Staff Salaries | 8,809.44 | 10,303.00 | 86 | 101,981.73 | 123,628.00 | (21,646.27) | 98,202.70 | 123,628.00 |
| | \$25,542.81 | \$32,798.00 | 78 | \$277,968.37 | \$328,303.00 | (\$50,334.63) | \$295,597.27 | \$328,303.00 |
| Salaries and Benefits | | | | | | | | |
| Diocesan Assessment | 7,038.30 | 7,195.00 | 98 | 84,617.00 | 86,346.00 | (1,729.00) | 84,131.00 | 86,346.00 |
| Total Diocesan Assessment | \$7,038.30 | \$7,195.00 | 98 | \$84,617.00 | \$86,346.00 | (\$1,729.00) | \$84,131.00 | \$86,346.00 |
| Clergy Discretionary | 0.00 | 266.00 | 0 | 3,200.00 | 3,200.00 | 0.00 | 3,200.00 | 3,200.00 |
| Direct Outreach | 16,103.95 | 2,416.00 | 667 | 29,000.00 | 29,000.00 | 0.00 | 38,500.00 | 29,000.00 |
| Millennium Dev Goals | 0.00 | 0.00 | | 0.00 | | | 0.00 | |
| Outreach | \$16,103.95 | \$2,682.00 | 600 | \$32,200.00 | \$32,200.00 | \$0.00 | \$41,700.00 | \$32,200.00 |
| Capital Improvements | 0.00 | 0.00 | | 0.00 | | | 0.00 | |
| Interest on 195 OGH | 0.00 | 0.00 | | 0.00 | | | 0.00 | |
| Maintenance | 3,116.77 | 1,541.00 | 202 | 20,282.69* | 18,500.00 | 1,782.69 | 19,170.50 | 18,500.00 |
| Maintenance Contracts | 1,129.19 | 1,459.00 | 77 | 15,977.99 | 17,500.00 | (1,522.01) | 12,738.95 | 17,500.00 |
| Property and Liability Ins. | 0.00 | 1,291.00 | 0 | 15,234.50 | 15,500.00 | (265.50) | 14,697.10 | 15,500.00 |
| St. Pauls Expense | 0.00 | 0.00 | | 0.00 | | | 0.00 | |
| Utilities | 1,949.84 | 2,125.00 | 92 | 20,496.16 | 25,500.00 | (5,003.84) | 24,982.41 | 25,500.00 |
| | \$6,195.80 | \$6,416.00 | 97 | \$71,991.34 | \$77,000.00 | (\$5,008.66) | \$71,588.96 | \$77,000.00 |
| Facilities Expenses | | | | | | | | |

Holy Trinity Episcopal Church - Clemson SC
Treasurer's Report as of December 2020 for Operating

Wednesday, January 13, 2021 4:44 PM

Page 2 of 2

| Account Name | Period Activity | Monthly Budget | % of Budget Month | YTD Balance | Budget YTD | Over/Under YTD+(-) | Previous YTD | Annual Budget |
|--|----------------------|---------------------|-------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| Canterbury Club | 321.54 | 84.00 | 383 | 445.35 | 1,000.00 | (554.65) | 446.73 | 1,000.00 |
| Christian Formation | 314.93 | 125.00 | 252 | 1,112.38 | 1,500.00 | (387.62) | 1,490.46 | 1,500.00 |
| Christian Formation-Youth | 102.01 | 125.00 | 82 | 836.96 | 1,500.00 | (663.04) | 1,806.42 | 1,500.00 |
| Evangelism | 0.00 | 21.00 | 0 | 0.00 | 250.00 | (250.00) | 46.06 | 250.00 |
| Fellowship | (2.38) | 191.00 | -1 | 1,915.86 | 2,300.00 | (384.14) | 3,216.52 | 2,300.00 |
| Kanuga-Parish Retreat | 0.00 | 250.00 | 0 | 3,000.00 | 3,000.00 | 0.00 | 6,506.83 | 3,000.00 |
| Music/Choir-Adult | 277.00 | 209.00 | 133 | 1,725.22 | 2,500.00 | (774.78) | 3,157.38 | 2,500.00 |
| Music/Choir-Youth | 0.00 | 41.00 | 0 | 107.66 | 500.00 | (392.34) | 0.00 | 500.00 |
| Pastoral Care | 41.38 | 13.00 | 318 | 114.34 | 200.00 | (85.66) | 225.56 | 200.00 |
| Stewardship | 229.45 | 41.00 | 560 | 520.49* | 500.00 | 20.49 | 0.00 | 500.00 |
| Vestry Retreat | 0.00 | 166.00 | 0 | 300.00 | 2,000.00 | (1,700.00) | 2,222.17 | 2,000.00 |
| Worship/Altar Guild | 266.75 | 166.00 | 161 | 878.80 | 2,000.00 | (1,121.20) | 1,740.69 | 2,000.00 |
| Young Adult Ministry | 161.03 | 87.00 | 185 | 161.03 | 1,000.00 | (838.97) | 539.00 | 1,000.00 |
| Mission and Program Expenses | \$1,711.71 | \$1,519.00 | 113 | \$11,118.09 | \$18,250.00 | (\$7,131.91) | \$21,397.82 | \$18,250.00 |
| Conference/Training- Rector | 0.00 | 87.00 | 0 | 641.65 | 1,000.00 | (358.35) | 894.38 | 1,000.00 |
| Conference/Training-Asst. Rector | 0.00 | 84.00 | 0 | 95.04 | 1,000.00 | (904.96) | 22.82 | 1,000.00 |
| Conference/Training-Lay Staff | 0.00 | 87.00 | 0 | 0.00 | 1,000.00 | (1,000.00) | 0.00 | 1,000.00 |
| Equipment Purchases | 2,401.34 | 125.00 | 1,921 | 2,506.04* | 1,500.00 | 1,006.04 | 1,193.49 | 1,500.00 |
| Payroll Service Expense | 23.57 | 37.00 | 64 | 347.72 | 400.00 | (52.28) | 255.99 | 400.00 |
| Postage and Freight | 143.90 | 134.00 | 107 | 1,650.86* | 1,600.00 | 50.86 | 1,753.43 | 1,600.00 |
| Printing & Publications | 826.37 | 663.00 | 125 | 7,889.58 | 8,000.00 | (110.42) | 8,950.38 | 8,000.00 |
| Professional Exp- Lay Staff | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional Exp- Rector | 383.80 | 250.00 | 154 | 1,248.96 | 3,000.00 | (1,751.04) | 2,651.95 | 3,000.00 |
| Professional Exp-Asst. Rector | 58.84 | 62.00 | 95 | 524.33 | 750.00 | (225.67) | 416.81 | 750.00 |
| Supplies | 394.83 | 500.00 | 79 | 6,771.69* | 6,000.00 | 771.69 | 5,335.89 | 6,000.00 |
| Telephone and Internet Access | 675.50 | 538.00 | 126 | 6,071.18 | 6,500.00 | (428.82) | 7,231.87 | 6,500.00 |
| Mission/Program Support Exp | \$4,908.15 | \$2,567.00 | 191 | \$27,747.05 | \$30,750.00 | (\$3,002.95) | \$28,707.01 | \$30,750.00 |
| Amount for Allocation | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Anderson Estate Fund Restoration | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 13,000.00 | 0.00 |
| Miscellaneous | 360.00 | 125.00 | 288 | 2,583.45* | 1,500.00 | 1,083.45 | 2,295.21 | 1,500.00 |
| Special Expenses | \$360.00 | \$125.00 | 288 | \$2,583.45* | \$1,500.00 | \$1,083.45 | \$15,295.21 | \$1,500.00 |
| Transfers (In) Out (From) To Other Funds | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | (9,500.00) | 0.00 |
| Total Expenses | \$61,860.72 | \$53,302.00 | 116 | \$508,225.30 | \$574,349.00 | (\$66,123.70) | \$548,917.27 | \$574,349.00 |
| Difference | (\$18,799.72) | (\$5,438.00) | | \$43,595.20 | \$0.00 | | \$31,806.67 | \$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 2020 for Trinity Place

Wednesday, January 13, 2021 4:45 PM

Page 1 of 1

| 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 | 6,416.00 | 0 | 21,687.65 | 77,000.00 | (55,312.35) | 64,001.59 | 77,000.00 |
| OUR DOORS Pledge Offerings | 27,973.35 | 14,519.00 | 193 | 176,269.38* | 174,234.00 | 2,035.38 | 133,254.81 | 174,234.00 |
| Parking Income | 2,333.55 | 1,236.00 | 189 | 4,094.10 | 14,840.00 | (10,745.90) | 31,149.20 | 14,840.00 |
| Phase II-Prism Pledge Offerings | 0.00 | 625.00 | 0 | 8,577.52* | 7,500.00 | 1,077.52 | 16,855.61 | 7,500.00 |
| Rental Income Inc. | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Trinity Place Memorials & Other Gifts | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 50.00 | 0.00 |
| Trinity Place-The Walls Pledge Offerings | 40.00 | 0.00 | 0 | 520.00* | 0.00 | 520.00 | 520.00 | 0.00 |
| Total Income | \$30,346.90 | \$22,796.00 | 133 | \$211,148.65 | \$273,574.00 | (\$62,425.35) | \$245,831.21 | \$273,574.00 |
| Expense | | | | | | | | |
| Advertising & Promotion | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Parking Supplies | 0.00 | 38.00 | 0 | 1,487.35* | 500.00 | 987.35 | 180.83 | 500.00 |
| Transfer to Haiti Fund-University Student Support | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 9,500.00 | 0.00 |
| Total Parking Expenses | \$0.00 | \$38.00 | 0 | \$1,487.35* | \$500.00 | \$987.35 | \$9,680.83 | \$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 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 40,900.00 | 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 | \$0.00 | \$0.00 | \$0.00 | \$40,900.00 | \$0.00 |
| Interest Exp Xfer to Operating Fund | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest Expense Exp. | 4,414.81 | 3,722.00 | 119 | 31,348.28 | 44,670.00 | (13,321.72) | 20,935.72 | 44,670.00 |
| Loan Refinance Costs-FCB | 0.00 | 629.00 | 0 | 8,048.00* | 7,548.00 | 500.00 | 0.00 | 7,548.00 |
| 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 | \$4,414.81 | \$4,351.00 | 101 | \$39,396.28 | \$52,218.00 | (\$12,821.72) | \$20,935.72 | \$52,218.00 |
| Total Expenses | \$4,414.81 | \$4,389.00 | 101 | \$40,883.63 | \$52,718.00 | (\$11,834.37) | \$71,516.55 | \$52,718.00 |
| Difference | \$25,932.09 | \$18,407.00 | | \$170,265.02 | \$220,856.00 | | \$174,314.66 | \$220,856.00 |

* = 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.

**2021
Statement
Of
Mission**

Operating Fund
Statement of Mission (SOM)

| | <u>SOM 2019</u> | <u>%</u> | <u>Actual 2019</u> | <u>%</u> | <u>SOM 2020</u> | <u>%</u> | <u>Actual 2020</u> | <u>%</u> | <u>SOM 2021</u> | <u>Change</u> |
|--|-------------------|---------------|--------------------|---------------|-------------------|---------------|--------------------|---------------|-------------------|-----------------|
| Income | | | | | | | | | | |
| General Offerings: | | | | | | | | | | |
| Plate and Other Offerings | 40,652 | 7.1% | 50,247 | 9% | 49,449 | 8.6% | 41,798 | 8% | 41,000 | (8,449) |
| Pledges Offerings | 533,440 | 92.9% | 526,849 | 90.8% | 522,400 | 91.0% | 510,140 | 92.4% | 486,454 | (35,946) |
| Sub-total General Offerings | 574,092 | 100.0% | 577,096 | 99.4% | 571,849 | 99.6% | 551,938 | 100.0% | 527,454 | (44,395) |
| Investment and Other Income: | | | | | | | | | | |
| Investment Income - Restricted | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | - | 0.0% | 0.00 | 0 |
| Investment Income | 0.00 | 0.0% | 4,415 | 0.8% | 2,500 | 0.4% | 886 | 0.2% | 2,000 | (500) |
| Realized Gain/Loss Sale Invest | 0.00 | 0.0% | (1,108) | -0.2% | 0.00 | 0.0% | (1,007) | -0.2% | 0.00 | 0 |
| Unrealized Gain/Loss on Invest | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | 4 | 0.0% | 0.00 | 0 |
| Sub-total Investment and Other | - | 0.0% | 3,307 | 0.6% | 2,500 | 0.4% | (117) | 0.0% | 2,000 | (500) |
| Total Income | \$ 574,092 | 100.0% | 580,403 | 100.0% | \$ 574,349 | 100.0% | 551,821 | 100.0% | \$ 529,454 | (44,895) |
| Expenses | | | | | | | | | | |
| Salaries and Benefits: | | | | | | | | | | |
| Clergy Health Insurance | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | (582) | -0.1% | 0.00 | 0 |
| Clergy Housing Allowance | 53,552 | 9.3% | 50,372 | 8.7% | 42,500 | 7.4% | 39,500 | 7.2% | 52,000 | 9500 |
| Clergy Pension | 24,530 | 4.3% | 23,614 | 4.1% | 20,896 | 3.6% | 20,277 | 3.7% | 24,504 | 3608 |
| Clergy Salaries | 72,513 | 12.6% | 68,053 | 11.7% | 65,973 | 11.5% | 60,245 | 10.9% | 72,857 | 6884 |
| Clergy SE Tax Offset | 10,914 | 1.9% | 10,970 | 1.9% | 9,615 | 1.7% | 8,537 | 1.5% | 11,273 | 1658 |
| Contract Labor | 21,500 | 3.7% | 19,818 | 3.4% | 23,000 | 4.0% | 17,445 | 3.2% | 21,000 | (2000) |
| Diocesan Reimb for Asst Rector | (13,506) | -2.4% | (13,506) | -2.3% | - | 0.0% | - | 0.0% | - | 0 |
| Net Paycheck | - | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% | - | 0 |
| Payroll Tax Expenses | 8,938 | 1.6% | 6,886 | 1.2% | 9,448 | 1.6% | 9,345 | 1.7% | 9,013 | (435) |
| Staff Health Insurance | 23,085 | 4.0% | 24,947 | 4.3% | 24,597 | 4.3% | 15,238 | 2.8% | 17,615 | (6982) |
| Staff Pension | 7,994 | 1.4% | 6,241 | 1.1% | 8,646 | 1.5% | 5,982 | 1.1% | 6,771 | (1875) |
| Staff Salaries | 116,834 | 20.4% | 98,203 | 16.9% | 123,628 | 21.5% | 101,982 | 18.5% | 117,811 | (5817) |
| Sub-total Salaries and Benefits | 326,354 | 56.8% | 295,597 | 50.9% | 328,303 | 57.2% | 277,968 | 50.4% | 332,844 | 4541 |
| Diocesan Assessment | 84,131 | 14.7% | 84,131 | 14.5% | 86,346 | 15.0% | 84,617 | 15.3% | 86,574 | 228 |
| Mission and Program Expenses: | | | | | | | | | | |
| Canterbury Club | 1,000 | 0.2% | 447 | 0.1% | 1,000 | 0.2% | 445 | 0.1% | 1,000 | 0 |
| Christian Formation | 1,500 | 0.3% | 1,490 | 0.3% | 1,500 | 0.3% | 1,112 | 0.2% | 1,500 | 0 |
| Christian Formation-Youth | 1,500 | 0.3% | 1,806 | 0.3% | 1,500 | 0.3% | 837 | 0.2% | 1,500 | 0 |
| Evangelism | 250 | 0.0% | 46 | 0.0% | 250 | 0.0% | - | 0.0% | 250 | 0 |
| Fellowship | 1,300 | 0.2% | 3,217 | 0.6% | 2,300 | 0.4% | 1,916 | 0.3% | 2,300 | 0 |
| Kanuga - Parish Retreat | 1,500 | 0.3% | 6,507 | 1.1% | 3,000 | 0.5% | 3,000 | 0.5% | - | (3000) |
| Music/Choir -Adult | 2,500 | 0.4% | 3,157 | 0.5% | 2,500 | 0.4% | 1,725 | 0.3% | 2,500 | 0 |
| Music/Choir -Youth | - | 0.0% | - | 0.0% | 500 | 0.1% | 108 | 0.0% | 500 | 0 |
| Pastoral Care | 200 | 0.0% | 226 | 0.0% | 200 | 0.0% | 114 | 0.0% | 200 | 0 |
| Stewardship | 500 | 0.1% | - | 0.0% | 500 | 0.1% | 520 | 0.1% | 500 | 0 |
| Vestry Retreat | 1,750 | 0.3% | 2,222 | 0.4% | 2,000 | 0.3% | 300 | 0.1% | - | (2000) |
| Worship/Altar Guild | 2,000 | 0.3% | 1,741 | 0.3% | 2,000 | 0.3% | 879 | 0.2% | 1,500 | (500) |
| Young Adult Ministry | 1,000 | 0.2% | 539 | 0.1% | 1,000 | 0.2% | 161 | 0.0% | 1,000 | 0 |
| Sub-total Program Expenses | 15,000 | 2.6% | 21,398 | 3.7% | 18,250 | 3.2% | 11,118 | 2.0% | 12,750 | (5500) |

Operating Fund
Statement of Mission (SOM)

| | <u>SOM 2019</u> | <u>%</u> | <u>Actual 2019</u> | <u>%</u> | <u>SOM 2020</u> | <u>%</u> | <u>Actual 2020</u> | <u>%</u> | <u>SOM 2021</u> | <u>Change</u> |
|--|-----------------|---------------|--------------------|--------------|-----------------|---------------|--------------------|--------------|-----------------|-------------------|
| Outreach: | | | | | | | | | | |
| Clergy Discretionary | 3,200 | 0.6% | 3,200 | 0.6% | 3,200 | 0.6% | 3,200 | 0.6% | 4,500 | 1300 |
| Direct Outreach | 39,000 | 6.8% | 38,500 | 6.6% | 29,000 | 5.0% | 29,000 | 5.3% | 29,000 | 0 |
| Sub-total Outreach Expenses | 42,200 | 7.4% | 41,700 | 7.2% | 32,200 | 5.6% | 32,200 | 5.8% | 33,500 | 1300 |
| Facilities Expenses: | | | | | | | | | | |
| Capital Improvements | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | - | 0.0% | 0.00 | 0 |
| Interest / Principal on 195 OGH | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | - | 0.0% | 0.00 | 0 |
| Maintenance | 18,000 | 3.1% | 19,171 | 3.3% | 18,500 | 3.2% | 20,283 | 3.7% | 20,000 | 1500 |
| Maintenance Contracts | 13,500 | 2.4% | 12,739 | 2.2% | 17,500 | 3.0% | 15,978 | 2.9% | 17,500 | 0 |
| Property and Liability Insurance | 13,500 | 2.4% | 14,697 | 2.5% | 15,500 | 2.7% | 15,235 | 2.8% | 15,500 | 0 |
| St. Paul's Expense | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | - | 0.0% | 0.00 | 0 |
| Utilities | 26,000 | 4.5% | 24,982 | 4.3% | 25,500 | 4.4% | 20,496 | 0.1% | 22,500 | (3000) |
| Sub-total Facilities Expenses | 71,000 | 12.4% | 71,589 | 12.3% | 77,000 | 13.4% | 71,991 | 13.0% | 75,500 | (1500) |
| Mission and Program Support Expenses: | | | | | | | | | | |
| Conference/Training - Asst Rector | 1,000 | 0.2% | 23 | 0.0% | 1,000 | 0.2% | 95 | 0.0% | 1,000 | 0 |
| Conference/Training - Lay Staff | 1,000 | 0.2% | - | 0.0% | 1,000 | 0.2% | - | 0.0% | 1,000 | 0 |
| Conference/Training - Rector | 1,000 | 0.2% | 894 | 0.2% | 1,000 | 0.2% | 642 | 0.1% | 1,000 | 0 |
| Equipment Purchases | 1,500 | 0.3% | 1,193 | 0.2% | 1,500 | 0.3% | 2,507 | 0.5% | 1,500 | 0 |
| Payroll Service Expense | 400 | 0.1% | 256 | 0.0% | 400 | 0.1% | 348 | 0.1% | 400 | 0 |
| Postage and Freight | 1,400 | 0.2% | 1,753 | 0.3% | 1,600 | 0.3% | 1,651 | 0.3% | 1,600 | 0 |
| Printing and Publications | 9,200 | 1.6% | 8,950 | 1.5% | 8,000 | 1.4% | 7,890 | 1.4% | 8,000 | 0 |
| Professional Expense - Asst Rector | 750 | 0.1% | 417 | 0.1% | 750 | 0.1% | 524 | 0.1% | 750 | 0 |
| Professional Expense - Lay Staff | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | - | 0.0% | 0.00 | 0 |
| Professional Expense - Rector | 3,000 | 0.5% | 2,652 | 0.5% | 3,000 | 0.5% | 1,249 | 0.2% | 3,000 | 0 |
| Supplies | 6,657 | 1.2% | 5,336 | 0.9% | 6,000 | 1.0% | 6,772 | 1.2% | 7,000 | 1000 |
| Telephone and Internet Access | 6,500 | 1.1% | 7,232 | 1.2% | 6,500 | 1.1% | 6,071 | 1.1% | 6,500 | 0 |
| Sub-total Support Expenses | 32,407 | 5.6% | 28,707 | 4.9% | 30,750 | 5.4% | 27,748 | 5.0% | 31,750 | 1000 |
| Special Expenses: | | | | | | | | | | |
| Amount for Allocation | 0.00 | 0.0% | - | 0.0% | 0.00 | 0.0% | - | 0.0% | 0.00 | 0 |
| Anderson Estate Fund Reimbursement | 13,000 | 2.3% | 13,000 | 2.2% | - | 0.0% | - | 0.0% | - | 0 |
| Miscellaneous | 0.00 | 0.0% | 2,295 | 0.4% | 1,500.00 | 0.3% | 2,583 | 0.5% | 0.00 | (1500) |
| Sub-total Special Expenses | 13,000 | 2.3% | 15,295 | 2.6% | 1,500 | 0.3% | 2,583 | 0.5% | - | (1500) |
| Total Expenses | 584,092 | 101.7% | 558,417 | 96.2% | 574,349 | 100.0% | 508,226 | 92.1% | 572,918 | (1431) |
| Income Over (Under) Expenses | (10,000) | | 21,985 | | - | | 43,595 | | (43,464) | |
| Transfers In (Out) From (To) Other Funds | 10,000 | | 9,500 | | - | | - | | 43,464 | from 2020 surplus |
| Excess/(Deficit) | \$ - | | 31,485 | | - | | 43,595 | | - | |

The Family Ministry Coordinator position allocation is \$23,956.50 (salary & benefits), full-time 4.5 months
The Finance Committee recommends that the Vestry defer the \$24,000.00 2021 restoration payments to the Anderson Fund
and cover the remaining deficit of \$43,464 with 2020 surplus funds given the unusual nature of events in 2020.

Trinity Place Fund
Statement of Mission (SOM)

| | <u>SOM 2019</u> | <u>%</u> | <u>2019 Actual</u> | <u>%</u> | <u>SOM 2020</u> | <u>%</u> | <u>2020 Actual</u> | <u>%</u> | <u>SOM 2021</u> | <u>%</u> |
|---|-----------------|----------|--------------------|----------|-----------------|----------|--------------------|----------|-----------------|----------|
| Income | | | | | | | | | | |
| Memorial and other Gifts | \$ - | 0.0% | \$ 50.00 | 0.0% | \$ - | 0.0% | \$ - | 0.0% | \$ - | 0.0% |
| Prism Pledge Offerings (The "Walls" beg 2014) | - | 0.0% | 520.00 | 0.2% | - | 0.0% | 520.00 | 0.2% | 520.00 | 0.3% |
| Prism II Pledge Offerings | 20,000.00 | | 16,855.61 | 6.9% | 7,500.00 | 6.9% | 8,577.52 | 4.1% | 4,000.00 | 2.2% |
| Rental Income (OUR DOORS beg 2019) | - | 0.0% | 133,254.81 | 54.2% | 174,233.72 | 63.7% | 176,269.38 | 83.5% | 96,698.04 | 54.3% |
| Football Parking Income | 65,200.00 | 60.5% | 64,001.59 | 26.0% | 77,000.00 | 28.1% | 21,687.65 | 10.3% | 67,200.00 | 37.7% |
| Parking Income | 22,560.00 | 20.9% | 31,149.20 | 12.7% | 14,840.00 | 5.4% | 4,094.10 | 1.9% | 9,600.00 | 5.4% |
| Total Income | \$ 107,760.00 | 81.4% | \$ 245,831.21 | 100.0% | \$ 273,573.72 | 100.0% | \$ 211,148.65 | 100.0% | \$ 178,018.04 | 100.0% |
| Expense | | | | | | | | | | |
| Interest Expense | \$ 20,954.24 | 19.4% | \$ 20,935.72 | 8.5% | \$ 44,670.00 | 16.3% | \$ 31,348.28 | 14.8% | \$ 52,179.58 | 29.3% |
| Loan refinace costs | - | 0.0% | - | 0.0% | 7,548.00 | 2.8% | 8,048.00 | 3.8% | - | 0.0% |
| Interest Exp Transferred to Operating Fund | - | 0.0% | - | 0.0% | - | 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 | 20,954.24 | 19.4% | 20,935.72 | 8.5% | 52,218.00 | 19.1% | 39,396.28 | 18.7% | 52,179.58 | 29.3% |
| Parking supplies | 500.00 | | 180.83 | | 500.00 | | 1,487.35 | | 1,500.00 | |
| Advertising and promotion | - | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% |
| Total Parking Expenses | 500.00 | 0.5% | 180.83 | 0.1% | 500.00 | 0.2% | 1,487.35 | 0.7% | 1,500.00 | 0.8% |
| Plans & Designs | 30,000.00 | | 40,900.00 | 16.6% | - | | - | 0.0% | - | 0.0% |
| Total Expense | \$ 51,454.24 | 47.7% | \$ 62,016.55 | 25.2% | \$ 52,718.00 | 19.3% | \$ 40,883.63 | 19.4% | \$ 53,679.58 | 30.2% |
| Income over expense | 56,305.76 | | 183,814.66 | | 220,855.72 | | 170,265.02 | | 124,338.46 | |
| Beginning Fund Balance | 2,187,476.75 | | 2,187,476.75 | | 2,391,791.41 | | 2,391,791.41 | | 2,562,056.43 | |
| Transfers from (to) Haiti Fund | - | | (9,500.00) | | - | | - | | - | |
| Transfers from (to) Operating Fund | (10,000.00) | | 30,000.00 | | - | | - | | - | |
| Ending Fund Balance | \$ 2,233,782.51 | | \$ 2,391,791.41 | | \$ 2,612,647.13 | | \$ 2,562,056.43 | | \$ 2,686,394.89 | |

**Trinity Place Fund
Statement of Mission (SOM)**

Statement of Cash Flows

| | <u>SOM 2019</u> | <u>%</u> | <u>2019 Actual</u> | <u>%</u> | <u>SOM 2020</u> | <u>%</u> | <u>2020 Actual</u> | <u>%</u> | <u>SOM 2021</u> |
|---|----------------------|----------|----------------------|----------|------------------------|----------|------------------------|----------|------------------------|
| Cash Flow from operations: | | | | | | | | | |
| Income over expense | 56,305.76 | | 183,814.66 | | 220,855.72 | | 170,265.02 | | 124,338.46 |
| Change in Operating Asset/Liab. | | | | | | | | | |
| Cash Flow from Financing | | | | | | | | | |
| Net proceeds from bank notes | | | | | 1,355,903.00 | | 1,210,083.08 | | 151,067.85 |
| Repayment of bank note | (89,565.19) | | (94,558.32) | | (103,326.21) | | (77,495.84) | | (124,738.49) |
| Transfer from (to) Other Funds | (10,000.00) | | 20,500.00 | | - | | - | | - |
| Cash Flow from Investing | | | | | | | | | |
| Proceeds from sale of Trinity House | | | - | | | | - | | - |
| Purchase of building/property | | | | | (1,570,420.00) | | (1,424,600.08) | | (151,067.85) |
| Net Cash flow | (43,259.43) | | 109,756.34 | | (96,987.49) | | (121,747.82) | | (400.02) |
| Beginning Cash | 68,174.00 | | 68,174.00 | | 177,930.34 | | 177,930.34 | | 56,182.52 |
| Ending Cash | <u>\$ 24,914.57</u> | | <u>\$ 177,930.34</u> | | <u>\$ 80,942.85</u> | | <u>\$ 56,182.52</u> | | <u>\$ 55,782.50</u> |
| | | | | | | | | | |
| Note balance, beginning of period | \$ 560,527.51 | | \$ 560,527.51 | | \$ 465,969.19 | | \$ 465,969.19 | | \$ 1,598,556.43 |
| Note balance, end of period | <u>\$ 470,962.32</u> | | <u>\$ 465,969.19</u> | | <u>\$ 1,718,545.98</u> | | <u>\$ 1,598,556.43</u> | | <u>\$ 1,624,885.79</u> |
| | | | | | | | | | |
| FCB Note #1181940 - Acquisition | | | | | | | 220,359.77 | | 167,663.39 |
| FCB Note #1591114 - Demolition/temp parking | | | | | | | 168,113.58 | | 140,601.56 |
| FCB Note #4361488 - Doors Improvements | | | | | | | 1,210,083.08 | | 1,316,620.84 |
| Total Note balances | | | | | | | <u>\$ 1,598,556.43</u> | | <u>\$ 1,624,885.79</u> |

Analysis of Interest Expense

| | |
|--|--|
| Funds transferred from the Operating Fund | |
| Planned use of Prism for Interest | |
| Net Parking Income | |
| Net Lease Income | |
| Total Interest Expense to be borne by Fund | |
| Net interest expense per Treasurers Report | |
| Under (over) allocated interest expense | |

Proof of Cash

| | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|
| 195 Old Greenville Hwy Building | \$ 2,679,830.26 | \$ 4,250,250.26 | \$ 4,104,430.34 | \$ 4,255,498.19 |
| FCB Note Payable | (470,962.32) | (1,718,545.98) | (1,598,556.43) | (1,624,885.79) |
| Prepaid Pledge Prism Campaign | - | - | - | - |
| Contingent Liability | - | - | - | - |
| Fund Balance | (2,233,782.51) | (2,612,647.13) | (2,562,056.43) | (2,686,394.89) |
| Cash Balance estimate | (24,914.57) | (80,942.85) | (56,182.52) | (55,782.50) |
| Cash Balance derived above | <u>24,914.57</u> | <u>80,942.85</u> | <u>56,182.52</u> | <u>55,782.50</u> |
| Difference | <u>\$ 0.00</u> | <u>\$ 0.00</u> | <u>\$ 0.00</u> | <u>\$ -</u> |

SENIOR WARDEN 2020 Annual Report

*Love with the heart of Christ, Think with the mind of Christ, and
Act in the world as the body of Christ.*

As January 2020 came to an end, I was excited to be serving my first term as your Senior Warden. The construction on Trinity Place was about to begin, we had just completed successful Stewardship and Doors Campaigns and we had plans in place for a tremendous year. February proved to be the beginning of a time most of us had never experienced. The onslaught of Covid-19 was starting to move in many of our communities. By March, we had to stop in-person services. However, we were not going to be deterred. **Suz**, the Vestry, the Worship Committee, countless volunteers, and **Will Cate** prepared for us to stream services via Facebook and later through our Holy Trinity YouTube channel. We still offer:

- Compline each evening at 8:30 pm (online)
- Sunday: Morning Prayer at 10:30 am (online)
- Sunday: Holy Eucharist at 2:00 pm at Trinity Place
- Monday: Morning Prayer (online)

We reached out to parishioners through the early part of the pandemic to make sure all of you were well and safe. We began to hold our Vestry meetings and committee meetings via Zoom. We did everything we could to make our church family and our worship services feel normal and safe. In June, we began to hold outdoor in-person services at St. Paul's, adhering to Diocesan guidelines. We offered an online Coffee Hour after the 10:30 am on-line service (which is ongoing).

In June, we received a Grant from the Diocese to allow us to update the basement to be used by Canterbury and our Youth Group. This work coincided with the construction work that was happening at Trinity Place. We also hired an Assistant to the Rector (and for) Canterbury, **Noah Stansbury**.

With the suspension of activities in the Church and Parish Hall, the Episcopal Day School was also forced to close. The EDS Board recommended, and the Vestry approved the use EDS surplus funds to honor the teacher and staff salaries for the remaining of the school year. In July, as the Episcopal Day School began final preparations for the 2020-2021 school year, enrollment dropped, leaving us with few options. The EDS Board recommended, and the Vestry approved, to apply for a PPP loan to cover salaries to keep the Day School open. The loan was approved and in November the loan was forgiven thanks to the hard work of **John Warner, Hap Wheeler, Phil Maiberger** and **Lynne Farmer**.

In August, **Noah** was ordained into the diaconate, and in February 2021 will be ordained into the Priesthood at Trinity Cathedral in Columbia. Also, in August, the construction of

credit for the timely completion of this huge construction project. He stayed on top of this project from the beginning and was always there to make sure things were done right.

September is usually an exciting time at Holy Trinity: Sunday School has started back, breakfast teams are preparing hearty breakfasts and Clemson is back in session. This year was a bit subdued, but we moved our outdoor in-person service to Trinity Place in our new outdoor space at the Pavilion. Every Sunday at 2:00 pm we celebrate Holy Eucharist.

In October, **Jody Hunter** and the Stewardship Committee kicked off our 2021 Campaign. With the pandemic hindering our usual fall campaign, **Jody** and his team came up with innovative ways to reach the Parish and keep us apprised of how we were doing. As of December, we are still a little short of the goal of \$520,000.

In November, **Bill Purkerson**, **Kathy Crouse**, and others organized a Thanksgiving to go meal for Parishioners. Many of you participated. **Bill** and his team made sure some of our at-risk Parishioners who were alone for Thanksgiving were taken a meal.

The weather played havoc for our Christmas Eve services but we still had an online service thanks to the planning of **Suz** and **Noah** and the Worship Committee.

As we ended 2020 and make plans for 2021, we have a lot to be thankful for. Yes, things did not go as planned but the resourcefulness and energy of so many of you made what was an awful year a very bearable year. Thanks go out to all the Vestry, especially the outgoing members: **Cary Kaye**, **Sarah Maiberger**, **Joe Yanes**, **Bob Green**, and **Shannon Quattlebaum**. I am thankful for all of you who continued to give your pledges to both the Church and the Doors Campaign. I am blessed to work with an amazing staff, **Suz Cate**, **Noah Stanbury**, **Lynne Farmer**, and **Sheryl Shankles**. I am truly thankful for our Treasurer, **Bob Taylor**. With his guidance and help from the members of the Finance Committee, we were able to make it through the year in good financial shape. Mostly, thanks to each of you who entrusted me with the job of Senior Warden. I am truly blessed with an amazing church family who has helped me lead you through this difficult year.

Please know that I love and pray for you daily and that we will get through this together.

Peace!

Bill McDaniel

Senior Warden

RECTOR

2020 Annual Report

Dear Holy Trinity Friends,

It is daunting to look back over the past year, which began with such great energy and excitement. We watched together the beginning of the Trinity Place construction with the optimistic hope that the project would wrap up in time for summer activities on the lawn. The last time that we all gathered for worship in our Nave was a glorious First Sunday in March, and we recorded the highest attendance number for a Sunday morning service since I arrived in 2016. We had a wonderful Kanuga Weekend retreat and returned home energized for ministry. The Friday following our Kanuga Weekend, I met with a young seminarian named **Noah Stansbury** for our first interview. Even as we were beginning our initial conversation in a coffee shop in Chattanooga, I began receiving the texts that began the decision-making process that led to moving our services online that Sunday. Of course, at the time, we thought we were taking a few weeks to “flatten the curve.” Those few weeks stretched through the remainder of 2020, and we continue, even nine months later, to meet in person only when we can do so safely: masked, distanced, and in very small numbers or outside.

2020 is a year that we will always remember as a time of fear, uncertainty, struggle, grief, and deprivation. There is no denying that it was a hard, hard year. I will get to the bright and shining moments that occurred along the way, but I think it is important to our emotional and spiritual health to face the very real pain that we have endured—as a parish, as a community, as a nation, and as a global community. The shock of the pandemic was only compounded by the social unrest and division that occurred in the spring, summer, and fall: first, the long-deferred racial reckoning that we, as a nation, have yet to fully acknowledge and address; then, the growing violence as demonstrations in urban centers attracted malicious actors; and finally, a contentious election season that culminated in a situation that I struggle to characterize. What I can say with clarity is that the need for healing is urgent, and we will need to find a way to do that with compassion and integrity. That will be hard work, and I hope that you will be willing to join in. It is our Christian duty. *“All this is from God, who through Christ reconciled us to himself and gave us the ministry of reconciliation; that is, in Christ God was reconciling the world to himself, not counting their trespasses against them, and entrusting to us the message of reconciliation. Therefore, we are ambassadors for Christ, God making his appeal through us. We implore you on behalf of Christ, be reconciled to God.”* 2 Corinthians 5:18-20

Now for the bright and shining moments I have seen along the way as we struggled through this year together. First and foremost, you all have reached out to each other in love and concern again and again. Making phone calls to check in on each other, writing notes and sending cards, preparing meals, and praying faithfully for one another. I have been so grateful for your individual ministries with each other and for the various ministry teams that have been the connecting tissue of the Body during this pandemic.

The Pastoral Care Ministry Team, the Family Ministry Team, the Engagement Ministry Team, our Worship Support Ministry Team, Adult Formation Ministry Team, Neighborhood Groups, and the Vestry all moved quickly to adapt to the restrictions of pandemic life. There were bumps along the way, as we all learned new technologies and adapted our ways of being and doing to a very different way of gathering. Throughout the year, I have seen and heard the ways in which parishioners have been beacons of Christ's love, giving hope and bringing comfort to their brothers and sisters.

We have, overall, increased our capacity for fulfilling our mission in new and sustainable ways. We have learned how to meet and worship online. We have been able to increase our technical capabilities for reaching out to the world through virtual spaces. We are now streaming daily worship services that reach people beyond our parish family—in our community and around the country. This means that we have inadvertently, but providentially, been touching lives outside our parish family. We have been bringing Good News to people we may never meet, but for whom our nightly Compline and our Sunday morning service have been reminders that they are not alone. Many thanks to **Jack McKenna, Joe Yanes, Noah Stansbury, and Will Cate** for leading Compline. Many thanks to **Noah and Will, Cynthia Spejewski, Rebecca Bowman**, our choir members, and our readers for making Sunday morning worship online not only possible, but beautiful and meaningful for those who join us.

We have also begun to realize (to recognize and make real) the potential of Trinity Place as a space for mission and ministry. Our worship services there have provided the opportunity to gather safely and to resume celebrating Holy Eucharist after a seven-month fast from the Sacrament. Our Altar Guild and musicians have adapted wonderfully to the new space, and we are continually improving our technical abilities there. The SAME Garden is a beautiful and productive anchor for our ministry of feeding, and it is our hope to tap into its potential as a space for learning and praying about Creation Care. Again, many thanks to our ministry leaders who have graciously adapted and improved our ability to use Trinity Place as a space for gathering, worshiping, and serving God's people.

All these changes are going to influence the ways in which we will “love with the heart of Christ, think with the mind of Christ, and act in the world as the Body of Christ” in the future, on the other side of the pandemic. We will never go back to exactly what we left behind last March. There are many aspects of our common life that will be very much like they were before. We will worship in the Nave together, we will sing Silent Night by candlelight together, we will gather in the parish hall for food and fellowship. AND we will also continue to stream at least one of our services so that those who cannot come to church can still worship with us. We will continue to meet online when it makes sense to do so and allow people to join our classes and meetings remotely if they need to. We will continue to offer some or all the Daily Office online as a ministry of prayer open to and on behalf of a growing community. There are other opportunities for mission and ministry made possible by our increased capacities that I have not yet imagined. Perhaps we can dream together about those things.

Your Wardens and Vestry, with the guidance of the Regathering Task Force, have done a truly wonderful job of leading the way through this pandemic. **Bill McDaniel** and **Bill Hurst** have been steady, thoughtful, and consistently resolute in their leadership through this hard year, and I am particularly grateful for their ministry of presence with me. The members of the Vestry are: **Bob Green**, Adult Formation; **Ellen E. Haase**, Stewardship; **Cary Kaye**, Engagement/Fellowship; **Lynn Luszc**, Pastoral Care; **Sarah Maiberger**, Family Ministry; **Samantha Murphy**, Worship; **Bill Purkerson**, Outreach; **Mary Lou Sigsby**, St. Paul's; **Shannon Quattlebaum**, EDS Chair; **John Warner**, Engagement/Newcomer and EDS; **Clem Watson**, Communications; **Joe Yanes**, Canterbury. They have worked hard to keep us on track financially and regarding our efforts to reach out to parishioners and have all served the parish extremely well this year.

I know that we all pray fervently that the existential threat of the Coronavirus will soon be overcome. I rejoice every time I hear that a parishioner has received the initial vaccine dose, and I look forward to the day when all of us have been so protected. The year ahead will still be very challenging, but I do believe that this parish will not only survive—we will thrive as we work our way toward the future.

May God bless us all!

Suz+

ADULT FORMATION

2020 Annual Report

The goal of Adult Formation is to seek to advance spiritual growth by providing opportunities for serious reading of the Scriptures, exploration of Anglican traditions, fostering inquiring minds, and supporting the application of human experience to major issues in the church and world. Adult Formation is broadly inclusive of activities such as Sunday School, book clubs, Education for Ministry, and other such activities, all of which have traditionally been present at Holy Trinity. This past year, of course, provided challenges as we sought to continue our traditions despite the pandemic.

Adult Formation offerings for Epiphany continued indoors as **Mtr. Suz** hosted her Tuesday morning Bible study and provided a series of Sunday lessons on *Lectio Divina* as well as a series of “Discovery” lessons on Monday nights. **Bob Green** presented information on the authorship of the Torah based on Richard Elliott Friedman’s *Who Wrote the Bible?* Education for Ministry (EfM) also continued Monday nights. **Claiborne Linvill** organized/presented TED Talks lessons for periodic Sundays which we had planned to continue into the spring.

During Lent, our plan for Adult Sunday School lessons was to present “Life Transformed: The Way of Love in Lent,” a series of forums providing opportunities to “reflect anew on the loving actions of God as recounted in the Easter Vigil readings” moderated by **Mtr. Suz** and lay members. **Mtr. Suz** kicked off the series and **Tom von Kaenel** had presented a lesson when the **Bishop Waldo** closed in-house worship and study because of the Covid-19 pandemic.

With the adoption of Zoom, Adult Formation opportunities continued to be offered through that medium during spring and summer. EfM for 2019-20 wrapped up in May; however, many of the members continued to meet informally through August. The 2020-21 EfM group kicked off in late August. **Mtr. Suz’s** Tuesday morning Bible study continued to meet. In July, **Mtr. Suz** initiated and facilitated a group reading of Ijeoma Iluo’s *So You Want to Talk about Race*. In September, **Mtr. Suz** and **Deacon Noah** teamed up to present a mini-series entitled “The Church Has Left the Building,” an exploration of being a church in a time of pandemic.

In the fall, mini-series continued through Advent. **Bill Purkerson** initiated and facilitated a group study of *The Sticky Faith Guide*, based on the book, *Sticky Faith: Everyday Ideas to Build Lasting Faith in Your Kids*, designed to find avenues for parents to help youth develop long-lasting faith. In October, **Bob Green** facilitated a video course, “How to be a Crazy Christian,” from ChurchNext featuring **Presiding Bishop Michael Curry** exploring themes from his 2013 book, *Crazy Christians: A Call to Follow Jesus*. In November, **Deacon Noah** presented “Meet the Saints,” an exploration of the who, what, when, why, and how of Saints in the Anglican tradition. In December, **Mtr. Suz** led “E’en So, Lord Jesus, Quickly Come,” an exploration of the gifts of the Advent season providing reflection on the Lord Jesus who was, is, and is to come.

For the foreseeable future, Zoom offerings for Adult Formation will continue in the new year.

The Adult Formation Committee remains very small and invites those who might be interested in joining the committee to contact either of our clergy or **Bob Green**. In the meantime, the committee thanks Mtr. Suz and **Fr. Noah** for their work in maintaining the focus on adult formation during these unusual times.

Respectfully Submitted,

Bob Green

Vestry Liaison

Assistant to the Rector

2020 Report

I note with a mix of gratitude and mild disbelief that I have been at Holy Trinity for six months already, and a whole semester has come and gone at the university. Moving to a new community during a global pandemic is not something I would have asked for, but even with the significant challenges of this past year I have had ample opportunity to benefit from the gifts and resilience of this parish. That I have as much of a sense of place here as I do is a tremendous gift; thank you. I look forward to the many good things yet to come as I continue to get to know you all and we hopefully begin the return to a fuller communal life later this year.

My principal ministry focus is the Episcopal Church's presence at Clemson University, with **Christine Scott** '21 serving as Peer Minister this academic year. In the fall Canterbury's programmatic life was stripped down significantly to no great surprise, and we settled on focusing on dinner, prayer, and community-building rather than formal spiritual formation. During the fall semester we gathered outdoors on Wednesdays, first in the breezeway and later in the Trinity Place pavilion. We had 13 students cross our threshold, of whom six attended five or more times, including two students in their first year at Clemson. Our average attendance was four students. All had connections to the Episcopal Church before coming to Clemson. As a result of my monthly meetings with other Clemson campus ministers, on November 18 we held a joint pre-Thanksgiving gathering with the Lutheran Campus Ministry, led by the **Rev. Josh Kestner** '12. We gathered at Trinity Place and LCM generously provided the meal for both groups, and our students worked together on a small service project to benefit Thornwell Home. **Pastor Kestner** and I hope to find ways for our groups to continue to partner in the future.

At the beginning of the spring semester **Christine** and I are returning to a fuller schedule of Wednesday programming. I have heard from some students that Wednesday evenings are not a time that works well with their schedule, so I am working to begin expanding our offerings in ways that hopefully attract those students and increase our recognition among non-Episcopalians. Going forward I intend to spend more time outside of my office and be a more visible pastoral presence in the student community.

In the rest of my ministry at Holy Trinity I am assisting the Rector in several areas, including worship planning, adult formation, and pastoral care. In 2021 I will be spending more time in ministry with youth, children, and families. My continuing education in 2020 included attending the virtual conference of the Society of Catholic Priests (theme: Benedictine Spirituality in Parish Life) and participating in a movement chaplaincy certificate course offered by the Faith Matters Network. As of this writing I am working with **Bishop Waldo**'s office to plan for my ordination to the priesthood on February 10 in Columbia, and I look forward to sharing that happy day (and many more to come!) with Holy Trinity in whatever way we can.

Faithfully yours,
Fr. Noah

CHANCEL CHOIR 2020 Annual Report

*“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*

Many months into the pandemic, we continue to improvise so that we may continue to incorporate music into our online and in-person services. Our choir members continue to be willing to adapt and adjust as needed.

In April and May, the choir started two weekly zoom chats on Mondays and Thursdays. It was quite evident that we were all trying to monitor and adjust as best we could under the circumstances of the quarantine. We also realized that we missed being together and singing at our weekly rehearsals and Sunday worship services. Our zoom chats allowed us to share how we were doing and most importantly, see if anyone needed anything.

In early June and continuing throughout August, the choir participated in Wednesday evening zoom rehearsals. It was our intent to continue to work on our singing skills as we prepared for worship using pre-recorded anthems to be used in the online Sunday morning services.

In September and October, we were able to rehearse and record in the nave with up to 14 singers. We were so grateful for the opportunity to join together in person to sing our praises to God!

In November and December, we had to downsize our group to 8 singers as we began to rehearse and record music for Advent, Lessons and Carols, Christmas, and a new endeavor inspired by **Mother Suz**, 12 Carols of Christmas. It was a huge task, part of which included recording all the accompaniments using a string trio; but we all worked together and, with much energy, love for the music, and a team endeavor, we were able to accomplish our task.

We were excited to welcome **Kirby Colson** in November to our alto section. We are so appreciative of our choir members and their commitment to the music ministry of Holy Trinity in the midst of this pandemic. We are indeed thankful for all the ways **Mother Suz** and the parishioners support this important ministry.

Respectfully submitted,

Rebecca Bowman

Cynthia Spejewski

Music Directors

CHILDREN'S CHOIR

Annual Report 2020

The last time the Holy Trinity Children's Choirs sang at an in-person service was on the First Sunday service in March, but this ministry has continued and is still strong. Throughout the spring semester, we met weekly via Zoom in our 3 age groupings: Cherub Choir (preschool), Bel Canto Choir (K-2nd grade), and Altar Choir (3rd-6th grade). We took a break for the summer as we normally do and reconvened in the fall. Since early September, we have been meeting every week, alternating zoom meetings and in-person meetings. Until the time change, our in-person meetings were outside, under the bell tower. Now the children spread out in the parish hall and I run the large fans for 10 minutes between each 30-minute session. All children and I are wearing masks and maintaining social distancing. It has been different, but these children are resilient; they love music and remind me of joy that can be found even in circumstances that are far from ideal.

As part of my job to prepare a piece of music for First Sunday services, I have experimented with several options. Sometimes, I work with a child (soloist) via zoom who records their piece at home. Sometimes, I rehearse a small group (usually the oldest group) to create individual recordings that the amazing Will Cate puts together to create a mini virtual choir. A couple of times, we have all gotten together very briefly in the sanctuary to record a piece we have been rehearsing together. We currently have 20 children who are active in this ministry. While most of our active members participate in both the in-person and virtual rehearsals, some do just one or the other, based on their family's comfort level.

I am glad that we have been able to offer options for everyone to still be able to participate in this ministry during this time. Thank you for your support of our work together. My Children's Choir parents tell me that getting to experience music is a blessing to their children, especially right now.

Leah Durham

Children's Choir Director

COMMUNICATIONS COMMITTEE

Annual Report 2020

The communications Committee members are **Cara Robb, Claiborne Linvill, Iris Reed, Sheryl Shankles, Will Cate, and Clem Watson**, Chair (Vestry Liaison).

The committee began meeting in June of 2020 and immediately started with reviewing available technologies and strategies to aid the church in being able to communicate to the members, during this unprecedented year, through various forms of media.

Some of these initiatives included reviewing and reformatting *HT Notes* and *Tempo* to limit redundancy except for critical items and to ensure they complement each other. A review and recommendation of options for church management, scheduling, and email communications software, which are available if/when needed, was discussed.

The circumstances of 2020 required Holy Trinity to dive deep into live video-streaming and prerecorded "virtual church" programs, particularly on the Facebook and YouTube platforms. We are now in the final stages of assembling a three-camera video system for the nave, with a media control desk in the narthex. We are grateful to the parish for its commitment to modernizing Holy Trinity's production/broadcast facilities.

The committee reviewed branding strategies from past committees and recommended that given the current climate/challenges of 2020 it would be best to utilize the Episcopal Church branding guidelines in lieu of developing new guidelines at this time. Those branding/color schemes are being incorporated into new signage that will be placed at the conclusion of the Trinity Place project.

The committee has identified preliminary 2021 goals that include:

- Updating the church website
- Increased social media usage
- Printed directory
- Streamline how (and what) the church communicates to various audiences

2020 has been a challenging year for everyone, including this committee who also experienced those challenges. All our meetings took place via Zoom/Google Meet, while at the same time some members were caring for children and home schooling. All of the members have been valuable assets to the committee and have each contributed their expertise on the various items we have taken on this year. I am very thankful to have had each of them and their talents adding to the efforts of the committee.

Respectfully submitted,
Clem Watson

Holy Trinity Engagement Committee

Annual Report

Members of the committee: **Robbie Grider, Lynn Smith, Kathy Nixon, Tom Witmer, Joe Yanes, John Warner, Cindy Thackham, Cary Berkeley Kaye** (Vestry Liaison)

The work of the engagement committee changed, of course, early in the calendar year as the Covid-19 pandemic began. **Tom Witmer** leads the neighborhood groups, and we are grateful for his hard work in that important area.

Pre-pandemic events in academic year 2019-2020:

(These events occurred under **Cindy Thackham's** leadership.)

- Oktoberfest 10/18/2019
- Newcomer Dinner & Tour 10/27
- Kanuga Coffee House 11/10
- Pie Social at the Organic Farm 10/20
- ECW Bazaar and Artisan Market 11/23
- Lessons & Carols Wine & Cheese 12/15
- Epiphany Celebration 1/6/2020
- Annual meeting & Lunch 1/26
- Kanuga Tea Fundraiser 2/9
- Pancake supper, Bingo & Skits 2/25

Online events held during the year 2020:

- Weekly Zoom coffee hour after online morning prayer (attendance variable from 6-30, average around 10)
- Several Zoom get-togethers for moms of school-aged children
- Zoom Bible Trivia for the parish
- Zoom Scavenger Hunt for the parish
- Thanksgiving Day Zoom gathering for blessings and fellowship

In person events:

- Parish drive-by greetings for **Ben Skardon** on his 103rd birthday
- October gathering to open and bless the new Trinity Place space, with preparatory socially distanced events.
- Summer breezeway gatherings to meet **Noah Stansbury** soon after his arrival in Clemson

The engagement committee would also like to thank **Bill Purkerson, Shannon Quattlebaum, Kathy Crouse, and Beth Kunkel** who initiated and led a variety of fellowship events during the year. We are grateful for them and their work for all of us.

Respectfully submitted,

Cary Berkeley Kaye

Vestry Liaison

ECW
Annual Report 2020

Every year the Episcopal Church Women (ECW) organizes a Bazaar and Artisan Market. The event is a means of bringing the parish and the community together to support local outreach. In 2019, we raised \$10,536.65. The funds are always disbursed in the year after the event since the Bazaar is held late in the year. This year we decided to designate \$8,000 to give to local charities.

In May we held a zoom meeting to make the final decision:

| | |
|--|---------|
| Safe Harbor | \$1,000 |
| Clemson Community Care | \$1,000 |
| Golden Corner Food Bank | \$1,000 |
| Ripple of One | \$1,000 |
| Episcopal day School-(no restrictions) | \$1,000 |
| United Way Senior Housing Project | \$1,000 |

In that May meeting we voted to leave the remaining \$2,000 in reserve with the anticipation of distributing it in 2020/21. The community has suffered so much loss between COVID-19 and the Seneca tornado in April. Yet the effects will probably continue to stress our resources. We felt that it would be prudent to take a wait and see approach as where to direct the remaining funds.

Due to Covid-19 the Bazaar was not held in 2020 in the normal way; however, we did have great success in raising money for ECW outreach. This year we used word of mouth advertising and posted in *HT Notes* and *Tempo* to let folks know about the various non-perishable items we had to sell: Stained Glass Church Window ornaments, Church Mice, American Girl doll clothes, Christmas Stockings, marmalade, and other fine one-of-a-kind items. The Holy Trinity Crafters and Stocking Brigade all contributed to raising \$3,324.90 during a pandemic with no Bazaar! These funds will be disbursed in 2021.

We do need some volunteers to serve as Chairperson, Vice Chair, and Publicity Chair. This group would be tasked with how we might be able to hold an event either virtually or possibly outdoors on the new Green space or via some other means when things are safer. These are worthwhile positions to help your community and your church!

If you have ideas or would like to share your talents in anyway, please contact me! (864-280-0539 or cdjpt@att.net)

Respectfully,

Cindy Thackham

Holy Trinity ECW Treasurer

ECW Treasurer's Report

| Balance December 31, 2019 | \$13,016.39 | | | | | |
|---------------------------------------|-------------|-------------|--|--|--|--|
| Receipts in 2020 | \$3,324.90 | | | | | |
| Disbursements in 2020 | \$6,176.36 | | | | | |
| Balance December 31, 2020 | | \$10,164.93 | | | | |
| | | | | | | |
| 2020 Receipts | | | | | | |
| Stockings | \$1,149.90 | | | | | |
| Other craft items | \$2,175.00 | | | | | |
| Total | | \$3,324.90 | | | | |
| Expenses | | | | | | |
| Supplies for stockings | 176.36 | | | | | |
| Donations to Charity | | | | | | |
| Safe Harbor II | 1,000 | | | | | |
| Clemson Community Care | 1,000 | | | | | |
| Golden Corner Food Bank | 1,000 | | | | | |
| Ripple of One | 1,000 | | | | | |
| Episcopal Day School- No Restrictions | 1,000 | | | | | |
| United Way Senior Housing Project | 1,000 | | | | | |
| Total | | 6,176.36 | | | | |

FAMILY MINISTRY 2020 Annual Report

Introduction

The purpose of the Family Ministry Committee is to plan and facilitate faith formation activities for our families, particularly families with young children, through engagement, education, and outreach. This committee has some overlap with the Engagement, Pastoral Care and Outreach committee initiatives. Currently the committee is comprised of 9 members: **Mother Suz, Hap and Carolyn Wheeler, Cara Robb, Michele Cauley, Bert Fox, Bill Purkerson, Sarah Maiberger** (chair, January 2020—September 2020), and **Mary Beth Johnstone** (chair, October 2020—present). The group generally meets once per month.

Activities January 2020—December 2021

- **Sunday school (pre-pandemic January 2020—March 2020):** Currently, we have 25 families with Sunday school-aged children. All classes met weekly on Sunday, in person, at 9:20-10:20 am in designated classrooms.
 - ***Communications:*** In August 2019, all students were mailed a hand-written invitation to participate in Sunday school, parents were sent a similar welcome email with a description of classes. Email and phone are the primary means of communicating with parents; however, middle and high school youth also utilize text communications.
 - ***Participation and Class Composition*** are as follows; leaders appear in parentheses, average attendance per week/number of children on roster; estimated % participation
 - Pre-K class: (**Hap and Carolyn Wheeler**) 3/4; **75%**
 - Godly Play: K-2nd grade (**Sarah Maiberger, Rachel Mayo and Mary Beth Johnstone**) 5 to 7/11; **45-65%**
 - Faith Travelers: 3rd-5th grade (**Cara Robb, Melissa Hawkins, and Sue Smink**) 5-7/14; **35-50%**
 - Middle School Youth: 6th-8th grade (**Joe Yanes and Sheliah Durham**) and High School Youth: 9th-12th grade (**Bill Purkerson, Jen Ellison, Phil Maiberger**) met together until September 2020. **8/16; 50%**
- **Sunday School (during pandemic—March 2020 to current):** After the shelter-in-place order was implemented in March, several classes continued their curriculums by email, taped video lessons, or video conferencing (Zoom). Sunday school concluded June 2020; however, the Youth continued with monthly Zoom meetings and limited in person activities (following CDC guidelines) for fellowship and outreach throughout the summer. Youth confirmands also met via Zoom with Mother Suz throughout the summer and are continuing those meetings.

In September, the committee surveyed parents to assess how parents would like to continue Christian education. A majority favored in person interaction, limited to about 30 minutes using CDC guidelines. Classes met outdoors, at St. Paul's and at Holy Trinity for an abbreviated lesson once per month (on the 3rd Sunday) during the outdoor church service. Except for Pre-K class, participation was low at about 10-20% across all groups.

- **Children's Liturgy of the Word:** This program is best suited for K-5th grade and meets during the adult liturgy at the 10:30 AM service. The program continues to be led by volunteers until the family ministry position is filled. Before lock down, on average, 5-10 children attended. *This program has been suspended during the pandemic.*
- **Epiphany celebration (January 2020)**—A luncheon and games occurred after church service; about 60 attended.
- **Valentines Celebration**—hosted and served by Youth
- **Shrove Tuesday Celebration**—dinner followed by Bingo with prizes
- **First Sunday Luncheon**—In January and February, the committee continued to organize fellowship luncheons for the entire parish following the Children's Service. On average, about 50-75 people attend this monthly event (excluding June, July, and August)
- **Trunk or Treat**—The committee provided candy for the city sponsored trunk or treat event held for Halloween.
- **Advent**
 - **Advent event kickoff**—Event followed outside 2pm service; there was low attendance (approximately 15 people).
 - **Baskets** with Advent centered crafts, prayer activities, snacks/cookie kit and persona notes to the parents and children from Suz, Noah and Sunday school teachers were distributed to all 25 families with Sunday school-aged children. This seemed to be an appreciated event as several emails of thanks were sent to organizers.
 - **Virtual Advent Event**—children and youth submitted videos which were assembled into a movie of the play and posted to the church website.
 - **Lighting of Trinity Place**—youth and volunteers met for fellowship at Trinity place
- **Christmas/Epiphany:**
 - All services were conducted online
 - Twelve Carols of Christmas—Organized by Suz, Noah and the Choir. Daily reflections and links to Carols sent via email during the 12 days of

Christmas. This was a creative and appreciated effort to celebrate Christmas when we could not gather.

- Nothing planned at this time

Future Suggestions

- Re-evaluate how to deliver Sunday school during limitations due to pandemic—what can we do better?
- Evaluate online platform for family ministry. This seems to be an effective addition to communication and participation and can be used to supplement in person gatherings post pandemic.
- Hire a full-time family minister. Leading the committee is a labor-intensive position, particularly the management/coordination of committee activity. Equally important, the committee encourages participation in events through written and verbal communications. In my 25 years as a congregant and having raised two children who were active in Sunday school and Youth groups, family ministry is most effective with a consistent leader who develops a strong relationship with each family. I would like to see **Noah** participate in this committee. We could benefit from his experience and ideas. In turn, his participation gives him the opportunity to interact and build relationships with our families and children.
- Re-evaluate mission statement
- Increase efficiency of implementing activities (decrease burn-out).
 - work more closely with Engagement and Outreach
 - match willing congregants with specific events that occur regularly. For example, assign one person one month to organize/manage a first Sunday luncheon.
- Regular review/update of family contact information accessible on Google doc.

Respectfully submitted,

Mary Beth Johnstone and Sarah Maiberger

NAVE RENOVATION 2020 Annual Report

I feel like our nave renovation has taken on the nine lives of a cat. This project was undertaken what seems like years ago and, because of COVID-19, has experienced indeterminable delays. I am grateful to the members of our committee who have worked so faithfully and patiently on this project: **Scotty Burch, Jan Cribb, Serena Dubose, Judy Edison, Clyde Gorsuch, Bill Hurst, Cynthia Spejewski, Hap and Carolyn Wheeler, and Mtr. Suz Cate.** I have been on many committees before, and I have to say that this has been by far the best. We have been so privileged to have the talents of architect **Christine Tedesco** who has been wonderful to work with.

We began raising money for this project about a year and a half ago in a quiet way. Then we ceased our fundraising for this project because we did not want to interfere with last year's annual campaign. Then COVID-19 hit, and the company we were working with, Lincoln Pipe Organs, shut down for several months. When the company reopened, they were several projects behind, and we had to get in line. As it stands right now, the organ we have purchased is being refurbished and will be a vast improvement over what we now have. It is the committee's hope and prayer that when Holy Trinity reopens this spring that we can worship with a new organ and a beautifully renovated nave. We still need additional funds to pay for the remainder of the project, so if you would like to talk to me about this, please call me at 864-710-0335 and I can show you the plans while social distancing.

Respectfully Submitted,
Mickey Harder
Chair

OUTREACH COMMITTEE

Annual Report 2020

The committee continues with its mission statement this year as follows:

Outreach is focused on those outside our parish family. How do we show the love of God to those in need in our community and in the world? The Outreach Committee should:

- Identify the needs for help in our community (sick, hungry, homeless, unschooled, unemployed, elderly, abused, etc.)
- Evaluate how these needs are being met,
- Identify gaps and prioritize,
- Make recommendations as to how we might help, given our resources and talents,
- Communicate opportunities for outreach to the parish on a regular basis, as well as the extent and results of our participation
- Allocate funds designated in the SOM for outreach and report to the parish
- Make every effort to support the efforts of EDUSC and TEC in world outreach.

This year we allocated funds to help support the Clemson Free Clinic, Clemson Community Care, Family Promise, Clemson Child Development Center, Y Mentors, Mary's House, Our Daily Bread, Our Daily Rest, Episcopal Relief and Development and Safe harbor II. Most of these organizations have members of our committee serving on their boards and/or volunteering.

Our support of the Haiti University Fund, which provides funds for university students in Haiti including tuitions, monthly expenses and living quarters.

We have continued our support of our "adopted" village of Bois Joli.

Locally during the pandemic this year, we have accomplished the following:

- Interviewed persons in outreach at other congregations in the Clemson area to develop help for individuals and families who need help.
- Worked directly with CCC and having youth members of Holy Trinity to pick up food weekly at Walmart and deliver to the CCC office for distribution
- Hosted a neighborhood drive throughout COVID-19 to collect goods from parishioners and provided a location for them to safely donate.

Respectfully submitted,

Bill Purkerson

PASTORAL CARE COMMITTEE

Annual Report for 2020

Pastoral Care at Holy Trinity is a church-wide ministry. Our priest makes calls and visits to members. So many parishioners were helping fellow parishioners in so many ways before the pandemic shut down many activities. Some provided transportation when needed. Others quietly assisted certain parishioners for years. Meals were often provided. Parishioners made visits, sent cards, and called to stay in touch and offer help whenever it was needed. Members provided beautiful receptions for funerals. Many of these efforts changed shape because of the pandemic, but the care continues. The Pastoral Care Committee provides coordination where needed and tries to make sure needs are not missed. This year we have adapted to try to make sure our vulnerable members did not feel forgotten by Holy Trinity.

As the pandemic changed all our lives, the neighborhood groups checked in on all their members and reported to Pastoral Care those that they were concerned about. We maintained a list of people of concern, and at our monthly meeting updated that list and made sure that someone was reaching out to the people on that list. Liz Halpin sent cards to people with new issues and some ongoing ones.

In December we delivered Christmas bags with cookies baked by the Pasquales, a handmade ornament, a card, an orange, and some sprigs of herbs to everyone on our concerns list (nearly 30 people) to tell them in a concrete way that the Holy Trinity community was thinking about them. Pastoral Care also worked with the group that does Christmas dinner for Meals on Wheels to offer Christmas dinner to parishioners, delivered if needed, the same way a different group had provided Thanksgiving dinner.

We started a new group, on Zoom, initially for parishioners living alone but it is evolving into a group for anyone who wants more connection. Shari Jung sent out emails and hosted the initial meeting, and then Pam Mack took over. Four people have been meeting once a week for half an hour to chat and have some regular connection.

The Pastoral Care Committee sponsored a Better Angels program on reducing political polarization early in 2020 and then two programs after the election, separately for reds and blues. Better Angels changed its name to Braver Angels and has been endorsed by the diocese. We hope to have other gatherings in the coming year.

Kathy Hunter gave a presentation about what the pastoral care committee does during the fall 2020 stewardship campaign. The Pastoral Care Committee is also responsible for the Good Shepherd Fund for emergency aid to parishioners. The balance in that fund is \$6992.

Claiborne Linvill stands ready to organize meals for parishioners who may need them with an online meal train, but people have not tended to use that during the pandemic.

If anyone in the parish sees a need, you may meet it quietly (but please make sure that Mother Suz knows about the situation) or let the Pastoral Care Committee and the neighborhood group know to reach out to the person.

Thank you to parishioners for all you do!

Pam Mack

Chair, Pastoral Care Committee

ST. PAUL'S COMMITTEE

2020 Annual Report

St. Paul's was established in 1819, with the initial church building completed in 1822. St. Paul's was the first Episcopal Church established north of Columbia, SC. Holy Trinity Church was established as a mission of St. Paul's Church in 1899, to serve the cadets of Clemson College, and became a mission of the Diocese of South Carolina in 1901. With the growth of the town of Clemson, Holy Trinity achieved parish status in 1959 and St. Paul's 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 of \$106,000 from the Diocese of Upper South Carolina and a generous donation of \$50,000 helped with some significant and 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 (observed outside). Inside worship services were cancelled in March because of the COVID-19 pandemic. Outside worship services were celebrated from July to October in the churchyard, with an average attendance of 30 souls.

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, Mary Lou Sigsby, Sally Morrell, and Robbie Grider**.

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 2020, for a single plot is \$1,000. Please contact the Parish Office if you desire more information on a burial plot at St. Paul's.

St. Paul's continues to be a vital part of Holy Trinity Parish and the historic life of the Town of Pendleton. It remains an active member of the Pendleton Historic Foundation. The annual Homecoming Worship Service and picnic was cancelled in 2020 because of COVID-19.

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.

This committee's mission is to preserve and care for the historic church building and churchyard. Planting of replacement trees occurred during the spring 2020 season. A professional arborist assisted 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 Davis, Frances and Clyde Gorsuch, Sally Mathiasen, Diana Manly, Jim and Iris Reed, Mtr. Suz Cate, Anna Tollison, Mary Lou Sigsby** (Vestry Liaison), and the undersigned, as Chairman.

Respectfully submitted,

Eric Naeseth

STEWARDSHIP 2020 Annual Report

I want to start our report by thanking the members of our Stewardship Committee for their dedicated work and strong commitment to our 2021 Holy Trinity Stewardship Campaign. The committee members are **Jerome Cribb, Samantha Murphy, Jim Reed, Lynn Smith, Ellen Haase** and **Joe Yanes**.

Our Stewardship Committee began meeting in August to formulate our campaign for 2021. We knew that because of the Covid-19 impact on our Parish families and Church activities, this year would be very different than any year we had experienced. In addition, we faced the challenges of communicating with our faithful parishioners who would be attending our worship services remotely. The Stewardship Committee also reviewed our 2020 Stewardship Campaign that raised \$520,270 with 130 pledges.

The Stewardship Committee established “*Faith Filled Generosity*” as our campaign theme for 2021 with the following goals:

- Campaign Goal – \$520,000
- Campaign Kick- Off – October 18th
- In-Gathering – November 22nd

Our Stewardship Campaign plan focused on the fact that for the most part we would not have in-person worship services. To help overcome this challenge our campaign included:

- A Stewardship mailing from **Mtr. Suz** that went out at the beginning of the campaign. Included in this mailing were a pledge card, proportional giving guide and a Stewardship Brochure highlighting the many Ministries supported by pledges.
- Dedicated weekly Stewardship e-mails during the campaign which included a Stewardship message, Stewardship Campaign update and a Stewardship video sharing how we are fulfilling “Our Mission” at Holy Trinity. These video messages were also shared during our weekly worship services.
- Stewardship messages in our *Tempo* and *HT Notes* communications
- A celebration of the “Generosity of our Parishioners” and showcasing Trinity Place on October 17th

Thanks to the dedicated work of our Stewardship Committee and the “*Faith Filled Generosity*” of our parishioners, we have received 122 pledges for a total of \$485,254 as of January 11, 2021. Although we have not met our campaign goal, I am very proud of our results during this very different and difficult time for our Parish Family. I thank all of you for your faithful support of Holy Trinity and our Ministries.

Respectfully Submitted,

Jody Hunter

Stewardship Chairman

ST. PAUL'S THRIFT SHOP

2020 Annual Report

This year the Thrift Shop was affected by the corona virus as the decision was made to close the end of February and reopened in late June. We are always pleased with the compliments paid to us by our customers regarding the quality of the items and the cleanliness of the shop.

The money that is raised at the Thrift Shop supports Pendleton Fire Department, Pendleton Rescue Squad, St. Paul's Church, and other agencies in the area. In 2020 the Thrift Shop Committee donated to Family Promise, Daily Bread, and Ripple of One.

This year we received many more donations than usual. We donated dishes, mugs, luggage, and other household items to Daily Rest for the residents who were moving out of the shelter. We also helped several people in the area with clothes who were homeless and were recommended by their church.

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

There are currently 37 volunteers, too many to mention by name. They are the reason that the shop has such success. They are very hard working, and they all have my gratitude for the job that they are doing. We are always in need of more workers.

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

MISSION STATEMENT

The St. Paul's Thrift Shop Committee is comprised of a Chairman, 3 Thrift Shop volunteers, and 1 parish representative, all appointed by the Thrift Shop Chairman.

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 provide used/like-new clean merchandise in good condition to the community at bargain prices.
- to share items with women's shelters, Salvation Army, other community organizations, and local needy people who have a voucher from their church or local 501C organization.

The income from St. Paul's Thrift Shop is to be used:

- for maintenance and upkeep of the Thrift Shop.
- to give a set percentage each year of the net profits to St. Paul's Episcopal Church in Pendleton. The percentage will be determined each September by the St. Paul's Thrift Shop Committee.
- to give a set percentage each year of the net profits to non-profit organizations in Oconee, Pickens and Anderson counties identified by the St. Paul's Thrift Shop Committee each September.

Diana Manly

Chairman

WORSHIP SUPPORT

In the following pages you will find reports from various members of the Worship Support Ministry Team. These reports indicate the remarkable number of parishioners involved in the support of our worship practices, with some members of the parish serving in multiple roles. Normally these reports stand alone, but 2020 was far from normal and it seemed appropriate to add to those reports with a review of the ways those involved in worship support responded to the changes in worship practices forced upon us by the Corona Virus pandemic.

The introduction to online services in March affected those involved in worship support in various ways. For some, like the ushers and acolytes, it meant simply not setting an alarm on Sunday mornings, for others it meant rapidly embracing new technology. Under the direction of **Will Cate**, the productions become ever more professional including, music, singing and readings, often recorded at different times and different locations. Perhaps the most radically affected were the lectors. Readings have usually been recorded in their houses, exposing those parts of their homes in camera range to the curious eyes of the congregation. Occasionally unusual camera angles produced interesting results. A ceiling fan made one lector look like the original helicopter parent. Another appeared to be celebrating the festive season by growing a Christmas tree out of his head.

In early July, in-person outdoor services began. Parishioners joined the permanent residents of St. Paul's Churchyard for brief services at 9 am each Sunday. The parishioners carefully obeyed the masking and social-distancing rules, but the permanent residents proved to be less cooperative.

In late September, the outdoor services moved to the recently completed pavilion and lawn at Trinity Place, a facility that appeared to have been built with a pandemic in mind. The service also changed to Holy Eucharist, requiring a larger number of worship supporters. New areas of responsibility had to be established, often on the fly. Who asks the local bar to turn its music down (the Rector). who picks up the cross that has blown down several times and puts it away in a closet (the Deacon). who chases papers blowing over the lawn (the Lector), who props the speaker up after it has blown off its stand (the Usher). Who paints the circles on the grass to ensure proper social distancing (the Altar Guild).

Those involved in worship support look forward to getting back to more traditional forms of worship, although there is a certain attractiveness about a less-structured Sunday morning or soaking up the rays at an outdoor service,

Respectfully submitted,

Peter Sparks

Member, Worship Support Ministry Team

ACOLYTES

Annual Report 2020

At the beginning of the year, I stepped up to follow **Carol Yardley** as the coordinator for acolytes at Holy Trinity. I use the term follow because it is simply not possible to ‘replace’ **Carol** and her 20+ years of experience directing the acolytes at Holy Trinity! Unfortunately, just as we were beginning to recruit and train acolytes, the coronavirus brought in-person worship to a stop and virtual church began.

As soon as it is safe to begin in-person worship, we will be looking for several individuals to fill the ranks as acolytes. The duties are not too difficult, but it is clearly obvious when acolytes are not present. Anyone in the fifth grade or higher is invited to serve as an acolyte. We also need and encourage those that are college-age and adults to assist. Training at several different times will be provided. Serving as an acolyte is an important but not difficult ministry!

If anyone is interested in becoming an acolyte or wishes additional information, please contact **Jack McKenna** either by email at jfmckenna@stcloudstate.edu or by phone (320) 761-0654 or by email. As soon as we are able, a call for acolytes will be put out and I look forward to helping assist in this important ministry.

Respectfully submitted,

Jack McKenna

Acolyte Coordinator

ALTAR GUILD

2020 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. Service on the Altar Guild is a highly rewarding experience. To prepare the altar, to polish, set up and clean the holy things we use for the Holy Eucharist and other church worship events is to participate in a deep way with the worship of God and to render a vital service to the worshipping community of Holy Trinity and St. Paul’s. We are always seeking parishioners to serve on our altar guild, so if you would like to contribute your time and talent, please contact one of our members.

Normally, the Altar Guild for Holy Trinity Episcopal Parish is divided into 4 groups—one for each Sunday of the month (with 5th Sundays alternating through the groups) at Holy Trinity and one for St. Paul’s Episcopal Church in Pendleton. Each group is

subdivided into members who handle the tasks necessary for the 8 am service, the 10:30 am service, and any midweek services. We could not our work without the help of volunteers who may not officially serve on Altar Guild but who assist us with set up for special occasions. The current roster of Altar Guild Members is shown below. We welcome **Emma Herrington** as our newest member! If you are interested in participating in this ministry, please contact **Anna McKenna** (320-761-0678) or **Kathy Woodard** (864-885-2481)

| | | |
|--------------------------|------------------------|------------------------|
| Barbara Armstrong | Davy Hammatt | Sally Morrell |
| Jan Cribb | Susan Lasseter | Nancy Pate |
| Donna Davis | Wendy Longo | Iris Reed |
| Cheryl Desellier | Diana Manley | Ann Russell |
| Judy Fairey | Sally Mathiasen | Mary Lou Sigsby |
| Robbie Grider | Anna McKenna | Betty Snowden |
| Jane Hamilton | Jack McKenna | Mark Stokes |
| Emma Herrington | Dorothy Meeks | Martha Williams |
| Kathy Woodard | | |

MODIFICATIONS FOR 2020

Since October, outdoor Eucharist services have been held at Trinity Place. The Altar Guild Chairs would like to acknowledge the efforts of the group members who have graciously volunteered to set up for these services: **Jan and Jerome Cribb, Robbie Grider, Jane Hamilton, Emma Herrington, Dorothy Meeks, Ann Russell, and Martha Williams.**

Respectfully submitted,
Anna McKenna, Jack McKenna, Kathy Woodard
Altar Guild Co-Chairs

LECTORS, EUCHARISTIC MINISTERS, AND WORSHIP LEADERS 2020 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 the Holy Trinity Episcopal Parish and St. Paul's. These parishioners serve at almost every service held at the churches on Sundays, weekdays, weeknights, at funerals, and at weddings.

Listed below are the names of the parishioners in this dedicated group who have served in 2020:

Jim Abercrombie, EM, L/I

Amy Agosti, EM, L/I

David Buckallew, EM, L/I

Will Cate, EM, L/I, WL

Kirby Colson, EM, L/I, WL

Jerome Cribb, EM, L/I

Serena DuBose, EM, L/I, WL

Deborah Dunlap, EM, L/I

Byron Harder, L/I

Claiborne Linvill, L/I

Wendy Longo, L/I

Pam Mack, L/I

Mary Martof, L/I

Terri Mayberry, EM, L/I

Bill McDaniel, EM, L/I

Anna McKenna, L/I

Jack McKenna, EM, L/I

Gregg Meeks, L/I, WL

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

Henry Pate, EM, L/I

Iris Reed, EM, L/I, WL

Cara Robb, L/I

Gerry Spejewski, EM, L/I

Mark Stokes, EM

Judy Surak, EM, L/I

Bob Taylor, EM, L/I, WL

Carolyn Wheeler, L/I

Hap Wheeler, L/I

Carol Yardley, EM

YOUTH WORSHIP LEADERS FOR 2020

Kathryn Cauley, Ashley Crouse, Mason Johnston, Louise Kaye, Mims Catherine McTigue, Reese Murphy, Wyatt Murphy, Jack Purkerson, Isabel Quattlebaum and Greyson Tindal

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

Respectfully submitted,
Terri Mayberry

USHERS **2020 Annual Report**

During the first two and a half “normal” months of 2020 the following parishioners served as ushers, or acted as substitutes, at the regular Sunday services, at special services, and at funerals and memorial services: **Al Armstrong, Barbara Armstrong,**

David Buckallew, Will Carter, Jack Davis, Dan Edie, Marge Edie, Bonnie Eisenbies, Jack Elam, Kaleb Ellison, Dustin Foxworth, Ellen Haase, Ted Haase, 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, Tom Von Kaenel and Joe Yanes.

When indoor services were cancelled and the need for ushers was eliminated, furloughing was gracefully accepted by all. The introduction of outdoor service at Trinity Place in the Fall revived a small need for ushers. **Beth Newton, Jim Reed, Cindy Thackham, Paul Thackham and Peter Sparks** volunteered to face the elements.

This year saw the final retirement from ushering of **Will Carter**. For many years **Will** was the usher coordinator. Prior to **Will** taking that position, ushering assignments were made by the rector in what might best be described as a rather haphazard manner, and sometimes produced surprises. **Will** established the formal process from which we now benefit. In recent years **Will** has been in semi-retirement, serving primarily at special services and as a substitute for Sunday services. Thank you, **Will**, for your many years of valuable service!

Respectfully submitted,

Peter Sparks

Usher Coordinator

EDS Board Annual Report 2020

February 2020

In February, the EDS board was focused on the playground update and buildings and grounds. The new playground drainage was tested with the recent rains and was draining as needed. We were in a hold with playground installation due to weather delays but all the equipment is present.

The board viewed turf/surface samples and voted unanimously to recommend the artificial turf surface in light of its lifetime warranty (the closest warranty on the main rubberized alternative is a five-year warranty). It will add another \$12,000 to the playground cost. The Board agreed to pay \$3,000 from reserves toward the turf. Shannon and Suzanne began talks with the junior warden about a contract between EDS and the Buildings and Grounds Committee that will detail exactly what maintenance and repair costs that EDS is responsible for each year. This will help with budgeting going forward.

EDS is now using the parish hall for extended care in the mornings between 7:30 and 8:45am. This makes it easier for parent drop off and staffing as the use of this service by EDS families continues to grow. Enrollment is steady and we will discuss the budget in March.

March 2020

In March, we held two board meetings - one emergency called meeting before the school was closed and the regular monthly meeting after school was closed. At the emergency called board meeting the board discussed policies EDS needs to update due to the COVID 19 virus public health emergency.

Our first priority is the health and wellness of our students, faculty, and their families. As such, the board made several decisions at this meeting in regards to the spring semester of school, including the following:

Any school closure decision will be made by the board of EDS based on guidance and advice from state and local agencies, institutions, and officials. School closure may also occur if EDS is unable to provide enough staff to meet the student to staff ratios required by DSS.

If school is closed for less than 2 weeks: Once tuition is billed on the 1st of the month, parents are obligated to pay that month's tuition by the 15th. Parents are obligated to pay if school is closed less than 2 weeks. If school is closed for less than 2 weeks, there will be no changes to tuition due or paychecks for salaried employees.

If school is closed for more than 2 weeks: If the closure happens before the 15th of the month, we will pay salaried employees for the current month and one additional month. If the closure happens after the 15th of the month, we will pay salaried employees for the current month and two additional months. Hourly employees (extended care before and after school) sign separate

contracts that state that they are only paid for hours they work. We will not pay them in the event that school is closed and there is no extended care offered.

We will add a broad public health emergency/natural disaster clause to both tuition and faculty/staff contracts going forward.

At the regular monthly meeting, the board voted to not require tuition payments for April or May. The board also voted to extend paying the salaries and approximate pay for both salaried employees and hourly employees through the end of the 2019-2020 school year. These funds will come from EDS reserve funds. The board decided not to apply for Payroll Protection funding loans at this time. Suzanne has contacted families with an update on the school and teachers, including teacher salaries. She is giving families an option to be re-imbursed, carry over, or donate to EDS funds that have already been paid in advance. Teachers and Jim will be in during May to clean out classrooms and clean up for the end of the school year.

April 2020

At this point, due to the Covid 19 closing, the Day School is showing a financial loss. This is due to the payment for playground equipment (\$19,000) that appears as playground maintenance. We have money in this years budget to pay for payroll this month. Shannon, John, and Hap will look into the contracts for next year and see if any changes to wording or additional sections should be considered in light of current events.

We are continuing to monitor advice and developments in our state when making any further decisions on school opening.

May 2020

As discussed in April, funds will be moved from EDS reserve/investment accounts to the checking account to cover payroll needs starting in May.

Families that pre-paid tuition or other items have been contacted about whether they would like that as a credit on their account, a donation to the school, or a reimbursement. We will need to be able to track or designate these funds as contributions/donations of the school.

Suzanne reported on current enrollments. There are about 10 less enrolled than at this time last year. Based on current enrollment levels, we may need an additional classroom in order for the 5day 4k class to maintain social distancing. Suzanne will look into the possibility of using the nursery for the 2k students this year since that is a smaller enrollment than usual. There will be no field trips planned for this year and no travel costs for teacher conferences or training.

Mtr. Suz is waiting on guidance from the diocese on their recommendations for re-opening church buildings. Suzanne is checking with other local pre-school and mothers morning out

programs to see if they have plans in place for re-opening in August. The CDC also has a decision tree available to consult for re-opening decisions.

The board discussed the need to update employment and enrollment contracts prior to June and will meet to discuss some of the following topics that were brought up by members: we will not have a reserve fund to pay teachers next year if the school is closed for any length of time and we are not receiving tuition; will we charge August tuition if we don't open in August?; what will our policy be for virus exposure or potential virus exposure in the building?; and that we will likely need to add a public health policy section to the handbook.

The board did agree on the need to start by looking at following the most conservative approach to re-opening while taking into consideration the actions of local school districts and other similar programs.

June 2020

The board reviewed the updated staff and enrollment/tuition contracts and thanked Hap and Sam Wheeler for their time and expertise in reviewing and updating said contracts.

Re-opening EDS was discussed. We are constrained on one side by the school district's plans (since we usually follow the lead of Pickens County School District) and on the other end by the Bishop. We decided to wait to see if the Bishop offers any further guidance and until the school district plans are public. We will need to provide clarity on this to families in early July.

Suzanne discussed our financial situation. EDS did have a large surplus at the time of school ending due to After School Care income. This could have carried us through the summer except for the planned expense of the playground equipment.

It was noted that the school calendar needs to be updated to reflect the current class offerings (no 2K) and to remove large group gatherings. Parent-teacher conferences will likely be zoom conferences and alternatives to large celebrations (such as Stone Soup) will be planned.

Suzanne Watkins has asked the board for a leave of absence for one year starting August 1 to care for her family. She intends to work through July. The board unanimously accepted her leave of absence in the hopes of her returning for the 2021-2022 school year.

Lauren Russell, a current teacher at the day school will be assuming the position of Acting or Interim Director for one year. Lauren was recommended by Suzanne and others as having the skills needed for this position. As we are trying to ready EDS for opening in the fall, it would be beneficial to have an acting director now who is familiar with EDS and the policies and procedures instead of going through the hiring process. If Suzanne does not return, we will go through the hiring process next spring for a long term Director position.

July 2020

The board took an electronic vote to allow school to open on time and in person on August 10th and for EDS to consider itself an essential business (staying open even when the county is

in high risk according to DHEC). EDS would close as needed if there were any confirmed cases in our buildings or families. The families we serve will need a preschool/care option when public school and the university start classes. They also need to know we will be open whenever possible, as they will still be working. The board will still have the ability to close the school if necessary, but our staff and student families need to know where our intentions lie for the school year as they make plans for their own families.

There was a called board meeting on July 20, 2020. Enrollment has dropped in the past two days, we are now looking at only two classes capped at 12 students each for social distancing ease. We face a question of how to keep the day school open with limited tuition.

The board decided to re-open with a limited enrollment and approved applying for the PPP loan, which would provide us the funds to re-open without sufficient tuition income.

John Warner and Bob Taylor will apply for the PPP program. We will apply for the entire day school payroll for 3 months, including Lauren's full salary and our contract workers such as Jim if possible.

August 2020

Holy Trinity received the PPP loan and now we are in the process of determining how to apply for loan forgiveness. We are keeping detailed records, documenting payroll changes, and writing a narrative to help in the process.

We welcomed our acting director, Lauren Russell, who is off to a wonderful start in her new role. We received assistance from DSS (through the CARES Act) in the form of a \$600 sanitation grant and an additional DSS grant to cover compliance and licensing fees for the year.

School opened on August 17 with 24 students in 2 classrooms. We are offering a 3 day 3 year old class, 5 day 3 year old class, and 5 day 4 year old class along with early morning care and after school care programs.

September 2020

EDS is doing well year to date on the budget. We have had the loss of one student in the 3k class. Enrollment is now at 11 in the 3k class and 12 in the 4k class. Payroll is on track. We are operating under budget because with smaller and fewer classes we are using fewer supplies and it takes Jim less time to clean the rooms.

EDS is adjusting to virtual events instead of the traditional in person events. For example, there will be a virtual book fair in November to replace the book fair that usually accompanies the stone soup celebration. School pictures will be happening outdoors this year.

Mtr. Suz is moving forward with plans for Day School Sunday celebration on the first Sunday in October. She took videos of the teachers introducing themselves for the virtual service which will include former EDS students as readers and in the choir.

October 2020

EDS was approved through the DSS renewal process (all virtual) this month. Building updates are occurring such as updating the lighting in the hallways. We are starting to look into the cost of a shade for the playground for next spring/summer.

The board agreed to have a 2 year old class for the next school year. One consideration is a minimum enrollment in the class to cover the cost of a teacher and assistant.

Hap and John have been hard at work on the PPP loan forgiveness application and narrative and the board thanks them for all their efforts.

EDS is doing well on the budget. We are currently under budget on teacher salaries. We passed DSS renewal and will have to pay for a new license next year, so it will need to be included in next year's budget. The Handwriting without Tears curriculum has been purchased for all the classrooms. The DSS Sanitation grant has been paying for Jim Hylkema's time and cleaning supplies.

EDS received a matching gift donation of \$2500 from ITRON. It matched the gifts from two ITRON employees who had students at the school last year.

Lauren has been working hard to increase the presence of EDS in the community using social media.

Other news from the Day school includes:

- There is an amazon wish list for EDS for classroom and playground items
- School photos took place outside - they were safe and fun!
- The classes have been working with Beth Kunkel and David Robb to garden in the Good News Garden. Each child has their own shovel and rake.
- A new service called the lunch bunch will start on November 1. Students can stay until 1pm for lunch and playground time.
- Bill Hurst has build a Free Little Library that will be installed. Anyone who would like to volunteer to help design/paint, would be welcome to help.
- Lauren is working with Cara Robb on a tshirt fundraiser coming soon
- Through the Ingles Tools for Schools program, EDS was able to purchase art supplies

November 2020

The board thanked John and Hap for all their work on the PPP loan. We received word last week that the loan was forgiven. Hap will transfer the paperwork to Lynne to have in case of future audits.

EDS now has 2 full classrooms and 24 students, which matches the enrollment we originally based the year's budget on. Our lead ASC teacher will likely be leaving in January, she is graduating with her Masters Degree from Clemson University and will likely be employed outside of the area. Lauren is looking at options for the current assistant ASC teacher to become lead, or other staffing/job sharing options for those two positions for 2021.

EDS and Holy Trinity partnered to participate in the Nettles Park Street of Treats event for Halloween. Several current and former EDS families were in attendance.

Lauren is putting together a proposal to add 5 additional sick days/substitute days for all teachers for this year, this would help cover the quarantine periods if required. This would likely add about \$700 to the budget for substitutes.

Next year we will remove language from the handbook about EDS following Pickens County School District calendar and inclement weather days. EDS will likely start a week after PCSD and before Clemson University, and will likely not follow PCSD vacation days. Also, due to the e-learning options now available to PCSD and the fact that during their inclement weather days the weather is not impacting travel within the Clemson area the Day School will determine inclement weather days on their own.

Sally is working to access the archives to start on an EDS Alumni list.

Respectfully submitted by Shannon Quattlebaum, Chairperson