



The 179<sup>th</sup> Annual Meeting  
of the members of  
Trinity Episcopal Church

TBA  
Trinity Parish Hall  
Athens, Pennsylvania

A G E N D A

I. Opening Prayer

II. Opening of the Polls

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## *I. Senior Warden's Report to the 2021 Annual Meeting*

### **Year 2020**

I usually begin this report by lamenting that nothing changes. Certainly, 2020 has been a year like no other in our history with the possible exception of the Spanish Flu in 1918, and none of us can remember that. The year began normally enough until the sudden impact of Covid-19. Just as we were beginning to get to know our new parishioners from Grace Church in Waverly, the Bishop directed the cessation of in-person worship for the Diocese. Following several months of missed services, we resumed in-person worship again in July with the Bishop's approval and a modified method of spiritual communion. Unfortunately, as fall arrived, so did the resurgence of Covid-19 causing the Bishop to once again suspend in-person worship in mid-November. That suspension is still in place and may likely stay that way for a considerable period of time. I urge you to remember as you plan for 2021 that the majority of our expenses in the Trinity budget are not directly related to whether or not services are held.

The Vestry has so far rejected the idea of trying to do our own services on-line on a regular basis as it was felt that average age of our parishioners and average quality of internet service in Bradford County did not combine to make it a viable option. If you feel we should reconsider the option, please let us know. Father Ben and Barbara with assistance from Alan and Theo did produce a You-tube video for Christmas containing scripture, music and a sermon. Many thanks for the effort.

Normally, at this time, we would be preparing for our Annual Meeting on January 31st. Given the current suspension of in-person worship, it seems unlikely that the meeting can be held. Again, I am not sure that trying to hold a virtual meeting makes sense for Trinity. As I write this report it is unknown whether the meeting will be postponed or held in some other format. We will keep you in the loop. The Vestry is planning to meet on January 24th at which time we can hopefully take care of necessary business including finalizing a budget and other critical items.

The Vestry has continued to meet on an as needed basis throughout the suspension of in-person worship by holding masked socially distanced meetings. Two significant unbudgeted expenses occurred during 2020 that should be noted. One item dealt with repairs to the rectory chimney. The temporary repairs attempted approximately 10 years ago required renewed attention as was discovered by debris from the chimney on the ground and a leak on the second floor. The chimney was rebuilt from the roof up and some more minor repairs were made closer to the ground. We believe we were fortunate to find a quality contractor and hopefully this repair will last for a substantial period of time.

The other item dealt with replacement of the church boiler. Although several earlier attempts to repair the boiler were made, it was determined that replacement was required due to the unrepairable leak. Between the two projects we withdrew a little over \$19,000 from the DIT accounts which included some contingency for items which turned out not to be needed. The unused funds have been returned to the DIT. In addition, the Vestry applied to The Society of the Episcopal Church for the Advancement of Christianity in Pennsylvania for grants to assist with the funding of these projects. Subsequently, we received grants from "the Society" for the entire cost of the boiler replacement and \$5,000 to contribute to the chimney repair project. Actual cost of the two projects was \$16,405 for which we have been reimbursed \$13,105. The \$8,105 reimbursement for the boiler replacement has been returned to the DIT and the \$5,000 contribution to the chimney replacement (received in January)

is in the checking account pending the January 24th Vestry meeting. Many thanks to Nate for overseeing these projects and all the other things he does.

I should also point out that much of what we do would not happen without the very capable assistance of our Parish Administrator. Thank you, Barbara.

Overall, excluding the items discussed above, we did reasonably well with respect to our budget in 2020. Income was down slightly, mostly due to not having services, and expenses were down slightly for the same reason. Our investments took a hit early in the year due to Covid-19 market impact, but recovered nicely by the end of the year. It is hard to predict what 2021 will bring.

A budget for 2021 is presented elsewhere in this document. It is based on income and expenses consistent with recent history and should present no surprises. The obvious qualifier is that we incur no major unforeseen expenses and that such expenses, if they happen, will need to be funded by DIT withdrawals.

Once again, my sincere thanks to all those who keep Trinity going. We could use some new blood on the Vestry. Please give some thought to whether or not you could help by serving on the Vestry or in some other capacity. Special thanks to Father Ben and Joe for the services they provide with dedication and excellence.

I conclude by asking each of you to take time to be in touch with other members of the congregation in this time of forced isolation. Send them a card or call them on the phone. Let them know you care.

Respectfully submitted,  
Daniel Z. Gerhart, Senior Warden

## *II. Parish Administrator's Report*

### **Worship and Music**

We began the year with no idea that our lives, both corporately and individually, would change drastically. Our brothers and sisters at Grace, Waverly, had made the sad decision to close their church. In anticipation of some of them joining us, we moved our service from 9 a.m. to 10 a.m., which was to begin on March 15. But that service never happened as the Coronavirus began to spread throughout the world. Bishop Kevin made the difficult, but necessary, decision to suspend in-person worship in our diocese. Our final winter service was March 8, the second Sunday in Lent.

But, we found ways to keep being The Church. When the palms arrived for Palm Sunday, we put them in a bucket in front of the church doors, which were decorated with the altar date palms, and included the Passion narrative. Then an amazing thing happened - people stopped and took palms, took the readings, and made donations. We never expected that and it was delightful. We sent out information for Holy Week activities, and many opportunities for on-line worship for Easter. So, while we missed this major part of the church year together, we tried to make sure we all observed the Holy Week journey and then the glory of the Resurrection.

Throughout the time we were closed, Fr. Ben shared occasional "Ruminations While In Isolation," which were emailed out or included in our newsletters (complete with illustrations). They were a great gift to us and very much appreciated.

Services resumed on July 5 after several weeks of preparation and planning by the vestry and Fr. Ben, in coordination with Bishop Kevin. We did four services of Morning Prayer in July, with music provided by our organist, Joe Barber. Singing was not allowed, though some of us might have hummed behind our masks, seated six feet apart. Since the diocese did not want us touching any of our prayer books or hymnals, I created a complete booklet for each service which included the entire service as well as the hymn lyrics for meditation. In August, we changed our service to The Holy Eucharist II, but since there was no safe way to share communion, we instituted Spiritual Communion. Services continued through November 8 when the spread of the virus went out of control. As of this writing, corporate worship has not yet resumed. We missed Christmas, but Fr. Ben, Theo Lentz, and Barbara and Alan Caum created a different sort of Christmas Eve service as a video which was uploaded to Youtube on Christmas Eve. It was well received by those who watched it (it is still available; there is a link on our web site).

2015	12	In our worship life during 2020, there were 29 Sunday services, four of which were Morning Prayer. We also held the Ash Wednesday service, with an attendance of 20, and did a Virtual St. Francis Day. Our average Sunday attendance has grown a bit to 15.
2016	13	
2017	13	We have three active licensed Worship Leaders: Barbara Caum, Dan Gerhart, and Marny Gerhart, all of whom are also licensed Eucharistic Ministers (Chalice Bearers). Our lector, Fanna Proper, reads for us every other week or so. We invite anyone interested in these ministries to volunteer; training is available and we would welcome new people when services resume, which we hope will be soon as you are beginning to be vaccinated.
2018	11	
2019	12	
2020	15	

### **Administration**

In 2020 I completed my 30<sup>th</sup> year at Trinity. I continue my official duties, as well as the “other duties as assigned.” Some of the things I do include publishing the monthly newsletter for both mail and electronic distribution, creating Sunday and special bulletins, authoring the church website (which will soon be completely redesigned) and Facebook page, scheduling worship servers, music, doing routine paperwork, sending schedule changes to the newspapers as well as press releases for special events, compiling the parochial report, writing checks for bills and payroll, computing payroll taxes and filing state, local and federal tax reports, preparing W-2 forms, balancing the checkbook, creating the monthly financial report for the vestry, taking and writing minutes for the monthly vestry meeting, overseeing other employees and communications with our landlord, creating the budget for the coming year, coordinating with groups that use our facilities, arranging for mowing and snow removal, service calls for various issues, and generally being a presence at the church. I coordinate with our supply clergy, The Rev. Benjamin Lee Lentz.

I continued to be the gardener in residence for both the church and rectory. If anyone ever wants some exercise, volunteers are more than welcome! We pay Alan Caum to cut all the lawns during the growing season and Cliff Parshall takes care of snow removal in the winter.

There are no regular office hours; the parish office is in the rectory and is reachable by phone at almost any time. To call me directly, dial 888-8981.

Barbara Cameron Caum  
Parish Administrator

### ***III. Junior Warden's Report - Buildings and Grounds***

We had two major projects this year - replacing the church boiler and repairing the rectory chimney. The boiler finally failed after several attempts to work around the problems. You may recall that in 2019 the tower walls were full of water from a cracked exhaust pipe - the new one had already started to leak. The work was completed in time for the heating season. The rectory chimney had been patched in 2007, but it did not hold. When the plaster inside the second story began to peel off the walls and fall into one of the beds, it was time to take action. We were fortunate to find a craftsman who did a beautiful job repairing the brick and then replastering the outside of the chimney. Inside repair will be done this year by the rectory residents.

In March the kitchen sink in the rectory stopped draining; I found that the angle of the pipes was wrong and replaced all the pipe from the drain to the waste pipe.

Other tasks I completed this year include refurbishing the shield on the church sign, renting a scaffold to refinish the church front doors and tracery, and building a new lighted sign box to replace the one crafted by Jack Strange in memory of the Zulkoskys. Dan and I moved earth around and plugged some gaps in the sidewalk that runs along the north side of the church to prevent the waterfall that was going down the basement steps. Barbara and I repainted the hallways and doors in the rectory as well as the front steps.

Nate Schwartzberg  
Junior Warden

### ***IV. Outreach and Hospitality Report***

#### **I. Outreach**

During the part of 2020 that we were open, we donated grocery items to the Saye High School student food pantry. We then began to give our donations to the Athens United Methodist Church Food Pantry, as schools were only open part of the time due to the pandemic.

We donated at least a carload of items to the Abuse and Rape Crisis Center. There were baskets for laundry, kitchen and personal items as well as donations to make more baskets. We had also been gathering personal items and bagged them up - toothpaste and toothbrushes, shampoo, etc. All of this was given to the ARCC. They were very appreciative and what they cannot use will be donated to homeless shelters. You gave so much this year, even as little as we were at church. It was good to witness.

We again participated in the annual Souper Bowl. This event was created by a youth group in California and has now gone national. All donated cash is used locally, however. Members of the congregation place a dollar or more in the soup pot by the baptismal font for each family member. In 2020 we raised \$98 for the Valley food pantry. Our United Thank Offering ingathering was held in September; we sent \$129.21 to the national E.C.W., a record for us, where funds are used for grants to congregations.

The Carol Reed memorial mitten, scarf, hat and sock Christmas tree was done in a new way this year - it was Virtual. Items were donated by dropping them off at the rectory. We lost count of how many hats, mittens, gloves, scarves and more - many hand-made - that overfilled a huge bin. Marie Bubniak will be distributing them for us. Thank you all!

Trinity donated the balance of the Outreach budget to the Bridge of Penn York Valley Churches, which helps with emergency needs for utilities, rent, etc.

We host AA meetings three nights a week; there are currently four meetings and the Valley Council also meets once a month. This is an important part of our Outreach, as we support the good work they do by providing a place with light and heat.

## **II. Hospitality and Parish Life**

We managed a few coffee hours before we closed as well as our annual Shrove Tuesday pancake supper, which was a delicious success, as usual. However, when we reopened in July, the parish hall was open only for folks to use the restrooms - social gathering wasn't permitted. We have missed that crucial Episcopalian sacrament called Coffee Hour.

Marie Bubniak  
Outreach Coordinator  
(compiled by Barbara Caum)

## ***V. Diocese of Bethlehem Convention Delegate Report***

### **Diocese of Bethlehem Convention, 2020**

The 2020 Diocesan Convention was conducted on Zoom. No doubt the preparation stage was grueling, but the convention went smoothly. Bishop Kevin spoke first. He gave us a recap of the intensive planning process that has taken place over the past 2 years. The diocesan budget had been kept at a minimalist level to provide a financial cushion and allow future projects.

The bishop and envisioning team made it a priority to support vibrant and stable congregations. There will be a new staff position, a member of the clergy whose job is to support parish life. This will involve traveling and individual work with parishes. Ministerial grants and assessment relief will be available to struggling parishes.

Bishop Kevin has been particularly active in advocacy for the vulnerable and has formed a new racial justice task force. He is involved with a group led by Dean Kelly Brown Douglas of EDS, whose racial justice work has been particularly influential. He also introduced us to the new Latinex ministry. We later approved a resolution establishing the project. It is primarily active in the Scranton area where the Spanish-speaking population has increased in the past decade.

The budget passed without discussion. Diocesan income has actually increased somewhat even though the number of parishes not paying assessment increased, because most parishes have increased their budgets.

We saw a video about the trip made in February by Bishop Kevin and Charles Barebo for the New Hope project. They visited the refugee camps in Uganda where most of the people of Kajo Keji had taken refuge. Many of the people were still there. Three young women who had graduated from the New Hope sponsored high school spoke about their current lives and plans. All were in marginal employment situations, hoping to continue with professional education when possible, and grateful for the education they received. Bishop Kevin and Charles then checked the condition of the buildings in Kajo Keji. These are standing but will need extensive repair.

Laura Cama  
Convention Delegate

**VI. 2020 Financial Report and 2021 Budget**

	2017 Actual	2018 Actual	2019 Actual	2020 Proposed	2020 Actual	2021 Proposed
<b>Budgeted Income</b>						
Balance Forward	13,714	8,769	10,226	14,660	14,660	7,739
Plate Offerings	4,263	7,001	4,631	4,500	3,441	3,500
Pledge Payments	18,256	17,185	19,000	18,520	17,160	19,700
Maurice Trust Interest	27,303	26,178	19,158	19,160	18,801	18,800
Diocesan Investment Trust Interest	3,611	3,587	3,569	3,500	2,973	3,000
Special Gifts	460	242	685	300	377	350
Rectory Rent	6,600	6,600	6,600	6,600	6,600	6,600
Building Renovation Pledges	2,990	3,300	2,550	2,800	2,700	2,700
Transfer of Capital from DIT*	0	5,000	7,150	0	19,739	0
<b>Total Budgeted Income</b>	<b>77,197</b>	<b>77,862</b>	<b>73,569</b>	<b>70,040</b>	<b>86,451</b>	<b>62,389</b>

Non-budget General Income	541	1,928	816	500	461	450
<b>Gross Income</b>	<b>77,738</b>	<b>79,790</b>	<b>74,385</b>	<b>70,540</b>	<b>86,912</b>	<b>62,839</b>

**Non-Budgeted Pass Through Income**

Memorials						
Grants					8,755	5,000
<b>Total Non-budgeted pass-through</b>					<b>8,755</b>	<b>5,000</b>
<b>✠Total Disposable Income</b>	<b>71,079</b>	<b>76,797</b>	<b>64,139</b>	<b>65,294</b>	<b>95,667</b>	<b>63,159</b>

**Budgeted Expenses**

Diocesan Assessment	7,752	7,392	7,356	8,203	8,203	7,135
Diocesan Acceptance	1,932	1,848	1,836	2,051	2,051	1,784
Supply	6,955	6,500	6,370	7,155	1365	7,280
Auto & Travel	227	234	245	245	48	245
Deacon/Supply	0	130	0	0	0	0
Health Insurance	0	0	0	0	0	0
Pension Payments	0	0	0	0	0	0
Payroll Taxes	3,490	3,548	3,402	3,500	3,538	3,500
Rector's Education Fund	0	0	0	0	0	0
Sexton	2,450	2,600	2,550	2,600	2,550	2,650
Organist	3,675	3,900	3,750	4,000	3,725	5,600
Parish Administrator	15,300	15,300	15,300	15,300	15,300	15,300
Payroll Taxes accrual (State/Local)	-2,179	-2,199	-2,018	-2,200	-2,192	-2,200
Property, Liability Insurance	3,868	3,974	4,077	4,100	3,956	3,900
Outreach	300	325	235	300	300	300
Evangelism	0	0	0	0	0	0
Altar Supplies	0	79	0	0	0	0

Organ Maintenance & Music	170	0	0	500	0	300
Telephone	349	364	340	360	411	400
Office and Worship Expense	1,355	1,068	1,413	1,400	1,429	1,400
Convention Expense	0	0	0	250	0	250
Miscellaneous	0	64	46	100	0	0
Church School	0	0	0	0	0	0
Utilities**	5,590	3,742	3,316	3,500	3,149	3,500
Real Estate Taxes	2,314	2,328	2,328	2,350	2,372	2,375
Other Property Expense	0	0	0	0	0	0
Maintenance	2,204	2,179	2,776	2,500	2,993	3,000
Interest on our C&N Line of Credit***	5,224	5,436	0	0	0	0
Parish Hall Rent	4,440	4,440	4,440	4,440	4,440	4,440
<b>Total Budgeted Expenses</b>	<b>65,416</b>	<b>63,252</b>	<b>57,762</b>	<b>60,654</b>	<b>53,638</b>	<b>61,159</b>

Non-budgeted General Expense						
Major Improvements	5,402	4,810	9,449		9,343	
Equipment Replacement		2,775	301		8153	
<b>Total Expenses</b>	<b>70,818</b>	<b>70,837</b>	<b>67,512</b>	<b>60,654</b>	<b>71,134</b>	<b>61,159</b>

**Non-Budgeted Passthrough**

Transfer to DIT					16,405	5,000
Returned to LNS					650	
<b>Total Non-Budgeted Passthrough</b>					<b>17,055</b>	<b>5,000</b>
Subtotal All expenses					88,189	66,159
<b>NET (Income-Expense)</b>	<b>261</b>	<b>5,960</b>	<b>-3,373</b>	<b>4,640</b>	<b>7,478</b>	<b>-3,000</b>

* Zeroed 092 Endowment	Fund	12/31/2020		
Chimney, Boiler	Shearer	581		
3300 returned + LNS Grant 8105	Strange	200		
**Utilities do not include rectory	Beck-AG	464	497 to	General
*** Interest comes directly from	Cama	740		
earnings before they are deposited.	Barber	195		
	E Kelley	2500		
		<b>4680</b>		

\*Memorials (Designated within account) -6,659 -2,993 -10,246 -5,246 -5,177 -4680  
 Are deducted from Total Disposable Income figure

The shortfall of \$3,000 is expected to be made up in lower expenses for the first few months of 2021 while the church is closed.



**VII. Summary of Assets, 12/31/20**

**Trinity assets as of 12/31/20**

<b>Fund</b>	<b>Held by</b>	<b>2,019 Value</b>	<b>2020 Value</b>	<b>Change</b>	<b>2019 Interest Income</b>	<b>2020 Interest Income</b>	<b>2,021 Projected</b>
Freeborne	DIT # 2	11,199	11,832	633			
Alvord	DIT #87	4,541	4,840	299			
Endowment	DIT #92	13,767	8,366	-5,401			
Horatio Bridge	DIT #96	19,616	26,780	7,165			
Minor Memorial	DIT #147	11,994	9,624	-2,370			
Tupper	DIT #209	9,372	9,994	922			
<b>Total DIT</b>		<b>70,488</b>	<b>71,436</b>	<b>948</b>	3,569	2,973	3,000
Maurice Trust	CNBank	394,743	403,840	9,097	19,158	18,801	18,800
Inv. Total					22,727	21,774	21,800
Investment Assets		465,232	475,277	10,045			
Checking Account*	CNBank	14,660	7,739	-6921			
<b>Total Assets</b>		<b>479,891</b>	<b>483,019</b>	<b>3,218</b>			
<b>Liabilities</b>							
LOC/Loan		32,106	24,601	-7,505			
Employee taxes accrued		543	549	9			
<b>Total Liabilities</b>		<b>32,649</b>	<b>25,151</b>	<b>-7,499</b>			
Net Assets-Liabilities		447,242	457,868	10,626			
Memorials - Designated		2019	2020				
Shearer		581	581				
Strange		500	200				
Beck (Altar)		977	961				
Cama		740	740				
Barber		195	195				
Emily Kelley		7500	2500				
		<b>10,193</b>	<b>5177</b>				

<b>Beck Altar Guild Fund</b>	
Beginning Balance	1030
Income	0
Disbursements	69
Ending Balance	961

\* Includes Memorials and Altar Guild: 5571

### ***VII. Minutes of the 2020 Annual Meeting***

Trinity Episcopal Church  
178<sup>th</sup> Annual Meeting  
Parish Hall  
Sunday, January 27, 2020

**Present:** The Rev. Benjamin Lentz, Andrea Lentz, Martha Pierce, Joseph Barber, Fanna Proper, Laura Cama, Barbara Caum, Nate Schwartzberg, Marie Bubniak, Marny Gerhart, Dan Gerhart

Fr. Ben Lentz offered a blessing at 10:30 for the brunch and for the meeting.  
At 11:05 AM, Dan Gerhart, our Senior Warden, called the meeting to order.

**Polls:** The polls opened at 11:05 AM for election/selection of vestry members and a delegate and alternate to diocesan convention. Dan discussed the terms of our current vestry, which were set at the 2018 Annual Meeting to be in alignment with the changes to the diocesan canons regarding vestries. Members are supposed to take a year off after two three-year terms. Our members have served continuously in some cases, but since we only began keeping track a few years ago, we are still in compliance. (From 2019 AM Minutes: Nathan Schwartzberg and Laura Cama's three-year terms end 1/20; Margaret Gerhart's three-year term ends 1/21, and Dan Gerhart and Marie Bubniak's three-year terms end at this meeting).

#### **Ministry Reports**

- **Senior Warden:** Dan said that we know we have small-church issues, but that we are in a position to continue for a while if everyone is happy with what we are doing, that we can go on.
- **Parish Administrator:** There was some discussion on the audit guidelines as we had a formal audit for the first time in many years.
- **Junior Warden:** No questions or comments
- **Outreach:** It was noted that our food donations will now go to the student food pantry at Sayre High School.
- **Diocesan Convention Delegate:** Margaret reported that attendance at convention was down, with only 58 parishes represented. Diocesan finances are healthy. Bishop Kevin is concentrating on the Opioid crisis, the Way of Love, the Environment and multi-cultural ministries.

The above reports were accepted with Marny Gerhart making the motion and Fanna Proper seconding.

- **2019 Financial Report and 2020 Budget:** We received a large gift in memory of Emily Kelley in December. The vestry voted at its January meeting to place \$5,000 in the Diocesan Investment Trust and retain \$2500 for unforeseen expenses. It was noted, gratefully, that Fr. Ben donates half of his stipend back to the parish but that we must budget the full amount for a supply priest. He noted that he appreciates having our altar and pulpit.

Fanna Proper moved, Marie Bubniak seconded accepting the report and 2020 budget: Carried.

The report on the parish's assets and liabilities was submitted for information only.

**Minutes from the 2019 Annual Meeting:** Minutes of the 177th annual meeting of Trinity Church held January 27, 2019, were accepted as presented. A motion to accept the minutes was made by Laura Cama and seconded by Fanna Proper. Carried.

### **Elections**

**Delegate to the Diocese of Bethlehem Convention:** Laura Cama will serve, with Barbara Caum as the alternate at the Diocesan Convention, to be held October 2 and 3 in Bethlehem. Marny Gerhart moved and Fanna Proper seconded the nomination. Election was by acclamation.

**Vestry:** Two members were nominated to fill the two vacancies: Laura Cama and Nate Schwartzberg. Marny Gerhart moved, Marie Bubniak seconded. Carried.

**Adjournment:** At noon, the meeting was adjourned by acclamation.

Respectfully submitted,  
Barbara Cameron Caum, Parish Administrator