

REPORTS TO  
THE 163<sup>RD</sup>  
ANNUAL PARISH MEETING  
OF TRINITY  
*The Episcopal Church in Oshkosh*  
A EUCHARISTIC COMMUNITY OF  
THE DIOCESE OF FOND DU LAC

**Contents**

Agenda	2
Introduction	2
Candidates for Elected Office	2
Rector's Statistical Report	3
Senior Warden's report	3
Junior Warden's report	4
Finance Committee Report	5
Treasurer's Report	7
Budget Considerations and 2016 Recap – 2017	7
Summary of Restricted Accounts - January to December 2016	8
Additional Reports	8
Vestry Member Report	8
Altar Guild Report	9
Deacon Sandy's Report	9
Pastoral Care Report	10

## Agenda

1. Call to Order of the 163<sup>rd</sup> Annual Parish Meeting
2. Opening Prayer
3. Appointment of Clerk of the Meeting
4. Approval of the Minutes of the 162<sup>nd</sup> APM
5. Elections
6. Parish Reports – *The reports that are required by canon law are the reports from the Rector and Wardens. We have received several others, which are printed in this booklet. Ordinarily we will dispense with the reading of these reports in the meeting.*
7. Presentation of 2017 Proposed Budget
8. Rector's Address
9. Closing prayer and Adjournment

## Introduction

Canon Law directs every congregation to have an Annual Parish Meeting, which includes

- Reports from Rector, Senior Warden, and Junior Warden
- Election of elected officers, including but not limited to Vestry members, Wardens, and Delegates to Diocesan Convention
- Presentation and discussion of the Budget, which will be approved by the Vestry at its February meeting
- Other optional reports as received.

## Candidates for Elected Office

The deadline for nominations was noon on Thursday the 19th, and thus we have the following slate of candidates for elected offices.

For **Senior Warden**: Chris Boycks

For **Junior Warden**: Mike Murray

For **Vestry**: Tami Goodwin, Stephanie Rogers, Chrissy Roth, Paul Wagner

For **Convention Delegate**: Cathy Cowling, Serah Muinde, Steph Rogers, Celeste Williams

For **Convention Alternate**: Marcia Smith-Leslie

## Rector's Statistical Report

In 2016 there were:

- 83 Sunday Eucharists
- 50 weekday Eucharists
- 36 Private or other Eucharists (including Bella Vista and Evergreen)
- 8 celebrations of the Daily Office
- 3 weddings
- 12 funerals

Easter Attendance (Vigil and Sunday) 164

Christmas Attendance (Eve and Day) 167

Total Sunday attendance 3852

Average Sunday Attendance 74.1

### Christian Burial – 12

Burt King

Mardell Sowers

Mary Ann King

Joan Mokhtari

Gary Haffeman

Donna Pipkorn

Jesse Fillmore

Richard Freund

Richard Robinson

Ronald Marx

Joseph Reynolds

Bob Moser

### Holy Matrimony – 3

Ellen Roemer and Hank Beno

Nancy Behm and Paul Holzschuh

Chelsey Batterman and Eric Smit

### Baptism—4

Grace Margaret Lacelle

Owen Bartlett

Julia Williams

Logan Michael Lacelle

Sawyer James Schrauth

### Confirmation – 1

Emily Rogers

## Senior Warden's report

It is the responsibility of the vestry to take care of temporal affairs of this church and once a year to report to the parish what has been accomplished. Your Vestry is pleased to report that life continues with blessings and peace here at Trinity Oshkosh, due to the dedicated service from each of you, our clergy and our staff. During the past year the Vestry has continued to strive to be

transparent in our discussions, and decisions, while being open to all parishioners. We have prayerfully addressed opportunities and challenges as they present themselves, being always mindful of our responsibility to be good stewards of the gifts that God has given us.

In recent years Trinity has struggled financially and lacked consistent, forward moving spiritual leadership. That was to change in 2016 as we welcomed our new Rector and his wife, Father Chris Arnold and Celeste Williams. I think we can all agree that calling Father Chris (with the Bishops help) has been a great decision. It was decided with the entrance of our new Rector it was time to get back to business as usual. This has been hard challenging work with harder decisions yet to be made. Sometimes it felt like we were stuck in the mud. But, through study, workshops, discussion and prayerful reflection, we committed to become unstuck, to rewrite our financial future, and to create a new environment in which Father Chris is more able to provide spiritual leadership. The success of this work is beginning to build.

I would like to thank our wonderful outgoing Vestry Members: Sherri Simon, Mike Murray, Chris Boycks, and Risa Freund.

You have shown by example throughout your tenure what it means to fully participate in a mutual ministry. They have consistently given their time and talents to all aspects of life at Trinity during a time of transition and as we build a new future. I also want to personally thank Alicia Thorton for her talents and continued hard work as our Treasurer.

Thank you to everyone who worked so hard to make 2016 a successful year for our parish. Let's look forward to 2017 with hope and optimism.

*Respectfully submitted by Chris Boycks, Senior Warden*

## **Junior Warden's report**

It has been a busy year serving as your Junior Warden in 2016. Keeping on top of the ongoing maintenance needs of our two buildings along with change in our custodian. David Jent had been with us for about 20 years and had taken very good care of Trinity's physical plant. Due to budgetary restrictions his working hours were reduced. That caused him, in July, to find employment elsewhere. Barb Schneider is missed also because she helped keep me aware of vendor contacts and appointments by seeing to it I got their mailings to the church.

With the help of the buildings and grounds committee we are fortunate in finding Peter Chmelik. Peter is working at Trinity in the afternoons. He also works at Christ Lutheran Church in the mornings. I have been working with him in getting him familiar with our facility and our needs. Also I have been discovering many things David did which I was not fully aware of.

This change has lead to a one time investment in some automated upgrades to our heating system, which David oversaw daily during the winter season.

Another change is the consideration of hiring of outside help for grass cutting, yard work, and snow blowing.

We have been blessed with people volunteering in taking on projects. Such as a new snow blower, new planters at west elevator entrance, new tables at rear of the church, and the replacement of broken dehumidifiers.

#### Future Projects

- Landscaping of side yard next to church.
- High Street parking lot resurfacing.
- Stained glass window repairs of East and West sides of the building.
- Repair cracked and water damaged plaster at large East window in the church.
- Replacing a damaged fence at south end of side yard.
- Painting financial assistant's office.
- Painting of upstairs kitchen and south entrance hall way.
- Replace wall paper of parish hall entrance and main floor hallways.
- Professionally resurface main floor of church.
- Repairs to the organ. A major mechanical tune up.

Thanks to David Jent and Peter Chmelik, our custodians, for keeping our buildings and grounds looking good on a daily basis this past year.

*Respectfully Submitted by Mike Murray, Junior Warden*

## Finance Committee Report

### Members

Tim Turner, *Chairman*

Jeff Armstrong, Father Chris Arnold, Chris Boycks, Tami Goodwin, Larry Lang, Mike McAuly, Alicia Thornton, Paul Wagner

The Finance Committee began the year with an overview of fixed and variable expenses. This led into discussion on how to reduce expenses. After thorough reviews of the expenses, cuts were presented to the vestry for consideration in the 2017 budget.

Trinity's investment accounts with US Bank were reviewed. The investments were contained in the following accounts for Trinity Episcopal Church with a value as of January 1, 2016:

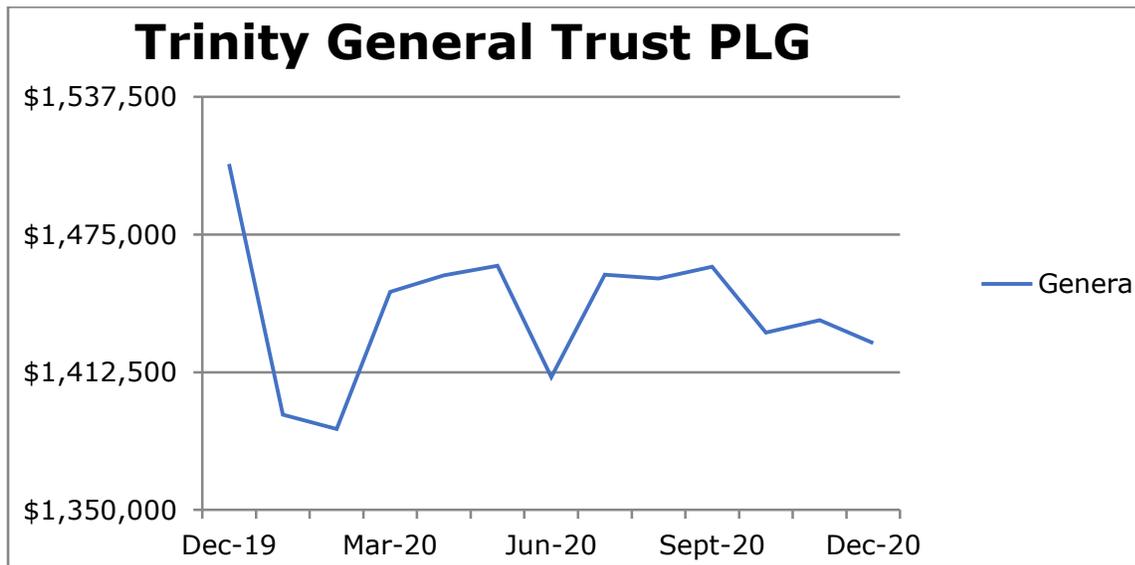
Coe/Scott Endowment Trust	\$58,800.51
Enid V. Miller Trust	\$201,088.04
Foster & Genevieve Koehn Trust	\$135,039.26
Genevieve Koehn Bequest Trust	\$429,578.09

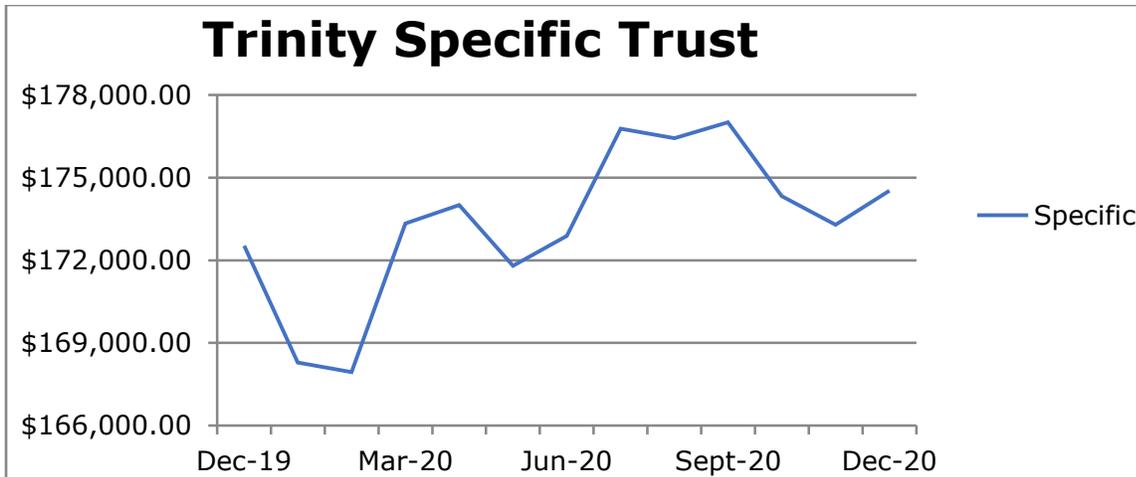
Trinity General Trust	\$591,374.34
Specific Endowment Trust	\$172,526.00
Trinity Williams Fund Organ Repair Trust	\$91,228.93

To save administration fees from US Bank and increase the potential for greater returns the seven funds were combined in July into two aggressive growth funds. There were spending restrictions in place for the original seven accounts, which will be maintained through our accounting system. The value of the two accounts as of December 31, 2016:

Trinity General Trust PLG	\$1,425,764.98
Trinity Specific Trust	\$174,523.85

The month ending value of the seven accounts prior to July were combined to represent the performance of the now combined two accounts charted in the following graphs from January 1, 2016 to December 31, 2016:





2016 focus for the committee was to reduce expenses, 2017 will continue to look at this reduction and also work on ideas for increasing revenue.

Respectfully Submitted,

Tim Turner  
Trinity Finance Committee Chairperson

## Treasurer's Report

### Budget Considerations and 2016 Recap – 2017

In 2016, Trinity continued the intentional use of the earnings from our endowment funds. For example, the General and Koehn Bequest funds supported church operating expense and outreach programs. The specific fund contributed to the RDF and new cassocks for the choir. The Coe/Scott and Koehn Endowment fund purchased a new water softener, dishwasher, and pump assembly for the boiler. Our Williams fund continued to be used to help keep our organ up to performance levels. We also consolidated the endowments to fewer accounts at the bank to save on administrative fees and restructured the portfolio of investments.

This year we liquidated \$85,000 from the endowment accounts in total, of which \$52,000 was applied to our operating budget and \$32,000 remained in the cash account at year-end due to the simultaneous timing of year-end giving and liquidating the endowment to cover the December line of credit payoff. \$85,000 is approximately 5.2% of the beginning endowment balance. Additionally, the investments earned \$28,000 in income and the market fluctuation position as of 12/31/16 was \$44,000 in unrealized gains; note this market fluctuation changes daily. Therefore, the ending endowment balance is \$23,000 lower compared to this time last year meaning earning offset \$62,000 (73%) of the \$85,000 liquidated.

Thank you for your consideration of the proposed budget for 2017.

*Respectfully submitted by Alicia Marie Thornton, CPA, CLA, CFE, MBA – Treasurer*

## Summary of Restricted Accounts - January to December 2016

Headings and Account	Beginning Balance	12.31.16 Balance
<b>Pass-thru Funds</b> (Paid out upon Receipt)		
3.9016 - Food Pantry Fund	\$500.00	\$100.00
3.9029 - Youth Group Fund	(\$175.98)	\$0.00
3.9254 - UTO Fund	\$0.00	\$22.00
Other Funds		
3.9009 - Columbarium Fund	\$1,430.00	\$1,404.80
3.9014 - Renewal Fund (R/S)	\$57.55	\$57.55
3.9018 - Sabbatical Fund (R/S)	\$1,370.00	\$2,370.00
3.9021 - SAY Fund (R/S)	\$3168.84	\$4,029.73
3.9022 – John Behm Transportation Fund	\$773.50	\$425.05
3.9255 - RDF Fund	(\$250.00)	\$1702.00
3.9256 - Designated Gifts (R/S)	\$3,954.65	\$0.00
3.9257 - Deacon's Discretionary Fund	\$394.31	\$83.44
3.9258 - Loaves & Fishes Fund (R/S)	(\$890.51)	\$0.00
3.9300 – General Memorial Fund	\$21,382.68	\$26,802.11

## Additional Reports

### Vestry Member Report

Dear Trinity Friends:

I have just completed my first year as a vestry member. Our main accomplishment has been the difficult task of reducing expenditures so that our beloved church can continue to exist. This was accomplished by eliminating dedicated personnel which with salaries and pensions was our greatest expenditure. This was painful to all concerned. It has been a real learning experience into the complex running of Trinity.

Trinity Church's existence means a great deal to me. It gives me the stability and support to live a joyful life. I strongly urge other people to volunteer to serve on the Vestry so they too may take responsibility for caring for our dear church.

*Respectfully submitted by Marcia Smith Leslie, Vestry*

## Altar Guild Report

The Altar Guild serves our Lord and Trinity Church by preparing the Altar for the celebration of Holy Eucharist on Sunday morning and special week-day services also for Weddings, Baptisms and Funerals. We clean up after the services by cleansing and putting away the vessels used.

We welcome Karen Jacobs as a new member to the Altar guild. Our current members are Nancy Behm, Marianne Chaudoir, Karen Jacobs, Jen Marty, Sandra Muinde, Carol San Filippo, Marcia Smith-Leslie, Rosemary Turner , Jacquie Wesenberg, and Nancy Murray. There are three members laundering the linens after services, Jen Marty, Sandra Muinde and Jacquie Wesenberg. A big thank you to each of you for serving.

Serving on the Altar Guild gives you time to reflect on who our Lord is in the bread and wine along with enjoying the beauty of the church in the quietness of the moment while preparing the altar for worship or preparing the altar for rest.

Each member serves about one week-end and week day service every other month, setting up for the 8:00 and 10:00 am, and cleaning up after the services.

We welcome and are in need of new members and will help you until you are comfortable with the set ups. Most of our work is done on the week-ends. Please consider and pray about sharing your time and talent with the Altar Guild. If you have any questions concerning serving on the Altar Guild or would like to see what we do, I would be happy to talk with you or ask any member of the Altar Guild.

*Respectfully submitted by Nancy Murray*

## Deacon Sandy's Report

Dear Friends of Trinity,

We've had our first full year with our new Rector, Fr. Chris Arnold. His presence has been a blessing to me and the many folks we serve at Evergreen, Bella Vista, Aurora Medical, and Mercy Medical Centers, as well as those are home bound.

During the first few months Fr. Chris had met almost all those who were home-bound. I am indeed grateful for his support of my Ministry.

Change is always part of life, and we've made some and more will certainly come in 2017. It's not always easy, but we can embrace change by asking the how and why and work together for the good of all.

This year I continue to serve every other Sunday, alternating most Sundays with Deacon Nancy. We've been fortunate to have Deacon Susan, although retired, to fill in from time to time. I also attend most mid-week services. I continue to sing in the choir, serve on the Altar Guild, Flower Committee, and Worship Committee. I serve at Loaves and Fishes when able, do coffee hours, and

volunteered at the Warming Shelter this year. I have attended several Deanery meetings, the Clergy Retreat, the Annual Chrism Mass and Diocesan Convention, where I was elected to serve as a Clergy Deputy to General Convention in 2018.

I continue to be on the Deacon's Council, was appointed to the Commission on Ministry and am serving on the committee for our Companion Diocese of Masvingo in Zimbabwe. I was benched for a while in May and June for a successful knee replacement. My thanks to all who picked up my duties while I was away.

I didn't take vacation this year, but will make up for it in 2017.

I am very proud and blessed to serve as a Deacon at Trinity. I pray that our Lord will continue to shower us with his many blessings.

*Respectfully submitted by Deacon Sandy*

## **Pastoral Care Report**

As I reflect on this year thinking of Pastoral Care, I feel loss. We buried 11 people this year. Some were members that were regularly seen by clergy or lay Eucharist visitors, so the loss is felt by many.

We are in need of two to three people to deliver flowers after Sunday's 10:00 a.m. service. We currently have two members, of which one that is gone during the winter months. This isn't hard to do, and it is sad to have them not be enjoyed by someone during the week. However, if we can't find folks to deliver, we will have to discontinue this ministry.

We continue to have a presence at the two hospitals in Oshkosh and have someone to visit each day. Monday - Fran Shoemaker, Tuesday - myself, Wednesday - Nancy Murray, Thursday - Rosemary Martin, Friday - Jen Marty, and Saturday - Mike Murray. This is a commitment for which I and the parish are grateful.

Sincere thanks go to Achie and Elaine Reschenberg for setting up the Chapel at Evergreen for our monthly Eucharist. Thanks also to Fran Shoemaker and Mary Kay Vacheresse for picking up and delivering residents for the service. Thank you to Sherry Simon for her assistance at Bella Vista, and for filling in when I've been gone, to help assist Fr. Chris. Thanks to Betty Paterson for providing Christmas Carols at Evergreen. Thank you to Joan Horejs for sending cards of encouragement and holidays to our shut-ins.

Both Fran and Betty do home communions upon request. I'd ask for your prayers for those who you don't see on Sundays and encourage anyone in the parish to attend a service at either facility. My final Thank You goes to Jen Marty who joined me in this Ministry. She has done home communions and is available to visit by appointment.

*Respectfully submitted by Deacon Sandy*