

# Minutes for the Vestry Meeting May 16, 2024

The meeting was called to order at 7:03 by Wayne Bunker and he offered an opening prayer.

Present: Warden Wayne Bunker, Warden Mike Schappert, Mary Gilkes, Jan Humbert, Don Smith, Marilyn Sullivan, David Bishop, Steven Blanks, visitors Rev. John Williams of St. Andrews / St. Luke in Beacon, NY, Rev. Janice Kotuby of The Church of the Resurrection in Hopewell Jct., NY, and Rev. Canon Victor Conrado of the Diocese of New York.

Absent: Terry Badura,

## Follow Up Items

Approval of April meeting minutes. **A motion to approve the minutes with corrections given to Dave Bishop was made by Michael Schappert and seconded by Jan Humbert.** No further discussion followed. **The vote was unanimous in favor.** The motion carried.

Review of past action items:

October 2022	Assignee
See if a locksmith could provide two different sets of keys that could fit the parish house locks.	Dave Bishop – <b>OPEN</b>
Revise the wedding policy for the Trinity Website	Terry Badura – <b>OPEN</b>
Work on resolution for Central Hudson Billing Issues.	Steven Blanks, Mike Schappert, Dave Bishop - <b>OPEN</b>

## Ongoing Items

### **Stained glass window**

All work is now completed. We are awaiting final drawings from the architect.

Before we receive the grant, I have to complete all the documents below, and will submit the final completed document package required to obtain the Diocese grant in the amount of \$13,171 so Trinity can get the grant funding.

- Signed copy of the Grant Award Letter - in the package
- Photographs of the completed work – in the package
- All invoices of the contractor including the final invoice – in the package
- Cleared check or Bank Statement showing that the Church paid all the contractor's invoices – awaiting payment to show up on bank website.

## **New Items**

Terry Badura questioned where is the Action Item for updating the Wedding Policy (which Steven had requested Dave to remove from our website following our March 21<sup>st</sup> meeting). Terry will edit it, rewrite it, and send to Vestry to be reviewed. She will use Diocesan policy as a model so it is not discriminatory.

## **Committee Reports**

### **Worship Committee**

Steven reports that he is reaching out to Trinity members and plans to form a group of about 5. This committee will also help with Eucharistic Ministers, Bulletins and other protocols.

### **Rental Committee**

Jan reported we the revised copy of the agreement will be sent to the Vestry for approval.

### **Church School**

Jan reported we met on Saturday at 5:00 4/13/24 with older kids. They liked the format, all 4 present, Chinese food, Bingo game, and craft of Bookmarks. Those were in baskets on Sunday for parishioners to take. Littles: Terry reported a huge success on Sunday 4/14/24. Seven children attended and were very excited – music, snack, painted flower pots. It is exciting for us all to watch our church school grow. Pam Bunker plans to be present at each class for consistency through June. Other teachers will assist her. Littles meet next on 4/28/24 and older kids will meet on 5/11/24.

### **Outreach**

Jan reported that she will again involve Trinity with the Rural and Migrant Ministry school backpack program in August.

### **Mini Food Pantry**

Jan said thank you to everyone who donates food to help keep our storage areas full of supplies. Fishkill Reformed Church is responsible for filling and maintaining it in May and the Rotary will be in charge in June.

### **Parish Life**

Jan noted that we are planning the worship in the park at Bowdoin Park on September 15, 2024 and she is asking Cliff Chapin if his band will play again. She is waiting for Cliff to speak with the band members and get back to her.

### **Buildings & Grounds**

The new tenant moved in on 5/1/24. Wayne discussed the renovation of the rental unit at 18 Old Main and explained that we have two units in that building and one in the building next to it. Wayne noted he had changed the furnace filters for the units in the church. He also did a minor

repair for the heating piping in the parish hall. He explained that one unit of the three in the church had recently failed and he was in the process of getting it back in order. Wayne discussed the fact that there are only 4 parking spots for the three rental units on Old Main Street. Wayne had conversations with Marty Krakower, from Stevens Property Management, regarding parking for the tenants. Wayne explained that Mary Hendricks was working with New York State Department of transportation on two items. One is the fence along Route 9 and the second was the need for a curb cut in front of the church for handicap access.

### **Pastoral Care**

Jan reported that Father Clayton had presided over the service of Mary Zysk and Dave will be updating the register record so it is complete and the Gagliardi funeral can be added. Jan discussed the Gagliardi funeral and parking issues she felt needed to be addressed. Both Wayne and Steven volunteered to arrive early to assist with parking. Dave will provide the easel and paper to allow a funeral parking only sign to be placed at the entrance from the Taco Bell lot to the shared lot between Taco Bell and Trinity parish hall. Jan noted the reception for the Gagliardi service was from 5-6 PM and asked for volunteers to help with cleanup. Wayne said he would help.

### **From the Office**

- The Fishkill Highway Department will be restoring our historical site sign in front of the church. This involves removing the sign, stripping all old paint and repainting the blue and yellow colors with state specified coatings. They expect this to take about one week between removal and reinstallation on site.
- Central Hudson Billing
  - Status – still unresolved billing issues. Have had several discussions with CH regarding the billing. The website has improved a bit.
  - The last Central Hudson bill for 18 Old Main has been paid by Trinity. The new tenant is now responsible for utilities.
  - Central Hudson and Common Energy have agreed to have combined billing on the CH bill. So far this has not taken place. I contacted Common Energy and they will get back to us regarding why this change is not reflected on the CH bills.
- Copy Machine
  - Prompt Business Systems informed Steven that James had stolen money from them and the company would not be reimbursing Trinity for end of lease payments made to the previous leasing company. The company did deliver and install, at no cost to Trinity, the promised folder and stapling extension for their copy machine.

### **Pastoral Care:**

We have three priests who are on call and support us with pastoral care. This is a professional courtesy.

- Rev. Steve Schunk of St. Mary in the Highlands, Cold Spring, NY
- Rev. John Williams of St. Andrews / St. Luke in Beacon, NY
- Rev. Janice Kotuby of The Church of the Resurrection in Hopewell Jct., NY

### **Supply:**

- Clergy have been arranged per the attached worship schedule in Appendix A.
- When clergy are not available MP will be led by members of the congregation.

### **Worship Schedule**

See Appendix A for the 2023-2024 Worship Schedule. Jan has arranged for Supply Priests through the dates shown.

### **Warden's Report**

Wayne invites the three guests to ask questions of the Trinity Vestry. Canon Victor compliments Jan on the Pastor Care report. Steven Blanks ask the guests what process, decisions and dates are involved in the shared ministry model being considered for the three parishes. John Williams discussed the addition of Trinity as the third parish in the model along with St. Andrews / St. Luke in Beacon, NY and The Church of the Resurrection in Hopewell Jct., NY. Fr. John noted that decisions will have to be made prior to being able to define all the details of how the final model will work. He gave an example of the how the model being developed is similar to a large parish with multiple priests and staff. For the mode being developed the three parishes would be similar to the large church and this new model includes three priests, so it is similar to a large church (the three parishes) and multiple priests (three for this model). A rector will be selected and the rector will be the same priest for all three parishes. Fr. John noted that it will take effort from all three parishes to fine tune the working model. A question about holidays followed and it was noted that with three priest and three parishes there would be a priest for each parish on all important feast days including Christmas, Easter and all Holy Week services. The Rhoda will come up with what works well with all three parishes and will have the advantage of working together so one parish will not have to do everything, but all will get done with the sharing of the priests. Canon Victor noted the model being developed here seems to keep the priests in place longer. Canon Victor noted the need to have a Rector is a canonical requirement. The Rector will sign official documents for each one the three shared parishes. Jan Humbert asks Canon Victor if other models have been considered and studied. Canon Victor explained three different models he is involve with currently and explained that various complexities determine the model structure and for each case the model will be different due to the variation of the complexities involved including all the factors that make up the location the model is being used. He felt that for some other models to work it may require changes to the canons of the church. A question of how are changes handled was responded to by Fr. John. He noted that the canonical roles of the Rector/Vestry/Bishop of the diocese were clear and those rolls include appropriate authority of responsibilities to manage change. In the end it is the Rector who is responsible. Jan Humbert asked if the Rector would attend each Vestry meeting. Fr. John said he would. Canon Victor and the Vestry had a discussion of the relationship between the priests and laity of the parishes. A discussion of the financial support from the Diocese followed. Fr. John noted that the diocese has a five-year plan for financial support that will be reviewed after the first three years. Canon Victor noted that this financial support will be part of the budgetary plan for the diocese. He noted that although the review of the property needs shows a multi-million dollar need in the New York Diocese, the energy is being focused on the ministry. Canon Victor then explained the position of the Curate and that it is a long-term commitment. Fr. John added that the diocese will on commit after all three parishes sign on the shared ministry plan. The model being used now for these three parishes has been developed over the past four years. All three sign up permanently. Rev. Kotuby explained how different models were studied when she was in seminary, Fr. John noted this concept has been done before in the history of the Episcopal Church. He noted it will be a change

that has to be managed by all involved. Any decisions made will be based on the canon law of the church. Canon Victor emphasized the point that the decisions must be made based on the canon law. Then the Canon noted the steps that lay ahead in this particular model.

1. Trinity must have an extraordinary Vestry meeting to decide with a final yes or no answer as to whether Trinity will join the model or not.
2. In September the model will start with 4 clergy and in January this will reduce to 3 clergy, two full time and one part time.
3. The involved parishes will have to decide how to advance.
4. Bishop Heyd will visit. He is very concerned about the Hudson Valley parishes.

In answer to a question Fr. John explained that St. Mary's had never signed up. Fr. John explained that the two parishes represented tonight will move ahead with the model whether or not Trinity decides to join. Jan asked what the vision was related to working together. Fr. John explained how it is currently working with the 2 parishes now and noted that the clergy will need to see what works and with three, if Trinity decides to join, and the model will grow from there. Jan noted the importance of communication related to the new model. Fr. John explained that the clergy involved now are available to all the parishioners in both parishes on a 24/7 basis by electronic communication via their cell phones. Wayne brought up the issue of homeless persons at Trinity. Fr. John explained that the clergy will be here to do things needed to support that need. Canon Victor explained the Rector will be responsible ultimately and he emphasized the constant presence that will be available with the 3 priests in this model when adopted. Fr. John noted two important parts of this model were

1. Being part of a team ministry
2. Election of a Rector

He noted that he and Rev. Kotuby would be co-Rectors until January, after which a single Rector would be in charge. The Rev. Deacon Denise J. LaVetty will be the contact to work with regarding the contract to be signed by all who agree to become part of the shared ministry. Canon Victor noted it is important to have the extraordinary meeting by Trinity's Vestry to decide whether to join or not. The sooner it is held the better. Mike Schappert asked what happens if Trinity feels it is not working. Fr. John explained once the contract is signed, you are in. He explained he felt having regular Warden's meetings on a regular basis would help address any emerging issues. The clergy will have to decide how to handle each situation that arises. Canon Victor noted it is important to know what level of intervention is needed for any situation that arises. Wayne thanked the guests and noted a decision will be made by Trinity's Vestry very soon. The guests left the meeting.

### **Treasurer's Report**

Steven pointed out that both savings and investments are up from the beginning of the year. He felt that expense management is good and noted that at this time the percentage of the budget should be 33%. Steven noted the treasurer's report numbers were not correct and that he would meet with Dave to make the corrections to be placed in the minutes. Steven plans to meet with Barry of Commonwealth Financial network and invites any member of the Vestry that would like to attend to let him know.

### **Other items**

A discussion of the summer hours for worship for the months of July and August followed. **Mike Schappert made a motion to keep the worship starting at 10 AM. Marilyn Sullivan seconded.** No discussion followed. **The vote was 6 in favor and one opposed with no**

**abstentions. The motion carried.** A discussion of when to have a parish meeting to inform the parishioners of the shared ministry plan followed. It was decided to have that meeting on June 2, 2024, with a Vestry meeting to follow to vote on a decision to join the shared ministry or not. Dave accepted and action item with Steven Blanks to place a notice in the e-News for Friday May 17<sup>th</sup>.

Wayne led us in Compline.

**A motion to adjourn was made by Mike Schappert and seconded by Steven Blanks.** No discussion followed. **The vote was unanimous in favor. The motion carried.** The meeting adjourned at 9:15 PM.

Respectfully submitted,  
Dave Bishop

## Treasurer's Report – May 2024

### Balance Sheet

Trinity's assets on April 30, 2023

	<u>Jan 1</u>	<u>YTD</u>	<u>Increase / (Decrease)</u>
Checking – HV	6,396	5,721	675
Savings - HV	35,354	54,426	19,072
Investments	811,906	834,786	22,880
Total	<u>\$853,656</u>	<u>923,808</u>	<u>\$41,277</u>

### Income Statement

	<u>April 30</u>	<u>YTD</u>	<u>4/30/23</u>
Operating income	11,493	71,855	50,194
Operating expenses	9,852	51,205	62,819
<i>OE Net profit (loss)</i>	<u>1,641</u>	<u>20,650</u>	<u>(12,265)</u>
Non-operating income	2,140	21,404	5,851
Non-operating expenses	8,428	10,958	23,815
<i>NOP Net profit (loss)</i>	<u>(6,288)</u>	<u>10,446</u>	<u>(17,964)</u>
Total income	13,633	93,259	56,045
Total expenses	18,280	62,163	86,634
<b>Total Net profit (loss)</b>	<u><b>\$(4,647)</b></u>	<u><b>\$31,096</b></u>	<u><b>\$(30,589)</b></u>

### **2024 Pledges:**

Pledge Budget	\$88,350
Amount Pledged	\$95,240
Amount paid April 2024	\$ 56,849
Surplus (Deficit) - Pledge Budget	\$(31,501)

## Trinity Episcopal Church Notes & Definitions

### 1. Trinity's Use Restricted Net Assets

Capital Fund: To be used for funding capital improvements to Trinity property.

Memorial Fund: To be used to purchase church items in memory of deceased parishioners.

Columbarium Fund: Funds were used for capital improvements and major repairs to the columbarium.

### 2. Definitions

#### Permanently restricted net assets:

Funds that are contribution and other inflows of assets whose use by the organization is limited by donor-imposed restrictions that do not expire or cannot be satisfied by actions taken by the organization.

Other asset increases and reductions that are so restricted.

Reclassifications from or to other net asset classification as a result of donor-imposed terms.

#### Temporarily restricted net assets:

Contributions and other inflows of assets whose use by the organization is limited by donor-imposed restrictions that either expire with the passage of time or can be satisfied or removed by actions taken by the organization.

Other asset increases and reductions that occur from such conditions.

Reclassifications from or to other net asset classifications as a result of donor-imposed terms, passage of time, or satisfaction and removal by actions of the organization.

#### Unrestricted Net Assets:

Funds that are neither permanently nor temporarily restricted by requests of the donor.



**Trinity Episcopal Church**  
**Operating Income & Expenses vs. Budget - Last Month**  
**April 2024**

	Apr 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>100 · Income from Property Assets</b>				
100-01 · Building Uses Income	795.00	291.67	503.33	272.57%
100-05 · Rental Property	2,186.85	3,085.50	(898.65)	70.88%
<b>Total 100 · Income from Property Assets</b>	2,981.85	3,377.17	(395.32)	88.29%
<b>103-00 · Income from Banks &amp; Investments</b>				
103-03 · Interest Income	0.00	1.67	(1.67)	0.0%
103-04 · Withdrawal from Investments	0.00	0.00	0.00	0.0%
<b>Total 103-00 · Income from Banks &amp; Investments</b>	0.00	1.67	(1.67)	0.0%
<b>105 · Offerings</b>				
105-01 · Plate	143.00	125.00	18.00	114.4%
105-02 · Pledges	8,368.00	7,833.34	534.66	106.83%
<b>Total 105 · Offerings</b>	8,511.00	7,958.34	552.66	106.94%
<b>106 · Special Offerings</b>				
106-01 · Christmas	0.00	0.00	0.00	0.0%
106-03 · Easter	0.00	0.00	0.00	0.0%
<b>Total 106 · Special Offerings</b>	0.00	0.00	0.00	0.0%
<b>Total Income</b>	11,492.85	11,337.18	155.67	101.37%
<b>Gross Profit</b>	11,492.85	11,337.18	155.67	101.37%
<b>Expense</b>				
<b>200 · Administration</b>				
200-03 · Bank Expenses	5.95	7.50	(1.55)	79.33%
200-051 · Vestry	0.00	41.67	(41.67)	0.0%
200-06 · Copier and Folding Machine	0.00	183.34	(183.34)	0.0%
200-08 · Office Supplies				
200-081 · Computer-Hardware & Software	0.00	66.67	(66.67)	0.0%
200-082 · Paper & Misc. Office Supply	107.24	70.82	36.42	151.43%
200-083 · Subscriptions	58.99	91.66	(32.67)	64.36%
<b>Total 200-08 · Office Supplies</b>	166.23	229.15	(62.92)	72.54%
200-10 · Postage	12.74	33.32	(20.58)	38.24%
200-11 · Printing	0.00	37.45	(37.45)	0.0%
200-12 · Telephone & Internet	349.68	283.32	66.36	123.42%
200-18 · Diocesan Convention/Conferences	0.00	0.00	0.00	0.0%
<b>Total 200 · Administration</b>	534.60	815.75	(281.15)	65.54%
<b>201 · Christian Education</b>				
201-02 · Church School	0.00	33.34	(33.34)	0.0%
201-09 · Stewardship	0.00	6.25	(6.25)	0.0%
<b>Total 201 · Christian Education</b>	0.00	39.59	(39.59)	0.0%
<b>202 · Facilities</b>				

	Apr 24	Budget	\$ Over Budget	% of Budget
202-01 · Building Supplies	0.00	33.34	(33.34)	0.0%
202-021 · Lawn Service	0.00	800.00	(800.00)	0.0%
202-022 · Snow Removal	0.00	0.00	0.00	0.0%
202-023 · Grounds Expenses - Other	0.00	33.34	(33.34)	0.0%
<b>Total 202-02 · Grounds Expenses</b>	0.00	866.68	(866.68)	0.0%
202-04 · Security System	0.00	89.25	(89.25)	0.0%
202-05 · Insurance Property	2,311.00	2,089.18	221.82	110.62%
202-06 · Property Maintenance Services	522.15	466.66	55.49	111.89%
202-07 · Trash Removal	0.00	0.00	0.00	0.0%
202-10 · 18 Old Main St.				
202-106 · 18 Old Main St. - Repair/Maint.	0.00	0.00	0.00	0.0%
202-108 · 18-20 Property/School Taxes	0.00	0.00	0.00	0.0%
<b>Total 202-10 · 18 Old Main St.</b>	0.00	0.00	0.00	0.0%
202-13 · Parish Hall				
202-131 · Parish Hall - Water	53.62	63.75	(10.13)	84.11%
202-132 · Parish Hall - Electric	38.72	191.66	(152.94)	20.2%
202-133 · Parish Hall - Gas	0.00	330.00	(330.00)	0.0%
202-136 · Parish Hall - Repair/Maint.	0.00	125.00	(125.00)	0.0%
<b>Total 202-13 · Parish Hall</b>	92.34	710.41	(618.07)	13.0%
202-14 · Church Bldg				
202-141 · Church Bldg - Water	0.00	50.00	(50.00)	0.0%
202-142 · Church Bldg - Electric	90.33	154.32	(63.99)	58.53%
202-146 · Church Bldg - Repair/Maint	59.91	41.66	18.25	143.81%
202-148 · Church Bldg - Gas	0.00	284.86	(284.86)	0.0%
<b>Total 202-14 · Church Bldg</b>	150.24	530.84	(380.60)	28.3%
202-15 · 20 Old Main St.				
202-156 · 20 Old Main St. - Repair/Maint.	0.00	41.67	(41.67)	0.0%
202-15 · 20 Old Main St. - Other	0.00	0.00	0.00	0.0%
<b>Total 202-15 · 20 Old Main St.</b>	0.00	41.67	(41.67)	0.0%
<b>Total 202 · Facilities</b>	3,075.73	4,794.69	(1,718.96)	64.15%
203 · Payroll Expenses				
203-05 · Priest in Charge				
203-051 · Salary	0.00	0.00	0.00	0.0%
203-052 · Housing Allowance	0.00	0.00	0.00	0.0%
203-053 · Tax Reimbursement	0.00	0.00	0.00	0.0%
203-054 · Medical Insurance	0.00	0.00	0.00	0.0%
203-055 · Family Medical Co-Pay	0.00	0.00	0.00	0.0%
203-056 · Dental Insurance	0.00	0.00	0.00	0.0%
203-057 · Pension Premiums	0.00	0.00	0.00	0.0%
203-058 · HSA Contributions	0.00	0.00	0.00	0.0%
203-059 · Continuing Education	0.00	0.00	0.00	0.0%
203-45 · Supply Clergy	2,187.15	1,666.66	520.49	131.23%
203-510 · Travel Allowance	0.00	0.00	0.00	0.0%
203-511 · PIC Discretionary Fund	93.17	0.00	93.17	100.0%

	<b>Apr 24</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
203-05 · Priest in Charge - Other	20.00			
<b>Total 203-05 · Priest in Charge</b>	<b>2,300.32</b>	<b>1,666.66</b>	<b>633.66</b>	<b>138.02%</b>
<b>203-10 · Music Director</b>				
203-101 · Salary	1,760.62	1,618.75	141.87	108.76%
203-102 · FICA-Medicare	137.66	133.43	4.23	103.17%
203-107 · NYS Unemployment	10.34	8.44	1.90	122.51%
203-111 · Supply Organist	0.00	0.00	0.00	0.0%
<b>Total 203-10 · Music Director</b>	<b>1,908.62</b>	<b>1,760.62</b>	<b>148.00</b>	<b>108.41%</b>
<b>203-20 · Parish Administrator</b>				
203-201 · Salary	1,548.76	1,549.17	(0.41)	99.97%
203-202 · FICA-Medicare	112.76	123.42	(10.66)	91.36%
203-204 · NYS Unemployment	8.94	8.33	0.61	107.32%
<b>Total 203-20 · Parish Administrator</b>	<b>1,670.46</b>	<b>1,680.92</b>	<b>(10.46)</b>	<b>99.38%</b>
<b>203-60 · Payroll Benefits</b>				
203-603 · Payroll Service Fees	24.00	24.00	0.00	100.0%
203-604 · Disability Insurance	0.00	94.61	(94.61)	0.0%
203-605 · Workers Compensation Insurance	0.00	1,122.00	(1,122.00)	0.0%
<b>Total 203-60 · Payroll Benefits</b>	<b>24.00</b>	<b>1,240.61</b>	<b>(1,216.61)</b>	<b>1.94%</b>
<b>Total 203 · Payroll Expenses</b>	<b>5,903.40</b>	<b>6,348.81</b>	<b>(445.41)</b>	<b>92.98%</b>
<b>204 · Outreach</b>				
204-01 · Diocesan Assessment	0.00	0.00	0.00	0.0%
204-06 · Special Outreach Programs	0.00	0.00	0.00	0.0%
<b>Total 204 · Outreach</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>205 · Worship</b>				
205-02 · Altar Flowers	0.00	0.00	0.00	0.0%
205-03 · Altar Supplies	18.31	200.00	(181.69)	9.16%
205-08 · Music Expenses	0.00	0.00	0.00	0.0%
205-09 · Music Equip. Maintenance	320.00	0.00	320.00	100.0%
205-14 · Parish Family	0.00	200.00	(200.00)	0.0%
<b>Total 205 · Worship</b>	<b>338.31</b>	<b>400.00</b>	<b>(61.69)</b>	<b>84.58%</b>
<b>208 · Special Restricted - Other</b>				
208-06 · Columbarium Expenses	0.00	0.00	0.00	0.0%
<b>Total 208 · Special Restricted - Other</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>9,852.04</b>	<b>12,398.84</b>	<b>(2,546.80)</b>	<b>79.46%</b>

**Trinity Episcopal Church**  
**Operating Income & Expenses vs. Budget - Year to Date**  
**January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>100 · Income from Property Assets</b>				
100-01 · Building Uses Income	3,655.00	3,500.00	155.00	104.43%
100-05 · Rental Property	11,064.34	37,026.00	(25,961.66)	29.88%
<b>Total 100 · Income from Property Assets</b>	14,719.34	40,526.00	(25,806.66)	36.32%
<b>103-00 · Income from Banks &amp; Investments</b>				
103-03 · Interest Income	1.76	20.00	(18.24)	8.8%
103-04 · Withdrawal from Investments	0.00	18,119.18	(18,119.18)	0.0%
<b>Total 103-00 · Income from Banks &amp; Investments</b>	1.76	18,139.18	(18,137.42)	0.01%
<b>105 · Offerings</b>				
105-01 · Plate	926.00	1,500.00	(574.00)	61.73%
105-02 · Pledges	58,219.00	94,000.00	(35,781.00)	61.94%
<b>Total 105 · Offerings</b>	59,145.00	95,500.00	(36,355.00)	61.93%
<b>106 · Special Offerings</b>				
106-01 · Christmas	25.00	900.00	(875.00)	2.78%
106-03 · Easter	435.00	655.00	(220.00)	66.41%
<b>Total 106 · Special Offerings</b>	460.00	1,555.00	(1,095.00)	29.58%
<b>Total Income</b>	74,326.10	155,720.18	(81,394.08)	47.73%
<b>Gross Profit</b>	74,326.10	155,720.18	(81,394.08)	47.73%
<b>Expense</b>				
<b>200 · Administration</b>				
200-03 · Bank Expenses	23.80	90.00	(66.20)	26.44%
200-051 · Vestry	0.00	500.00	(500.00)	0.0%
200-06 · Copier and Folding Machine	1,292.16	2,200.00	(907.84)	58.74%
<b>200-08 · Office Supplies</b>				
200-081 · Computer-Hardware & Software	0.00	800.00	(800.00)	0.0%
200-082 · Paper & Misc. Office Supply	261.90	850.00	(588.10)	30.81%
200-083 · Subscriptions	504.99	1,100.00	(595.01)	45.91%
<b>Total 200-08 · Office Supplies</b>	766.89	2,750.00	(1,983.11)	27.89%
200-10 · Postage	293.74	400.00	(106.26)	73.44%
200-11 · Printing	0.00	449.40	(449.40)	0.0%
200-12 · Telephone & Internet	1,351.48	3,400.00	(2,048.52)	39.75%
200-18 · Diocesan Convention/Conferences	0.00	450.00	(450.00)	0.0%
<b>Total 200 · Administration</b>	3,728.07	10,239.40	(6,511.33)	36.41%
<b>201 · Christian Education</b>				
201-02 · Church School	0.00	400.00	(400.00)	0.0%
201-09 · Stewardship	0.00	75.00	(75.00)	0.0%
<b>Total 201 · Christian Education</b>	0.00	475.00	(475.00)	0.0%

	<b>Jan - Dec 24</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>202 · Facilities</b>				
<b>202-02 · Grounds Expenses</b>				
202-01 · Building Supplies	103.86	400.00	(296.14)	25.97%
202-021 · Lawn Service	730.00	4,000.00	(3,270.00)	18.25%
202-022 · Snow Removal	4,800.00	6,222.00	(1,422.00)	77.15%
202-023 · Grounds Expenses - Other	0.00	400.00	(400.00)	0.0%
<b>Total 202-02 · Grounds Expenses</b>	<b>5,633.86</b>	<b>11,022.00</b>	<b>(5,388.14)</b>	<b>51.12%</b>
202-04 · Security System	1,134.48	1,071.00	63.48	105.93%
202-05 · Insurance Property	4,325.00	8,356.70	(4,031.70)	51.76%
202-06 · Property Maintenance Services	2,394.30	5,600.00	(3,205.70)	42.76%
202-07 · Trash Removal	0.00	60.00	(60.00)	0.0%
202-10 · 18 Old Main St.				
202-106 · 18 Old Main St. - Repair/Maint.	0.00	2,500.00	(2,500.00)	0.0%
202-108 · 18-20 Property/School Taxes	1,210.72	6,962.84	(5,752.12)	17.39%
<b>Total 202-10 · 18 Old Main St.</b>	<b>1,210.72</b>	<b>9,462.84</b>	<b>(8,252.12)</b>	<b>12.79%</b>
202-13 · Parish Hall				
202-131 · Parish Hall - Water	107.24	255.00	(147.76)	42.06%
202-132 · Parish Hall - Electric	470.82	2,300.00	(1,829.18)	20.47%
202-133 · Parish Hall - Gas	1,752.68	3,960.00	(2,207.32)	44.26%
202-136 · Parish Hall - Repair/Maint.	706.90	1,500.00	(793.10)	47.13%
<b>Total 202-13 · Parish Hall</b>	<b>3,037.64</b>	<b>8,015.00</b>	<b>(4,977.36)</b>	<b>37.9%</b>
202-14 · Church Bldg				
202-141 · Church Bldg - Water	0.00	200.00	(200.00)	0.0%
202-142 · Church Bldg - Electric	462.20	1,852.00	(1,389.80)	24.96%
202-146 · Church Bldg - Repair/Maint	245.96	500.00	(254.04)	49.19%
202-148 · Church Bldg - Gas	1,652.41	3,418.33	(1,765.92)	48.34%
<b>Total 202-14 · Church Bldg</b>	<b>2,360.57</b>	<b>5,970.33</b>	<b>(3,609.76)</b>	<b>39.54%</b>
202-15 · 20 Old Main St.				
202-156 · 20 Old Main St. - Repair/Maint.	0.00	500.00	(500.00)	0.0%
202-15 · 20 Old Main St. - Other	0.00	0.00	0.00	0.0%
<b>Total 202-15 · 20 Old Main St.</b>	<b>0.00</b>	<b>500.00</b>	<b>(500.00)</b>	<b>0.0%</b>
<b>Total 202 · Facilities</b>	<b>20,096.57</b>	<b>50,057.87</b>	<b>(29,961.30)</b>	<b>40.15%</b>
<b>203 · Payroll Expenses</b>				
<b>203-05 · Priest in Charge</b>				
203-051 · Salary	0.00	5,100.00	(5,100.00)	0.0%
203-052 · Housing Allowance	0.00	3,893.25	(3,893.25)	0.0%
203-053 · Tax Reimbursement	0.00	893.50	(893.50)	0.0%
203-054 · Medical Insurance	0.00	2,225.00	(2,225.00)	0.0%
203-055 · Family Medical Co-Pay	0.00	375.00	(375.00)	0.0%
203-056 · Dental Insurance	0.00	225.00	(225.00)	0.0%
203-057 · Pension Premiums	0.00	1,975.15	(1,975.15)	0.0%
203-058 · HSA Contributions	0.00	450.00	(450.00)	0.0%
203-059 · Continuing Education	0.00	125.00	(125.00)	0.0%

	<b>Jan - Dec 24</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
203-45 · Supply Clergy	6,899.04	15,000.00	(8,100.96)	45.99%
203-510 · Travel Allowance	0.00	25.00	(25.00)	0.0%
203-511 · PIC Discretionary Fund	93.17	252.00	(158.83)	36.97%
203-05 · Priest in Charge - Other	20.00			
<b>Total 203-05 · Priest in Charge</b>	<b>7,012.21</b>	<b>30,538.90</b>	<b>(23,526.69)</b>	<b>22.96%</b>
<b>203-10 · Music Director</b>				
203-101 · Salary	7,585.87	19,425.00	(11,839.13)	39.05%
203-102 · FICA-Medicare	570.87	1,601.25	(1,030.38)	35.65%
203-107 · NYS Unemployment	40.67	101.33	(60.66)	40.14%
203-111 · Supply Organist	0.00	700.00	(700.00)	0.0%
<b>Total 203-10 · Music Director</b>	<b>8,197.41</b>	<b>21,827.58</b>	<b>(13,630.17)</b>	<b>37.56%</b>
<b>203-20 · Parish Administrator</b>				
203-201 · Salary	6,733.92	18,590.00	(11,856.08)	36.22%
203-202 · FICA-Medicare	555.52	1,481.00	(925.48)	37.51%
203-204 · NYS Unemployment	38.73	100.00	(61.27)	38.73%
<b>Total 203-20 · Parish Administrator</b>	<b>7,328.17</b>	<b>20,171.00</b>	<b>(12,842.83)</b>	<b>36.33%</b>
<b>203-60 · Payroll Benefits</b>				
203-603 · Payroll Service Fees	108.00	348.00	(240.00)	31.03%
203-604 · Disability Insurance	155.58	94.61	60.97	164.44%
203-605 · Workers Compensation Insurance	244.33	1,122.00	(877.67)	21.78%
<b>Total 203-60 · Payroll Benefits</b>	<b>507.91</b>	<b>1,564.61</b>	<b>(1,056.70)</b>	<b>32.46%</b>
<b>Total 203 · Payroll Expenses</b>	<b>23,045.70</b>	<b>74,102.09</b>	<b>(51,056.39)</b>	<b>31.1%</b>
<b>204 · Outreach</b>				
204-01 · Diocesan Assessment	4,206.00	14,880.00	(10,674.00)	28.27%
204-06 · Special Outreach Programs	(150.00)	3,000.00	(3,150.00)	(5.0%)
<b>Total 204 · Outreach</b>	<b>4,056.00</b>	<b>17,880.00</b>	<b>(13,824.00)</b>	<b>22.69%</b>
<b>205 · Worship</b>				
205-02 · Altar Flowers	0.00	700.00	(700.00)	0.0%
205-03 · Altar Supplies	32.31	550.00	(517.69)	5.88%
205-08 · Music Expenses	290.00	461.91	(171.91)	62.78%
205-09 · Music Equip. Maintenance	320.00	900.00	(580.00)	35.56%
205-14 · Parish Family	220.99	800.00	(579.01)	27.62%
<b>Total 205 · Worship</b>	<b>863.30</b>	<b>3,411.91</b>	<b>(2,548.61)</b>	<b>25.3%</b>
<b>208 · Special Restricted - Other</b>				
208-06 · Columbarium Expenses	0.00	100.00	(100.00)	0.0%
<b>Total 208 · Special Restricted - Other</b>	<b>0.00</b>	<b>100.00</b>	<b>(100.00)</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>51,789.64</b>	<b>156,266.27</b>	<b>(104,476.63)</b>	<b>33.14%</b>
				33.33%

**Trinity Episcopal Church**  
**Non-Operating Income and Expenses**  
**April 2024**

	<u>Apr 24</u>	<u>Jan - Apr 24</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>106 · Special Offerings</b>		
106-12 · Columbarium Income	0.00	500.00
<b>Total 106 · Special Offerings</b>	0.00	500.00
<b>107 · Special Offerings-Restricted</b>		
107-18 · Special Offerings	0.00	200.00
107-20 · St. Pauly Shed Income	1,037.16	6,229.42
107-22 · Columbarium Maint. Income	0.00	100.00
<b>Total 107 · Special Offerings-Restricted</b>	1,037.16	6,529.42
<b>108 · Miscellaneous Non Op Income</b>		
108-02 · Miscellaneous Income	1,103.23	14,274.23
108-03 · Donations for Flowers	0.00	100.00
<b>Total 108 · Miscellaneous Non Op Income</b>	1,103.23	14,374.23
<b>Total Income</b>	<u>2,140.39</u>	<u>21,403.65</u>
<b>Gross Profit</b>	2,140.39	21,403.65
<b>Expense</b>		
<b>202 · Facilities</b>		
202-10 · 18 Old Main St.		
202-103 · 18 Old Main St - Electric	0.00	19.46
202-104 · 18 Old Main - Gas	0.00	153.44
202-107 · 18 Old Main St.-Capital Impvmt	0.00	178.00
<b>Total 202-10 · 18 Old Main St.</b>	0.00	350.90
<b>Total 202 · Facilities</b>	0.00	350.90
<b>207 · Miscellaneous Non Op Expenses</b>		
207-02 · Program Expenses	8,427.74	10,326.25
207-04 · Flower Expenses	0.00	280.39
<b>Total 207 · Miscellaneous Non Op Expenses</b>	<u>8,427.74</u>	<u>10,606.64</u>
<b>Total Expense</b>	<u>8,427.74</u>	<u>10,957.54</u>
<b>Net Ordinary Income</b>	6,287.35	10,446.11
<b>Net Income</b>	<u><u>6,287.35</u></u>	<u><u>10,446.11</u></u>

**Appendix A**

**WORSHIP SCHEDULE FOR September 2023 - August 2024**

Service #	<u>Date of Worship</u>	<u>Trinity</u>	Service #	<u>Date of Worship</u>	<u>Trinity</u>
<b>10:00 AM</b>	<b>Worship</b>	<b>Sunday School 9:50 AM</b>	<b>10:00 AM</b>	<b>Worship</b>	<b>Sunday School 9:50 AM</b>
1	9/3/2023	Paul Clayton	1	3/3/2024	Kevin Bean
2	9/10/2023	Kevin Bean	2	3/10/2024	Kevin Bean
3	9/17/2023	Kevin Bean	3	3/17/2024	Kevin Bean
4	9/24/2023	Kevin Bean	4	3/24/2024	Clayton Palm Sunday 10 AM
1	10/1/2023	Kevin Bean	5	3/28/2024	Clayton 6 PM Maundy Thursday Foot Washing
2	10/8/2023	Paul Clayton	6	3/29/2024	Clayton Good Friday NOON
3	10/15/2023	Kevin Bean	7	3/31/2024	Clayton Easter 10 AM
4	10/22/2023	Kevin Bean	1	4/7/2024	Paul Clayton
5	10/29/2023	Kevin Bean	2	4/14/2024	Paul Clayton
1	11/5/2023	Paul Clayton	3	4/21/2024	Kevin Bean
2	11/12/2023	Paul Clayton	4	4/28/2024	Kevin Bean
3	11/19/2023	Paul Clayton	1	5/5/2024	Kevin Bean
4	11/26/2023	Paul Clayton	2	5/12/2024	Kevin Bean
1	12/3/2023	Kevin Bean	3	5/19/2024	Kevin Bean
2	12/10/2023	Kevin Bean	4	5/26/2024	Kevin Bean
3	12/17/2023	Paul Clayton	1	6/2/2024	Paul Clayton
4	12/24/2023	Paul Clayton - 10 AM	2	6/9/2024	Paul Clayton
5	12/24/2023	Paul Clayton - 5 PM	3	6/16/2024	Paul Clayton
6	12/25/2023	Paul Clayton - 10 AM	4	6/23/2024	Paul Clayton
7	12/31/2023	Paul Clayton	5	6/30/2024	Paul Clayton
1	1/7/2024	Paul Clayton	<b>10 AM</b>	<b>Summer Worship</b>	
2	1/14/2024	Kevin Bean	1	7/7/2024	Paul Clayton
3	1/21/2024	Kevin Bean	2	7/14/2024	Paul Clayton
4	1/28/2024	Kevin Bean	3	7/21/2024	Paul Clayton
1	2/4/2024	Kevin Bean	4	7/28/2024	Paul Clayton
2	2/11/2024	Kevin Bean	1	8/4/2024	Kevin Bean
3	2/14/2024	Kevin Bean NOON	2	8/11/2024	Kevin Bean
4	2/18/2024	Kevin Bean	3	8/18/2024	Kevin Bean
5	2/25/2024	Kevin Bean	4	8/25/2024	Kevin Bean



**Appendix A Continued**

**WORSHIP SCHEDULE FOR September 2024 - August 2025**

Service #	<u>Date of Worship</u>	<u>Trinity</u>
<b>10:00 AM</b>	<b>Worship</b>	<b>Sunday School 9:50 AM</b>
1	9/1/2024	Paul Clayton
2	9/8/2024	Kevin Bean
3	9/15/2024	Kevin Bean
4	9/22/2024	Kevin Bean
5	9/29/2024	Kevin Bean
1	10/6/2024	
2	10/13/2024	
3	10/20/2024	
4	10/27/2024	
1	11/3/2024	
2	11/10/2024	
3	11/17/2024	
4	11/24/2024	
1	12/1/2024	
2	12/8/2024	
3	12/15/2024	
4	12/22/2024	
5	12/24/2023	
6	12/25/2024	
7	12/29/2024	
1	1/5/2025	
2	1/12/2025	
3	1/19/2025	
4	1/26/2025	
1	2/2/2025	
2	2/9/2025	
3	2/16/2025	
4	2/23/2025	

Service #	<u>Date of Worship</u>	<u>Trinity</u>
<b>10:00 AM</b>	<b>Worship</b>	<b>Sunday School 9:50 AM</b>
1	3/2/2025	
2	3/9/2025	
3	3/16/2025	
4	3/23/2025	
5	3/30/2025	
1	4/6/2025	
2	4/13/2025	
3	4/20/2025	
4	4/27/2025	
1	5/4/2025	
2	5/11/2025	
3	5/18/2025	
4	5/25/2025	
1	6/1/2025	
2	6/8/2025	
3	6/15/2025	
4	6/22/2025	
5	6/29/2025	
<b>10:00 AM</b>	<b>Summer Worship</b>	
1	7/6/2025	
2	7/13/2025	
3	7/20/2025	
4	7/27/2025	
1	8/3/2025	
2	8/10/2025	
3	8/17/2025	
4	8/24/2025	
5	8/31/2025	