

Trinity Episcopal Church
Fishkill, NY 12524
Minutes of Vestry Meeting January 21, 2020

Garrett called the meeting to order at 7:02 pm and opened with a prayer. Garrett led a spiritual reflection based on 1 Corinthians 13:4-13

Present: Rev. Garrett Mettler, wardens Terry Badura and Jan Humbert, Vestry members Cliff Chapin, Rosanne Desjardins, Cheri Hamilton, Nancy Bitteker, Julia Dotter, Jay Anderson and treasurer Bryan Swarthout. Absent: Vestry member Connie Smith.

Follow Up Items from Previous Meetings(s)

Approval of the December minutes.

Jan Humbert made a motion to approve the December minutes. Nancy Bitteker seconded. No discussion followed. **The vote was eight in favor with no abstention. The motion carried.**

Review of past action items left no items open. Terry noted Vassar was not given the grant to sponsor the Haiti project.

Attachment B lists items closed since the last Vestry meeting.

Ongoing Items

Homeless Shelter Partnership

Garrett updated the Vestry regarding Hudson River Housing's revelation that their budget did not support opening new shelters in Southern Dutchess. Cliff suggested we might not have been thorough in thinking through all the details related to becoming a shelter. Jan suggested that the organization formed to support shelters being formed in Southern Dutchess (SDHC-Southern Dutchess Housing Coalition) is being targeted by HRH to put together the needs plan. Garrett suggested HRH could provide guidance in establishing a shelter. A lengthy discussion followed. Cliff asked if there is a specific goal established for Trinity Vestry currently established to support becoming a shelter. Jan replied no and explained that SDHC and Trinity are making other plans to help the needy, like the free hot lunch taking place on January 25th at our parish hall. Cheri asked what we were expecting for attendance. It was explained that there is no way to verify in advance, but the plan was to supply enough to have meals for 40 people. It was noted that the food was being supplied by Trinity volunteers and that pantry supplies could be used if an unexpectedly high number of people came to the lunch. Consensus of the Vestry was that in the future meals would be supplied on the 4th Saturday of the month if we decide to continue. Cheri asked subsequently if the meal day should be the first Saturday. Garrett replied that the fourth Saturday is near when money from support checks would be used up and therefore a better date to use. Garrett noted that the focus should be on obtaining contact information, if attendees were willing to share that, and on the day of the lunch we should focus on relational interactions, as there is a great freedom allowed in developing relationships when there is no agenda involved. Garrett noted we should try to contact known people in need like people who have visited us in the past.

Smarter Aging Event Planning

Follow up calls to presenters at our event will be conducted during the next week. Garrett also asked to meet with Jan separately regarding one of the presenters. Garrett noted that the congregation was made aware of the event on January 19th and two handouts, a description and an invitation to help were provided. See Appendix B and C. Garrett noted he expects the task groups are still making good progress. A Budget for the event was discussed. It is possible the largest expense, the lunch, will be provided by obtaining sponsors. There should also be consideration of using current cash on hand to support the event if sponsorship funds are not sufficient. The tentative date for the next meeting is February 11, 2020.

Capital Campaign

Garrett and Dave updated the Vestry regarding work completed to date. The walls and ceilings are completed as is the entrance. Work is progressing on all the pews and walls below the chair rail, and the floors will be last. Dave noted it is expected that we should be able to return to worship in the sanctuary by February 9th as planned. Garrett explained that we have submitted two grants as planned. The Daughters of the American Revolution representative had explained that their process was more complex and time consuming as they were accepting grants nationwide. Egbert Stolk, the diocesan property support representative, has visited with Garrett and Dave and was very supportive of our application. Based on his observations and recommendations, we did submit a revised proposal. Dave noted that based on a recent email from Egbert, Dave and Garrett need to follow up. Dave accepts an Action Item to insure the follow up is completed.

Strategic Planning

Garrett briefly discussed this and noted that current focus on the Smarter Aging event eliminated any progress.

New Items

Committee Reports

Rosanne reported on the following outreach items. She also discussed her follow up with St. James related to the Midnight Run. This year St. James will be sponsoring a Breakfast run, where younger children can be involved. It is planned for March 14th and the preparations would take place the day in advance. On the day the plan is to meet at St. James at 6 a.m. and be on the road by 7 a.m. to a single destination. A discussion of younger children involved took place. Rosanne will follow up and report back on that issue and how many from Trinity can be involved. She plans to present the idea to Sunday School attendees on this coming Sunday.

Outreach Report

Reports below were submitted by Jan Humbert.

House of Hope Giving Tree: Thanks to the generosity of our congregation, we were able to fulfill ALL the gift wishes of the families residing at the House of Hope, Fishkill. Once again Trinity has lived up to its reputation of being a very **caring** family community.

Food Pantry: As our Food Pantry continues to grow and help more people, we will begin something new! On January 25, 2020 we are offering a FREE HOT MEAL to our neighbors. We hope this will become a periodic offering as we expand the impact of our Food Pantry to those in need throughout our community.

Parish Life Report

Reports below were submitted by Jan Humbert

“Souper” bowl Sunday: February 2, 2020. Chris Huston has set up the traditional boxes in the Parish Hall Entrance to collect cans of hearty soup to replenish the shelves of our Food Pantry. The winning team will be announced on Feb. 2nd at the Annual Meeting!

Shrove Tuesday Pancake Supper: February 26, 2020. Committees will soon be formed to begin plans for this event. If anyone is interested in participating kindly contact Nancy Bitteker.

During her presentation of Parish Life items above, Nancy Bitteker questioned the Trinity worship schedule that is currently posted. Garrett and Dave accept an Action Item to verify the schedule and insure it is posted correctly.

Buildings & Grounds

Terry Badura expressed a concern related to the amount of trash left outside. Dave explained a possible change in pickup schedule to bi-weekly from weekly and recent rental events for large parties was the most likely cause. Dave stated he is uncertain who pays for the pickup and accepted an Action Item to follow up with Village of Fishkill and verify who has the current agreement and find out the current pickup schedule. It was agreed not to spend extra money removing the garbage as it was being taken away, but only bags in the containers were being taken. Dave will continue to feed trash to containers as they are emptied.

Julia expressed a concern about recently observed behavior of children on the playground. A discussion regarding insurance, liability and the current building use rental agreements followed. Dave noted he has not required individuals to provide certificates of insurance, only organizations. Dave accepted an Action Item to present possible changes to our current rental agreements to address these three items.

Communication

No items to report.

Priest-in-Charge

Garrett discussed the upcoming annual meeting. He is not planning on a big reconfiguration of the space since worship will still be held in the parish hall. He noted the agenda will include appreciation of Vestry whose term is expiring today, elections for new Vestry and elections for delegates to the annual Diocesan convention. He noted that two candidates, Tom Quackenbush and Joe Bird will be accepting nominations and he still needs to find a third person. Garrett offered the opportunity to represent Trinity at the Diocesan convention to Vestry members. Rosanne and Jan both accepted the opportunity and Jay noted he will be attending the convention. The consensus of the Vestry is that Rosanne and Jan would be on the ballot as delegates and Jay would be on the ballot as an alternate. Garrett noted the food at the annual meeting is pot luck style and Jan retrieved the sign-up sheet for this. Cliff questioned not setting up tables for the luncheon

and the consensus was that the tables would be set so people have a place to eat their lunch. Garrett noted that he would like Terri and Jan to coordinate and provide a warden's report for the annual meeting. Garrett noted in response to a question that the written report would be in the meeting handout and that he would appreciate Jan being ready to speak to the warden's report at the meeting.

In an unrelated subject Julia brought up the need for servers at upcoming worship services. Dave accepted an Action Item to provide Julia and Jeanne Mierzwa an updated list of servers to use during scheduling. It was noted that Sign-up Genius was being used by the food pantry.

Garrett noted that the January 26th service would be led by supply priest Gwyneth Murphy and she would be alerted properly that the service would be in the community space not the sanctuary.

Treasurer Report

Bryan noted his recent promotion at Vassar and discussed an abbreviated report with the Vestry. He noted that he would be referring to the forecast produced late in 2019. He referred to the net ordinary income for 2019 which was much better than what was budgeted. Although still a deficit, the difference was about \$7,200 better than expected. Bryan noted that the investment committee will be meeting to discuss the best use of our investments and limiting draw to 5% or less in the future. Bryan noted that the improvement in the net operating income for 2019 was mostly due to full occupancy of the rental housing. Garrett noted that during his visit, Egbert noted that the diocese prefers parishes operating at a deficit not sell property but utilize it to overcome the budget deficit.

The Vestry entered an executive session and Dave and Garrett left the meeting until called back.

Upon return Bryan noted that in our absence during the executive session, due to improved end of year pledges, **Cliff Chapin had made a motion and Jay Anderson seconded. The motion was to adopt a modified budget (see Appendix B) and this budget included a two percent (2%) increase in pay for both Dave and Garrett. The motion carried.** Dave thanked the Vestry and noted he is comfortable with his retirement income and that he loved working as the Parish Administrator. Dave noted that he would be donating the increase to the church, by not submitting his salary change request to the diocese.

Additional Ongoing Items and Additional New Business

Dave noted that he had been investigating ways to save money on the Trinity utility expenses. He presented a comparison of costs and plans to the Vestry and suggested that the Vestry approve using Ambit Energy as our ESCO. A brief discussion followed and Terry Badura noted that she felt it would be a win-win situation for Trinity. Dave accepted an Action Item to present a report on his research and his recommendation to the Vestry for approval.

Garrett spent time thanking each individual Vestry member who is at end of her term. These include Julia Dotter, Rosanne Desjardins and Cheri Hamilton.

Upcoming Calendar:

January 25 – Free Hot Lunch 11 a.m. to noon
February 2 – Annual Meeting for Trinity Church
“Souper” Bowl Sunday
February 25 – Shrove Tuesday Pancake Supper
February 26 - Ash Wednesday Service at 7 p.m.

Next Meeting: February 18, 2020.

Julia Dotter led the Compline.

Nancy Bitteker made a motion to adjourn the meeting. Jan Humbert seconded. Vote was eight in favor with no abstentions. Motion carried. Meeting was adjourned at 9:18 p.m.

Attachment A – New action items.

Respectfully submitted, Dave Bishop

Attachment A – New Action Items

January	Assignee
Follow up with Property Support and answer email questions.	Dave Bishop - OPEN
Verify correct worship schedule. Post corrections if needed.	Garrett and Dave - OPEN
Contact Village of Fishkill and determine trash pick-up and schedule.	Dave Bishop - OPEN
Provide Vestry suggested changes regarding insurance, liability and the current building use rental agreements.	Dave Bishop – OPEN
Provide Julia and Jeanne Mierzwa an updated list of servers to use during scheduling.	Dave Bishop – OPEN
Present a report on his research into saving money on Trinity electric bills and his recommendation to the Vestry for approval.	Dave Bishop – OPEN

Attachment B – Closed Action Items

September	Assignee
Determine if Fund was granted to Vassar.	Terry Badura – CLOSED
November	Assignee
Provide sign in information to Nancy Bitteker for the Movable Type publishing platform	Dave Bishop – CLOSED
December	Assignee
No Action items generated.	

Appendix A

Treasurer's Report – January 2020

Balance Sheet

Trinity's assets on December 31, 2019:

	<u>Jan 1</u>	<u>YTD</u>	Increase / (Decrease)
Checking	44,519	9,702	(34,817)
Savings	55,338	133,449	78,111
Disc. Acct.	1,918	1,918	0
Investments	536,951	640,926	103,975
Total	<u>\$638,726</u>	<u>\$785,995</u>	<u>\$147,269</u>

• Income Statement

	<u>Dec 31</u>	<u>YTD</u>	<u>12/31/18</u>
Operating income	16,377	181,878	189,472
Operating expenses	22,704	198,693	195,381
<i>OE Net profit (loss)</i>	<u>(6,327)</u>	<u>(16,815)</u>	<u>(5,909)</u>
Non-operating income	25,109	96,839	63,238
Non-operating expenses	875	14,719	31,455
<i>NOP Net profit (loss)</i>	<u>24,234</u>	<u>82,120</u>	<u>31,783</u>
Total income	41,486	278,717	252,710
Total expenses	23,579	213,412	226,836
Total Net profit (loss)	<u>\$17,907</u>	<u>\$65,305</u>	<u>\$25,874</u>

Capital Campaign:

Amount Pledged as of 12-31-19	\$85,375
Amount paid in as of 12-31-19	<u>\$67,265</u>
Remaining	\$18,110

Trinity Episcopal Church Notes & Definitions

1. Trinity's Use Restricted Net Assets

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

Parish House Elevator Fund: Established to fund the installation of an elevator in the Parish House.

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.

Capital Campaign: Funds collected to support three Vestry selected projects of paint exterior of church, paint interior of church and repave parking lot parcel 910934 and 919926.

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
December 2019

	DEC	YTD	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
100 · Income from Property Assets					
100-01 · Building Uses Income	175.00	5,200.00	3,500.00	1,700.00	148.57%
100-05 · Rental Property	2,867.75	33,035.33	23,000.00	10,035.33	143.63%
Total 100 · Income from Property Assets	3,042.75	38,235.33	26,500.00	11,735.33	144.28%
103-00 · Income from Banks & Investments					
103-03 · Interest Income	10.60	97.14	50.00	47.14	194.28%
Total 103-00 · Income from Banks & Investments	10.60	97.14	50.00	(39.40)	194.28%
105 · Offerings					
105-01 · Plate	216.00	1,046.30	500.00	546.30	209.26%
105-02 · Pledges	11,973.00	140,213.77	145,152.00	(4,938.23)	96.6%
105-05 Other Gifts - Unrestricted	55.00	225.47		225.47	
Total 105 · Offerings	12,244.00	141,485.54	145,652.00	(4,166.46)	97.14%
106 · Special Offerings					
106-01 · Christmas	1,080.00	1,080.00	500.00	580.00	216.0%
106-03 · Easter	0.00	980.00	1,000.00	(20.00)	98.0%
Total 106 · Special Offerings	1,080.00	2,060.00	1,500.00	560.00	137.33%
Total Income	16,377.35	181,878.01	173,702.00	8,176.01	104.71%
Expense					
200 · Administration					
200-02 · Auditing & Accounting Services	0.00	200.00	200.00	0.00	100.0%
200-03 · Bank Expenses	0.00	224.10	120.00	104.10	186.75%
200-051 · Vestry	0.00	0.00	500.00	(500.00)	0.0%
200-06 · Copier and Folding Machine	199.22	2,741.29	2,000.00	741.29	137.06%
200-08 · Office Supplies					
200-081 · Computer-Hardware & Software	342.00	962.29	600.00	362.29	160.38%
200-082 · Paper & Misc. Office Supply	25.99	855.18	800.00	55.18	106.9%
200-083 · Subscriptions	33.50	487.80	650.00	(162.20)	75.05%
200-084 · Vestry	0.00	491.32	250.00	241.32	196.53%
Total 200-08 Total Office Supplies	401.49	2,796.59	2,300.00	496.59	121.59%
200-10 · Postage	11.74	318.07	400.00	(81.93)	79.52%
200-11 · Printing	0.00	137.60	50.00	87.60	275.2%
200-12 · Telephone & Internet	232.51	2,811.46	2,100.00	711.46	133.88%
200-18 · Diocesan Convention/Conferences	0.00	460.00	450.00	10.00	102.22%
Total 200 · Administration	844.96	9,689.11	8,120.00	1,569.11	119.32%
201 · Christian Education					

201-01 · Adult Education	0.00	0.00	500.00	(500.00)	0.0%
201-02 · Church School	90.00	90.00	500.00	(410.00)	18.0%
201-09 · Stewardship	0.00	0.00	650.00	(650.00)	0.0%
Total 201 · Christian Education	90.00	90.00	1,650.00	(1,560.00)	5.45%
202 · Facilities					
202-02 · Grounds Expenses					
202-01 · Building Supplies	0.00	305.99	500.00	(194.01)	61.2%
202-021 · Lawn Service	1,100.00	4,259.50	3,200.00	1,059.50	133.11%
202-022 · Snow Removal	2,500.00	6,250.00	7,500.00	(1,250.00)	83.33%
202-023 · Grounds Expenses - Other	143.00	652.76	500.00	152.76	130.55%
Total 202-02 · Grounds Expenses	3,743.00	11,468.25	11,700.00	(231.75)	98.02%
202-04 · Security System	0.00	661.50	800.00	(138.50)	82.69%
202-05 · Insurance Property	0.00	5,720.57	6,700.00	(979.43)	85.38%
202-06 · Property Maintenance Services	426.94	4,771.85	4,600.00	171.85	103.74%
202-07 · Trash Removal	0.00	30.00	200.00	(170.00)	15.0%
202-10 · 18 Main St.					
202-106 · 18 Main St. - Repair/Maint.	0.00	2,165.91	1,500.00	665.91	144.39%
202-108 · Property/School Taxes	0.00	5,853.63	5,900.00	(46.37)	99.21%
Total 202-10 · 18 Main St.	0.00	8,019.54	7,400.00	619.54	108.37%
202-13 · Parish Hall					
202-131 · Parish Hall - Water	0.00	302.76	300.00	2.76	100.92%
202-132 · Parish Hall - Electric	102.35	1,272.19	1,500.00	(227.81)	84.81%
202-133 · Parish Hall - Gas	149.40	2,648.64	2,800.00	(151.36)	94.59%
202-136 · Parish Hall - Repair/Maint.	12.00	571.28	1,500.00	(928.72)	38.09%
Total 202-13 · Parish Hall	263.75	4,794.87	6,100.00	(1,305.13)	78.6%
202-14 · Church Bldg					
202-142 · Church Bldg - Electric	72.76	874.48	1,150.00	(275.52)	76.04%
202-146 · Church Bldg - Repair/Maint	34.97	4,308.34	1,500.00	2,808.34	287.22%
202-148 · Church Bldg - Gas	122.01	2,168.19	2,550.00	(381.81)	85.03%
202-149 · Church Bldg - Roof Reserve Fund	0.00	0.00	0.00	0.00	#DIV/0!
Total 202-14 · Church Bldg	229.74	7,351.01	5,200.00	2,151.01	141.37%
202-15 · 20 Main St.					
202-156 · 20 Main St. - Repair/Maint.	0.00	405.39	1,000.00	(594.61)	40.54%
Total 202-15 · 20 Main St.	0.00	405.39	1,000.00	(594.61)	40.54%
Total 202 · Facilities	4,663.43	43,222.98	43,700.00	(477.02)	98.91%
203 · Payroll Expenses					
203-05 · Priest in Charge					
203-051 · Salary	2,491.66	29,899.92	29,000.00	899.92	103.1%
203-052 · Housing Allowance	1,245.84	14,950.08	14,950.00	0.08	100.0%
203-053 · Tax Reimbursement	285.92	3,431.04	3,431.03	0.01	100.0%
203-054 · Medical Insurance	745.00	8,401.00	3,942.00	4,459.00	213.12%
203-055 · Family Medical Co-Pay	0.00	0.00	2,127.42	(2,127.42)	0.0%
203-056 · Dental Insurance	71.00	841.00	408.00	433.00	206.13%

203-057 · Pension Premiums	724.22	8,690.64	8,690.59	0.05	100.0%
203-058 · HSA Contributions	150.00	1,800.00	900.00	900.00	200.0%
203-059 · Continuing Education	0.00	0.00	375.00	(375.00)	0.0%
203-45 · Supply Clergy	230.22	2,025.67	1,800.00	225.67	112.54%
203-510 · Travel Allowance	0.00	0.00	500.00	(500.00)	0.0%
203-511 · PIC Discretionary Fund	0.00	716.30	1,008.00	(291.70)	71.06%
Total 203-05 · Priest in Charge	5,943.86	70,755.65	67,132.04	3,623.61	105.4%
203-10 · Music Director					
203-101 · Salary	1,541.66	15,958.26	20,000.00	(4,041.74)	79.79%
203-102 · FICA-Medicare	117.94	1,220.85	1,531.00	(310.15)	79.74%
203-107 · NYS Unemployment	7.72	79.79	100.00	(20.21)	79.79%
203-111 · Supply Organist	0.00	976.27	700.00	276.27	139.47%
Total 203-10 · Music Director	1,667.32	18,235.17	22,331.00	(4,095.83)	81.66%
203-20 · Parish Administrator					
203-201 · Salary	1,548.76	18,585.12	18,585.00	0.12	100.0%
203-202 · FICA-Medicare	118.48	1,421.76	1,421.75	0.01	100.0%
203-204 · NYS Unemployment	7.74	92.88	92.93	(0.05)	99.95%
Total 203-20 · Parish Administrator	1,674.98	20,099.76	20,099.68	0.08	100.0%
203-60 · Payroll Benefits					
203-603 · Payroll Service Fees	36.00	414.00	432.00	(18.00)	95.83%
203-604 · Disability Insurance	0.00	114.42	76.00	38.42	150.55%
203-605 · Workers Compensation Insurance	0.00	761.00	1,000.00	(239.00)	76.1%
Total 203-60 · Payroll Benefits	36.00	1,289.42	1,508.00	(218.58)	85.51%
Total 203 · Payroll Expenses	9,322.16	110,380.00	111,070.72	(690.72)	99.38%
204 · Outreach					
204-01 · Diocesan Assessment	4,371.00	29,798.00	25,427.00	4,371.00	117.19%
204-06 · Special Outreach Programs	3,335.00	3,468.17	4,000.00	(531.83)	86.7%
Total 204 · Outreach	7,706.00	33,266.17	29,427.00	3,839.17	113.05%
205 · Worship					
205-01 · Adult Choir	0.00	0.00	300.00	(300.00)	0.0%
205-02 · Altar Flowers	0.00	404.59	500.00	(95.41)	80.92%
205-03 · Altar Supplies	77.94	286.74	500.00	(213.26)	57.35%
205-08 · Music Expenses	0.00	290.00	300.00	(10.00)	96.67%
205-09 · Music Equip. Maintenance	0.00	260.00	500.00	(240.00)	52.0%
205-11 · Special Worship Programs	0.00	0.00	100.00	(100.00)	0.0%
205-14 · Parish Family	0.00	777.07	750.00	27.07	103.61%
Total 205 · Worship	77.94	2,018.40	2,950.00	(931.60)	68.42%
208 · Special Restricted - Other					
208-06 · Columbarium Expenses	0.00	6.76	500.00	(493.24)	1.35%
208-08 · Website Development / Maint.	0.00	0.00	300.00	(300.00)	0.0%
208-08 · Special Restricted - Other - Other	0.00	20.00	0.00	20.00	
Total 208 · Special Restricted - Other	0.00	26.76	800.00	(773.24)	3.35%

Total Expense	<u>22,704.49</u>	<u>198,693.42</u>	<u>197,717.72</u>	<u>975.70</u>	<u>100.49%</u>
Net Ordinary Income	(6,327.14)	(16,815.41)	(24,015.72)	7,200.31	70.02%

Trinity Episcopal Church
Non-Operating Income & Expenses vs. Budget
December 2019

	<u>Dec 19</u>	<u>Jan - Dec 19</u>
Ordinary Income/Expense		
Income		
106 · Special Offerings		
106-12 · Columbarium Income	590.00	590.00
Total 106 · Special Offerings	590.00	590.00
107 · Special Offerings-Restricted		
106-04 · Good Friday	0.00	105.00
107-01 · Capital Fund Income	5.00	25.00
107-05 · Rector's Disc. Fund Income	10.00	396.00
107-08 · Trinity Networking Team	0.00	4,082.07
107-09 · Other Gifts - Restricted	20,130.00	70,070.06
107-10 · Food Pantry	3,060.00	4,224.22
107-18 · Special Offerings	0.00	152.60
107-20 · St. Pauly Shed Income	498.50	5,942.89
107-22 · Columbarium Maint. Income	0.00	100.00
Total 107 · Special Offerings-Restricted	23,703.50	85,097.84
108 · Miscellaneous Non Op Income		
108-02 · Miscellaneous Income	550.00	10,736.44
108-03 · Donations for Flowers	265.00	415.00
Total 108 · Miscellaneous Non Op Income	815.00	11,151.44
Total Income	25,108.50	96,839.28
Expense		
200 · Administration		
200-06 · Copier and Folding Machine		
200-061 · Copier - Excess Copy Charge	0.00	418.59
Total 200-06 · Copier and Folding Machine	0.00	418.59
Total 200 · Administration	0.00	418.59
201 · Christian Education		
201-07 · Other	0.00	140.00
Total 201 · Christian Education	0.00	140.00
202 · Facilities		
202-03 · Major Repairs	0.00	135.00
202-031 · Renovations	0.00	3,146.05
Total 202 · Facilities	0.00	3,281.05
204 · Outreach		
204-03 · Community/Food Pantry	293.94	2,853.02

Total 204 · Outreach	293.94	2,853.02
205 · Worship		
205-07 · Nursery Care Provider	150.00	1,470.00
205-12 · Christmas Flowers Expense	80.99	80.99
205-15 · Easter Flowers Expense	0.00	159.84
Total 205 · Worship	230.99	1,710.83
207 · Miscellaneous Non Op Expenses		
207-04 · Flower Expenses	350.00	350.00
Total 207 · Miscellaneous Non Op Expenses	350.00	350.00
208 · Special Restricted - Other		
208-05 · Memorial Fund	0.00	84.35
208-20 · Buildings & Grounds Maint. Exp	0.00	5,860.73
208 · Special Restricted - Other - Other	0.00	20.00
Total 208 · Special Restricted - Other	0.00	5,965.08
Total Expense	874.93	14,718.57
Net Ordinary Income	24,233.57	82,120.71
Net Income	24,233.57	82,120.71

Trinity Episcopal Church
Revised 2020 Budget

	Jan - Dec 20
Ordinary Income/Expense	
Income	
100 · Income from Property Assets	
100-01 · Building Uses Income	4,565.00
100-05 · Rental Property	31,795.54
Total 100 · Income from Property Assets	36,360.54
103-00 · Income from Banks & Investments	
103-03 · Interest Income	75.00
103-04 · Withdrawal from Investments	27,000.00
Total 103-00 · Income from Banks & Investments	27,075.00
105 · Offerings	
105-01 · Plate	900.00
105-02 · Pledges	132,310.00
105-04 · Bishop's Discretionary Fund	0.00
Total 105 · Offerings	133,210.00
106 · Special Offerings	
106-01 · Christmas	900.00
106-03 · Easter	1,000.00
Total 106 · Special Offerings	1,900.00
107 · Special Offerings-Restricted	
107-08 · Trinity Networking Team	0.00
107-09 · Other Gifts - Restricted	0.00
107-10 · Food Pantry	0.00
107-18 · Special Offerings	0.00
107-22 · Columbarium Maint. Income	0.00
Total 107 · Special Offerings-Restricted	0.00
Total Income	198,545.54
Expense	
200 · Administration	
200-02 · Auditing & Accounting Services	200.00
200-03 · Bank Expenses	200.00
200-06 · Copier and Folding Machine	3,100.00
200-08 · Office Supplies	
200-081 · Computer-Hardware & Software	650.00
200-082 · Paper & Misc. Office Supply	1,100.00
200-083 · Subscriptions	550.00
200-084 · Vestry	500.00

Total 200-08 · Office Supplies	2,800.00
200-10 · Postage	400.00
200-12 · Telephone & Internet	2,900.00
200-18 · Diocesan Convention/Conferences	<u>550.00</u>
Total 200 · Administration	10,150.00
202 · Facilities	
202-02 · Grounds Expenses	
202-01 · Building Supplies	400.00
202-021 · Lawn Service	3,300.00
202-022 · Snow Removal	7,500.00
202-023 · Grounds Expenses - Other	<u>400.00</u>
Total 202-02 · Grounds Expenses	11,600.00
202-04 · Security System	735.00
202-05 · Insurance Property	6,000.00
202-06 · Property Maintenance Services	4,671.77
202-07 · Trash Removal	30.00
202-10 · 18 Old Main St.	
202-106 · 18 Old Main St. - Repair/Maint.	1,500.00
202-108 · 18-20 Property/School Taxes	<u>5,900.00</u>
Total 202-10 · 18 Old Main St.	7,400.00
202-13 · Parish Hall	
202-131 · Parish Hall - Water	325.00
202-132 · Parish Hall - Electric	1,400.00
202-133 · Parish Hall - Gas	2,800.00
202-136 · Parish Hall - Repair/Maint.	<u>650.00</u>
Total 202-13 · Parish Hall	5,175.00
202-14 · Church Bldg	
202-142 · Church Bldg - Electric	1,000.00
202-146 · Church Bldg - Repair/Maint	1,000.00
202-148 · Church Bldg - Gas	<u>2,200.00</u>
Total 202-14 · Church Bldg	4,200.00
202-15 · 20 Old Main St.	
202-156 · 20 Old Main St. - Repair/Maint.	<u>500.00</u>
Total 202-15 · 20 Old Main St.	<u>500.00</u>
Total 202 · Facilities	40,311.77
203 · Payroll Expenses	
203-05 · Priest in Charge	
203-051 · Salary	30,600.00
203-052 · Housing Allowance	15,249.08
203-053 · Tax Reimbursement	3,519.00
203-054 · Medical Insurance	8,500.00
203-055 · Family Medical Co-Pay	1,383.00
203-056 · Dental Insurance	900.00

203-057 · Pension Premiums	8,750.00
203-058 · HSA Contributions	1,836.00
203-059 · Continuing Education	375.00
203-45 · Supply Clergy	5,781.70
203-511 · PIC Discretionary Fund	<u>1,724.30</u>
Total 203-05 · Priest in Charge	78,618.08
203-10 · Music Director	
203-101 · Salary	18,500.00
203-102 · FICA-Medicare	1,415.30
203-107 · NYS Unemployment	100.00
203-111 · Supply Organist	<u>350.00</u>
Total 203-10 · Music Director	20,365.30
203-20 · Parish Administrator	
203-201 · Salary	20,502.00
203-202 · FICA-Medicare	1,568.40
203-204 · NYS Unemployment	<u>100.00</u>
Total 203-20 · Parish Administrator	22,170.40
203-60 · Payroll Benefits	
203-603 · Payroll Service Fees	433.50
203-604 · Disability Insurance	116.71
203-605 · Workers Compensation Insurance	<u>761.00</u>
Total 203-60 · Payroll Benefits	<u>1,311.21</u>
Total 203 · Payroll Expenses	122,464.99
204 · Outreach	
204-01 · Diocesan Assessment	22,483.00
204-06 · Special Outreach Programs	<u>3,000.00</u>
Total 204 · Outreach	25,483.00
205 · Worship	
205-02 · Altar Flowers	600.00
205-03 · Altar Supplies	650.00
205-08 · Music Expenses	300.00
205-09 · Music Equip. Maintenance	300.00
205-14 · Parish Family	<u>600.00</u>
Total 205 · Worship	2,450.00
208 · Special Restricted - Other	
208-06 · Columbarium Expenses	100.00
208-08 · Website Development / Maint.	<u>100.00</u>
Total 208 · Special Restricted - Other	<u>200.00</u>
Total Expense	<u>201,059.76</u>
Net Ordinary Income	<u>-2,514.22</u>
Net Income	<u><u>-2,514.22</u></u>

Appendix B

Smarter Aging: More Planning, Less Worry

A multiple-resource, single day event for people who want to get late life care right

Nearly everyone has or will journey alongside someone they care about in the latter stages of their lives. Along that path lies a wide range of experiences that can leave caring family members and friends feeling overwhelmed, often because they've never faced them before. There are options about medical care and living environments to be weighed. There can be difficult decisions about loss of independence and social connections to make. There are sometimes hard financial realities and strained relationships to navigate. But beyond the scheduling of medical appointments and flow of information to keep up with, the most challenging part of the journey is often the emotions it stirs up.

What if there was a place where you could meet people who had been through it before and were available to guide you? What if the uncertainties and worries that everyone feels were caringly eased by a group of professionals giving clear guidance? Trinity Episcopal Church, Fishkill has organized a single-day opportunity where this will happen called "Smarter Aging: More Planning, Less Worry". Come hear from experts experienced in helping people make well informed decisions for those they care most about.

At "Smarter Aging" you will be able to learn about:

- Signs to look for when independent living may no longer be safe
- How to decide between in-home care versus residential care
- How to have hard conversations about independence, finances, end-of-life choices and more
- Social services provided by Dutchess County Office for the Aging
- Legal arrangements such as wills and estate plans, power of attorney, and advance health care directives
- What Hospice care offers and when to call them
- Options for funeral services and burial and how to make smart decisions
- Spiritual care available for both you and your loved one in difficult times

If you need help navigating or making decisions in any of the above areas, or if you know you will be and want to get prepared in advance, Trinity Church's "Smarter Aging" day will be of great help to you. At the event you will have access to the information and professional care givers who can answer the questions you already have and even ones you haven't yet thought to ask.

You want to give your very best so that your loved one can get the right attention and care as their life changes. You want to make wise and well informed decisions. And to do that you need people who are caring about and guiding *you* along the way. "Smarter Aging" will be an incredibly valuable resource day for you. It will be held on Saturday, May 2nd from 9:30 a.m. to 3:30 p.m. at Trinity Episcopal Church in Fishkill. There is no cost to attend, but advance registration is required. Event website coming soon..

Appendix C

Smarter Aging: More Planning, Less Worry

May 2nd, 9:30 a.m. to 3:30 p.m.

This year we will be loving our neighbors as ourselves by offering a day filled with practical guidance for important decisions in the latter stages of life. This event is a gift to the members of our community by all of the people of Trinity Church. It will take many people to organize and host “Smarter Aging”. Your participation is needed in the following areas:

Publicity – Promotional channels include print, broadcast and social media, posted flyers, and a dedicated event website.

Registration and Attendee Relations – Keeping track of all advance registrations and their selected resource sessions as well as greeting and providing hospitality to attendees on the day of the event.

Food and Beverage – Planning, shopping for and serving all food and drinks. Lunch will be provided to all attendees and presenters.

Setup and Cleanup of the Event Spaces – Getting all furniture, equipment and required materials setup in the main Parish Hall, classrooms, library and church sanctuary. Returning these spaces to the condition needed for the next day’s worship services and fellowship.

(Please detach this portion and return it to the church office or any “Smarter Aging” planning group member)

Will you help? Please indicate which area you are most interested in:

- Publicity
- Registration and Attendee Relations
- Food and Beverage
- Setup and Cleanup

(Your Name)