

# Minutes for the Vestry Meeting October 19, 2023

The meeting was called to order at 7:02 p.m. and Wayne Bunker offered an opening prayer.

Present: Warden Cliff Chapin, Warden Wayne Bunker, Abigail Gagliardi, Cathy Adler, Marilyn Sullivan, Jan Humbert, Steven Blanks, Michael Schappert and David Bishop

Absent: None

## **Follow Up Items**

Approval of September meeting minutes. **A motion to approve the minutes was made by Cliff Chapin and seconded by Steven Blanks.** No discussion followed. **The vote was seven in favor with none opposed and one abstention. The motion carried.**

Review of past action items:

October	Assignee
Look into renewal of Eucharistic Minister license.	Steven Blanks – <b>OPEN</b>
September 2023	Assignee
Send a separate e-news related to parishioners bringing donations in each week to stock up for Trinity's responsibility coming up in November.	Dave Bishop – <b>CLOSED</b>
Send email the local political representative's contact and see if they could be of any help in resolving this issue.	Dave Bishop – <b>CLOSED</b>
Send email James and request the Toshiba copier be returned and they pick up the CopyStar machine.	Dave Bishop – <b>CLOSED</b>

Steven explained he had a meeting this past week related to Eucharistic Visitor training.

## **Ongoing Items**

### **Stained Glass Window**

The project is nearing completion. Final payments will be made pending receipt of invoices and preapproval by the Warden(s) as needed. Steven Blanks has agreed to coordinate having the appropriate signatures notarized so Trinity can obtain the loan.

I will submit the document package required to obtain the Diocese grant in the amount of \$13,171 so Trinity can get the grant funding. Egbert Stolk has informed me:

For the payment of the grant, please submit:

- Signed copy of the Grant Award Letter
- Photographs of the completed work
- All invoices of the contractor (including the final invoice)

-Cleared check or Bank Statement showing that the Church paid all the contractor's invoices  
-To transfer the funds we need the ACH information of the Church, including: Bank Name, Name on the Account, Account #, Routing # of the Church bank account

Maple Leaf has completed the interior work and will be contacting me to complete the exterior work. The Vestry requested Dave accept an Action Item to ask for a final quote for the exterior work from Maple Leaf after he receives the final drawings.

### **New Items**

### **Committee Reports**

### **Outreach**

Lynne and Jan filled 20 bags of personal care items and delivered to Blodgett Library. Our parishioners are bringing items of food to church each week to help fill the SDHC Mini Food Pantry during the month of November.

### **Parish Life**

Jan reported that the Outback Lunch will likely be the second Sunday of December. The picnic and our worship service led by Rev. Kevin Bean at Bowdoin Park on September 17, 2023 was a fun event with plenty of good food and friends. Thanks to Cliff and his band *Everthing Else* for their Beatles' songs and a fun trip down memory lane!

### **Mini Food Pantry**

Jan reports donations for the mini pantry have been better recently. Trinity will be in charge of maintaining and filling the pantry during the month of November. A signup sheet is available for Trinity volunteers. Thanks to our congregation for all their donation of food.

### **Buildings & Grounds**

Quotes to clear the hillside between the church and our property at 20 Old Main Street have been obtained. Vestry should decide whether to move forward with the work or not.

Thanks to Joe and Marilyn for repairs to hangers for our boards in the church.

MVP fall cleanup will be scheduled.

MVP Snow removal agreement increasing from \$1500 to \$1600 per month. I am trying to clarify/update the agreement to include 2 paths cleared and NOT salted to clothing bin and one path cleared and NOT salted to the mini food pantry.

### **From the Office**

- Ann LaGoy from Stray HELP wants to hold a Meet the Candidate's Night in the parish hall. I told her the Vestry would have to approve this first. She is also planning an event for November 18<sup>th</sup> and wanted to set up early. I told her there may be fee changes and an extra charge for setting up early if the Vestry approves the new rental policies. After a discussion, the Vestry consensus was not to host the meeting. Dave will inform Ann LaGoy.
- Central Hudson Billing

- Status – still unresolved billing issues.
- Email has been sent to the senate and assembly representatives for Trinity's district Steven recommends switching to single billing and stopping Common Energy. After a discussion, the Vestry consensus was to maintain the alternate energy supplier, Common Energy.
- Copy Machine
  - We sent an email to James Haigler who continues to not make good on the check and folding/stapling extension. Steven will look into legal remedies in small claims court to see if there is any way to resolve this copier issue. In the interim Trinity will continue to pay both leases.
- GoTo subscription is auto renewing. Since we are not generally meeting remotely any more I suggest this be cancelled and Trinity would save the \$136.80 annual fee. We do have a subscription to Zoom and those meetings are free, but limited in time span. The Vestry decided to stop the auto payment method and let this subscription expire in 2024, then Mike will research how to do remote access for the people that need it. Dave will stop the auto payment online.
- Just wondering if the Vestry is interested in obtaining a proposal for cleaning from another company. We are not having any problems with the current vendor. Trinity currently pays \$436 per month. The Vestry decided against getting another quote at this time.
- I have switched to electronic billing for Trinity's insurance billing. Other correspondence will continue to be via regular mail.
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### **Worship:**

Jan will send Dave an email with updated supply clergy names and dates. Abby Gagliardi inquired about Trinity's status of the search for getting a priest. Wayne responded that he will send a not to Nora asking for a status update. Wayne noted that St. Peter's church in Peekskill has been fortunate to have a long-term interim.

### **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.

### **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

### **Warden's Report**

Cliff noted discussion on security and keeping doors locked. Dave noted he did not need a door bell installed downstairs as he could hear knocking on the door. We reviewed connie's letter on parish house security. All doors are being kept locked now. There is still some consideration for security cameras and what type should be used. Abby asked if the cameras were to be used to deter or monitor. Cliff noted most likely to monitor. Cliff noted that Don Smith had been looking

at the issue of cameras. Jan asked if Don could attend the next Vestry meeting and Cliff noted he would invite Don. Abby suggested the Simply Safe Plan.

Wayne noted that the office heat had not been working until he made an adjustment on the supply line.

### **Treasurer's Report**

Steven Blanks noted that the report provided had numerous errors and he would work with Dave to resolve those errors. He asked members to consider only information on page 5 as reliable.

Steven noted the formula for the last two columns were there to provide tracking information to the Vestry. Dave noted he had been transposing information from QuickBooks to this report to provide the information. Steven will look into resolution and see if QuickBooks has a direct report that can provide the same information in the future. Steven noted he wanted to start the pledge campaign. Jan suggested having Stewardship Sunday on November 19<sup>th</sup> and have a special coffee hour.

### **Upcoming Calendar**

Worship October 22

Worship October 29

Wayne Bunker led the Compline.

A motion to adjourn was made by Jan Humbert and seconded by Mike Schappert. No discussion followed. The vote was unanimous in favor and the meeting adjourned at 8:44 PM>

Respectfully submitted,  
Dave Bishop

## Treasurer's Report – October 2023

### **Balance Sheet**

Trinity's assets on September 30, 2023

	<u>Jan 1</u>	<u>YTD</u>	<u>Increase / (Decrease)</u>
Checking – HV	18,331	10,706	(7,625)
Savings - HV	93,168	37,706	(55,462)
Investments	706,380	744,632	38,252
Total	<u>\$817,879</u>	<u>843,053</u>	<u>\$25,174</u>

### **Income Statement**

	<u>September 30</u>	<u>YTD</u>	<u>9/30/2022</u>
Operating income	6,092	105,809	116,605
Operating expenses	11,888	117,016	154,297
<i>OE Net profit (loss)</i>	<u>(5,976)</u>	<u>(11,207)</u>	<u>(40,731)</u>
Non-operating income	1,373	15,803	159,560
Non-operating expenses	5,912	78,123	121,484
<i>NOP Net profit (loss)</i>	<u>(4,539)</u>	<u>(62,320)</u>	<u>38,076</u>
Total income	7,465	137,415	276,165
Total expenses	17,800	195,139	275,781
<b>Total Net profit (loss)</b>	<b><u>\$(10,335)</u></b>	<b><u>\$(57,724)</u></b>	<b><u>\$384</u></b>

### **2023 Pledges:**

Pledge Budget	\$87,875
Amount Pledged	\$63,140
Amount paid August 2023	\$ 70,432
Surplus (Deficit) - Pledge Budget	\$(17,443)

## 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.

## Treasurer's Report – October 2023

	September	YTD	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	215.00	5,219.25	2,900.00	2,319.25	179.97%
100-05 · Rental Property	3,298.75	29,675.19	35,700.00	(6,024.81)	83.12%
<b>Total 100 · Income from Property Assets</b>	<b>3,513.75</b>	<b>34,894.44</b>	<b>38,600.00</b>	<b>(3,705.56)</b>	<b>90.4%</b>
<b>103-00 · Income from Banks &amp; Investments</b>					
103-03 · Interest Income	3.22	12.12	20.00	(7.88)	60.6%
103-04 · Withdrawal from Investments	0.00	0.00	35,237.00	(35,237.00)	0.0%
<b>Total 103-00 Income from Banks &amp; Investments</b>	<b>3.22</b>	<b>12.12</b>	<b>35,257.00</b>	<b>(35,244.88)</b>	<b>0.03%</b>
<b>105 · Offerings</b>					
105-01 · Plate	125.00	1,346.25	1,000.00	346.25	134.63%
105-02 · Pledges	2,450.00	69,081.00	87,875.00	(18,794.00)	78.61%
105-05 · Other Gifts - Unrestricted	0.00	5.00	0.00	5.00	
<b>Total 105 · Offerings</b>	<b>2,575.00</b>	<b>70,432.25</b>	<b>88,875.00</b>	<b>(18,442.75)</b>	<b>79.25%</b>
<b>106 · Special Offerings</b>					
106-01 · Christmas	0.00	0.00	900.00	(900.00)	0.0%
106-03 · Easter	0.00	470.00	655.00	(185.00)	71.76%
<b>Total 106 · Special Offerings</b>	<b>0.00</b>	<b>470.00</b>	<b>1,555.00</b>	<b>(1,085.00)</b>	<b>30.23%</b>
<b>Total Income</b>	<b>6,091.97</b>	<b>105,808.81</b>	<b>164,287.00</b>	<b>(58,478.19)</b>	<b>64.4%</b>
<b>Expense</b>					
<b>200 · Administration</b>					
200-02 · Auditing & Accounting Services	0.00	0.00	0.00	0.00	
200-03 · Bank Expenses	5.95	140.45	115.00	25.45	122.13%
200-051 · Vestry	0.00	0.00	500.00	(500.00)	0.0%
200-06 · Copier and Folding Machine	195.99	3,709.51	2,053.37	1,656.14	180.65%
<b>200-08 · Office Supplies</b>					
200-081 · Computer-Hardware & Software	0.00	19.95	800.00	(780.05)	2.49%
200-082 · Paper & Misc. Office Supply	4.94	277.00	400.00	(123.00)	69.25%
200-083 · Subscriptions	0.00	2,380.38	950.00	1,430.38	250.57%
200-084 · Vestry	0.00	0.00	0.00	0.00	
<b>Total 200-08 Total Office Supplies</b>	<b>4.94</b>	<b>2,677.33</b>	<b>2,150.00</b>	<b>527.33</b>	<b>124.53%</b>
200-10 · Postage	6.99	266.73	500.00	(233.27)	53.35%
200-11 · Printing	0.00	449.40	0.00	449.40	
200-12 · Telephone & Internet	263.37	3,121.96	2,856.00	265.96	109.31%
200-18 · Diocesan Convention/Conferences	0.00	0.00	450.00	(450.00)	
<b>Total 200 · Administration</b>	<b>477.24</b>	<b>10,365.38</b>	<b>8,624.37</b>	<b>(9,263.05)</b>	<b>120.19%</b>
<b>201 · Christian Education</b>					
201-01 · Adult Education	0.00	0.00	0.00	0.00	
201-02 · Church School	0.00	0.00	500.00	(500.00)	0.0%
201-09 · Stewardship	0.00	0.00	0.00	0.00	
<b>Total 201 · Christian Education</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>(400.00)</b>	

**202 · Facilities**

<b>202-02 · Grounds Expenses</b>					
202-01 · Building Supplies	21.58	298.64	400.00	(101.36)	74.66%
202-021 · Lawn Service	1,410.00	3,322.00	3,587.50	(265.50)	92.6%
202-022 · Snow Removal	0.00	4,500.00	7,687.50	(3,187.50)	58.54%
202-023 · Grounds Expenses - Other	0.00	52.96	300.00	(247.04)	17.65%
<b>Total 202-02 · Grounds Expenses</b>	<b>1,431.58</b>	<b>8,173.60</b>	<b>11,975.00</b>	<b>(13,012.50)</b>	<b>0.0%</b>
202-04 · Security System	0.00	1,060.32	1,071.00	(10.68)	99.0%
202-05 · Insurance Property	0.00	5,796.00	7,371.77	(1,575.77)	78.62%
202-06 · Property Maintenance Services	0.00	4,291.66	5,000.00	(708.34)	85.83%
202-07 · Trash Removal	0.00	20.00	60.00	(40.00)	33.33%
<b>202-10 · 18 Main St.</b>					
202-106 · 18 Main St. - Repair/Maint.	0.00	180.00	2,500.00	(2,320.00)	7.2%
202-10 · 18 Old Main St. - Other	0.00	0.00	0.00	0.00	
202-108 · Property/School Taxes	4,565.42	6,826.31	6,647.47	178.84	102.69%
<b>Total 202-10 · 18 Main St.</b>	<b>4,565.42</b>	<b>7,006.31</b>	<b>9,147.47</b>	<b>(2,141.16)</b>	<b>76.59%</b>
<b>202-13 · Parish Hall</b>					
202-131 · Parish Hall - Water	0.00	107.24	255.00	(147.76)	42.05%
202-132 · Parish Hall - Electric	216.78	1,826.70	3,000.72	(1,174.02)	60.88%
202-133 · Parish Hall - Gas	245.04	3,036.45	3,912.17	(875.72)	77.62%
202-136 · Parish Hall - Repair/Maint.	0.00	734.34	1,500.00	(765.66)	48.96%
<b>Total 202-13 · Parish Hall</b>	<b>461.82</b>	<b>5,704.73</b>	<b>8,667.89</b>	<b>(2,963.16)</b>	<b>65.81%</b>
<b>202-14 · Church Bldg</b>					
202-141 · Church Bldg - Water	0.00	112.62	200.00	0.00	
202-142 · Church Bldg - Electric	7.35	1,299.78	1,852.62	(552.84)	70.16%
202-146 · Church Bldg - Repair/Maint	20.00	141.94	500.00	(358.06)	28.39%
202-148 · Church Bldg - Gas	42.38	2,343.92	2,848.61	(504.69)	82.28%
<b>Total 202-14 · Church Bldg</b>	<b>69.73</b>	<b>3,898.26</b>	<b>5,401.23</b>	<b>(1,502.97)</b>	<b>72.17%</b>
<b>202-15 · 20 Main St.</b>					
202-156 · 20 Main St. - Repair/Maint.	0.00	5,863.52	500.00	5,363.52	1,172.7%
<b>Total 202-15 · 20 Main St.</b>	<b>0.00</b>	<b>5,863.52</b>	<b>500.00</b>	<b>5,363.52</b>	<b>1,172.7%</b>
<b>Total 202 · Facilities</b>	<b>6,528.55</b>	<b>41,814.40</b>	<b>49,194.36</b>	<b>(7,379.96)</b>	<b>85.0%</b>
<b>203 · Payroll Expenses</b>					
<b>203-05 · Priest in Charge</b>					
203-051 · Salary	0.00	0.00	20,400.00	(20,400.00)	0.0%
203-052 · Housing Allowance	0.00	0.00	15,573.00	(15,573.00)	0.0%
203-053 · Tax Reimbursement	0.00	0.00	3,574.00	(3,574.00)	0.0%
203-054 · Medical Insurance	0.00	0.00	8,900.00	(8,900.00)	0.0%
203-055 · Family Medical Co-Pay	0.00	0.00	1,500.00	(1,500.00)	0.0%
203-056 · Dental Insurance	0.00	0.00	900.00	(900.00)	0.0%
203-057 · Pension Premiums	0.00	0.00	7,900.58	(7,900.58)	0.0%
203-058 · HSA Contributions	0.00	0.00	1,800.00	(1,800.00)	0.0%
203-059 · Continuing Education	0.00	0.00	500.00	(500.00)	0.0%
203-45 · Supply Clergy	897.05	12,965.05	5,620.00	7,345.05	230.69%
203-510 · Travel Allowance	0.00	0.00	100.00	(100.00)	0.0%



203-511 · PIC Discretionary Fund	0.00	100.00	1,008.00	(908.00)	9.92%
203-05 · Priest in Charge - Other	0.00	0.00	0.00	0.00	
<b>Total 203-05 · Priest in Charge</b>	<b>897.05</b>	<b>13,065.05</b>	<b>67,775.58</b>	<b>(54,710.53)</b>	<b>19.28%</b>
<b>203-10 · Music Director</b>					
203-101 · Salary	1,541.66	13,386.64	18,500.00	(5,113.36)	72.36%
203-102 · FICA-Medicare	108.76	1,000.28	1,525.00	(524.72)	65.59%
203-107 · NYS Unemployment	7.12	64.00	96.50	(32.50)	66.32%
203-111 · Supply Organist	215.72	215.72	700.00	(484.28)	30.82%
<b>Total 203-10 · Music Director</b>	<b>1,873.26</b>	<b>14,666.64</b>	<b>20,821.50</b>	<b>(6,154.86)</b>	<b>70.44%</b>
<b>203-20 · Parish Administrator</b>					
203-201 · Salary	1,548.76	13,452.34	18,590.00	(5,137.66)	72.36%
203-202 · FICA-Medicare	127.66	1,130.58	1,481.00	(350.42)	76.34%
203-204 · NYS Unemployment	8.34	73.86	100.00	(26.14)	73.86%
<b>Total 203-20 · Parish Administrator</b>	<b>1,684.76</b>	<b>14,656.78</b>	<b>20,171.00</b>	<b>(5,514.22)</b>	<b>72.66%</b>
<b>203-60 · Payroll Benefits</b>					
203-603 · Payroll Service Fees	24.00	216.00	324.00	(108.00)	66.67%
203-604 · Disability Insurance	0.00	74.67	94.61	(19.94)	78.92%
203-605 · Workers Compensation Insurance	0.00	573.00	1,122.00	(549.00)	51.07%
<b>Total 203-60 · Payroll Benefits</b>	<b>24.00</b>	<b>863.67</b>	<b>1,540.61</b>	<b>(676.94)</b>	<b>56.06%</b>
<b>Total 203 · Payroll Expenses</b>	<b>4,479.07</b>	<b>43,252.14</b>	<b>110,308.69</b>	<b>(67,056.55)</b>	<b>39.21%</b>
<b>204 · Outreach</b>					
204-01 · Diocesan Assessment	0.00	18,619.00	15,512.00	3,107.00	120.03%
204-03 Community/Food Pantry	0.00	0.00	0.00	0.00	
204-06 · Special Outreach Programs	0.00	315.31	3,000.00	(2,684.69)	10.51%
<b>Total 204 · Outreach</b>	<b>0.00</b>	<b>18,934.31</b>	<b>18,512.00</b>	<b>422.31</b>	<b>102.28%</b>
<b>205 · Worship</b>					
205-01 · Adult Choir	0.00	0.00	0.00	0.00	
205-02 · Altar Flowers	0.00	650.00	600.00	50.00	108.33%
205-03 · Altar Supplies	0.00	36.25	650.00	(613.75)	5.58%
205-08 · Music Expenses	277.91	461.91	300.00	161.91	153.97%
205-09 · Music Equip. Maintenance	0.00	1,110.00	525.00	585.00	211.43%
205-14 · Parish Family	125.29	391.75	600.00	(208.25)	65.29%
<b>Total 205 · Worship</b>	<b>403.20</b>	<b>2,649.91</b>	<b>2,675.00</b>	<b>(25.09)</b>	<b>99.06%</b>
<b>208 · Special Restricted - Other</b>					
208-06 · Columbarium Expenses	0.00	0.00	100.00	(100.00)	0.0%
208-08 · Website Development / Maint.	0.00	0.00	0.00	0.00	
<b>Total 208 · Special Restricted - Other</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>(100.00)</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>11,888.06</b>	<b>117,016.14</b>	<b>189,914.42</b>	<b>(72,898.28)</b>	<b>61.62%</b>
<b>Net Ordinary Income</b>	<b>(5,796.09)</b>	<b>(11,207.33)</b>	<b>(25,627.42)</b>	<b>14,420.09</b>	<b>43.73%</b>

83%

**Non-Operating Income & Expense August & YTD**


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 Sep 23    Jan - Sep 23

Ordinary Income/Expense

<b>Income</b>		
<b>105 · Offerings</b>		
105-04 · Bishop's Discretionary Fund	0.00	210.00
<b>Total 105 · Offerings</b>	<b>0.00</b>	<b>210.00</b>
<b>106 · Special Offerings</b>		
106-12 · Columbarium Income	0.00	390.00
<b>Total 106 · Special Offerings</b>	<b>0.00</b>	<b>390.00</b>
<b>107 · Special Offerings-Restricted</b>		
107-09 · Other Gifts - Restricted	0.00	125.00
107-20 · St. Pauly Shed Income	1,373.15	10,963.34
<b>Total 107 · Special Offerings-Restricted</b>	<b>1,373.15</b>	<b>11,088.34</b>
<b>108 · Miscellaneous Non Op Income</b>		
108-02 · Miscellaneous Income	0.00	4,014.47
108-03 · Donations for Flowers	0.00	100.00
<b>Total 108 · Miscellaneous Non Op Income</b>	<b>0.00</b>	<b>4,114.47</b>
<b>Total Income</b>	<b>1,373.15</b>	<b>15,802.81</b>
<b>Gross Profit</b>	<b>1,373.15</b>	<b>15,802.81</b>
<b>Expense</b>		
<b>204 · Outreach</b>		
204-05 · Rector's Discretionary Fund	0.00	100.00
204-07 · Bishop's Discretionary Fund Exp	0.00	331.19
<b>Total 204 · Outreach</b>	<b>0.00</b>	<b>431.19</b>
<b>205 · Worship</b>		
205-06 · Lectionary Supplies	0.00	23.98
205-15 · Easter Flowers Expense	0.00	193.97
<b>Total 205 · Worship</b>	<b>0.00</b>	<b>217.95</b>
<b>207 · Miscellaneous Non Op Expenses</b>		
207-02 · Program Expenses	5,912.16	77,324.35
<b>Total 207 · Miscellaneous Non Op Expenses</b>	<b>5,912.16</b>	<b>77,324.35</b>
<b>208 · Special Restricted - Other</b>		
208-05 · Memorial Fund	0.00	150.00
<b>Total 208 · Special Restricted - Other</b>	<b>0.00</b>	<b>150.00</b>
<b>Total Expense</b>	<b>5,912.16</b>	<b>78,123.49</b>
<b>Net Ordinary Income</b>	<b>4,539.01</b>	<b>-62,320.68</b>
<b>Net Income</b>	<b>4,539.01</b>	<b>-62,320.68</b>

**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>	Service #
<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>	<b>10:00 AM</b>
1	9/3/2023	Paul Clayton	1	3/3/2024		1
2	9/10/2023	Kevin Bean	2	3/10/2024		2
3	9/17/2023	Kevin Bean	3	3/17/2024		3
4	9/24/2023	Kevin Bean	4	3/24/2024		4
1	10/1/2023	Kevin Bean	5	3/28/2024	Maundy Thursday	1
2	10/8/2023	Paul Clayton	6	3/29/2024	Good Friday	2
3	10/15/2023	Kevin Bean	7	3/31/2024	Easter	3
4	10/22/2023	Kevin Bean	1	4/7/2024		4
5	10/29/2023	Kevin Bean	2	4/14/2024		5
1	11/5/2023	Paul Clayton	3	4/21/2024		1
2	11/12/2023	Paul Clayton	4	4/28/2024		2
3	11/19/2023	Paul Clayton	1	5/5/2024		3
4	11/26/2023	Paul Clayton	2	5/12/2024		4
1	12/3/2023	Kevin Bean	3	5/19/2024		1
2	12/10/2023	Kevin Bean	4	5/26/2024		2
3	12/17/2023	Paul Clayton	1	6/2/2024		3
4	12/24/2023	Paul Clayton - 10 AM	2	6/9/2024		4
5	12/24/2022	Paul Clayton - 5 PM	3	6/16/2024		5
6	12/25/2023	Paul Clayton	4	6/23/2024		6
7	12/31/2023	Paul Clayton	5	6/30/2024		7
1	1/7/2024		<b>9:00 AM</b>	<b>Summer Worship</b>		1
2	1/14/2024		1	7/7/2024		2
3	1/21/2024		2	7/14/2024		3
4	1/28/2024		3	7/21/2024		4
1	2/4/2024		4	7/28/2024		1
2	2/11/2024		1	8/4/2024		2
3	2/18/2024		2	8/11/2024		3
4	2/25/2024		3	8/18/2024		4
			4	8/25/2024		

**Note: 9/17/23 is scheduled for Bowdoin Park.**



The  
Episcopal Diocese  
of New York

June 30, 2023

Dave Bishop  
Trinity Church  
5 Elm Street  
Fishkill, NY 12524

RE: Loan **2021-2-6-G**

Dear Mr. Bishop,

Attached you will find One (1) copy of the promissory note and the monthly amortization schedule for the loan awarded by the Property Support Committee as follows:

Loan Amount: \$13,171.00

Purpose: Repairs at the altar window in the Sanctuary

Please have the copy signed and notarized by the parties indicated and mail **one** (1) copy back to us, addressed as follows:

The Episcopal Diocese of New York  
1047 Amsterdam Avenue  
New York, NY 10025  
Attn: Robert Santiago

If you have questions, please do not hesitate to email me at [rsantiago@diocesenyc.org](mailto:rsantiago@diocesenyc.org).

Sincerely,

A handwritten signature in blue ink that reads "Robert Santiago".

Robert Santiago  
Senior Accounting Manager

Enc.



The  
Episcopal Diocese  
of New York

**PROMISSORY NOTE**

\$13,171.00

Dated: New York, New York  
June 30, 2023

**FOR VALUE RECEIVED**, The Rector, Churchwardens and Vestrymen of Trinity Church with an address at 5 Elm Street, Fishkill, NY 12524, (“Maker”) hereby promises to pay to The Board of Managers of the Diocesan Missionary and Church Extension Society of the Protestant Episcopal Church in the Diocese of New York (“Payee”), having its principal office at 1047 Amsterdam Avenue, New York, New York 10025, or order, at 1047 Amsterdam Avenue, New York, New York 10025 or at such other place as the holder hereof may designate in writing, the principal sum of \$13,171.00 with interest thereon at the rate of six (6%) percent per annum on the unpaid principal amount of this Note from the date hereof and thereafter, before and after maturity, as follows:

Maker shall make monthly installment payments of principal and interest (payments shall be first applied to interest and the balance to principal) as indicated on the attached payment schedule, which installment payments shall be due and payable commencing on August 1, 2023 and on the first day of each succeeding month thereafter until July 1, 2033 and until the principal balance and all accrued and unpaid interest, if any, shall be paid in full.

Upon the occurrence of any of the following events of default, the entire unpaid principal amount and accrued and unpaid interest shall, at the option of the Payee, become immediately due and payable without further notice of default, presentation or demand, all of which are waived by Maker:

(i) Maker fails to pay any installment when due under this Note within fifteen (15) days from the date of such payment is due; or

(ii) Maker makes an assignment for the benefit of its creditors, commences (as debtor) a case in Bankruptcy, or commences (as debtor) any proceeding under any other insolvency law; or

(iii) A case in Bankruptcy or any proceeding under any other insolvency law is commenced against Maker (as debtor) and a court of competent jurisdiction enters a decree or order for relief against Maker (as debtor) in such case or proceeding, or such case or proceeding remains undismissed for forty (40) days, or Maker consents to or admits the material allegations against it in any such case or proceeding; or

(iv) A trustee, receiver or agent (however named) is appointed or authorized to take charge of substantially all of the property of Maker for the purpose of enforcing a lien against such property or for the purpose of general administration of such property for the benefit of creditors.

No failure or delay on the part of Payee in the exercise of any power or right under this Note shall operate as a waiver thereof, and no exercise of waiver of any single power or right, or the partial exercise thereof, shall affect Payee's rights with respect to any other rights and powers.

The provisions of this Note shall inure to the benefit of and be binding upon any successor to Maker and shall extend to any holder here.

All payments hereunder shall be made in lawful money of the United States, which shall be legal tender in payment of all debts and dues, public and private, at the time of payment.

This note may be prepaid in multiples of the monthly payment amount, provided that Maker shall be given credit against the last payments due under this Note, so that the next

regular monthly payment shall nevertheless be due and payable as scheduled.

The Maker agree to the jurisdiction of the Supreme Court of the State of New York, New York County, as the venue for any action proceeding with respect to this Note.

This Note and all rights and obligations of the parties may not be changed or terminated orally and shall be construed under the laws of the State of New York, without reference to principles of conflicts of law.

Maker waives presentment and demand for payment, notice of dishonor, protest and notice of protest of this Note.

In the event that Maker defaults under this Note and this Note is placed in the hands of an attorney for collection, Maker shall be liable for Payee's attorney's fees and disbursements incurred in the collection of this Note.

Dated: \_\_\_\_\_

Rector, Churchwardens and Vestrymen  
of Trinity Church, Fishkill

By \_\_\_\_\_  
Rector/Priest In-Charge

By: \_\_\_\_\_  
Warden

By: \_\_\_\_\_  
Warden

By: \_\_\_\_\_  
Approved by the vestry and attested to by the Clerk of  
the Vestry

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_, ss:

On the \_\_\_\_\_ day of \_\_\_\_\_, in the year 2023, before me the undersigned, personally appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence, to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual(s) or the person(s) upon behalf of which the individual acted, executed the instrument.

Notary Public

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date