



Trinity Episcopal Church

The Rev. Kathy Monson Lutes, Rector

Report of 2016 for Annual Meeting 2017

To be presented at the Annual Meeting of
Trinity Episcopal Church,
November 12th after 8 am Service

+Love God+

+Love People+

+Show it+

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Presiding Bishop of the Episcopal Church

The Most Reverend Michael Curry

Bishop of the Diocese of Milwaukee

The Right Reverend Steven Miller

Trinity's Clergy

The Reverend Kathy Monson Lutes

Trinity's Vestry

Keith Steinbeck

Senior Warden

Rich Bostwick

Junior Warden

2017 Ed Schultz

Adel Smith

Wayne Yearwood

2018 Anne Abram

Sharon Grover

Clerk

Yvonne Sanchez

2019 Paula DeRubeis

Gary Ertl

Sue Whitford

Mark Karrels

Treasurer

Staff Members

Thelma Wilcox

Music Minister

Linda Waters

Administrative Assistant

Bill Bostwick

Sexton

Katie Cossman

Acoustic Music

Susan Blumer

Organist

Trinity Episcopal Church

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Trinity Episcopal Church Annual Meeting Agenda

November 12, 2017

between services in the church

Please sign in, there are pages coming to you.

Call to order

- Prayer
- Appoint clerk and tellers

Good News

- Share your Good News story of what God is doing at Trinity.

Decisions

- Approve 2015 minutes
- Nominating and voting
- Vestry
- Diocesan convention

Information

- Please read all of the reports in the Annual Report. This is important information for all of you.
- Rector's remarks
- Recognitions and Thank Yous
- Senior Warden Remarks
- Financial Status Report

Discussion

- Questions about annual report
- Questions about budget
- Comments
- Suggestions

Closing Prayer and Adjourn

Minutes from Annual Meeting 2016

The Annual Meeting of Trinity Episcopal Church
Sunday, November 13, 2016

Agenda:

1. Opening Prayer
2. Appoint clerk and tellers
3. Share your Good News story of what God is doing at Trinity
4. Approve 2015 minutes
5. Elections of Wardens and Vestry; and at large lay Deputies and Alternates to Diocesan Convention
6. Please read all of the reports in the Annual Report. This is important information for all of you.
7. Rector's remarks
8. Recognitions and Thank Yous
9. Senior Warden Remarks
10. Financial Status Report
11. Ministry Reports
12. Questions about annual report
13. Questions about budget
14. Comments
15. Suggestions
16. Closing Prayer and Adjournment

Trinity Members Present: Rev. Kathy Monson Lutes; Keith Steinbeck, Sr. Warden; Phil Whitford, Jr. Warden; Adel Smith, Treasurer; Margaret Bostwick, Clerk; John Adams; Linda Deegan Adams; Debbie Albright; Gene Bostian; Bill Bostwick; Richard Bostwick; Katie Cossman; John Davis; Kim Davis; Paula DeRubeis; Douglas Dypold; Barb Ertl; Gary Ertl; Betty Gilbert; Sharon Grover; Dan Heerey; Marilyn Heerey; Susan Hunt-Wulkowicz; Linda Karrels; Mark Karrels; Rick Lutes; Richard Lynes; Rita Lynes; Jim McEvoy; Maxine McKilligan; Elizabeth Mullen; Emily Riley; Bill Roessler; Marlene Roessler; Debra Schultz; Edward G. Schultz III; Madison Schultz; Warren Smith; David Thill; Anne Wanke; Julie Westby; Monte Whitford; Karen Whitford; Suzanne Whitford; Thelma Wilcox; Sharon Williams.

The meeting was called to order at 9:16 AM. By Rev. Kathy Monson Lutes

Opening Prayer and Good News Stories.

Rev. Kathy Monson Lutes opened the meeting with a prayer of thanks for all blessings and asked for guidance. She then asked for good news stories from the congregation.

- ❖ Anne Wanke reported that 1,380 rolls of toilet paper were collected for ECHO. She thanked all those who helped with this undertaking.
- ❖ Betty Gilbert said that there is a need for elves and toys for ECHO for the coming Christmas season.
- ❖ Mark Karrels is thankful for the good care he received during and after his surgery for myeloma of his foot. He took flat Jesus to the hospital with him and prayed for healing from Jesus. While he was out of his room a card was placed on his table saying, "Jesus cleaned his room while he was out, and if he needs anything, just ask". LOL!
- ❖ Mark Karrels father Clifford recently passed away. Mark wanted to share a story about that: Mark's Dad lived in Oshkosh. Shortly before his death Mark wanted to visit him but had obligations that would make it difficult to make the long trip. While eating at a Chinese restaurant he got a fortune cookie which read, "*One minute of time is worth more than a fortune*"

of gold". Mark made the trip and saw his Father before he passed. Mark thanked God for the wisdom, and we should remember that God touched us every day and it is powerful when we realize it.

- ❖ Anne Wanke was thankful for her Trinity family.
- ❖ Sharon Williams was thankful for GIFTS and for having the opportunity to help.
- ❖ Betty Gilbert was thankful for the help and support she received during her illnesses.
- ❖ Mark Karrels thanked Dick Lynes for his work on the Lazarus House.
- ❖ Sue Whitford thanked Trinity for their love and support during her and Phil's health issues. Phil is rapidly recovering from a hip replacement.
- ❖ Adel Smith was thankful for the kids and fantastic teachers at Trinity. She was also thankful for Trinity and Rev. Kathy.
- ❖ Betty Gilbert was thankful for the prayer shawls knitted by the Knitting and Crocheting group.
- ❖ Doug Dypold was thankful for Thelma Wilcox and his family.
- ❖ Paula DeRubeis was grateful for the love and support for her husband Gene.
- ❖ Rev. Kathy believes that it is important to practice gratitude and express thanks. The more we do this, the more we see God at work.

Rector's Remarks

Rev. Kathy Monson Lutes commented that she and her husband Rick have been at Trinity for over a year. They feel blessed to be at Trinity. They love their house, their neighborhood and the community. It has been a year of getting to know each other. We must listen to each other. How can we deepen our relationships? We need to get on board with what God is doing.

Rev. Kathy believes that our ministry with the GIFTS Resource Center has been a blessing, but they are leaving soon and we should think of a replacement for them. Since Trinity will be hosting the GIFTS shelter starting on November 27th, Rev. Kathy would like to have a church wide celebration, celebrating the blessing of the GIFTS ministry and also the church's involvement with them. The whole church is invited to come to the dinner on the 27th of November and meet the men and staff in the shelter. After the GIFTS Resource Center leaves, Rev. Kathy will apply for grant money to have the basement area, kitchen and window areas in Ortmayer Hall professionally cleaned.

Rev. Kathy thanked parish secretary Linda Waters for her hard work. Linda will be having ear surgery soon and prayers were asked for her. Rev. Kathy also thanked Sexton Bill Bostwick, who helps out wherever he is needed. Thanks were also given to musicians Katie Cossman and Thelma Wilcox, along with the Praise Band and Choir. Additionally, Rev. Kathy thanked the Vestry; outgoing Jr. Warden Phil Whitford for his years of hard work and dedication; the many ministries which keep Trinity going, and her husband Rick Lutes whose support, dedication and love keep her going.

Sr. Warden Keith Steinbeck also thanked those who gave much of their time and talent to Trinity: Dick Lynes for helping with the Trinity website; Phil Whitford for his dedication to Trinity; Adel Smith for her expertise and dedication as Treasurer for the past year; Maggie Bostwick for her many hours as Vestry Clerk over the last five years; the Vestry, and for all the love and support he received from Trinity members during his time as Sr. Warden.

2015-2016 Annual Meeting Minutes. A motion was made by Adel Smith, seconded by Beth Mullen to approve the minutes as written. No discussion. The motion was approved.

Nominations and Election of Wardens, Vestry Lay Deputies and Alternates to the 2017 Diocesan Convention.

Wardens and Vestry

- Richard Bostwick was nominated to be Jr. Warden.
- Gary Ertl was nominated for Vestry.
- Sue Whitford was nominated for Vestry.
- Paula DeRubeis was nominated for Vestry.
- Mark Karrels was appointed Treasurer.
- Sharon Grover was appointed Vestry Clerk.
- Dick Lynes, seconded by Betty Gilbert, moved that Keith Steinbeck stay on as Sr. Warden.

Adel Smith moved to close the nominations. Sharon Williams seconded.

Adel Smith moved that the slate of nominees be elected by acclamation. Passed.

Diocesan Lay Deputies and Alternates.

The 2017 Diocesan convention will be at St. John's Military Academy in Delafield, Wisconsin on October 14, 2017.

- Deb and Dane Albright volunteered to lay delegates
- Anne Wanke and Rick Lutes will be alternates.
- Vestry delegates will be chosen at a later time.

Betty Gilbert moved to approve the slate. Rita Lynes seconded and the slate passed.

Financial Review to Date

Treasurer Adel Smith explained the 2016 Statement of Financial Position as of October 31, 2016 and answered questions. Ed Schultz moved to approve the financial report. Beth Mullen seconded and the 2016 Financial Reports were passed.

Ministry Reports

The ministry reports were included in the Annual Meeting packet.

Additional Announcements

Thelma Wilcox reminded everyone about Lessons and Carols. The Dish-to-Pass dinner for all members and their guests will commence with the gathering and setup between 500-530pm., the dinner at 530pm, and the Lessons & Carols service at 7pm. The public is invited to Lessons & Carols service. Posters to advertise the event will be available right after Thanksgiving for distribution.

Rita Lynes and Anne Wanke are selling tickets to the Christmas Choral Union.

Adjournment and Closing Prayer

Rev. Kathy led the congregation in a closing prayer.

Ed Schultz moved to adjourn. The Meeting adjourned at 10:19 PM.

Submitted by Margaret Bostwick, Vestry Clerk.

Rector's Report

Rev. Kathy Monson Lutes

Love God*Love People*Show It

We have a great mission statement. And because it is, I am organizing my Annual Report thoughts around it. At the same time, I know that what we have done, our tradition, our memories, bind us together. And they must be balanced with a creative and innovative vision for the future.

Love God

Our Sunday morning worship times have settled in at 8 am and 10 am. This gives us the opportunity to have Faith formation between services and after the later service, along with a renewed Coffee Hour. Our worship continues to give glory to God in our peculiarly Episcopalian way. Our 8 am congregation remains steady, and our 10 am congregation has dwindled some. Music at the 10 am service has remained excellent, lead by Thelma Wilcox, and as we try some new and old things with our Acoustic Musicians, lead by Katie Cossman. Thank you to all our musicians, vocal and instrumental. Our prayer together is from our hearts and from our prayer books. We have had the opportunity to praise God in the style of Taizé. We have had the opportunity to welcome the Cancer support group from Mercyhealth into our life and our beautiful space, and to send them out with prayer shawls and our love. Our seasonal worship offerings continue to bless those who attend, Lessons and Carols in the Advent Season, and Holy Week leading to Easter in the spring.

I give thanks for all those who make sure Sunday morning worship happen, Elizabeth Mullen who leads the acolytes, Paula DeRubeis who leads the Altar Guild. Thank you to all of you who read scripture and the Prayers of the People. Thank you to our choir and acoustic musicians, and to Sue Blumer, Peter Irvine, Keith Steinbeck and Anne Wanke who play the organ and/or piano. Our ushers continue to be the first line of welcoming into our church. It is their hospitality that makes the difference. Thank you.

There are a few who regularly take communion and our community to those who cannot be at Trinity on Sundays, thank you to Jane-Dries Syme who leads that, and to Bill and Marlene Roessler, and those of you who accompany us on those most important visits.

Adult Formation is happening between services in Ortmayer Hall. Our conversation helps us to know God better, and to know one another better. Our topics are wide and varied. Faith formation for children is after the second service while the adults have coffee hour. We continue to have two lively groups of children. Education for Ministry has not happened this fall. I continue to encourage you in this wonderful course that we may begin again soon. In it's place we plan Bible Study. Shortly, we will begin a confirmation class for youth and adults to be confirmed and/or received into the Episcopal Church at the next Bishop visit. Look for that information. All are welcome.

Love People

We are two months into our Parish Dinners. Thank you to all of the cooks who make it possible for the rest of us to just come and eat. Thank you to the dishwashers and cleaner uppers, you are wonderful. These dinners provide us with the opportunity to be together and to know one another better. If you haven't come yet, please come, and invite a friend or neighbor.

The first Sunday of the month Christian Café continues with love and enthusiasm. Thank you to the faithful group that makes it happen.

Show It

The people of Trinity Church are active in our neighborhood and in our community. GIFTS (God is faithful temporary shelter) has launched successfully, the resource center moved into the building on 8 Trinity Episcopal Church Annual Report 2016/17

Washington Ave last Thanksgiving, and the overnights will be there by this Thanksgiving. God is good. Trinity was extended this fall as we stepped up to fill the hole of overnights for a month. You are people who lead by example. Thank you. And thank you to Frank Scott and Rich Bostwick our coordinators, and to the Breakfast Queen, Paula DeRubeis.

ECHO (Everyone cooperating to help others) is the Janesville food shelf, as well as the agency providing emergency assistance for housing and other needs. Betty Gilbert and Anne Wanke have been organizing us for the work for many years now. ECHO keeps us ever mindful of the needs of others.

Marty Scott has been organizing us for Meals on Wheels, an incredibly important meal delivery program. And so many of you have stepped up to deliver meals. Thank you. Please consider this all important ministry, it takes little of your time and is so very important.

Jail Chaplaincy reminds us of the families of those who are incarcerated. We supply many Christmas items for that purpose.

Our first fruits offering has been going to Project 16:49, serving Rock County's homeless teens.

The knitting and crocheting group not only makes beautiful prayer shawls to give to any who need or want one, this group does front line evangelism. It's amazing what following Jesus looks like when you're knitting or crocheting prayer shawls and other beautiful things. Thursday mornings, Mocha Moment, 8:30 am (or later), be there. Go to Wonderful Ewe on Facebook <https://goo.gl/MTVF3k> to watch Gramadel and Dylan talking about this wonderful ministry.

Rich Bostwick, Junior Warden, has been working hard to accomplish so many immediate maintenance items, from the repair work necessary in Ortmyer Hall, to creating inviting and welcoming doors and lighting of our church.

Your vestry has been working hard at caring for our congregation, our buildings, and leading us into new ways to follow Jesus in the neighborhood. Thank you to Keith Steinbeck, who has been Senior Warden for my first two years here at Trinity, and supported me and cared for me, and all of you who have served on vestry.

Together we may embark on a creative and innovative vision for the future. This will involve strategic planning. **Our creative and innovative vision for the future continues.**

Love God

Continued involvement and participation in faith formation and bible study so that we may explore, grow, deepen, and center our lives with God in Jesus.

Love people

How do we continue to grow the events we have so that we may hear one another's stories of faith and journey, so that we may know better how we may follow Jesus. How do we involve new people and those who have not participated in these events?

Show it

What is God up to in the neighborhood and community? How do we get involved in what God is already blessing around us, and how to we increase intentional involvement and participation in serving our community?

It is a joy partnering with you as together with God we build God's kingdom.

Vestry Report (Ministry Review)

by Senior Warden Keith Steinbeck

Key Vestry Accomplishments:

- Continued commitment to vestry leadership development through shared leadership roles. Vestry meeting leadership is shared so that each person leads a meeting in a 12-month period. Also a 3-member team is responsible in creating the meeting agenda in coordination with the Priest-in-Charge and the Senior Warden. A Vestry member rotates the responsibility of leading Compline at the end of the meeting. This practice was suggested at a previous Diocesan Leadership meeting in 2012 and has been well received in developing leadership.
- Continued community awareness of what Trinity has to offer to members of our community. Events included Trinity Pancake Supper, Trinity tours during the Janesville Downtown Development event, Winter Market during the 2016-2017 Winter Season, and our annual Lessons and Carols Service in December.
- On Saturday, December 2nd, Trinity is offering a “Winter Warm-up” from 2-5pm. This coincides with the date of the Janesville Jolly Jingle activities and Parade in Downtown. Warm beverages, a Bake Sale, and Christmas Bazaar will be offered in Ortmayer Hall.
- For the 2017 calendar year, Trinity has been home for the GIFTS Men’s Shelter Resource Center for 8 weeks during this year supporting this important ministry in our community.
- Trinity is hosting an ecumenical/Community Reformation event on Sunday, November 19th. Time to be determined.
- In 2016, the Vestry voted to try a new Worship and Life-long Faith Formation (formerly Christian Formation). Sunday Holy Communion worship services are at 8am and 1030am. After testing the new service times, the Vestry determined that starting September 2017, Sunday Services would be at 8am and 10am. Adult Christian Formation would be at 9am. Children and Teens Christian Formation would start at 11am or right after the 10am service. With this schedule it allows Rev. Kathy to spend time with both groups during Christian Formation times.
- Rev. Kathy Monson Lutes, Dane Albright, Ed Schultz, Adel Smith, and Rick Lutes attended the Diocesan convention held at St. John’s Northwestern Military Academy in Delafield on Saturday, October 14, 2017.
- Insurance coverage for the Church and all buildings was reviewed by committee of Jim Macdonald, Dan Heerey, Mark Karrels, Rev. Kathy Monson-Lutes and Keith Steinbeck. The committee recommended to change the company to Church Mutual. The Vestry reviewed the recommendation and voted in favor for the change. This provided equal, and in some cases improved coverage at a lower cost to the Church.
- A new series of worship services were offered during 2016 Holy Week. These services were so successful that Trinity continued them in 2017 and will be thereafter.

Future Challenges:

- Review Church buildings for updates
- Review and develop new ways to utilize Ortmayer Hall, especially once the GIFTS program has their new building & space completed.
- Preserving our heritage by reviewing all contents of the Trinity Heritage Room and the Trinity Library leading to the 175th Anniversary Celebration
- Continually spreading the news and name of Trinity Episcopal Church to our community.

Junior Warden's Report

Rich Bostwick

THREE Accomplishments

1. Removal of remaining ash trees on the grounds.
2. Creation of a plan to upgrade various parts of Ortmayer Hall.
3. Oversaw repairs to Ortmayer roof stopping leaks.

THREE Things We Dream about for Next Year:

1. Having Ortmayer Hall become a more attractive, safe, & energy efficient facility.
2. Replacing the deteriorating front doors of the church with something historically suitable, attractive, & secure.
3. Restructuring the choir area to increase visibility, access, & acoustics.

Statistics All Saints 2016 through All Saints 2017

Compiled by Rev. Kathy Monson Lutes

Baptisms (1)

Hayden Davis Clark

Weddings (1)

Jennifer Shaw and Lance Provo

Confirmation and Received (0)

Burials (5)

Richard Lynn Litzler

Elmer Alfred Holz

Mollie Elizabeth Roberts

Lyla Jean Hadden

Camilla "Mickey" Ann Owen

New People

Leighann Kuntz

People who have moved

Douglas and Gretchen Dypold

Kyle DeWolf

The average attendance is averaged on the four key Sundays, 1st Sunday in Advent, 1st Sunday in Lent, Easter Sunday including the Easter Vigil, and Pentecost Sunday it is 98, up one from last year.

103 Services of Holy Communion on Sundays and principle feasts,

55 Services of Holy Communion on Wednesdays, including 1 for the Mercyhealth Cancer support group

0 Morning Prayer on Wednesdays, thank you to The Rev. Peter Irvine and The Rev. John Splinter!

1 Advent Lessons and Carols,

2 Taizè

1 Noon day prayer for the inauguration

1 Great Litany for recognizing the violence in our culture

1 Prayers for an Election.

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In Lent, 5 Compline, 1 Service of Darkness, 1 Maundy Thursday, 1 Good Friday, Easter Vigil and Easter Sunday.

11 Services of Compline at Vestry meetings, and 1 service of Holy Communion at Vestry retreat.

3 Vespers at Cedar Crest

1 Anointing at the time of death.

1 Pet Blessing, with 14 animals and 24 people

Communion was brought to people in the hospital or in their homes 57 times serving 151 people.

Thank you most especially to Jane Syme for organizing Lay Eucharistic Visitors, and to Bill and Marlene Roessler and Jane Syme for taking communion and our community to those who cannot come to the church.

Music & Worship Committee

Worship – Rev. Kathy Monson Lutes

Our worship together is an expression of our common faith, and God's faith in us; it forms us as followers of Jesus. Through worship we experience God's love and saving grace for all through the life, death, and resurrection of Jesus. In worship we listen to God's still small voice in word and silence. And we are sent into the world to do the work we are called to do.

As Episcopalians, we begin in our Book of Common Prayer, with Holy Communion, The Great Thanksgiving, as our principle service together. The daily office, Morning Prayer, Noontime Prayer, Evening Prayer and Compline, provide a rhythm of prayer that shapes our waking and our sleeping, our coming and our going. We celebrate God's grace in Baptism and Confirmation, in Holy Matrimony, Holy Orders, and Anointing the sick and at the end of life. We pray the Psalms, the songs of life, in good times and in bad.

I commend this prayer book to you. I invite you to make all your life an act of worship, and of prayer. Shape your life by your prayer. "Lord open our lips, and our mouth shall proclaim your praise," (Morning Prayer, BCP p. 80.) "Guide us waking O Lord, and guard us sleeping; that awake we may watch with Christ, and asleep we may rest in peace," (Compline, BCP p. 135.)

Worship – Sharon Grover

THREE Accomplishments:

1. Another wonderful service of Lessons & Carols, which also attracts community members from other churches. This, even though the weather was not cooperative. Many thanks to Thelma Wilcox, the Trinity choir, and musicians.
2. Introduced several Taizé services that included a variety of Trinity musicians and which attracted community members from other faith communities.
3. Regularized music settings for Rite II services, began using new settings for the Prayers of the People and the Eucharistic Prayer.

THREE THINGS WE DREAM ABOUT FOR THE NEXT YEAR:

1. Expansion of group of acoustic musicians.
2. Including our children in more of the worship services.

Exploring additional ways to attract neighbors and other community members to join us in worship and fellowship.

Choir: Thelma Wilcox

THREE Accomplishments:

1. We sang for morning services three or four Sundays per month as well as for special services during the Christmas and Lenten Seasons.
2. We presented another highly successful service of Lessons and Carols.
3. We have added two new members to the group.

THREE THINGS WE DREAM ABOUT FOR THE NEXT YEAR:

1. We have been blessed to have such faithful people in our choir, but we need and would welcome new members.

Acoustic Music: Rev. Kathy

Our instrumentalists and vocalists are leading us in singing and praising God. We have been spending time together reading the scripture for the Sundays the acoustic musicians lead singing, to better choose the music that iterates the message of the readings. Rehearsal times continue to be a challenge.

Lay Ministries

Acolytes/Servers – Beth Mullen

Three Accomplishments:

1. Reminders went out on a regular basis
2. Recruited new people
3. Scheduling was completed in a timely manner

Three Dreams:

1. Help washing and ironing the robes once a year
2. More training/refresher training days
3. More members to join the Acolytes

Altar Guild – Paula DeRubeis – No Report

Eucharistic Visitor – Jane Syme

It is my pleasure to take Holy Communion (Holy Eucharist) to people who are so-called 'shut-in', that is folks who can no longer make it to regular church services at Trinity, most usually because of infirmity. It is worth my time, effort, and expense because I believe it is important for Christians to stay connected with each other, especially through the sharing of the consecrated bread and wine. I also believe it is important for other Christians to know that they are still part of the Christian Family. The shut-in people often have no one to talk with them so it is also an important service to share at least a small amount of time and break up their monotonous day. This service is much appreciated by those folks as they miss the connection to their church members. This service has been done by Reverend Kathy Monson Lutes when she possibly can, by myself, Jane Syme, and by Marlene and Bill Roessler. We try to give a visit and Holy Communion once a month, or once a week if requested and if an LEM server is able. We go to private homes, as with Ione Edwards and Gladys Beauchamp. We go to Cedar Crest Community for Senior Adults visiting John Macdonald, John Casper, and Ralph Schlitz. We go to Huntington Place on the north side of Janesville, for Walter Kevern and John Holcomb. Previously I went weekly to Edgerton Health Care Center and to Huntington Place for Jean Hadden when she was living. We went to Gladys Beauchamp when she was at Agrace Hospice Care. We also quickly go to a hospital, even long distance as to Madison, Wisconsin if someone is there and is gravely ill, especially if they let us know they want us to come with the Holy Eucharist, as in the case where the Reverend Peter Irvine took it to Gladys Beauchamp, but I also went there, not knowing Peter was on his way. I believe our members mean a lot to each other and we need to affirm them when they are in trouble or needing an emotional support.

Lay Readers & Prayers of the People – Linda Waters

Key Accomplishments:

1. Scheduled Lay Readers and POP Readers each week (52 weeks).
2. Scheduled Readers for special services during Holy Week & Christmas.
3. Worked diligently to honor requests such as vacations, service preferences and availability.

Dreams for next year:

1. Get additional readers for each service.
2. Be notified when a change is made in the schedule.
3. More volunteers to read.

Ushers – Linda Waters

Key Accomplishments:

1. Scheduled Ushers each week (52 weeks) for both services.
2. Scheduled Ushers for special services, including holidays.
3. Worked diligently to honor requests such as vacations, service preferences and availability.

Dreams for next year:

1. Get additional Ushers.
2. More volunteers to Usher.
3. Be notified when a change is made in the schedule.

Faith Formation

Sunday Morning Adult – Rev. Kathy Monson Lutes

Between the services, about 9:10 – to 9:45, we gather in Ortmyer Hall for conversation and learning together. In the Spring we used our Sunday morning scripture as the basis for conversation. This Fall, because it is the 500th Anniversary of The Reformation, we have been learning about how The Reformation affected the Anglican Church, and what that means to us today and as we move into this new landscape of mainline churches, and the Episcopal Church in particular. The text we have been using is our own experience, as well as The Great Emergence, by Phyllis Tickle. Come and see.

Friday Morning Adult – Rev. Kathy Monson Lutes

We completed one year of EfM (Education for Ministry), with Louise Austin completing her fourth year. Congratulations to Louise! This fall we begin a study using The Path as our text, it is a Bible study. Come and join us.

Youth – Jenna Elliott and/or Yvonne Sanchez – No Report

We will begin Confirmation preparation for all ages after the New Year, in 2018.

Children – Kim and/or Julie – No Report

Library

Maggie Bostwick / Sharon Grover

THREE Accomplishments:

1. The Trinity library continued to expand its collection through gifts and donations.
2. The Library created the Little Free Library Table which gives free books to anyone who wants one, donations welcome.
3. The Library is working with Rev. Kathy to receive grants for book and document repair.

WHAT WE DREAM ABOUT FOR THE NEXT YEAR:

1. Combine the Library with the Heritage collection.

175th Anniversary Celebration

Keith Steinbeck

A Committee was formed to begin planning on working on Trinity's 175th Anniversary Celebration. The committee had its first meeting on August 15th to discuss ideas for the celebration. The dates of September 20 & 21 of 2019 have been suggested for the Celebration Weekend.

More info to be announced as we move forward in our planning stage.

The Committee members are: Sharon Grover, Suanne Whitford, Anne Wanke, Jackie Wood, Thelma Wilcox, Paula DeRubeis, Sharon Williams, Keith Steinbeck

Fellowship

Christian Café – Mark Karrels

Key Accomplishments:

1. Served a breakfast between services first Sunday of month September to May
2. Feed same breakfast to G.I.F.T.S. men during their stay with us

Future Challenges:

1. Increasing the free will offering at breakfasts
2. Opening breakfasts to neighborhood

Coffee Hour – Rev. Kathy Monson Lutes

Coffee hour has been restored after the second service in Ortmyer Hall. Please come and enjoy one another, a cup of coffee, and some donut holes.

Contemplative Prayer – Betty Gilbert

We meet at 1PM on Thursdays at different member's homes. We start with 20 minutes of meditation followed by the reading and discussion of a spiritual book. We are presently reading "Sabath." The Contemplative Prayer group is an ecumenical group who are interested in Centering and or Contemplative Prayer. The group was started by Deacon Don Kulman of Trinity. We presently have 10 members, 4 of whom are members of Trinity.

If you are interested in learning more please call Betty Gilbert at 608-756-4682.

Knitting & Crocheting – Rita Lynes

Key Accomplishments:

1. Group meets on Thursday mornings at Mocha Moment. We have been meeting for over ten years and our members come from multiple generations, faiths, and genders. A few members also meet on Monday mornings at G.R.'s and occasionally we have a knit day on a Saturday in Ortmyer Hall.
2. Group members work on personal projects as well as church related items and teach each other and new members knitting, crocheting; and occasionally other crafts.
3. We also go on field trips to local yarn shops as well as festivals and other yarn related activities in the southern Wisconsin area.

Future Goals:

1. Always room for new members.
2. New skill development and, of course, plenty of shop hops.
3. It would be nice to get more Trinity parishioners knitting and crocheting.

Prayer Chain and Order of St. Luke – Warren & Adel Smith

Key Accomplishments:

1. We pray in the chapel on the 3rd Sunday of each month. Anyone wanting prayers are welcome.
2. We also pray daily for those on Trinity's prayer list and anyone calling to be added to that list.

Future Goals:

1. We continue to study using the OSL materials, and encourage others to take the course.
2. Currently Warren & Adel Smith and Mark Karrels have completed the course.

Misson

ECHO – Anne Wanke

Key Accomplishments: Year to Date (August 2017)

1. 2,611,847 meals.
2. 284 months of rent paid to keep residents in their homes.
3. 561 children received school supplies.
4. 16,429 people received counseling and case management.

Future Goals:

1. Trinity support ECHO financially (year to date donations: \$290)
2. Trinity has another person willing to serve on the board.
3. Trinity takes a more active volunteer role in helping fill food orders, running equipment such as the dumb waiter, stocking shelves and helping with special programs such as school supplies and thanksgiving baskets.

First Fruits – donate to Project 16:49

GIFTS – Frank Scott

THREE Accomplishments:

Trinity provides homeless men shelter and food four weeks each year. In 2017, those weeks were/will be June 18 through July 22, 2017 and November 26 through December 10, 2017. Trinity will be one of the first churches to provide volunteers to the new GIFTS building when men start sleeping overnight in the new facility around Thanksgiving 2017. In addition, Trinity provided shelter for the men 4 weeks in September 2017 and other churches supplied overnight, intake and meals responsibilities.

Trinity's participation in GIFTS allows all of our congregation members to actually live out the command we hear at the end of mass every Sunday: **“Go in peace to love and serve the Lord.”**

The GIFTS ministry has helped innumerable men address their basic needs, addictions and mental health issues. Many men have moved on to jobs and apartments of their own and have become productive members of society.

THREE THINGS WE DREAM ABOUT FOR THE NEXT YEAR:

We dream that the Members of Trinity will continue the strong support of the GIFTS ministry by continuing to support the overnight, intake, breakfasts and suppers responsibilities that will be required at the new GIFTS building.

We dream that the GIFTS Capital Campaign will be successful and that the GIFT building can be used to address the needs of the homeless men in Janesville and the immediate surrounding area.

We dream that the space in Ortmayer Hall used by GIFTS can be repurposed for another worthwhile ministry.

Jail Chaplaincy Toy Drive – Anne Wanke

THREE Accomplishments:

1. Trinity members helped wrap and deliver gifts.
2. Trinity members donated funds to help with mailings.
3. Trinity members helped ring bells for Salvation Army with the Jail Chaplaincy group.

THREE THINGS WE DREAM ABOUT FOR THE NEXT YEAR:

1. 100 gifts be donated.
2. More members help wrap and deliver gifts.
3. Members to join as Jail Chaplains.

Lazarus House – Dick Lynes

The Lazarus Foundation is an outreach opportunity partnership with the Episcopal Diocese of Milwaukee and supported in part locally by Trinity Episcopal Church - Janesville. Our primary mission for the last fifteen years – safe, affordable housing for homeless individuals in recovery - is ongoing, for which we thank you for your continued prayers and support. Since October 1st of 2016, the Lazarus Foundation providing over 1,440 “shelter nights” for the community (a ‘shelter night’ is where one person is actually in residence for a 24-hour period) and over 750 hours of professional Case Management for our residents and former residents. Two former residents have left for their own apartments (we’re still working ‘aftercare’ with them). Two prospective residents failed to qualify and two new residents qualified. We have, as of this date, two residents. There are two prospects in the current “interview process” at this time.

At the present time, the Lazarus Foundation has approximately \$3,682.00 cash assets and \$82,089.00 capital assets. We anticipate an income from rent receipts of \$1,380.00 in 4th Quarter 2017 with expenditures estimated at \$5,820.00 (includes quarterly insurance premium). Financial help during this time of year is essential.

Our 2017 Major Financial Needs somewhat covered by Rent Income:

1. House Payments - \$9,600.00 (Diocese of Milwaukee)
2. General Utilities (Power, Gas, Water) - \$6,200.00

Our 2017 Major Financial Needs NOT covered by Rent Income:

1. Professional Case Manager & Life Skills Coordinator- \$7,250.00 (roughly 700/hrs per year at 35% normal rate)
2. Miscellaneous Utilities (House Telephone, Cable TV) - \$984.00
3. Appliances (new & replacement) and General Maintenance - \$2,560.00
4. Insurance (Property & Liability) - \$4,400.00

Lazarus House Data - September 2015 thru September 2017 (*24 months*):

- 6 - Residents housed during period
- 2 - "Successful Completions" (moved out and are still working, sober, etc.)
- 1 - "Unsuccessful Completions" (left because they didn't want to live in a 'structured' environment or abide by House Rules)
- 1 - "Unsuccessful Completions" (Relapse)
- 2 - "Current" Residents (1 employed part-time, 1 on disability' with occasional work income)

The 'addictions recidivism rate' for Lazarus residents during this period was 17%. Relapse Average for area 'on their own' programs (no supervision) is 89%. "Not Following the Rules" area average rate is 40%. National relapse average for 'supervised' programs is 62-73% (based on whose data you look at). "Not following program rules (non-relapse)" is generally not recorded nationally. Locally, we're seeing 25-60% "Non-Relapse" Rules Violations within the various agencies that help the homeless.

We have been operating on a reduced budget of less than \$26,000 a year due to the rough economy; our collected rents (when residents are actually able to pay rent) have been barely enough to make the house payments and maybe some of the utilities. We rely on individual and corporate donations, religious organization donations and grants for the case management, insurance, minor repairs and other basic resident needs. Our income over the last few years has not been enough to improve our facility or add any additional support services for the community. Rising facility operations costs are the 'budget killers' as utility and fuel prices begin to rise again, plus insurance coverage continues to become more costly although we have had no claims.

One of the 'Real World Issues' that we learn, while we continue to research our options for funding, is that there were no other long-term facilities in the area like ours, unless the individual has a GOOD insurance plan or ample financial resources (there are costly private for-profit facilities available). The 'government' facilities we reviewed (all 'short term' 3-30 days) seem to be more like 'holding areas', without really understanding the mental-health issues or fully addressing all the aspects of addictions (plus, they're full). We did find that Chicago and some other major metropolitan areas have faith-based facilities that do great work with persons having 'dual-diagnoses' of addictions and mental health issues, but they're also severely 'stretched' financially in addition to being too far away. In short, it appears that we're the only non-profit ministry of our kind in Wisconsin and, sadly, one of the very few in the country.

We cherish the ongoing support from the congregation of Trinity Episcopal Church. Without your prayers and continued moral and financial support, our mission would be immensely difficult. With your help, this important and very necessary outreach to the community can continue and even grow.

"That where there is despair, I may bring hope" - St. Francis of Assisi

Lazarus Foundation, Inc., has been granted exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c) 3, and contributions to such an entity are tax deductible.

Marketing – Keith Steinbeck

Accomplishments:

1. Posters were created by JAX Graphics for many of Trinity's Events including the Winter Market, Lessons & Carols, and the Pancake Supper.
2. Trinity Website is constantly being updated thanks to the talents of Dick Lynes. (Thank you, Dick!)
3. Social Media continues to be utilized, such as Facebook and Twitter. Rev. Kathy's sermons are posted for the community to read them at their leisure.
4. Sharon Grover has been posting talking points from Rev. Kathy's sermons on social media. (Thank You Sharon!)
5. Press Releases announcing events at Trinity are emailed to local newspapers for publication.
6. Holy Week 2017 Services were advertised in the Gazette.

Future Project:

1. Lessons & Carols 2017
2. 175th Anniversary Celebration
3. Winter Warmup Announcement
4. Lenten Soup Suppers
5. Holy Week 2018

Meals-On-Wheels – Marty Scott (Looking for a replacement)

THREE Accomplishments:

1. Coordinated with Mercy Hospital to complete 2 routes for 2 weeks, twice a year.
2. Contacted and accepted requests from Trinitarians to volunteer.
3. Each volunteer was able to spend a few moments with the homebound people. Any concerns were forwarded to the care teams.

THREE THINGS WE DREAM ABOUT FOR THE NEXT YEAR:

1. More volunteers.
2. A new parish coordinator for this program.
3. For our parish family to continue caring for the homebound.

St. Elizabeth's Nursing Home – Marlene Roessler

THREE Accomplishments:

1. Being able to brighten a resident's day by recognizing their birthday.
2. Presenting residents with a gifts they personally need or live.
3. Having them know that someone cares about them and that they have a new friend.

THREE THINGS WE DREAM ABOUT FOR THE NEXT YEAR:

1. We hope to continue this outreach program for the coming year.
2. We are always open for new suggestions as to how we can improve this outreach program.
3. Encourage people to be a part of this program as a neighborhood outreach to others.

Website – Dick Lynes

Key Accomplishments:

1. Continuing Trinity Web Pages format and content overhaul
2. Ongoing revisions of "Spam Mail" filters (Currently our email system 'traps' upwards of 80 pieces of potential "spam" each day and review for trapped 'legitimate' mail is done on a daily basis).

Goals Met:

1. Web Page format upgrades and continuing content delivery overhaul.
2. Keeping "Volunteer Schedules" information updated.
3. Keeping "Spam Mail" at a minimum

Future Challenges:

1. Keeping website content in coordination with Trinity Marketing Committee
2. Keeping web pages current as timely information is not always transferred to the webmaster.
3. 'RSS' feed implementation

Other:

1. Since November of 2016, our main website has averaged about 432 visits per day from over 100 countries.
2. Our Online Photo Album has averaged about 267 visits per day.

Webmaster – Dick Lynes

Facebook Page Co-Administrators – Dick Lynes, Keith Steinbeck and Rev. Kathy

Generosity

Finance Committee – Dan Heerey

Key Duties and accomplishments As Charged By Vestry:

- Review Insurance policies, coverage's, and obtain insurance renewal bids;
- Review Lucile Wells Trust Investment Fund investment performance; and
- Recommend Annual Parish Operating Budget to Vestry in January.
- Review periodic parish financial statements and report thereon to Vestry.
- Review and complete preparation of annual internal control questionnaire for submission to Diocese in connection with its financial review of parish records and processes.
- Administer Trinity Gift Acceptance Policy (GAP).
- Resource to Vestry on Endowment Fund Investment and Spending Policies.
- Calculate annually "Spendable Income" available for Operating Budget from Endowment Funds, in accordance with the Endowment Fund Spending Policy
- Review investment performance of Trinity and Egelston Memorial Endowment Funds.
- Obtain investment consultant recommendations and assure Endowment Fund compliance with the Trinity Endowment Fund Investment Policy, and report to Vestry thereon.
- Evaluate Trinity's Investment Advisor's service and ongoing investment advice.
- Assist with parish year round Stewardship programs, as assigned by Vestry.
- Resource to Parish, Vestry, and Treasurer in financial and planned giving related matters.

Upcoming FC meetings:

December 2017: Meet with Endowment Funds Investment advisor; and

January 2018: Determine endowment fund "spendable income"; propose 2018 annual operating budget.

CHALLENGE:

YOU CAN BECOME INVOLVED AS A MEMBER OF THE FINANCE COMMITTEE:

The Parish Finance Committee is open to all interested Parish members. If you have an interest in learning more about the Finance Committee, would like to participate in the finances of the parish or become involved in any way, please contact Rev. Kathy, Dan Heerey or any member of the Finance Committee.

Trinity Finance Committee members who served since the last annual meeting of Nov. 13, 2016:

Rev. Kathy Monson Lutes	Frank Scott	Dick Lynes
Keith Steinbeck	David Daane	Adel Smith
Mark Karrels	Jim Macdonald	Dan Heerey (Chair)

Stewardship and Fundraising – No Report

Trinity Country Fair – will be replaced with Winter Warm-Up and report in 2018

Lucile Wells Scholarship – Martha McHugh

Key Accomplishments:

1. The total amount of scholarships awarded was \$41, 775.
2. Nine people were given a scholarship for the fall 17-18 semester which is the most people we've had apply in many years.
3. The scholarship fund continues to be financially strong.

Future Challenges:

1. There is a continued trend of more people applying for a scholarship.
2. The scholarship committee continues to meet annually with BMO to review the trust fund progress.

Treasurer's Report, Financial Notes

Will be included when finished.