



2022 ANNUAL REPORT

Mission/Vision/Purpose Statement

Learning ~ Living ~ Loving

The way of Jesus Christ

Through worship, service, and study,

we will be an inviting faith community

that encourages and enables everyone to use their gifts

to share God's love with one another with all God's people.

| LEADERSHIP | |
|------------------------|---|
| Interim Pastors | Rev. Doug Gebhard (Jan. – May) Rev. Will Moser (Jun. – Dec.) |
| Council President | Rick Hurt |
| Council Vice-President | Ray Ojerholm |
| Council Secretary | Katie Bunn |
| Financial Secretary | Joanne Scherer |
| Membership Secretary | Karen Ojerholm |
| Treasurer | Bonnie Kriberney |

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COUNCIL PRESIDENT'S REPORT

Grace and peace to you from God our Father and the Lord Jesus Christ.

2022 was a momentous year filled with challenges but the strength of our members' dedication to Trinity shined bright. Even after two years of pandemic disruption, members stepped forward to ensure we had a full slate of 12 Council members as we fully entered the call process. Throughout the year, other members stepped up to join or renew their commitment to other committees such as Audit, Constitution Review, Friendship House, Mutual Ministry and Personnel.

We were able to accomplish several major initiatives and significant events TOGETHER in 2022:

- Covid protocols were relaxed in February, enabling us to return to a more familiar in-person worship experience, yet continue to live-stream the service to accommodate all members.
- The Call Committee and Council mutually approved release of the Ministry Site Profile in April. Personnel played an important supporting role by recommending updated policies affecting the position of pastor.
- The Refugee Relocation Ministry swung into high gear in late June. Many members have contributed both financially and with labor and loving outreach to ensure a successful launch of this exciting new ministry opportunity.
- In September and October, Trinity's members responded quickly and generously to raise the funds needed to improve and repave the side access roadway. Now we await the return of warmer weather to have the project completed.
- In October, the Friendship House ad hoc Task Force presented a report on this important but underutilized asset. The congregation will soon hold a vote to determine what Trinity should do with the building and surrounding property.
- The Technology Committee installed new assisted listening devices in August to help our members in need better experience worship services.
- The Constitution Review Committee performed a thorough review of Trinity's constitution & bylaws to bring them fully up to date. Council plans to review these recommendations and then bring them to the congregation for a vote sometime in 2023.
- We welcomed 8 confirmands as new voting members of the congregation in May.
- We were blessed with the return of Linda Slatt in May as our Office Administrator.
- We continued our traditional outreach to the community with a very successful VBS program in June and Live Nativity in December.

Please take time to read the various ministry reports in this annual report to see more fully how the Lord moved as we served Him, our members and community and the world in need.

In May, we said goodbye to our Intentional Interim, Pastor Doug Gebhard, and thanked him for his service to Trinity during the difficult period of the pandemic. We welcomed our Transitional Interim, Pastor Will Moser, in June and he carried us through the remainder of the year. We were fortunate to have an interim pastor present most of the year and appreciate the spiritual leadership that Pastor Doug and Pastor Will brought to Trinity. We wish them both the best as they continue to serve the Lord by assisting other congregations in need.

As we enter the new year, we focus on securing pastoral coverage until we have called a new full-time Pastor. We pray that day comes soon. In the meantime, we are grateful to have Pastor Heather Lubold as our Local Interim. We are in weekly communication with the Synod to ensure we provide the best available resources for a meaningful worship service each week.

I would like to recognize and thank my fellow officers for their support throughout the year. They were crucial in assisting me as Council President. I also want to express my gratitude to all council members who served in 2022. You faithfully represented the members of Trinity and your unwavering commitment to Council was evident all year. Special thanks to our members whose terms are ending --
- Linda Cragg, Janet Emery and Hans Fox.

We continue to pray for our Call Committee. The many hours they have spent in prayer, study, and thoughtful discussion to find our next Pastor should be recognized and applauded.

Trinity is resilient as evidenced over the past 175+ years. We are a strong congregation blessed with many God-given gifts. As Pastor Will noted in his report, we have dedicated members who are able and willing to provide strong lay leadership in service to the Lord and to this congregation. This gift has and will continue to carry Trinity through the transition until the day we call and celebrate our next Pastor.

Respectfully submitted,

Rick Hurt

Council President

PASTOR'S REPORT

Dear Friends,

When I arrived on the scene as your first part-time Interim Pastor in June, there was a flurry of activity going on! Pr. Doug had just completed his interim and I began the following Sunday, Pentecost, with seven youth being confirmed! With the help of Pr. Christina and the education committee members, we were able to navigate the details of the service and celebrate the day with gusto! This same teamwork and consensus building characterized the following seven months. Staff, Council and committee and team members worked together in harmony as we sought to continue God's ministry to Wexford and beyond during a pastoral vacancy. The following points are some of the learnings and observations I'd like to report to you:

1. You are a very traditional parish and you value your Lutheran identity. With the Covid restrictions being removed, I was able to reinstate many worship elements back into the liturgy which had previously been unsafe for group worship. Several of you commented to me that it was good to be "Lutheran again!" If you build on your traditions as you move ahead with new and different ones, you will be poised to rally and grow.
2. You are blessed with capable and dedicated lay leadership – any pastor's dream! From the Council to committees to prayer groups, leadership positions are not just filled with random names. You have college graduates, businessmen and women, veterans and other highly accomplished disciples. One great example is the team who created and carried out the successful parking lot paving and handicap entrance project. This strong administrative backbone will enable your next shepherd to concentrate on pastoral issues and growth strategies.
3. Your commitment to social ministry and justice issues is strong and intense. Your drives for the poor and needy, as well as your refugee ministry and sponsorship of a family, backed up by real mission dollars is to be commended. A parish who looks outward with time, talent and treasure exhibits faithful priorities that are pleasing to God.
4. Your partnership with Glade Run and its healthy family programs is a real plus to your ministry profile. With Pr. Christina and the other staff, you have the opportunity to have community members come into the building for services, which may lead to membership growth.

These are but a few of the many areas in which Trinity Wexford exhibits its commitment to sharing the love of Christ to the world. It has been my pleasure to serve as your pastor these seven months, and along with the fun sanctuary additions that you allowed me to foist on you, I wish you all the best in your call process and your future ministry endeavors.

Sincerely,

Rev. William C. Moser

CALL COMMITTEE

Chair: Susan White

Council Liaison: Rick Hurt

Committee Members: Tim Abbott, Dan Donovan, Janet Montelaro, Mike Nedzel, Christine Scherer

Areas of Focus in 2022:

- Completed the interview training with Pastor Asplin in March.
- Finished the Ministry Site Profile (MSP) with Council approval and submitted it to the Synod in April.
- Received one candidate from the Synod that was interviewed twice but it was ultimately not the right call.
- Prayed for guidance, clarity and patience.
- Received a second candidate in December; currently in the interview stage with this candidate.

Future Recommendations/Projects wrapping to 2023:

- Finalize the interview process that is currently ongoing and potentially recommend this candidate to the Council.
- Continue to pray for patience from the committee and the congregation as there are not a lot of candidates available at this time.

CEMETERY COMMITTEE

Chair: Mike Corcoran

Council Liaison: Jane Hein

Committee Members: Ray Ojerholm, Miriam Buresh

Areas of Focus in 2022:

- Consolidated and organized various sources of paper documents into single master set.
- Organized all records for deeds into a master Excel spreadsheet.
- Investigated and resolved duplications and discrepancies in the historical records.
- Resolved several inquiries made by plot holders and descendants of buried members.
- Installed additional plot location markers in the new section of cemetery.
- Replanted grass at 2 gravesites and oversaw the restoration of a tombstone that was accidentally knocked over during installation of the new church roof.
- Recommended to Council that the interment fee for cremains be reduced to \$150 (had been \$300) because restoring such gravesites is less costly than for burial of caskets (\$300 fee).

Upon the Finance Committee's recommendation, in September 2022 Council approved a new Investment Policy Statement for the Cemetery Fund. As a result, the Treasurer opened a new Cemetery Account at Vanguard, with investments to be overseen by the Endowment Committee according to the guidelines in the Investment Policy Statement. The money was invested in November. Cemetery Fund activity for 2022 was as follows:

| | |
|--|------------------|
| Balance as of 12/31/2021 | \$ 91,485 |
| Receipt of principal and interest on loan owed by Current Fund | 4,944 |
| Fees collected (plot sales & interment fees; only 44 plots remain available) | 1,950 |
| Investment income (loss) | 2,293 |
| Expenses (principally lawn mowing) | <u>(1,668)</u> |
| Balance at 12/31/2022 | <u>\$ 99,004</u> |

Future Recommendations/Projects wrapping to 2023:

- Update the paper maps of the cemetery (using mapmaking software if possible).
- Complete full set of cemetery policies and procedures.
- Complete long-term plans for cemetery repairs and maintenance.

Many thanks to Mike Corcoran, who did most of the digging through musty old paper records and reconciling them in an electronic spreadsheet for future use. Mike will be stepping down in 2023 and we hope to have him back on the committee someday. In the meantime, we welcome all other members of Trinity to consider serving on this interesting committee (lots of history!).

CHRISTIAN EDUCATION / YOUTH COMMITTEE

Chair: Jim Block

Council Liaison: Elaine Ek

Committee Members: Sue Abbott, Shannon Corcoran, Elaine Ek, Monica Hurt, Wendy Mensch

- The primary concerns of the Christian Education Committee are Vacation Bible School and Sunday School. Trinity had a very successful VBS this past summer, with 48 different children registered, and average daily attendance of 34 students.
- Special thanks go to the director, Jesse Belitz, for all his hard work, and the staff of 26 volunteers.
- Sunday School resumed in the fall. A special thanks is due to the volunteers who stepped up at the last moment to make sure we have two teachers for each class. There are 4 classes:
 - Pre-school, led by Shannon Corcoran and Elaine Ek
 - K - 2nd grade, led by Sue Abbott and Ruth Kirk
 - 3rd- 6th grade, led by Monica Hurt, Wendy Mensch, and Jeff Rasmussen; and
 - 7th – 12th grade, led by Jane Hein and Karen Rasmussen.

There are 19 total students registered, with average weekly attendance of 12.

- Trinity has two adult classes, led by Bill Parasida and Jim Block, with 20 adults who attend collectively the classes.

COMMUNITY MINISTRY COMMITTEE

Chair: Ruth C. Kirk

Council Liaison: Linda Cragg

Committee Members: Pam Block, Lynnette Chughtai, Linda Cragg, Erma Delaney, Wendy Hall, Brenda Hauser, Jane Hein, Cheryl Henderson, Phyllis Jenny, Janet McKibben, Lou McKibben, Janet Montelaro, , Karen Rasmussen, Mary Schmitz, Mimi Stanton, and Diana Wagner

Areas of Focus in 2022

- **Adopt a Highway** - This sub-committee, chaired by Karen Ojerholm, cleaned one section of Brandt School Road in October. The volunteers that assisted were Ed Ek, Ray and Karen Ojerholm, Karen Rasmussen, Diana Wagner, and Rick Hurt. This group decided it would be their last cleanup. They have exceeded the two-year commitment to Adopt-A -Roadway which was made in 2019. Trinity is now a smaller congregation and has higher priorities for volunteers' time.
- **Faith in Action**
 - Forum on Racism in Mass Incarceration was presented on February 17th via Zoom.
 - Watch party at Trinity on March 24th to view Racial Inequities in Maternal Health in western PA via Zoom.
 - Zoom forum on April 7th on How to Store Guns to be Safe.
 - Sponsored an ongoing zoom book club attended by members of Trinity and other congregations focusing on issues of social justice and racism.
 - See the separate Refugee Sponsorship Subcommittee report regarding that new ministry.
- **God's Work Our Hands** – was held on Sunday, September 11th.
 - Our committee, along with volunteers from the congregation, were able to accomplish the following tasks:
 - Assembled and delivered baskets of wrapped treats to 12 First Responder Groups in our area. Thanks to Pam Block for securing a Thrivent Grant so the treats could be purchased.
 - Fifty welcome bags were put together and delivered to the children at Holy Family Institute. Diana Wagner applied for a Thrivent Grant and was able to purchase the following items that were put in the small backpacks: Crayons, Tootsie Pops, Skittles, Starbursts, key chains, paper, notebooks, pencils, coloring books, and small stuffed animals. Mary Schmitz bought fleece and cut 50 small fleece blankets that were also put into the backpacks. Karen Rasmussen applied for a Thrivent Grant so fleece could be purchased.

- Mary Schmitz purchased fleece to make a large blanket for the refugee family. Volunteers finished the blanket.
 - Old towels and blankets were collected and given to animal shelters
 - Scraps of fleece were braided and given to pets.
 - Soap sacks were made by Pam Block and Mary Schmitz and given to Holy Family Institute, Glade Run, and The Men's Shelter.
- **North Hills Community Outreach** – Our committee collected coats for North Hills Community Outreach's annual coat drive. We collected 7 boys' coats, 8 girls' coats, 13 women's coats, 2 adult vests, 2 men's heavy sweatshirts, 2 women's fleece jackets, 21 scarves, 3 pairs of gloves, and 6 hats. A special thanks to The Prayer Shawl Ministry for making and donating most of the hats and scarves.
- **Northside Common Ministries** - Wendy Hall organized the meals that we made and delivered. This year the committee delivered five breakfasts and one dinner. Thanks to Jeff and Karen Rasmussen, Jeff Hall, Pam Block, and Diana Wagner for going to the shelter to help serve the meals. For Christmas the committee collected 35 heavy hooded sweatshirts in various sizes. Karen Rasmussen was able to donate 12 sweatshirts thanks to a Thrivent Grant. Thirty pairs of gloves were donated thanks to a Thrivent Grant that Jim Block was able to obtain. Diana Wagner donated 48 pairs of socks and 48 hats thanks to a Thrivent Grant. Mary Schmitz cut 35 scarves from fleece for the men.
- **Trinity Cooks** - We prepared and delivered meals to congregation members that were ill or recovering. Phyllis Jenny coordinated this committee and because of her efforts we were able to provide 4 meals this year.
- **Noisy Offering** – In January we collected \$143.09 to support victims of U.S. wildfires. From December 2021 to April 2022 \$1,739.00 was collected for Ukraine. We collected \$3,503.97 in June and July for a start-up church project in Uganda. The Noisy Offering of \$120.00 in May went to support victims of the New Orleans tornadoes. From August to November we collected \$564.57 to help support flooding victims in the U.S.
- **Funeral Lunches** - This committee, chaired by Mimi Stanton, sponsored 5 lunches this past year. We thank Mimi for her 6 years of chairing this committee. As Mimi steps down from her duties we want to let her know how much we appreciated all she did to bring comfort and support to all the families that were going through a very difficult time.
- **Care Baskets** - As part of the Angel Tree project we assembled 13 care baskets for those members in our congregation that needed a spiritual lift at Christmas. Some of the items that we added to the baskets were word searches, devotionals, pocket calendars, candles, hand and body lotions, wrapped candy, small Christmas decorations and ornaments.

- The committee made donations to the following organizations: HEARTH- \$500, Northside Common Ministries- \$1,000, East Liberty Family Health Care- \$500, Greater Pittsburgh Community Food Bank- \$1,500, North Hills Community Outreach- \$1,000, Lutheran Disaster Response- \$1,000, and Bread of Life Food Pantry- \$500.

Future Recommendations/Projects wrapping to 2023:

- The committee will continue to support and pray for the charitable organizations that we have supported in the past.
- Community Ministries plans to support projects, individuals, families, and organizations in our congregation, in our community, and in the world that may need our help.

ANGEL TREE MINISTRY SUBCOMMITTEE

Chair: Mir Buresh

Council Liaison: Not assigned

Areas of Focus in 2022:

- The Ministry was divided into two parts in 2022, with Mir assuming responsibility for the children's gifts and the gift cards for families in need. Community Ministry took over the care packages ministry.
- A total of 35 children families requesting gifts from Trinity Lutheran Northside were sponsored by individuals, families, groups of families and ministry groups. Gifts were delivered to Trinity Northside in early December.
- Gift cards for grocery stores, Walmart, and Target were elicited and these were distributed to 7 Trinity related families.

Future Recommendations/Projects wrapping to 2023:

- Adopt-a-Family seems to be working well to provide gifts to some of the families seeking help from Trinity Northside.

REFUGEE SPONSORSHIP MINISTRY SUBCOMMITTEE

Committee Chairs: Administration - Jane Hein
Housing - Bill Ayoub
Cultural Orientation and Welcoming - Janet Montelaro
Education - Janet Emery
Finance - Jim Block
Employment - Tim Abbott
Transportation - Ron Montelaro

Council Liaison: Jane Hein

Subcommittee Members: Tim and Sue Abbott, Bill and Norma Ayoub. Jim and Pam Block, Janet Emery, Jeff and Wendy Hall, Cheryl Henderson, Jane Hein, Ruth Kirk, Janet and Ron Montelaro, Andrew and Kayleigh Mort, Jeff and Karen Rasmussen, and Mary Schmitz

The subcommittee began training with Jewish Family and Community Services (JFCS) in March. Fundraising began in earnest, and the subcommittee notified JFCS that it was ready to sponsor a family in April. We learned that a family would arrive on May 17th, and the process began to move very quickly.

Housing could not be arranged before the family arrived so the welcoming team booked a room at an extended stay hotel. The housing team went into overdrive looking for an apartment. The team quickly learned that few landlords are willing to rent to someone with no credit or renting history, even with the church's guarantee of payment! The team found that it is best to seek out individual apartment owners rather than real estate corporations. Finally, a home was located for the refugee family in June.

The cultural orientation team completed the mandatory orientation materials in the first 90 days of the family's stay in the US. The education team helped the child enroll in Pittsburgh public school pre-school in August and made sure all members of the family had access to English lessons. The employment team worked to find employment for the father and is now working to find employment for the mother.

The family is receiving available public assistance and is staying current with rent, utility, and other bills. Their knowledge of the public transportation system and the English language is increasing every day. They are settling in to a family routine in their new community. With Trinity's help, they have a great chance of succeeding in their new life in America.

It has been a joy to work with this lovely family. In addition to clothes shopping and drives, doctor visits, and public assistance management, we were able to host the family for a summer picnic, a day at the zoo and a visit to their local library. Members of Trinity who have long been involved in food pantry and other ministries continue to be of great assistance to our sponsored family.

Thank you to all of our Trinity members who contributed funds and household goods as well as time to help with the settlement of this family. Truly you are doing the work of God.

Future Recommendations/Projects wrapping to 2023:

The commitment to this family will officially expire in May of 2023. The subcommittee plans to sponsor another family shortly thereafter. Trinity continues to accept donations to this ongoing ministry.

CONSTITUTION REVIEW COMMITTEE

Chair: Ray Ojerholm

Council Liaison: N/A

Committee Members: Hans Fuchs, Andrew Mort

Areas of Focus in 2022:

- The purpose of the Constitution Review Committee (“CRC”) is to review Trinity’s constitution every 3 years (which is when the ELCA updates the “Model” Constitution for Congregations) and to recommend changes for Council’s consideration. Council then presents its recommendations to the congregation for a congregational vote.
- The CRC updated Trinity’s existing constitution & bylaws (which were adopted in 2018 based on the ELCA’s 2016 Model), for changes required by the 2019 and 2022 Models. We also considered changes the Synod suggested in 2018 when it reviewed & approved Trinity’s existing constitution.
- Most of the changes are “required” by the new Model. Where some flexibility is allowed, the CRC recommended amendments it believes are appropriate for our congregation.
- Although not required by the constitution, the CRC solicited proposals for amendments from the congregation. The CRC studied the 12 proposals that were received and developed recommendations to Council on each of these proposals.
- Throughout the process, we were in touch with Pastor William Hauser of the Synod. Pastor Hauser graciously offered his advice, answered questions and reviewed all of the CRC’s recommended amendments before we will present them to Council. This greatly helps to ensure we are making wise choices and will be on solid ground when it comes time to submit the final version of the amendments to the Synod for its approval.

Future Recommendations/Projects wrapping to 2023:

- Present the CRC’s recommendations to Council. Council then will vote on the CRC’s recommendations, perhaps make other changes, and then present its recommendations to the congregation. This is likely to occur at a special congregational meeting in 2023.
- Assist Council as requested with its presentation of recommended amendments to the congregation and with the Synod’s final review and approval process.

ENDOWMENT COMMITTEE

Chair: Karen Ojerholm

Council Liaison: Elizabeth Scherer

Committee Members: Gordon Berkstresser, Corey Leimer, Pete Luedke

Trinity Lutheran Church Endowment Fund

| Account Summary | |
|---|-----------------------|
| Balance 12/31/2021 | \$ 367,488.47 |
| 2022 Distribution from the fund | \$ (10,000.00) |
| 2022 Contributions to the fund | \$ 1,500.00 |
| Investment income (loss) (14.0% loss vs. 19.4% loss of S&P 500) | \$ <u>(51,440.94)</u> |
| Balance 12/31/2022 | \$ <u>307,547.53</u> |

2022 Areas of Focus:

- The committee would like to thank 2022 contributors for their generous donations.
- The committee would also like to thank Bonnie Kriberney, Trinity treasurer, for processing all transactions for the fund.
- In 2022, Council gave the Endowment Committee the duty of investing assets belonging to the Cemetery Fund. Please see the separate "Cemetery Committee" report.
- The 2022 Distribution went to Community Ministry (\$3K) and to supplement the Current Fund budget (\$7K).

Future Recommendations/Projects wrapping to 2023:

- Develop a written investment policy and submit to Council for adoption. A written Endowment Fund Investment Policy would provide useful investment guidelines and continuity.
- Monitor the investment.

FINANCE COMMITTEE

Chair: Rick Hurt

Council Liaison: Bonnie Kriberney

Committee Members: Bonnie Kriberney (Treasurer), Joanne Scherer (Financial Secretary), Mike Nedzel, Elizabeth Scherer, Ray Ojerholm, Anne Vondracek

Areas of Focus in 2022:

- Performed quarterly reviews of Trinity's balance sheet and actual versus budget expenses to ensure timely action could be taken in the event of unexpected variances from budget.
- Coordinated the audit of the congregation's 2021 financial records. Special thanks to the members of the Audit Committee – Diane Wagner, Betty Frohnert and Karin Hill – for a job well done.
- Recommended a new Investment Policy Statement for the Cemetery Fund, which Council approved in September. This policy provides guidelines for risk tolerance, liquidity, diversification and allowed/prohibited investments for the Cemetery Fund.
- Opened a new account for the Cemetery Fund at Vanguard. Submitted the paperwork for another new Vanguard account to hold a portion of the assets of the Current Fund in a money-market account paying substantially more interest than currently available at Trinity's bank.
- Hosted a meeting in early November with members of Council and representatives from every ministry at Trinity at which the representatives were invited to present their own committee's budget needs and learn about the needs of other ministries through an open discussion.
- Reviewed 2023 budget requests from various committees, assessed actual 2022 receipts and spending compared to expectations, and recommended a proposed 2023 budget to Council.
- Prepared all 2022 financial statements for the annual report.

Future Recommendations/Projects wrapping to 2023:

- Continue to ensure Trinity has financial systems and controls that generate accurate, reliable reports and safeguard assets against loss or misuse.

I want to thank all members of the Finance Committee for the many hours you dedicated to this ministry. Trinity is blessed with your time and talent. I look forward to working with this same group in 2023 and we always welcome new members to join us!

FRIENDSHIP HOUSE (AD HOC) COMMITTEE

Chair: Mimi Stanton

Council Liaison: Ray Ojerholm

Committee Members: Joe Hess, Ray Ojerholm, Mimi Stanton

Areas of Focus in 2022:

- Gathered, organized and analyzed various records pertaining to the Friendship House. These included the original purchase agreements, deeds, title insurance, boundary maps, inspection reports and Allegheny County real estate records.
- Recommended to Council an approach for bringing this matter to the congregation that gives impartial treatment to the various ideas that have been floated by members in recent years.
- Recommended that Council present the following 5 options for the congregation's choice:
 - Repair and keep for use by TLC and its future ministries and programs
 - Repair and use as rental property
 - Repair and sell
 - Raze the structure and keep the land
 - Sell as is
- Identified regulations that affect how the property may be used and developed.
- Developed a list of potential pros, cons and questions that may apply to each option.
- Drafted a detailed report concerning all of the above.
- Toured the property with a representative of Franklin Park Borough, which gave some thought to trying to acquire the property to turn it into a park as part of its green space initiative. The borough has decided not to pursue this option at this time.
- Agreed to try to hold multiple information sessions prior to the Annual Meeting so interested members of the congregation have the opportunity to ask questions in advance rather than having to make a decision solely within the time constraints of the Annual Meeting.

Future Recommendations/Projects wrapping to 2023:

- Hold the information sessions.
- Assist Council to present this at the Annual Meeting.
- Help Council as requested to develop an action plan to carry out the congregation's vote.

Many thanks to Joe Hess, who has a professional background in architectural project management that was very valuable in carrying out the task force's work to date. And to Mimi Stanton, who served on the Property Committee for many years, which made her a knowledgeable source regarding many practical considerations concerning repair and use of the Friendship House. Mimi will be stepping down from the task force in 2023 and we wish her the very best as she pursues other interests.

LIVE NATIVITY (AD HOC) COMMITTEE

Chair: Susan White and Anne Vondracek

Council Liaison: Katie Bunn

Areas of Focus in 2022:

- Purchased a new sound board to replace the old unreliable one.
- Decided to only have 2 shows due to lack of volunteers (it's usually too cold to ask people to do all 3 shows).
- Increased signage to help drivers find the exit and added volunteers to help with traffic direction.
- Invited everyone upstairs to the Great Room after each show for hot cocoa and cookies. This was the first time using this area (due to Covid restrictions last year) and it worked very well with the additional space and elevator access.
- Estimated around 200 people attended.

Future Recommendations/Projects wrapping to 2023:

- Take down stable in mid-January and store in the lower shed (thank you to the faithful group that braves the cold for set up and take down each year).
- Will most likely continue to only have 2 shows – it's easier for the people and the animals.

MEMBERSHIP COMMITTEE (formerly STEWARDSHIP)

Chair: Bill Ayoub

Council Liaison: Janet Emery

Committee Members: Tim Abbott, Ron Montelaro, Dan Donovan, Janet Emery

This year marked the first year of the Membership Committee. At the beginning of the year, we defined our purpose as follows:

Purpose

- To invite non-members into God's mission as expressed in the ministry and mission of Trinity Lutheran Church.
- To help new members establish relationships and connect their gifts/interests with groups or teams in the church.
- To nurture in members an everyday sense of *stewardship*, encouraging generosity in giving of finances, time and talents.
- To review members' activity status on a yearly basis, identifying persons/families who need encouragement in maintaining commitment to Trinity's ministry and mission.

We defined our goals for 2022 and worked to achieve these goals as follows:

1. Define measurable parameters of success
 - a. # of family units that commune and donate to the church (2017 to present)
 - b. # Attendance at worship in person and online
 - c. Financial contributions
2. "Market" the concept of a membership committee
 - a. Done at time of congregational meeting January 30, 2022
 - b. Discuss aspects of this committee during the Lenten Season
3. Develop strong members of the membership committee. Presently the CORE committee members include Tim Abbott, Ron Montelaro, Dan Donovan, Janet Emery, and Bill Ayoub
4. Identify "sub-groups" that deal with certain focused aspects
 - a. Karen Ojerholm and her team made efforts to clean up membership status. Group 1: Inactive members who have not donated or attended church in the past 2 years and Group 2: Members who still donate to the church but are otherwise less active.
 - b. Refugee Family Project
5. Under the leadership of Tim Abbott, a subcommittee was formed (Elaine Ek, Karen Rasmussen, Bonnie Kriberney, Karen Ojerholm) and have successfully contacted some of our "less active" members.

- a. 40 members were identified
 - b. Phone conversations occurred with 25 family units. The other 15 units did not return calls.
 - c. The members that were contacted were very appreciative for the call and concern. Many stated that they would resume attendance at church soon.
 - d. Several mentioned that they had hearing problems. With that in mind, hearing devices have been obtained.
6. Increase engagement by highlighting the many good activities accomplished by the church.
- a. Christian education
 - b. Community Ministries
 - c. Highlight these activities
 - i. Place them on our website;
 - ii. Remind the congregation about these activities at the time of worship and via weekly emails.
7. Paving Project: The membership committee coordinated the very successful Paving Project which raised over \$35,000. The actual paving will take place in 2023 and will allow for improved access to the sanctuary for congregants with mobility issues.
8. We decided that there is no need to continue the annual pledge system. This saves some work and unnecessary expense. We encourage the congregation to be aware of the 2023 budget and ask for a prayerful adjustment in everyone's giving.
9. The items on the Time and Talent survey have been revised and will be rolled out in January 2023 using an online survey, but will make arrangements for those unable to complete an online survey. We will ask each individual in charge of each item to contact the volunteers and get them involved in the activity. In the future, we plan to roll out this process in September with a variety of enhancements that will be determined over the next 9 months.

MUTUAL MINISTRY COMMITTEE

Chair: Unassigned

Council Liaison: Rick Hurt

Committee Members: Sue Abbott, David Kreiling, Brian Mensch, Mimi Stanton, Anne Vondracek and Dave Williams

Trinity's bylaws state that the Mutual Ministry Committee, together with the pastor, shall:

- a. Be responsible for affirming and strengthening the mission of the congregation and the ministry of the staff, through listening and clarifying, sharing, and communicating and reviewing and reflecting.
- b. Develop open communications about expectations, attitudes and concerns with the pastor and the staff, within the congregation, and in the community.
- c. Advise planned continuing education that benefits both the mission of the congregation and the ministry of the staff.
- d. Act as a "sounding board" in time of personal or professional stress.
- e. Serve as a group where the pastor and staff can test new ideas.

Areas of Focus in 2022:

- Committed to providing positive, proactive methods of creating opportunities for conversations in resolving concerns within the congregation.
- Wrote introduction for the church bulletin to communicate the ministry purpose as follows:

The Mutual Ministry is a committee of your fellow members of the Trinity community who strive to affirm and strengthen the mission and bonds within our congregation. We accomplish this through listening, clarifying, and facilitating communication among our members, our leadership, and the pastor. Please reach out to any member of the committee, or to Council President Rick Hurt, if you would like to express a compliment, comment, or concern; share a vision for the future of Trinity; suggest opportunities for Trinity to further our mission.

- Updated poster of the Mutual Ministry Committee with individual photographs of members, for placement in the Church Narthex, so congregation members are aware of who is on the committee, should anyone have a need to reach out.
- Committee met several times during the year.
- A special thank for the following participants on the Mutual Ministry committee that completed their term in June 2022: Mike Nedzel and Karen Rasmussen and the contributions of former interim Pastor Doug Gebhard and Reverend Will Moser.

Future Recommendations/Projects wrapping to 2023:

- On the basis of what we learned in 2022, Mutual Ministry will continue to develop and support means of improving congregational communications through training, proactive resolution of concerns and adherence to Matthew 18 (How to Handle Conflict).

NOMINATING COMMITTEE

Chair: Ron Montelaro

Council Liaison: Katie Bunn

Committee Members: Joanne Scherer, Ed Ek, Lou McKibben, Bill Ayoub, Ron Montelaro

Areas of Focus in 2022:

Updated the announcement for the positions to be filled on Council, Endowment and Nominating committees and communicated them to the congregation via the church bulletin and weekly e-news announcements.

- **Endowment Committee:** The following 2 nominations are presented for election in January 2023 each to fill a two-year term on the Endowment Committee.

Dave Williams - 1st term

Rick Novosel - 1st term

- **Nominating Committee:** The following 6 nominations are presented for election in January 2023 for a one-year term on the Nominating Committee.

Hans Fox

Melissa Kelly

Scott Peterson

Diana Wagner

Sue Abbot

Kitty Berkstresser

- **Congregational Council:** The following 3 nominations are presented for election in January 2023 each to fill a two-year term on the Congregational Council

Corey Leimer – 1st term

Barb Dudek – 1st term

Janet Montelaro – 1st term

Future Recommendations/Projects wrapping to 2023:

- None at this time

PERSONNEL COMMITTEE

Chair: Scott Peterson

Council Liaison: Ray Ojerholm

Committee Members: Scott Peterson, Scott Dunlop, Norma Ayoub, Shannon Corcoran

Areas of Focus in 2022:

- Recommended updates to the Pastor's Position Description and Pastoral Family Leave and Sabbatical Policies to bring Trinity more in line with Synod guidelines in connection with the call process.
- Hired Linda Slatt as Office Administrator.
- Recommended a 2023 pay increase for the Minister of Music.
- Based on feedback from the Office Administrator, recommended increasing the position from a 20 hours per week hourly position, to a 24 hours per week salaried position.

Future Recommendations/Projects wrapping to 2023:

- Continue to review all personnel matters and keep Trinity's personnel documents current.
- Provide more personnel oversight during periods with no full-time pastor.

PROPERTY COMMITTEE

Chair: Rich Baur

Council Liaison: Mimi Stanton

Committee Members: Bob Kriberney, Bonnie Kriberney, Terry Mertz, Nancy Mertz, Jane Hein, Mimi Stanton, Clara Pearle Soergel, Judith Bridge

2022 Areas of Focus:

- Church roof replaced.
- Church exit sign wiring repaired.
- New range installed in Parish Hall kitchen.
- Repaired leak in Parish Hall roof.
- Doorbell installed in Parish Hall office when main doors are opened during business hours.
- Spring and fall clean up days held.
- Improved landscape (installed river rock) in front of Parish Hall.

Future Recommendations/Projects wrapping to 2023:

- Church walkway paving.
- Church Courtyard brick wall rehabilitation.
- Paint Parish Hall exterior fascia (area near gutters).
- Repair interior paint chipping on Church ceiling.
- Parish Hall roof replacement (flat roof portion under HVAC units).

TECHNOLOGY COMMITTEE

Chair: Tim Abbott

Council Liaison: Andrew Mort

Committee Members: Tim Abbott, Bob Tozier, Kimberlee Tozier, Brendan White, Andrew Mort

Areas of Focus in 2022:

- Purchased and installed new sound board and amplifier.
 - Previous board was beginning to go bad (faulty channels, poor connections, etc.).
 - New digital board provides built-in signal conditioning and ability to save settings.
- Purchased and installed new assisted listening devices.
 - Anyone in need of listening devices can talk to ushers for assistance.
- Purchased replacement amplifier for speakers in narthex and basement.
 - Previous amplifier stopped working and has been replaced.
- Continued live streaming of 8:30am service throughout the year.
 - Service can be live streamed and replayed on Trinity's YouTube page.
- Purchased new wireless microphones, compliant with new FCC frequency allocation.
 - Microphones are on back-order and will be installed when they arrive.

Future Recommendations/Projects wrapping to 2023:

- Continue live streaming of worship through the year
- Install new wireless microphones when they arrive

WOMEN'S GROUPS: 3D's, 3E's, CARD MINISTRY

3 D's (Devotions, Discussions, Destinations)

Chair: Donna Pepper

Co-Chair: Clara Pearle Soergel

Council Liaison: Not Applicable

Group Members: Agnes Kaelin, Betty Frohnert, Betty Gabriel, Brenda Hauser, Charlotte Luedke, Cheryl Henderson, CP Soergel, Connie Ludolff, Janet McKibben, Mary Schmitz, Phyllis Jenny, Ruth Kirk, Sue Abbott, Sue Keay, Ellen Kaelin, Erma Delaney, Judy Bridge, Karin Hill, Linda Rohrbaugh, Sandy Zielinski, Mimi Stanton, Connie Fagan and Donna Pepper

Areas of Focus in 2022:

- 3D'S – meeting the 3rd Wednesday of each month from 1:00-2:30, except July and August for summer break. Did not meet January because of snowstorm.
- February, we brought special devotions/Bible verse to share with each other. We adopted "Love Your Neighbor as Yourself", our Prayer Shawl member delivered prayer shawls to 3 members of the congregation on our prayer list, we took up donations to put flowers on the altar in March from our 3D Ladies and assigned members to send out notes/cards to the Friends of the Congregation on our prayer list; we received back many notes from these recipients thanking us for thinking of them in their time of need.
- March, we had game day, played Bingo and then all signed Easter cards to send to our At Home/Professional Care members and brought new tea towels and dish cloths to furnish our kitchen supplies.
- May, we had our meeting at Beattie Career Center Restaurant and celebrated CP Soergel's 90th birthday.
- June, we had a guest speaker, Judy Seligman from Grace and Truth Church in Houston PA. She shared with us how to move forward with personal struggles and become a stronger Christian through it all.
- September, one of our members had a beautiful lesson on God Created Heaven and Earth and how her great granddaughter helped share her feelings for this lesson.
- October, our lesson was studying Women in the Bible and Lutheran Seal – Lutheranism 101.
- November, we studied What Matters Most, Purpose Driven Life by Rick Warren and planned for our Christmas Party.
- December 21st we had a beautiful Christmas Party with the help of so many of our members coming together, 20 were in attendance.

Future Recommendations/Projects wrapping to 2023:

- Our 3D'S group of women continues to grow in friendship, love, and support in "Letting Our Light Shine So Others Can See Our Good Works" not only in the group but in our congregation and throughout. We had an average of 16 in attendance for each meeting and have been together for approximately 18 years; prayers we can continue to do the same.

3 E's (Evangelism, Encourage, Enlighten)

Chair: Brenda Hauser

Council Liaison: Not Applicable

Group Members: Brenda Hauser, Shirley Baney, Judy Bridge, Barb Thompson, Sue Keay, Sue Abbott, Connie Ludolff, and Betty Frohnert

Areas of Focus in 2022:

- Met very infrequently this past year at the church parish hall due to the pandemic and health issues of the chair.
- Hosted a women's social event featuring Vintage Debbie's Sock Hop Show on October 18th, open to women of the congregation. About 15 guests enjoyed the show.

Future Recommendations/Projects wrapping to 2023:

The group hopes to resume in the spring of 2023.

Respectively submitted:

Betty Frohnert

CARD MINISTRY

Chair: Donna Pepper and Mimi Stanton

Council Liaison: Not Applicable

Group Members: Kitty Berkstresser, Barb Dudek, Linda Cragg, Charlotte Luedke, Diana Wagner, Ann Vondracek, Elaine Ek, Erma Delaney, Elizabeth Scherer, Ruth Kirk, Monica Hurt, Clara Pearle Soergel, Joanne Scherer, Cami Bakow, Virginia Barbiaux, Cheryl Henderson, Mimi Stanton, Diane Eshenbaugh, Janet Emery, Agnes Kaelin, Diane Setzenfand, Betty Gabriel, Betsey Novosel, Sue Abbott, Phyllis Jenny, Christine Scherer, and Donna Pepper.

Areas of Focus in 2022:

- Involving 27 members each sending care cards/notes two week per year. Sympathy, New Baby, Get Well, Thinking of You, Homebound Birthdays. Mimi and I took turns sending out to Homebound every other month on special Holidays, we also sent to Graduates, Baptism, 1st Communion, and Confirmation.

Future Recommendations/Projects wrapping to 2023:

- Continue to send cards out to show Trinity's love and support to our brothers and sisters in good times and in times of need.

PEOPLE OF PRAYER MINISTRY

Chair: Donna Pepper

Council Liaison: Not Applicable

Prayer Warriors: Agnes Kaelin, Betsey Novosel, Betty Frohnert, Betty Gabriel, Barb Dudek, Bonnie Kriberney, Brenda Hauser, Charlotte Luedke, Cheryl Henderson, CP Soergel, Connie Ludolff, Diane Setzenfand, Janet Montelaro, Jim Block, Joanne Scherer, Joyce Lydick Kottner, Judy Swallow, Karen Rasmussen, Karen Rehder, Kitty Berkstresser, Krista Tozier, Linda Cragg, Martha Jane Parasida, Mir Buresh, Pam Block, Penny Kappel, Phyllis Jenny, Richard Hurt, Ruth Kirk, Sandy Zielinski, Scott Peterson, Shirley Baney, Sue Keay, Susie Neuhart, and Donna Pepper

Areas of Focus in 2022:

- When we receive a prayer request from someone in the congregation or a friend of the congregation, I send the prayer request to our 35 Prayer Warriors asking them to lift our brother or sister in prayers, these prayer requests are then put in the bulletin and email blasts for that week, that is where the Card Ministers get names to send cards/notes to let these people know we at Trinity are there for them. We get many notes and emails back thanking us for reaching out to them in good time and in times of need.
- These prayer requests are then put on our People of Prayer list and sent out every two weeks. In between times, we try to keep the concerns updated so our Prayer Warriors are kept informed.

Future Recommendations/Projects wrapping to 2023:

- We want to continue to reach out to those at Trinity and beyond to let everyone know that we are sharing God's love by bringing hope and comfort through prayer no matter what the need is.

WORSHIP & MUSIC MINISTRY COMMITTEE

Chair: Mir Peterson

Council Liaison: Connie Ludolff & Hans Fox

Committee Members: Ed Ek, Nancy Smith, Mary Schmitz, Connie Ludolff, Amy Kapp, Hans Fox

Areas of Focus in 2022:

- Advised Pastor Doug, Pastor Will and Amy Kapp as needed on various aspects of the service. Set up guidelines for when to stop wearing masks at Worship and other processes that changed due to Covid.
- Supported Amy as the Chancel choir started again in the fall of 2022. Also supported the Christmas Cantata that was held December 18th with 4 additional musicians.
- Prepared the sanctuary for worship services and coordinated the organization of worship assistants as necessary.
- Supported Pastor Will as he worked to set up the new altar and the various items that were needed for that.
- Endorsed offering the Pets Blessing led by Pastor Will on October 2nd.
- We want to take this time to thank Pastor Doug for his leadership and Pastor Will for the special items he added to our worship, such as the wooden frame around the piano which he built himself for us, and other enhancements to our worship space.

Future Recommendations/Projects wrapping to 2023:

- Continue to support the congregation as we work in this period of not having an interim Pastor.
- Will be working to support the Minister of Music as she takes a Sabbatical for the summer of 2023.
- The Organ needs some minor repair work which we need to investigate in the coming months.

MINUTES OF THE LAST ANNUAL CONGREGATIONAL MEETING

Minutes of Annual Congregational Meeting January 30, 2022

Call to Order: The annual congregational meeting of Trinity Evangelical Lutheran Church was called to order by Council President Janet Emery in the church at 10:55 AM on Sunday, January 30, 2022.

Quorum Call: Council Secretary Jane Hein confirmed quorum (24 active members) was met with over 60 voting members present.

Opening Prayer: Pastor Gebhard led Council in opening prayer.

Review of Agenda: Pres. Emery reviewed the agenda. Janet Montelaro motioned, and Susan White seconded, that the agenda be adopted. There were no objections.

Approval of Annual Report: Pres. Emery thanked the committees, staff and council for all the work done in the past year as reflected in the 2021 Annual Report. Ron Montelaro motioned, and Bill Ayoub seconded, that the Annual Report be approved as presented with minor corrections. There were no objections.

Approval of Minutes of Prior Meetings: Pres. Emery referred the assembly to the minutes of the January 31 2021 annual congregational meeting and the minutes of the June 6, 2021 special congregational meeting included in the 2021 Annual Report. Karen Rasmussen motioned, and Mike Nedzel seconded, that the minutes of the January 31, 2021 annual congregational meeting be approved as presented. There were no objections. Susan White motioned, and Rick Hurt seconded, that the minutes of the June 6, 2021 special congregational meeting be approved as presented. There were no objections.

2022 Initiatives:

- **Membership Committee** - Bill Ayoub reported that the Stewardship Committee would be replaced by the Membership Committee that would seek to fully engage current members, re-engage previous members, and newly engage community members.
- **Call Committee** - Susan White reported that the work on Trinity's MSP would be completed by week's end and would be submitted to the synod and then to council for approval. The synod will begin to recommend candidates once the MSP is approved.
- **Mutual Ministry** - Anne Vondracek reported that Mutual Ministry has been focusing on learning about stress without reconciliation, listening to understand trauma and its impact, and leaning on change in response to challenges. The committee plans to present materials to the entire congregation to engage them in healthy problem resolution exercises.

- **Friendship House** - Janet Emery reported that Council has been working on gathering data to present to the congregation to help the congregation decide whether to keep or sell the Friendship House property. An appraisal has been obtained and bids for minimally required repairs are being sought. Further plans will be considered once a decision to sell or keep is reached.
- **Glade Run** - Ron Montelaro reported that the Leasing of property to Glade Run that was approved in September of 2020 began in February of 2021. Glade Run is providing school and family health services to the community from the space, although remotely as in person meetings have not been approved by the state due to the pandemic. Glade Run contributed \$18,000 to Trinity's operations in 2021, interacted with various committees including mutual ministry and community ministry, and supported the church by preaching, counseling and leading VBS.

Elections: Pres. Emery reviewed the two nominees for election to serve a two-year term on the endowment committee, called for any additional nominees from the assembly and hearing none, called for a motion. Ray Ojerholm motioned, and Dave Williams seconded, that the two nominees be elected to the endowment committee. There were no objections. The following nominees were elected: Cory Leimer - 2nd term, and Pete Leudke - 1st term.

Pres. Emery reviewed the five nominees for election to serve a one-year term on the nominating committee, called for any additional nominees from the assembly and hearing none, called for a motion. Linda Cragg motioned, and Monica Hurt seconded, that the six nominees be elected to the nominating committee for 2022. There were no objections. The following nominees were elected: Bill Ayoub, Ed Ek, Lou McKibben, Ron Montelaro, Joanne Scherer.

Pres. Emery reviewed the Council nominees, called for any additional nominees from the assembly and hearing none, thanked the nominating committee members for their hard work. Seven nominees were presented to fill seven positions. Written ballots were cast and all seven nominees received affirmative votes from a majority of those present. The following nominees were elected to a two-year term: Katie Bunn, Rick Hurt, Bonnie Kriberney, Andrew Mort, Ray Ojerholm, and Liz Scherer (all 1st term), and Jane Hein (2nd term).

Budget: Mr. Ray Ojerholm (on behalf of Rick Hurt, finance committee chair) presented a summary of Trinity's current financial status and the proposed budget for 2022. There being no further discussion, Pete Luedke motioned, and Susan White seconded, that 2022 operating expense budget of \$290,831 be approved. There were no objections.

President's closing comments: Pres. Emery presented closing comments thanking the newly elected council members and reminding them to attend a council meeting immediately following in the conference room, and thanking the many members who make Trinity's ministries thrive.

Closing prayer and Adjournment: Pastor Gebhard led the assembly in a closing prayer. The meeting was adjourned at 11:40 AM.

Respectfully submitted,
Jane Hein, 2022 Council Secretary

PAROCHIAL REPORT / MEMBERSHIP STATISTICS

Trinity 2022 Parochial Report Membership Data page 1/2

| | Baptized | Confirmed |
|--|----------|-----------|
| 1. Membership at end of 2021 | 494 | 388 |
| 2. Members received during 2022 | | |
| a. By baptism: children | 1 | |
| b. By baptism: adults | 0 | 0 |
| c. By affirmation of faith | 0 | 0 |
| d. By transfer | 0 | 0 |
| e. From other sources and statistical adjustment | 0 | 0 |
| f. Total members received this year | 1 | 0 |
| Baptized members confirmed in 2022 | | 8 |
| 3. Members removed during 2022 | | |
| a. By death | 6 | 6 |
| b. By transfer | 125 | 93 |
| c. For other reasons and statistical adjustment | 0 | 0 |
| d. Total members removed this year | 131 | 99 |
| 4. Membership at end of 2022 | 364 | 297 |
| Active voting members | 279 | 279 |
| Unconfirmed children | 65 | |
| Associate members (out of town) | 20 | 18 |
| Total membership on rolls as of 12/31/2022 | 364 | 297 |

Members received in 2022: Derik Gorman

Baptized members confirmed in 2022: Nolan Bunn, Kaelin Leimer, Sophia Leimer, Brady Mensch, Alyssa Senka, Garen White, Klayton Wilkinson-Bossong, Caden Williams

Members entering the Church Triumphant in 2022: Margie Hartman, Andy Irlbacher, Vickie Masters, Betty Setzenfand, Dave Stanton, Marianne Bouvier (died in 2021 but Trinity not notified until 2022)

Members transferring or resigning in 2022: Mindy, Brayden & Elizabeth Beatty; JoAnn Beaudreau; Brad & Jack Berkstresser; Eric, Jill, Paulina & Adam Bradley; Randy, Melanie, Chelsea & Ian Cameron; Linda & Carrie Chapon; Bob, Terry, Leigh & Joe Charland; Biff, Kerri, & Tyler Cummings; Becky & Christopher Demino; Jim & Linda Fodor; Barbara Frangos; Mike Gaetani; Paul & Mary Ann Germeyer; Kelly Gray; Justin & Dana Groff; Dave, Cindy, Deitra, Kristin & Michael Harnish; Maria, Lainey & Luke Hilyard; Alex & Sam Humes; Steve Irlbacher; Bill & Gretchen Jones; Scott & Linda Kloes; Ashton Kohute; Ricky Lamm; Melissa Linn & Jakob Misencik; Chuck Ludolff III & Ryan Ludolff-Pressler; Stephen, Amy, Benjamin, Molly, & Sarah Luiken; Kim, Colin & Adeline Masarik; Allison & Alex Masters; Tim, Eunice, Kevin, Tyler, Timmy & Brian McCarthy; Michael, Heather, Anna & Katie McKeown; Scott & Angela Moore; David Olivieri; Matthew & Heidi Opdyke; Liz Parker & Madison Gaetani; Daniel, David, Jonathan & Mark Pegher; Phil, Beth Ann, Eric & Alan Penrod; Gene & Jo Ann Pieszak; Sean, Aimee, Jacob & Leah Pieszak; Margee Provident; Ashley Reasey; Matt, Melissa & Cecilia Rieger; Katie, Wyatt & Emma Rinaman; Barbara, Andrew, Christopher & Kyle Rullan; Alan, Vanessa, Christian, Trevor & Emily Russell; Julie, Sydney & Halle Sweger; Elizabeth, Nathan, Steven & John-Ashby Voit; Eric, Ethan & Abigail Voll; Linda Yeskatalas

Please note: The Trinity constitution requires Council to review the membership roll annually. In fall 2022, letters were sent to members who had been inactive for 3 or more years. Members who did not respond to the letter were deemed to have resigned.

Respectfully submitted,

Karen Ojerholm

FINANCIAL PACKAGE / AUDIT REPORTS

Reports included on the following pages:

Donations

Balance Sheet

Treasurer's Report for Current Fund

Proposed Budget

Audit Reports

Trinity Lutheran Church - Wexford PA
Donations Account Balances (12/01/2022 - 12/31/2022)

Sunday, January 1, 2023

Page 1 of 2

| Account | Period Activity | YTD Balance |
|---|-----------------|-------------|
| <hr/> | | |
| <i>Giving Accounts</i> | | |
| 101 - Regular Envelopes | 24,250.00 | 157,819.00 |
| 102 - Special Envelopes | 3,755.00 | 7,548.00 |
| 103 - Sunday School Offering | 130.00 | 751.00 |
| 104 - Loose Offering - Checks | 0.00 | 470.00 |
| 105 - Loose Offering - Cash | 234.00 | 863.00 |
| 106 - Loose Offering - Visitor Env | 0.00 | 125.00 |
| 110 - Simply Giving | 3,889.00 | 53,277.00 |
| 113 - Qualified Charitable Donations | 3,100.00 | 18,240.00 |
| 114 - Qualified Charitable Donations-Special Envelopes | 0.00 | 50.00 |
| 125 - Thrivent Choice Program Grants | 0.00 | 136.00 |
| 130 - Property Rental - Parish Hall | 75.00 | 824.50 |
| 132 - Property Rental - Church | 0.00 | 400.00 |
| 133 - Property Rental - FH Garage | 0.00 | 900.00 |
| 134 - Property Rental - Glade Run | 1,703.00 | 20,256.00 |
| 135 - Property Snow/Utility Reimb-Glade Run | 0.00 | 5,267.85 |
| 144 - Youth Group Activities | 0.00 | 55.00 |
| 151 - Community Ministry Donations | 0.00 | 175.00 |
| 201 - Debt Retirement Fund | 600.00 | 600.00 |
| 204 - Cemetery - Qualified Charitable Donation | 0.00 | 500.00 |
| 205 - Cemetery | 150.00 | 850.00 |
| 206 - Cemetery Plot Purchases | 0.00 | 1,000.00 |
| 217 - Paving Campaign - Simply Giving | 0.00 | 8,075.00 |
| 218 - Paving Campaign | 100.00 | 16,781.00 |
| 219 - Paving Campaign - Qualified Charitable Donation | 0.00 | 9,700.00 |
| 226 - Refugee Family Sponsorship | 0.00 | 8,389.23 |
| 227 - Refugee Family #1 Lease Payments | 400.00 | 1,000.00 |
| 228 - Refugee Fam Sponsor-Qualified Charitable Donation | 0.00 | 15,000.00 |
| 230 - Property Improvement | 10,500.00 | 20,750.00 |
| 231 - Property - Restricted Fund | 0.00 | 1,000.00 |
| 233 - Property - Simply Giving Bldg | 1,505.00 | 15,960.00 |
| 305 - Memorial - Handicap Accessway Improvement | 0.00 | 1,150.00 |
| 405 - Endowment - Perpetual | 1,500.00 | 1,500.00 |

Trinity Lutheran Church - Wexford PA
Donations Account Balances (12/01/2022 - 12/31/2022)

Sunday, January 1, 2023

Page 2 of 2

| Account | Period Activity | YTD Balance |
|--|--------------------|---------------------|
| 506 - Florist - Sunday Services | 201.00 | 2,829.00 |
| 507 - Florist - Simply Giving | 50.00 | 250.50 |
| 510 - ELCA Disaster Response | 0.00 | 100.00 |
| 512 - Security Deposit- Facility Use | 100.00 | 800.00 |
| 521 - Noisy Offering - Qualified Charitable Donation | 0.00 | 1,480.00 |
| 522 - Noisy Offering | 139.49 | 4,578.63 |
| 523 - Glade Run | 0.00 | 13.00 |
| 524 - Benevolence | 10.00 | 10.00 |
| 530 - Men's Shelter | 1,050.00 | 1,725.00 |
| 537 - Souper Bowl of Caring | 0.00 | 693.77 |
| 540 - Prayer Shawl Ministry | 0.00 | 100.00 |
| 546 - Angel Tree | 50.00 | 650.00 |
| 548 - Angel Tree - Simply Giving | 0.00 | 275.00 |
| 556 - Kairos Prison Ministry | 1,000.00 | 1,000.00 |
| 575 - World Hunger | 125.00 | 1,679.00 |
| 576 - World Hunger-Simply Giving | 25.00 | 70.00 |
| Total Giving Accounts | \$54,641.49 | \$385,666.48 |

Count: 48

Period: 12/01/2022 - 12/31/2022

Year: 2022

Footnote December 2022:

1. December report overstated by \$48.07 in Account 110 Simply Giving. The total donation was recorded, which includes the merchant fees charged for use of a credit card. A JV will be processed in accounting to record the merchant fees charged.
2. Total giving in December less \$48.07 merchant fees is \$54,593.42.

Trinity Lutheran Church - Wexford PA
Balance Sheet as of December 31, 2022

Wednesday, January 4, 2023

Page 1 of 1

| Account # | Account Name | Beginning Balance | Period Activity | YTD Balance |
|--|--|----------------------|--------------------|--------------------|
| Assets | | | | |
| 1.10.100 | Checking - First National Bank | 250,507 | 4,816 | 255,324 |
| 1.10.104 | Newedge Securities, Inc | 29 | 0 | 29 |
| 1.10.105 | Youth Account - Mission Investment Fund | 172 | (172) | 0 |
| 1.10.106 | Demand Investment w/Checking - Mission Invest Fund | 26,663 | (26,663) | 0 |
| 1.20.102 | Endowment Investments - Vanguard | 367,488 | (59,940) | 307,547 |
| 1.20.103 | Cemetery Investments - Vanguard | 0 | 99,003 | 99,003 |
| 1.30.100 | Church Insured Value | 1,475,000 | 634,450 | 2,109,450 |
| 1.30.101 | Parish Hall Insured Value | 2,008,000 | 161,300 | 2,169,300 |
| 1.30.102 | Friendship House Cost | 221,385 | 0 | 221,385 |
| Total Assets | | \$4,349,246 | \$812,793 | \$5,162,040 |
| Liabilities | | | | |
| 2.00.000 | Accounts Payable/Vendors | 2,068 | (457) | 1,610 |
| 2.30.101 | Loan Payable - Cemetery | 20,400 | (4,200) | 16,200 |
| 2.40.102 | Credit Card - Lowes | 18 | (18) | 0 |
| 2.50.100 | Security Deposit - Facility Use | 700 | (500) | 200 |
| Total Liabilities | | \$23,186 | (\$5,176) | \$18,010 |
| Fund Balances | | | | |
| 3.10.100 | Current Fund Balance | 66,267 | 27,781 | 94,048 |
| 3.10.101 | Operating Stabilization Fund Balance | 33,800 | 0 | 33,800 |
| 3.20.100 | Cemetery Balance | 91,485 | 7,518 | 99,003 |
| 3.30.100 | Designated Giving Balance | | | |
| 3.30.102 | Florist - Sunday Services Balance | 125 | (125) | 0 |
| 3.30.103 | Live Nativity Balance | 449 | (98) | 350 |
| 3.30.104 | Prayer Shawl Ministry Balance | 331 | (81) | 249 |
| 3.30.108 | Youth Discretionary Balance | 1,148 | (1,148) | 0 |
| 3.30.113 | Angel Tree Balance | 90 | 25 | 115 |
| 3.30.200 | Taste of Trinity - A/C Balance | 687 | 0 | 687 |
| 3.30.206 | Member Support Fund Balance | 3,900 | (900) | 3,000 |
| 3.30.301 | ELCA Disaster Response Balance | 100 | (100) | 0 |
| 3.30.404 | Men's Shelter Balance | 240 | 876 | 1,116 |
| 3.30.419 | Glade Run Balance | 0 | 13 | 13 |
| 3.30.420 | Noisy Offering Balance | 71 | (12) | 59 |
| Total Designated Giving Balance | | \$7,143 | (\$1,551) | \$5,591 |
| 3.40.300 | Paving Campaign Balance | 1,000 | 34,556 | 35,556 |
| 3.40.400 | PH Kitchen Updates Balance | 5,000 | (2,980) | 2,019 |
| 3.50.100 | Memorial - Undesignated Balance | 8,354 | (1,000) | 7,354 |
| 3.50.101 | Memorial - Handicapped Access Balance | 475 | 1,150 | 1,625 |
| 3.60.100 | Organ Improvement Balance | 800 | (310) | 490 |
| 3.63.100 | Church Renovation Balance | 3,808 | 0 | 3,808 |
| 3.64.100 | Pastoral Call Balance | 15,000 | (199) | 14,800 |
| 3.65.100 | Refugee Family #1 Sponsorship Balance | 1,500 | (7,014) | (5,514) |
| 3.65.101 | Refugee Family #2 Sponsorship Balance | 0 | 8,439 | 8,439 |
| 3.70.103 | Lutherlyn Scholarships (Endow) Balance | 1,147 | (455) | 692 |
| 3.80.100 | Property - Major Improvements Balance | 33,390 | 9,877 | 43,268 |
| 3.80.101 | Property - Restricted Balance | 0 | 1,000 | 1,000 |
| 3.85.100 | Youth Group Activities Balance | 0 | 6,564 | 6,564 |
| 3.85.101 | Youth - Missions Balance | 3,211 | (3,211) | 0 |
| 3.85.102 | Youth - National Events Balance | 2,204 | (2,204) | 0 |
| 3.90.100 | Endowment Balance | 367,488 | (59,940) | 307,547 |
| 3.95.100 | Facilities Net of Debt Balance | 3,683,985 | 799,950 | 4,483,935 |
| Total Fund Balances | | \$4,326,059 | \$817,970 | \$5,144,029 |
| Total Liabilities and Fund Balances | | \$4,349,246 | \$812,793 | \$5,162,040 |

Trinity Lutheran Church - Wexford PA
Treasurer's Report as of December 2022 for Current Fund

Thursday, January 5, 2023

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| Account # | Account Name | Annual Budget | YTD Balance | Annual Budget Remaining |
|----------------------|--|------------------|------------------|----------------------------|
| Income | | | | |
| 4.10.100 | Current Fund - Weekly Offering | 160,700 | 183,657 | (22,957) |
| 4.10.101 | Current Fund - Simply Giving | 73,700 | 53,277 | 20,423 |
| 4.10.102 | Current Fund - Loose Offering | 1,700 | 2,209 | (509) |
| 4.10.103 | Current Fund - Stock Donations | 5,900 | 0 | 5,900 |
| 4.10.104 | Current Fund - Stock Gain | 0 | 0 | 0 |
| 4.10.105 | Current Fund - Stock Loss | 0 | 0 | 0 |
| 4.10.106 | Current Fund - Prepaid Offering | 0 | 0 | 0 |
| 4.20.100 | Current Fund - Facility Fees | 3,000 | 1,725 | 1,275 |
| 4.20.101 | Current Fund - Glade Run Rentals | 20,256 | 20,256 | 0 |
| 4.20.102 | Current Fund - Glade Run Snow/Utility Reimb | 2,800 | 5,267 | (2,467) |
| 4.30.100 | Current Fund - Thrivent | 600 | 136 | 464 |
| 4.40.100 | Current Fund - Other Receipts | 0 | 0 | 0 |
| 4.45.100 | Current Fund - Church Programs | 0 | 0 | 0 |
| 4.45.101 | Current Fund - Admin Donations | 0 | 0 | 0 |
| 4.45.102 | Current Fund - Community Ministry Donations | 400 | 175 | 225 |
| 4.45.103 | Current Fund - Christian Ed Donations | 0 | 0 | 0 |
| 4.45.104 | Current Fund - Youth Donations | 0 | 55 | (55) |
| 4.45.105 | Current Fund - Property Donations | 0 | 0 | 0 |
| 4.45.106 | Current Fund - Technology Donations | 0 | 0 | 0 |
| 4.45.107 | Current Fund - W&M Donations | 100 | 0 | 100 |
| 4.45.108 | Current Fund - Admin-Online Giving ACH Fees | 0 | 0 | 0 |
| 4.50.100 | Current Fund - Expense Reimbursements | 0 | 0 | 0 |
| 4.60.100 | Current Fund - Interest Income | 200 | 130 | 69 |
| 4.60.101 | Current Fund - Change in Investment Value | 0 | 0 | 0 |
| 4.60.102 | Current Fund - Interest Income AmazonSmile Program | 300 | 272 | 27 |
| Total Income | | \$269,656 | \$267,160 | \$2,495 |
| Expenses | | | | |
| 5.10.000 | <i>Payroll</i> | | | |
| 5.10.101 | Pastor - Compensation | 0 | 0 | 0 |
| 5.10.102 | Pastor - Medical, Disability & Other Insurance | 0 | 0 | 0 |
| 5.10.103 | Pastor - Pension | 0 | 0 | 0 |
| 5.10.112 | Pastor - Continuing Education | 0 | 0 | 0 |
| 5.10.113 | Pastor - Professional Expenses | 0 | 0 | 0 |
| 5.10.114 | Pastor - Publications | 0 | 0 | 0 |
| 5.10.115 | Pastor - Other | 0 | 0 | 0 |
| 5.10.116 | Pastor - Supply Pastor Assistance | 800 | 708 | 91 |
| 5.10.119 | Pastor - Auto Expense Reimbursement | 0 | 0 | 0 |
| 5.10.120 | Interim Pastor - Compensation | 64,584 | 48,627 | 15,956 |
| 5.10.121 | Interim Pastor - Benefits | 25,183 | 10,493 | 14,689 |
| 5.10.122 | Interim Pastor - Auto Expense Reimbursement | 600 | 471 | 128 |
| 5.10.123 | Interim Pastor - Continuing Education | 1,200 | 19 | 1,180 |
| 5.10.124 | Interim Pastor - Professional Epenses | 400 | 23 | 376 |
| 5.10.301 | Communication Administrator - Compensation | 27,300 | 28,533 | (1,233) |
| 5.10.401 | Director of Discipleship - Compensation | 0 | 0 | 0 |
| 5.10.501 | Child Care Coordinator - Compensation | 0 | 0 | 0 |
| 5.10.601 | Organist - Compensation | 24,960 | 24,960 | 0 |
| 5.10.616 | Organist - Substitute Organist | 0 | 0 | 0 |
| 5.10.750 | Staff Development | 250 | 0 | 250 |
| 5.10.801 | Payroll Taxes | 4,181 | 4,642 | (461) |
| 5.10.901 | Workers' Compensation Insurance | 800 | 629 | 171 |
| Total Payroll | | 150,258 | \$119,107 | 31,150 |

Trinity Lutheran Church - Wexford PA
Treasurer's Report as of December 2022 for Current Fund

Thursday, January 5, 2023

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| Account # | Account Name | Annual Budget | YTD Balance | Annual Budget Remaining |
|-----------------|--|---------------|-----------------|-------------------------|
| 5.15.000 | Mission Support | | | |
| 5.15.101 | Mission Support - ELCA | 0 | 0 | 0 |
| 5.15.102 | Mission Support - Synod | 18,000 | 18,000 | 0 |
| 5.15.111 | Mission Support - Other | 0 | 0 | 0 |
| | <i>Total Mission Support</i> | <i>18,000</i> | <i>\$18,000</i> | <i>0</i> |
| 5.20.000 | Community Ministry | | | |
| 5.20.101 | Community Ministry - Men's Shelter | 0 | 273 | (273) |
| 5.20.102 | Community Ministry - Special Events | 0 | 38 | (38) |
| 5.20.103 | Community Ministry - Donations Other Organizations | 0 | 3,730 | (3,730) |
| 5.20.104 | Community Ministry - Emergency Assistance | 0 | 280 | (280) |
| 5.20.105 | Community Ministry - College Connection | 0 | 0 | 0 |
| 5.20.106 | Community Ministry - Pastor Discretionary | 480 | 0 | 480 |
| 5.21.101 | Community Ministry - Evangelism | 1,000 | 1,124 | (124) |
| 5.21.201 | Community Ministry - Stephen Ministry | 80 | 0 | 80 |
| 5.22.201 | Community Ministry - Other | 5,440 | 1,091 | 4,348 |
| 5.23.101 | Community Ministry - Faith In Action | 750 | 0 | 750 |
| | <i>Total Community Ministry</i> | <i>7,750</i> | <i>\$6,539</i> | <i>1,210</i> |
| 5.25.000 | Christian Education | | | |
| 5.25.101 | CE - Bibles 2nd & 3rd grade | 100 | 0 | 100 |
| 5.25.102 | CE - Bibles 6th grade | 0 | 0 | 0 |
| 5.25.201 | CE - Confirmation | 250 | 101 | 148 |
| 5.25.303 | CE - Educational Materials - Adults | 500 | 298 | 201 |
| 5.25.304 | CE - Educational Materials - Little Church-5th Gr | 800 | 543 | 256 |
| 5.25.311 | CE - Educational Materials 6th to 12th Grade | 500 | 112 | 387 |
| 5.25.401 | CE - First Communion | 350 | 0 | 350 |
| 5.25.402 | CE - Special Events | 500 | 0 | 500 |
| 5.25.501 | CE - VBS | 2,100 | 1,327 | 772 |
| 5.25.901 | CE - Other | 500 | 508 | (8) |
| 5.25.902 | CE - Camperships | 0 | 0 | 0 |
| | <i>Total Christian Education</i> | <i>5,600</i> | <i>\$2,891</i> | <i>2,708</i> |
| 5.35.000 | Worship & Music | | | |
| 5.35.101 | W&M - Licenses | 725 | 754 | (29) |
| 5.35.102 | W&M - Music | 700 | 69 | 630 |
| 5.35.103 | W&M - Piano & Organ Tuning | 0 | 0 | 0 |
| 5.35.106 | W&M - Special Musicians | 700 | 775 | (75) |
| 5.35.201 | W&M - Altar Guild | 800 | 882 | (82) |
| 5.35.202 | W&M - Baptism Supplies | 400 | 152 | 247 |
| 5.35.203 | W&M - Devotional Literature | 500 | 290 | 209 |
| 5.35.204 | W&M - Flowers | 150 | 157 | (7) |
| 5.35.301 | W&M - Miscellaneous | 500 | 168 | 331 |
| 5.35.302 | W&M - Minister of Music Miscellaneous | 500 | 52 | 447 |
| 5.35.303 | W&M - Wedding Coordinator | 100 | 0 | 100 |
| | <i>Total Worship & Music</i> | <i>5,075</i> | <i>\$3,302</i> | <i>1,772</i> |
| 5.40.000 | Youth | | | |
| 5.40.101 | Youth - Bible Bowl | 0 | 0 | 0 |
| 5.40.102 | Youth - Local Mission Trips | 500 | 0 | 500 |
| 5.40.103 | Youth - National Youth Events | 0 | 0 | 0 |
| 5.40.104 | Youth - Regional Youth Events | 0 | 0 | 0 |
| 5.40.105 | Youth - Youth Group Activities | 600 | 388 | 211 |
| 5.40.201 | Youth - Bibles | 0 | 0 | 0 |

Trinity Lutheran Church - Wexford PA
Treasurer's Report as of December 2022 for Current Fund

Thursday, January 5, 2023

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| Account # | Account Name | Annual Budget | YTD Balance | Annual Budget Remaining |
|-----------|---|---------------|-----------------|-------------------------|
| 5.40.901 | Youth - Other | 0 | 19 | (19) |
| | <i>Total Youth</i> | <i>1,100</i> | <i>\$407</i> | <i>692</i> |
| 5.41.000 | <i>Transfer to Youth Group National Events Fund</i> | | | |
| 5.41.101 | Youth - Transfer to Youth Gp National Events Fund | 0 | 0 | 0 |
| | <i>Total Transfer to Youth Group National Events Fund</i> | <i>0</i> | <i>\$0</i> | <i>0</i> |
| 5.45.000 | <i>Administration</i> | | | |
| 5.45.101 | Admin - Advertising | 825 | 200 | 625 |
| 5.45.102 | Admin - Bulletins | 1,100 | 968 | 131 |
| 5.45.104 | Admin - Copier Usage Expense | 1,000 | 903 | 96 |
| 5.45.105 | Admin - Copier Lease | 2,880 | 2,427 | 452 |
| 5.45.106 | Admin - Copier R&M | 200 | 0 | 200 |
| 5.45.107 | Admin - Office Supplies | 700 | 955 | (255) |
| 5.45.108 | Admin - Other Expenses | 800 | 616 | 183 |
| 5.45.109 | Admin - Postage | 600 | 534 | 65 |
| 5.45.112 | Admin - Supplies | 0 | 0 | 0 |
| 5.45.114 | Admin - Temp Employee Services | 0 | 0 | 0 |
| 5.45.202 | Admin - Church Council | 600 | 980 | (380) |
| 5.45.203 | Admin - Stewardship Offering Envelopes | 1,200 | 1,146 | 53 |
| 5.45.204 | Admin - Membership Committee Other Expenses | 2,500 | 60 | 2,440 |
| 5.45.205 | Admin - Hospitality Committee | 300 | 362 | (62) |
| 5.45.206 | Admin - Mutual Ministry | 880 | 0 | 880 |
| 5.45.208 | Admin - Other Committee Expenses | 0 | 15 | (15) |
| 5.45.301 | Admin - Fin Sec - Online Giving Fees | 1,000 | 960 | 39 |
| 5.45.302 | Admin - Financial Secretary Other Expenses | 300 | 260 | 39 |
| 5.45.303 | Admin - Fin Sec - Online Giving Merchant Fees | 0 | 0 | 0 |
| 5.45.401 | Admin - Treasurer - Bank Fees | 0 | 20 | (20) |
| 5.45.402 | Admin - Treasurer - Check Stock | 100 | 0 | 100 |
| 5.45.403 | Admin - Treasurer - Office Supplies | 120 | 222 | (102) |
| 5.45.404 | Admin - Treasurer - Other Expenses | 180 | 201 | (21) |
| 5.45.405 | Admin - Treasurer - Payroll Processing Fees | 1,600 | 1,701 | (101) |
| 5.45.501 | Admin - Synod Convention | 350 | 0 | 350 |
| 5.45.502 | Admin - Synod Other Events | 0 | 0 | 0 |
| 5.45.503 | Admin - Strategic Planning | 0 | 0 | 0 |
| 5.45.601 | Admin - Investment Expenses | 0 | 0 | 0 |
| 5.45.602 | Admin - Loss on Stock Sales | 0 | 0 | 0 |
| 5.45.603 | Admin - Management Fees | 0 | 0 | 0 |
| 5.45.604 | Admin - Membership Fees | 100 | 124 | (24) |
| | <i>Total Administration</i> | <i>17,335</i> | <i>\$12,664</i> | <i>4,670</i> |
| 5.46.000 | <i>Technology</i> | | | |
| 5.46.101 | Technology Committee Expenses | 4,400 | 3,274 | 1,125 |
| 5.46.102 | Technology - Software Licenses | 2,500 | 2,378 | 121 |
| 5.46.103 | Technology - Website Improvement | 300 | 0 | 300 |
| 5.46.104 | Technology - IT Support Services | 2,000 | 2,054 | (54) |
| | <i>Total Technology</i> | <i>9,200</i> | <i>\$7,706</i> | <i>1,493</i> |
| 5.50.000 | <i>Facilities</i> | | | |
| 5.50.101 | Property - Insurance | 8,900 | 9,477 | (577) |
| 5.50.201 | Property - Lawn Care - Church | 4,700 | 4,157 | 543 |
| 5.50.203 | Property - Lawn Care - FH | 1,700 | 1,518 | 182 |
| 5.50.211 | Property - Snowplow and Salt - Church | 5,800 | 6,204 | (404) |
| 5.50.221 | Property - Trash - Church | 1,800 | 1,765 | 34 |
| 5.50.231 | Property - Contracted Janitorial Services | 14,204 | 14,404 | (200) |

Trinity Lutheran Church - Wexford PA
Treasurer's Report as of December 2022 for Current Fund

Thursday, January 5, 2023

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| Account # | Account Name | Annual Budget | YTD Balance | Annual Budget Remaining |
|-------------------|--|--------------------------|------------------------|-------------------------|
| 5.50.233 | Property - Contracted Facilities Maintenance | 3,000 | 2,626 | 373 |
| 5.50.401 | Property - Supplies - Church | 200 | 14 | 185 |
| 5.50.402 | Property - Supplies - PH | 600 | 540 | 59 |
| 5.50.403 | Property - Supplies - FH | 0 | 0 | 0 |
| 5.50.404 | Property - Other Expenses | 300 | 190 | 109 |
| 5.50.501 | Property - Utilities - Electric - Church | 1,890 | 2,104 | (214) |
| 5.50.502 | Property - Utilities - Electric - PH | 4,425 | 4,826 | (401) |
| 5.50.503 | Property - Utilities - Electric - FH | 900 | 438 | 461 |
| 5.50.511 | Property - Utilities - Gas - Church | 8,200 | 7,478 | 721 |
| 5.50.513 | Property - Utilities - Gas - FH | 1,600 | 1,524 | 75 |
| 5.50.521 | Property - Utilities - Telephone & Internet - Chur | 4,300 | 4,386 | (86) |
| 5.50.522 | Property - Utilities - Security System Fee | 880 | 790 | 89 |
| 5.50.524 | Property - Elevator Expenses | 600 | 909 | (309) |
| 5.50.525 | Property - Fire & Security Alarm - Church | 400 | 435 | (35) |
| 5.50.526 | Property - Fire & Security Alarm - PH | 300 | 0 | 300 |
| 5.50.527 | Property - Security Alarm - PH, Glade Run | 0 | 362 | (362) |
| 5.50.531 | Property - Utilities - Sewer - Church | 200 | 187 | 12 |
| 5.50.532 | Property - Utilities - Sewer - PH | 200 | 138 | 61 |
| 5.50.533 | Property - Utilities - Sewer - FH | 120 | 88 | 31 |
| 5.50.541 | Property - Utilities - Water - Church Acct 1070400 | 500 | 457 | 42 |
| 5.50.542 | Property - Utilities - Water - PH Acct 1070200 | 250 | 171 | 78 |
| 5.50.543 | Property - Utilities - Water - FH Acct 1069500 | 200 | 221 | (21) |
| 5.50.551 | Property - Facility Fees | | 0 | |
| | <i>Total Facilities</i> | <i>66,169</i> | <i>\$65,416</i> | <i>752</i> |
| 5.55.000 | <i>Transfer to Property Major Improvements</i> | | | |
| 5.55.101 | Property - Transfer to Property Improvement Fund | 6,000 | 6,000 | 0 |
| | <i>Total Transfer to Property Major Improvements</i> | <i>6,000</i> | <i>\$6,000</i> | <i>0</i> |
| 5.60.000 | <i>Debt Service</i> | | | |
| 5.60.101 | Debt Service - Cemetery Loan Interest | 744 | 744 | 0 |
| 5.60.102 | Debt Service - Cemetery Loan Principal | 3,600 | 3,600 | 0 |
| | <i>Total Debt Service</i> | <i>4,344</i> | <i>\$4,344</i> | <i>0</i> |
| | Total Expenses | \$290,831 | \$246,379 | \$44,451 |
| Difference | | <u>(\$21,175)</u> | <u>\$20,781</u> | |

TLC- Overview of Proposed Budget for 2023

Summary of Current Fund Receipts and Expenses

| | 2020 Actual | 2021 Actual | 2022 Budget | 2022 Actual | 2023 Budget |
|--|----------------|----------------|----------------|----------------|----------------|
| Regular giving | 263,000 | 243,500 | 242,500 | 239,400 | 222,700 |
| Glade Run rent & expense reimb | 0 | 18,300 | 23,000 | 25,400 | 25,300 |
| Facility fees, interest & other income | 4,900 | 4,200 | 4,100 | 2,300 | 5,000 |
| Total receipts | 267,900 | 266,000 | 269,600 | 267,100 | 253,000 |
| Expenses | -271,400 | -278,700 | -290,800 | -246,400 | -286,900 |
| Surplus (deficit) | -3,500 | -12,700 | -21,200 | 20,700 | -33,900 |

In addition to the income & expenses shown above, the Endowment Fund will distribute \$3,100 in January 2023; \$1,100 to supplement the Community Ministry budget and \$2,000 for the refugee resettlement ministry.

Key Assumptions Made in 2023 Budget

Giving - Regular giving declined by 7.4% in 2021 and 1.7% in 2022. The decline in 2022 was primarily attributable to reduced Simply Giving, much of which was offset by an increase in giving via envelopes. The 2023 estimate for Simply Giving is based on the average monthly rate for the 4th quarter of 2022. The 2023 estimate for giving via envelopes is based on 2022 actual minus some one-time gifts made in 2022. Although giving to the current fund was down a bit, overall giving increased 11.0 % in 2022 as more than \$114,000 of generous donations were made for other purposes, including the refugee resettlement ministry, side access roadway improvements and property fund.

Glade Run Rent - 2022 actual exceeded budget due to timing of utility reimbursements. 2023 budget based on lease.

Interest income - increased 2023 budget as higher interest rates are now available.

Pastoral Compensation - Pastoral compensation was \$32,000 less than budgeted in 2022 because part-time interim pastors are paid much less than full-time pastors. This was by far the most significant budget variance in 2022. Pastoral payroll is also the most significant unknown expense for 2023. Council estimates the expected range of payroll and benefits for a full-time called Lutheran pastor to be approximately \$100,000 - \$130,000 (although it could be higher or lower). The 2023 budget reflects 9 months of pastoral payroll at \$115,000 (the midpoint of the estimated annual range), plus the cost of local interim and supply pastors for the first quarter of 2023.

Other payroll - Due to increased needs, Council changed the Office Administrator position to 24 hours per week (had been 20) starting December 1, 2022. This increased the salary for that position by about \$5,800 annually. The Minister of Music's pay for 2023 is being increased by 5.9%, according to the Cost of Living Adjustment used by the Synod. The Minister of Music will have a sabbatical of approximately 4 months at half pay in mid-2023. The budget reflects full pay for those 4 months to provide for the possibility of a substitute organist during that period.

Mission Support - According to the 2022 Synod Assembly Bulletin of Reports, the most recently-reported median contribution of Mission Support for the 31 congregations in Conference Two (which includes TLC) was 6.5% of regular giving (excludes interest, rent and designated giving). Council recommends budgeting 6.5% for 2023.

Other Committees- Council and Finance held a budget forum in November attended by representatives of every committee. The goal was to develop a realistic budget that supports and enhances TLC's ministries, while being mindful of fiscal challenges. The proposed 2023 budget meets all committee requests for 2023 spending.

Full Budget Detail Available Upon Request

TLC accounts for and budgets approximately 150 detailed line items. To give committees the flexibility to adapt to changing circumstances, we ask them to stick to their overall total budget rather than focus on each line item. For that reason, and to conserve paper, this Annual Report includes just a summary of the proposed budget. The full budget detail is available to any voting member upon request to the church office at office@trinitywexford.org

| | | | | | | |
|--|---------|-----------------------------------|---------|---------|---------|--|
| | | | | TLC | | |
| | | 2023 Current Fund Budget Proposal | | | | |
| | | | | | | |
| | 2020 | 2021 | 2022 | | 2023 | |
| | Actual | Actual | Budget | Actual | Budget | Comments |
| | | | | | | |
| Receipts by Major Category | | | | | | |
| | | | | | | |
| Simply Giving | 87,441 | 73,700 | 73,700 | 53,277 | 46,800 | 2023 budget based on Q4 2022 run rate |
| Other giving | 175,542 | 169,826 | 168,800 | 186,096 | 175,866 | 2023 budget approximates 2022 actual minus 1x items |
| | | | | | | |
| Regular giving | 262,983 | 243,526 | 242,500 | 239,373 | 222,666 | |
| | | | | | | |
| Glade Run rent & utility/expense rein | 0 | 18,300 | 23,056 | 25,524 | 25,373 | 2023 budget based on lease terms |
| Facility fees, interest & other income | 4,905 | 4,150 | 4,100 | 2,264 | 4,980 | 2023 budget contemplates higher interest income |
| | | | | | | |
| Total Current Fund receipts | 267,888 | 265,976 | 269,656 | 267,161 | 253,019 | |
| | | | | | | |
| Expenses by Major Category | | | | | | |
| | | | | | | |
| Payroll | 154,470 | 149,470 | 150,258 | 119,108 | 158,223 | Budgeted comp & benefits for FT called pastor starting Apr |
| Synod | 16,900 | 17,500 | 18,000 | 18,000 | 14,500 | Budgeted 6.5% of regular giving; same as area median |
| Community Ministry | 6,886 | 7,480 | 7,750 | 6,539 | 6,920 | Requested amount |
| Christian Education | 3,003 | 5,723 | 5,600 | 2,892 | 3,750 | All 2023 budget requests honored |
| Worship & Music | 2,114 | 4,849 | 5,075 | 3,303 | 4,100 | All 2023 budget requests honored |
| Youth | 800 | 600 | 1,100 | 407 | 1,100 | Same as 2022 budget |
| Administration | 15,899 | 14,279 | 17,335 | 12,664 | 14,870 | Expected 2023 needs |
| Technology | 5,684 | 6,775 | 9,200 | 7,706 | 7,190 | Requested amount |
| Property | 60,838 | 67,448 | 72,169 | 71,416 | 72,050 | Expected 2023 needs |
| Debt | 4,776 | 4,572 | 4,344 | 4,344 | 4,200 | \$3,600 principal plus 4% interest on cemetery loan |
| | | | | | | |
| Total Current Fund expenses | 271,369 | 278,697 | 290,831 | 246,378 | 286,903 | |
| | | | | | | |
| Surplus (deficit) | -3,482 | -12,721 | -21,175 | 20,782 | -33,884 | |
| | | | | | | |
| Mission Support/Regular Giving | 6.4% | 7.2% | 7.4% | 7.5% | 6.5% | |
| | | | | | | |
| | | | | | | |
| Endowment Distributions (these are in addition to above budget figures) | | | | | | |
| | | | | | | |
| Lutherlyn Camperships | 1,200 | | | | | |
| Community Ministry | 1,800 | 3,000 | 3,000 | 3,000 | 930 | Determined by Endowment Committee |
| | | | | | | |
| Subtotal - Outreach | 3,000 | 3,000 | 3,000 | 3,000 | 930 | Determined by Endowment Committee; 30% |
| | | | | | | |
| Property Fund | 7,000 | 7,000 | | | | |
| Community Ministry | | | | | 170 | Determined by Council |
| Refugee resettlement ministry | | | | | 2,000 | Determined by Council |
| Current Fund | | | 7,000 | 7,000 | | |
| | | | | | | |
| Subtotal - Other | 7,000 | 7,000 | 7,000 | 7,000 | 2,170 | Determined by Council; 70% |
| | | | | | | |
| Grand total | 10,000 | 10,000 | 10,000 | 10,000 | 3,100 | Determined by Endowment Committee |
| | | | | | | |

ANNUAL AUDIT REPORT

With this report, the Auditor(s)/Audit Committee present its audit of the financial books and records of the church and all its related organizations to the Congregation Council.

Church: TRINITY LUTHERAN CHURCH

Location: 2500 BRANDT SCHOOL RD, WEXFORD, PA 15090

Synod: Southwestern Pennsylvania Synod, ELCA

For the period beginning January 1, 2021 and ending December 31, 2021

Audit Objectives

The audit objectives related to the internal audit of TLC 2021 financial books, records and operations include determination that:

- Appropriate procedures are in place governing key financial operations and are being complied with;
- Proper segregation of duties are in place for all key financial transactions and are not being circumvented;
- Controls governing the congregation's investments and bank accounts are in place and operating as intended;
- All assets and liabilities recorded in the congregation's books and records are supported by independent documentation (i.e. bank statements and vendor invoices);
- All general ledger balances are appropriately reconciled to their underlying assets (i.e. bank statements and liabilities (i.e. accounts payable) in a timely and accurate manner;
- All assets are properly classified in line with the donor's intent;
- All necessary insurance policies are in place and in force;
- The Sunday (or special) offering is handled and counted in dual custody;
- All monies generated and expenses incurred as a result of a special event are accounted for and can be traced back to the general ledger;
- The petty cash fund is closely monitored and controlled; N/A
- That all major capital expenditures have been approved by the governing body (i.e. Congregational Council) called for in the congregation's by-laws;

- Expenses are appropriately approved and supported by the appropriate documentation;
- Fixed assets exist and are properly recorded in the general ledger; N/A
- Personal identity information is properly safeguarded both in system and paper form;
- Controls over the payroll process are in place and operating as intended;
- An appropriate records retention policy is in place and being complied with;
- All vendors receiving a payment in excess of \$600 annually receive a 1099; and
- The appropriate data processing controls are in place and operating as intended.

Based on audit work performed to achieve the objectives listed above, the books and records of TLC 2021 appear to materially accurate in all respects. Testing performed also found, with some exceptions as noted below, that the controls governing the financial operations process appear to be in place and operating as intended. Although controls over financial operations appear to be adequate, additional work as needed in the following areas:

•
• N/A
•
•

Implementation of the recommendations outlined in this report would help strengthen existing controls and provide additional efficiencies.

The auditor(s) has performed the procedures and testing called for in the audit program adopted by the church. In doing so, the auditor(s) has reviewed the procedures governing the financial reporting and operations process and has found the balances presented to be correct, procedures proper, and records properly kept, except as noted above.

Signed: Diana Wagner Karin Hill Elizabeth Frohnert Dated: 9/29/2022
Auditor or Audit Committee Chair

The Congregational Council has reviewed this report and has discussed the recommendation(s) presented by the auditor(s) and the accompanying responses with the pastor and church management. The council will review progress being made to address any weaknesses identified in this report at subsequent council meetings.

Signed: Richard L. Hurt 10/10/2022
Richard L. Hurt, Council President
Presiding Congregational Council Member

Copies of this Report should be filed with the Audit Committee Recording Secretary, Pastor, the chairperson of the Finance Committee, Congregational Council, and Southwestern Pennsylvania Synod Office of the Treasurer.