

**ANNUAL MEETING**  
Grace & Holy Trinity Church



February 2, 2020  
9:30 a.m.

## AGENDA

- |       |                                                                                                                  |                   |
|-------|------------------------------------------------------------------------------------------------------------------|-------------------|
| I.    | Welcome, Call to Order, Opening Prayer                                                                           | Bill Queen        |
| II.   | Determination of Quorum, Appoint Register                                                                        | Bill Queen        |
| III.  | Overview of Annual Meeting and Voting Procedures                                                                 | Bill Queen        |
| IV.   | Thank Retiring Vestry Members                                                                                    | Darrell Alexander |
| V.    | Report of Nominating Committee and Introduction of Nominees                                                      | Darrell Alexander |
| VI.   | Appoint Tellers                                                                                                  | Bill Queen        |
| VII.  | Vestry Election – First Ballot                                                                                   |                   |
| VIII. | Reports while ballots being counted (Additional ballots will be taken as needed, interspersed among the reports) |                   |
|       | Interim Rector’s Report                                                                                          | Bill Queen        |
|       | Senior Warden’s Report                                                                                           | Darrell Alexander |
|       | Finance Committee’s Report and Budget                                                                            | Mike Joyce        |
|       | Endowment Fund Report                                                                                            | Sara Jo Williams  |
|       | Discernment Committee Report                                                                                     | Pem Hall          |
| IX.   | Questions and Answers                                                                                            |                   |
| X.    | Announce Final Election Results                                                                                  | Bill Queen        |
| XI.   | Closing Prayer, Adjournment                                                                                      | Kim Reinholz      |

## FROM THE INTERIM RECTOR

Friends in Christ:

This month begins my sixth month of serving along with you at Grace and Holy Trinity Church. Thank you for your welcome and for your receptivity to my new ideas and new approaches. Remember, any of the new things we try during my tenure are temporary, and may well be rethought by your new Rector. But this interim time does lend itself to new experiences, so I invite everyone to keep an open mind and be willing to try some of the new opportunities presented. With the progress that the Discernment Committee is already making, our best guess at this time is that we will have an additional six months together, give or take, before your new Rector arrives and the next phase of this parish's life begins. So where are we at this half-way point in our journey together?

Recall that outside of some few areas where I may serve as a resource person to the Discernment Committee, I largely stay at arm's length from their work. When they move into the phase of receiving names and interviewing candidates no one outside of the Committee, not even I, will know any of the names of people being considered.

While I have largely maintained the regular calendar of parish services and activities that you are used to, I am also constantly looking for small changes that might help. Minor modifications, such as changing the time of day of the Blessing of the Animals and combining services for the Christmas Pageant, seem to have brought more people to these services.

I was pleased with the participation of so many of you in our series of interim activities. I believe those discussions helped you understand your parish better. They certainly gave you the opportunity to express your passions and engage your creativity. The Discernment Committee will use your ideas from these and from the parish survey to help compile a descriptive profile of our parish and of the kind of Rector we hope to call.

The discussions and ideas that were captured at those interim activities have also guided the Vestry to focus our work for the next six months on these three areas: faith engagement via welcoming and including; children, youth, and families; and communicating with transparency as a way to deepen our community ties. The new Vestry will meet for a day-long retreat to put those priorities to work. Remember that your current Vestry, Wardens, and other lay leaders had no idea that they would be involved in a year of transition. Continue being a help and support to all of them as well as to the Discernment Committee. I also commend Kim and your entire staff for their dedication during changing circumstances. I am grateful to them for their support and hope you will often take the opportunity to thank them for their work.

Many of your thoughts may be turned towards the future arrival of your new Rector. Yet remember that while your Rector is an important component in the life of this parish, ultimately the future of Grace and Holy Trinity Church depends most upon the quality of your ministries, your community spirit, and your personal welcome to all who walk through these doors. Keep this in your minds and in your prayers as we continue our time together.

God's Peace,



The Rev. Bill Queen, Jr.  
Interim Rector

## FROM THE ASSOCIATE RECTOR

In 2020, I will celebrate five years at Grace and Holy Trinity Church. I thank God that in 2019, I learned a lot about this community. Learning about our shared hopes, dreams, anxieties, and history has allowed me to grow as your priest. Especially after Bo's retirement in June and before Bill arrived, I was the only priest on staff. With staff support and the leadership of Wardens and Vestry, I was able to focus on the liturgical and pastoral care needs of the parish. I thank Darryl, Thomas, and all of my co-workers for their support during those weeks, which included a power outage, supervising a seminarian from Union Presbyterian Seminary, and our family vacation at the beach.

In August, when Bill arrived, I was ready to start a new academic year at VCU and refreshed by hope. I was able to be at all but one of the interim conversations, and I feel the Discernment Committee is off to a good start. I am blessed to be able to lead and be part of the Red Door Community with an excellent steering committee, student, and staff leaders. I am part of the lives of students through the Episcopal Campus Ministry. I am growing in my faith and hope that you witness that through my preaching, teaching, and companionship, as we discern what the Holy Spirit wants from us at this time. I can't wait to see what 2020 holds for all of us.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly Reinholz".

The Rev. Kimberly Reinholz  
Associate Rector for Service, Campus Ministry, and Pastoral Care

## **20s & 30s**

*Submitted by: Thomas Ewers*

The 20s & 30s group has 37 members active on its Facebook page. During 2019, milestone moments such as births, baptisms and marriages were celebrated, for anyone in the age group within the parish, even if not active in the group.

Nick Sollog led a Bible study and Emily Horne hosted a family-friendly social. Play dates around Richmond helped to further solidify the connections for those with children.

During 2020, the 20s and 30s plan to promote social events and volunteer projects with the goal of increasing engagement and the membership of the church. Interest remains high in a Bible study and quarterly in-person meetings. Using digital tools is key for communication and engagement of these busy moms, dads and professionals.

## **MISSIONARY SOCIETY**

*Submitted by Lisa Dawson*

The 2019 Dental and Vision Mission was very successful. A new strategy for sending a prescreening team to the schools to identify which children needed to see the dental professionals allowed an increase in the number of children served and treated. The 2020 group is getting ready to depart for Belize in a few weeks. The Missionary Society continues to strive to better serve God in the greater global community as part of Grace and Holy Trinity's good work.

## ADULT FORMATION

*Submitted by The Rev. Kim Reinholz and The Rev. Bill Queen*

Many thanks to our Adult Formation Committee (Judy Carlson, Elaine Quinn, Lu Treadwell, Nick Sollog, Cary Blankenship, Hugh West, Sandra Hartley, and Paul Benson) who worked alongside staff (Aaron Davis, Barb Dodd, and the clergy) to coordinate the formational experiences of the 2019 program year.

Between January and July of 2019, our adult formation opportunities were varied. Epiphany brought with it The Rev. Dr. Melissa Jackson exploring “Tamar, Rahab, Abigail, and Ruth: Four Subversive Heroes in the Story of Israel.” In February, Junior Warden Thomas Ewers lead a series on “Growing the Church,” which was engaging and thought-provoking. This inspired our lawn sign evangelism project. During Lent “Our Baptismal Covenant” series related: Respect, Serve, Seek, Repent, Pray, and Proclaim into sessions led by The Rev. Sarah Kye Price, The Rev. Kimberly Reinholz, Aisha Huertas, and representatives from VCU, Red Door Ministry, and Faith From the Margins to the Web. During the 50 days of Easter, we hosted the ReGarding Easter Preaching Series, where Drs. Mark Biddle and Melissa Jackson returned and provided lovely lunchtime sermons.

After a break between Pentecost and Labor Day, our “Heaven, Hell, and Hollywood” series started off the fall. We continued with our interim events on the topics of Heritage, Mission & Values, Leadership, Connections, and The Future. We had guest speaker Will Pitzer from Connecting Hearts talk about finding foster care homes for children and parishioner Joe Krzyston share his experiences from the Triangle of Hope. We completed the year with discussion on how to “Unplug the Christmas Machine.”

This new year started off with “The Alien Episcopalian” for the month of January. As a second Adult Formation option during the same Sunday morning time slot, Mary Ann Blankenship is facilitating “The Good Gook Club” Bible Study on the Gospel of John. This will continue through the rest of the Epiphany season. We look forward to a Lent series that will utilize both Sunday morning and a weekday evening offering on “The Way of Love” as a rule of life.

Thank you to all who have participated, led, and facilitated all aspects of this vital ministry of the church.

# BUDGET

*Submitted by Judy Bowman*

|                                                          | 2017 Actual      | 2018 Actual      | 2019 Budget      | 2019 Actual      | 2019 Variance   | 2020 Budget Adopted by Vestry | 2020 Budget vs. 2019 Actual |
|----------------------------------------------------------|------------------|------------------|------------------|------------------|-----------------|-------------------------------|-----------------------------|
| <b>INCOME</b>                                            |                  |                  |                  |                  |                 |                               |                             |
| Pledges-Current                                          | \$ 831,522       | \$ 782,197       | \$ 700,000       | 672,201          | \$ (27,799)     | \$ 660,000                    | \$ (12,201)                 |
| Non-Pledged Gifts                                        | 42,674           | 47,852           | 45,000           | 39,039           | (5,961)         | 45,000                        | 5,961                       |
| Pledges-Prior                                            | 9,585            | 8,719            | 5,400            | 2,625            | (2,775)         | 2,000                         | (625)                       |
| Fellowship                                               | 6,117            | 5,160            | 6,000            | 4,823            | (1,177)         | 4,500                         | (323)                       |
| Sundry Income                                            | 22,564           | 14,260           | 22,000           | 16,046           | (5,954)         | 18,000                        | 1,954                       |
| Lucie Watkins Fund                                       | 55,500           | 60,000           | 60,000           | 60,000           | -               | 60,000                        | -                           |
| Special Holidays Income                                  | 8,694            | 4,240            | 9,000            | 2,887            | (6,113)         | 4,500                         | 1,613                       |
| Endowment Fund                                           | 300,000          | 330,000          | 340,000          | 342,000          | 2,000           | 366,000                       | 24,000                      |
| The Disharoon Fund                                       |                  |                  | 25,000           | 25,000           | -               | 25,000                        | -                           |
| 1618 Fund                                                | 20,000           | 20,000           | 20,000           | 20,000           | -               | 20,000                        | -                           |
| Fund Raising/Special Gifts/Grants                        | 98,972           | 72,416           | 48,050           | 31,272           | (16,778)        | 47,250                        | 15,978                      |
| Released from Other Restricted                           | 74,322           | 90,834           | 110,007          | 111,495          | 1,488           | 85,930                        | (25,565)                    |
| <b>TOTAL INCOME</b>                                      | <b>1,469,950</b> | <b>1,435,678</b> | <b>1,390,457</b> | <b>1,327,388</b> | <b>(63,069)</b> | <b>1,338,180</b>              | <b>10,792</b>               |
| <b>EXPENSES</b>                                          |                  |                  |                  |                  |                 |                               |                             |
| <b>PROGRAM AREAS</b>                                     |                  |                  |                  |                  |                 |                               |                             |
| <b>THE SPIRITUAL JOURNEY</b>                             |                  |                  |                  |                  |                 |                               |                             |
| Missions/Outreach: Diocese of Virginia                   | 70,000           | 72,000           | 72,000           | 72,000           | -               | 72,000                        | -                           |
| Worship: Altar Guild                                     | 3,527            | 2,622            | 2,300            | 1,285            | (1,015)         | 2,250                         | 965                         |
| Music Program: Music Supplies                            | 6,336            | 4,887            | 5,000            | 4,880            | (120)           | 5,000                         | 120                         |
| Music Program: Instrument Maintenance                    | 4,410            | 4,732            | 5,000            | 4,980            | (20)            | 6,000                         | 1,020                       |
| Music Program: Personnel                                 | 28,755           | 26,600           | 27,500           | 30,626           | 3,126           | 27,500                        | (3,126)                     |
| Music Program: Concert Series                            | 15,425           | 11,855           | 11,500           | 12,391           | 891             | 10,500                        | (1,891)                     |
| Education: Adults                                        | 1,729            | 1,259            | 1,500            | 1,506            | 6               | 1,500                         | (6)                         |
| Evangelism: Supplies / Materials                         | 481              | 708              | 1,200            | 1,221            | 21              | 1,600                         | 379                         |
| Evangelism: Special Offerings                            |                  |                  | -                |                  | -               | 2,250                         | 2,250                       |
| Parish Life: Parish Weekend (1)                          | 2,967            | 1,396            | 1,500            | 393              | (1,107)         | 1,500                         | 1,107                       |
| Parish Life: Sunday Breakfasts                           | 8,042            | 7,486            | 8,000            | 7,958            | (42)            | 7,000                         | (958)                       |
| Parish Life: Special Events (2)                          | 1,161            | 1,803            | 1,800            | 5,535            | 3,735           | 3,750                         | (1,785)                     |
| Parish Life: Hospitality (3)                             | 1,442            | 732              | 1,250            | 2,480            | 1,230           | 1,250                         | (1,230)                     |
| Parish Life: Boomers                                     | 190              | 293              | 500              | 61               | (439)           | 275                           | 214                         |
| Pastoral Care: Lay Pastoral Initiatives                  | 994              | -                | 300              | -                | (300)           | 300                           | 300                         |
| Generosity: Picnic, Socials, Campaign                    | 5,404            | 3,458            | 5,000            | 3,791            | (1,209)         | 5,000                         | 1,209                       |
| Generosity: Other Legacy Society Administrative Expenses | 1,263            | 585              | 600              | 586              | (14)            | 600                           | 14                          |
|                                                          |                  |                  |                  |                  | -               |                               | -                           |
| <b>TOTAL - THE SPIRITUAL JOURNEY</b>                     | <b>152,126</b>   | <b>140,416</b>   | <b>144,950</b>   | <b>149,693</b>   | <b>4,743</b>    | <b>148,275</b>                | <b>(1,418)</b>              |
| <b>CHILDREN, TEENS, 20's and 30's</b>                    |                  |                  |                  |                  |                 |                               |                             |
| Education: Christian Education Support                   | 1,758            | 3,152            | 4,000            | 2,483            | (1,517)         | 3,000                         | 517                         |
| Education: Children's Ministry                           | 512              | 295              | 1,500            | 1,151            | (349)           | 1,500                         | 349                         |
| Education: Youth Ministry                                | 1,580            | 1,049            | 2,000            | 1,465            | (535)           | 2,500                         | 1,035                       |
| Education: Missions and Outreach                         | 27,234           | 4,197            | 8,000            | 4,876            | (3,124)         | 4,500                         | (376)                       |
| Education: Youth Scholarship Fund                        | 525              | 350              | 2,500            | -                | (2,500)         | 1,500                         | 1,500                       |
| Education: Personnel                                     | 24,754           | 19,389           | 22,000           | 15,117           | (6,883)         | 15,000                        | (117)                       |
| Education: Family Ministries                             | 849              | 1,781            | 2,000            | 1,105            | (895)           | 1,500                         | 395                         |
| Education: Christian Education Training & Support        | 323              | -                | -                | -                | -               | 500                           | 500                         |
| Missions/Outreach: Campus Ministries                     | 30,758           | 17,661           | 34,685           | 16,573           | (18,112)        | 20,000                        | 3,427                       |
| Parish Life: 20's - 30's                                 | 294              | 190              | 750              | 255              | (495)           | 750                           | 495                         |
| <b>TOTAL - CHILDREN, TEENS AND MILLENIALS</b>            | <b>88,587</b>    | <b>48,064</b>    | <b>77,435</b>    | <b>43,025</b>    | <b>(34,410)</b> | <b>50,750</b>                 | <b>7,725</b>                |

|                                                                                                                                                          | 2017 Actual      | 2018 Actual      | 2019 Budget      | 2019 Actual        | 2019 Variance      | 2020 Budget Adopted by Vestry | 2020 Budget vs. 2019 Actual |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|--------------------|--------------------|-------------------------------|-----------------------------|
| <b>BREAKING THE CYCLE OF POVERTY</b>                                                                                                                     |                  |                  |                  |                    |                    |                               |                             |
| Missions/Outreach: Outreach Grants                                                                                                                       | 65,000           | 60,000           | 35,000           | 35,000             | -                  | 30,000                        | (5,000)                     |
| Missions/Outreach: Prescription Assistance                                                                                                               | 10,440           | 2,000            | 3,000            | 2,147              | (853)              | 2,500                         | 353                         |
| Missions/Outreach: Other Service Proj. Red Door Ministry                                                                                                 | 593              | 3,380            | 5,500            | 1,938              | (3,562)            | 4,000                         | 2,062                       |
| Missions/Outreach: Red Door Ministry (4)                                                                                                                 | 18,525           | 20,479           | 23,000           | 27,767             | 4,767              | 15,000                        | (12,767)                    |
| Missions/Outreach: Missionary Society (5)                                                                                                                | 86,882           | 89,306           | 34,200           | 43,633             | 9,433              | 28,350                        | (15,283)                    |
| Missions/Outreach: Shrine Mont Capital Campaign                                                                                                          | 4,000            | 2,000            | 2,000            | 2,000              | -                  | 2,000                         | -                           |
| Missions/Outreach: Circles                                                                                                                               | 5,000            | 10,000           | 25,000           | 25,000             | -                  | 12,500                        | (12,500)                    |
| <b>TOTAL - BREAKING THE CYCLE OF POVERTY</b>                                                                                                             | <b>190,440</b>   | <b>187,165</b>   | <b>127,700</b>   | <b>137,485</b>     | <b>9,785</b>       | <b>94,350</b>                 | <b>(43,135)</b>             |
| <b>TOTAL PROGRAMS</b>                                                                                                                                    | <b>431,153</b>   | <b>375,645</b>   | <b>350,085</b>   | <b>330,203</b>     | <b>(19,882)</b>    | <b>293,375</b>                | <b>(36,828)</b>             |
| <b>ADMINISTRATION AND SUPPORT</b>                                                                                                                        |                  |                  |                  |                    |                    |                               |                             |
| <b>PERSONNEL</b>                                                                                                                                         |                  |                  |                  |                    |                    |                               |                             |
| Salaries/Allowances (6)                                                                                                                                  | 546,745          | 536,510          | 567,600          | 558,470            | (9,130)            | 569,813                       | 11,343                      |
| Employers Social Security                                                                                                                                | 40,801           | 38,130           | 42,400           | 40,680             | (1,720)            | 43,170                        | 2,490                       |
| Benefits (7)                                                                                                                                             | 91,611           | 92,871           | 99,600           | 94,950             | (4,650)            | 116,971                       | 22,021                      |
| Pension Premiums                                                                                                                                         | 69,970           | 67,816           | 70,500           | 71,568             | 1,068              | 74,923                        | 3,355                       |
| Continuing Education                                                                                                                                     | 998              | 1,335            | 4,000            | 3,499              | (501)              | 3,000                         | (499)                       |
| Payroll Fees                                                                                                                                             | 2,485            | 2,177            | 2,500            | 2,248              | (252)              | 2,500                         | 252                         |
| Mileage                                                                                                                                                  | 1,446            | 2,206            | 2,500            | 1,392              | (1,108)            | 1,800                         | 408                         |
| Other Personnel Expenses                                                                                                                                 | 285              | 470              | -                | 1,297              | 1,297              | -                             | (1,297)                     |
| <b>TOTAL PERSONNEL</b>                                                                                                                                   | <b>754,341</b>   | <b>741,515</b>   | <b>789,100</b>   | <b>774,104</b>     | <b>(14,996)</b>    | <b>812,177</b>                | <b>38,073</b>               |
| <b>BUILDING AND PROPERTY</b>                                                                                                                             |                  |                  |                  |                    |                    |                               |                             |
| Property Insurance                                                                                                                                       | 25,371           | 39,001           | 40,000           | 39,131             | (869)              | 41,600                        | 2,469                       |
| Fuel/Water                                                                                                                                               | 6,681            | 9,109            | 7,900            | 7,787              | (113)              | 7,900                         | 113                         |
| Electricity                                                                                                                                              | 36,212           | 35,827           | 37,000           | 36,222             | (778)              | 36,500                        | 278                         |
| Telephones                                                                                                                                               | 7,042            | 7,217            | 7,600            | 6,601              | (999)              | 7,000                         | 399                         |
| House Expenses                                                                                                                                           | 12,440           | 10,453           | 13,000           | 10,812             | (2,188)            | 11,000                        | 188                         |
| Property Upkeep                                                                                                                                          | 31,956           | 43,195           | 38,368           | 39,827             | 1,459              | 39,000                        | (827)                       |
| Major Repairs (8)                                                                                                                                        | 43,625           | 53,262           | 30,000           | 25,450             | (4,550)            | 35,000                        | 9,550                       |
| Church Bus                                                                                                                                               | 424              | 1,519            | 750              | 822                | 72                 | 800                           | (22)                        |
| <b>TOTAL BUILDING AND PROPERTY</b>                                                                                                                       | <b>163,751</b>   | <b>199,583</b>   | <b>174,618</b>   | <b>166,652</b>     | <b>(7,966)</b>     | <b>178,800</b>                | <b>12,148</b>               |
| <b>ADMINISTRATIVE/OTHER</b>                                                                                                                              |                  |                  |                  |                    |                    |                               |                             |
| Office Expense                                                                                                                                           | 26,318           | 23,359           | 25,000           | 23,486             | (1,514)            | 24,000                        | 514                         |
| Bulletin/Newsletter (9)                                                                                                                                  | 3,387            | 3,953            | 5,400            | 2,848              | (2,552)            | 3,250                         | 402                         |
| Advertising                                                                                                                                              | 461              | 154              | 1,000            | 560                | (440)              | 1,000                         | 440                         |
| Computer Service/Repair                                                                                                                                  | 11,624           | 11,032           | 12,500           | 12,927             | 427                | 17,100                        | 4,173                       |
| Web Site Other Digital Media                                                                                                                             | 2,213            | 2,066            | 7,500            | 8,014              | 514                | 7,500                         | (514)                       |
| Audit/Accounting                                                                                                                                         | 12,500           | 12,500           | 12,000           | 12,000             | -                  | 12,000                        | -                           |
| Vestry Retreat (10)                                                                                                                                      | 212              | 236              | 4,000            | -                  | (4,000)            | -                             | -                           |
| Annual Convention Meeting                                                                                                                                | 3,235            | 892              | 4,200            | 2,656              | (1,544)            | 2,500                         | (156)                       |
| Bank Fees                                                                                                                                                | 6,250            | 4,280            | 5,000            | 4,521              | (479)              | 5,000                         | 479                         |
| <b>TOTAL ADMINISTRATIVE / OTHER</b>                                                                                                                      | <b>66,200</b>    | <b>58,472</b>    | <b>76,600</b>    | <b>67,012</b>      | <b>(9,588)</b>     | <b>72,350</b>                 | <b>5,338</b>                |
| <b>TOTAL ADMIN. AND SUPPORT</b>                                                                                                                          | <b>984,292</b>   | <b>999,570</b>   | <b>1,040,318</b> | <b>1,007,768</b>   | <b>(32,550)</b>    | <b>1,063,327</b>              | <b>55,559</b>               |
| <b>TOTAL EXPENSES</b>                                                                                                                                    | <b>1,415,445</b> | <b>1,375,215</b> | <b>1,390,403</b> | <b>1,337,971</b>   | <b>(52,432)</b>    | <b>1,356,702</b>              | <b>18,731</b>               |
| <b>TOTAL INCOME OVER / (UNDER) EXPENSE</b>                                                                                                               | <b>\$ 54,505</b> | <b>\$ 60,463</b> | <b>\$ 54</b>     | <b>\$ (10,583)</b> | <b>\$ (10,637)</b> | <b>\$ (18,522)</b>            | <b>\$ (7,939)</b>           |
| <b>FOOTNOTES:</b>                                                                                                                                        |                  |                  |                  |                    |                    |                               |                             |
| (1) Parish Weekend: Number of participants was less than budgeted in 2019                                                                                |                  |                  |                  |                    |                    |                               |                             |
| (2) Special Events: This included retirement reception for the rector, not budgeted in 2019                                                              |                  |                  |                  |                    |                    |                               |                             |
| (3) Bishop's Hospitality: This included the Bishop's reception in 2019                                                                                   |                  |                  |                  |                    |                    |                               |                             |
| (4) Red Door Ministry: Increase in number of guests served each Friday in 2019                                                                           |                  |                  |                  |                    |                    |                               |                             |
| (5) Missionary Society: Deposit for airfare was paid in 2019 for 2020 Spring trip and was not in the budget. The excess was funded from restricted funds |                  |                  |                  |                    |                    |                               |                             |
| (6) Salaries/Allowances: A part-time employee has become full time in 2020                                                                               |                  |                  |                  |                    |                    |                               |                             |
| (7) Benefits: Benefits have been added for a new full time employee in 2020                                                                              |                  |                  |                  |                    |                    |                               |                             |
| (8) Major Repairs: Not all projects scheduled were completed in 2019                                                                                     |                  |                  |                  |                    |                    |                               |                             |
| (9) Bulletin/Newsletter: Purchased less paper and no newsletter was produced in 2019                                                                     |                  |                  |                  |                    |                    |                               |                             |
| (10) Vestry Retreat: Vestry retreat was at GHTC, and no outside speaker was engaged                                                                      |                  |                  |                  |                    |                    |                               |                             |
| <b>PERSONNEL INFORMATION:</b>                                                                                                                            |                  |                  |                  |                    |                    |                               |                             |
| Personnel numbers are based on 1 part time employee, Aaron Davis, and 8 full time employees.                                                             |                  |                  |                  |                    |                    |                               |                             |



## FINANCE COMMITTEE

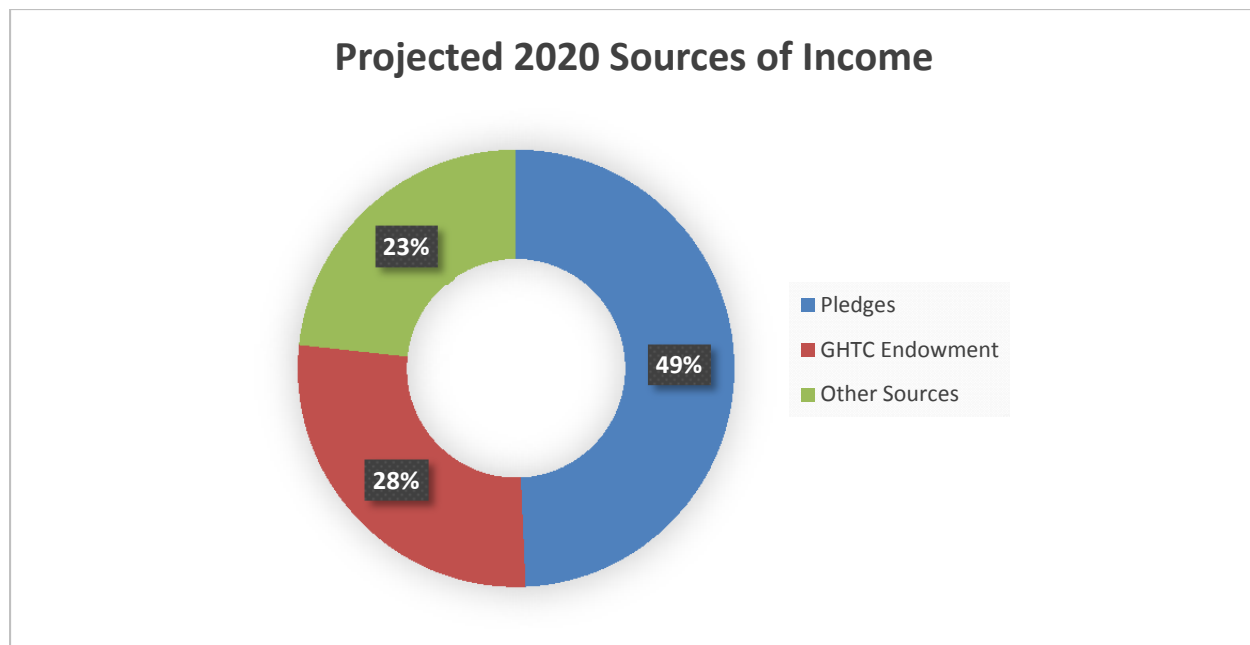
*Submitted by Judy Bowman*

Being generous changes us. Our generosity is an expression of gratitude for all that God has provided to us. When we give, we receive, and our spirits grow. By our generosity, we move toward a closer personal relationship with God and others.

We are generous givers of our time, talent, and financial resources to the mission of our Lord Jesus Christ, and to the mission of Grace and Holy Trinity Church. We are generous in sharing our resources with those outside our walls, and for the care and nurture of our members and facilities. Thank you to everyone who contributes time, talent, and financial resources to GHTC.

As reflected in the accompanying financial presentation, we recorded a deficit of \$10,583 in 2019, which followed three years of surpluses (revenues exceeding expenses) that collectively totaled \$140,615. The Vestry approved a deficit budget of \$18,522 for 2020 in mid-January 2020, resulting in an estimated two-year total deficit (2019 and 2020) of \$29,105. From a historical perspective, GHTC had a nearly identical two-year combined deficit of \$29,460 in 2014 and 2015 before recording the three years of surpluses cited above.

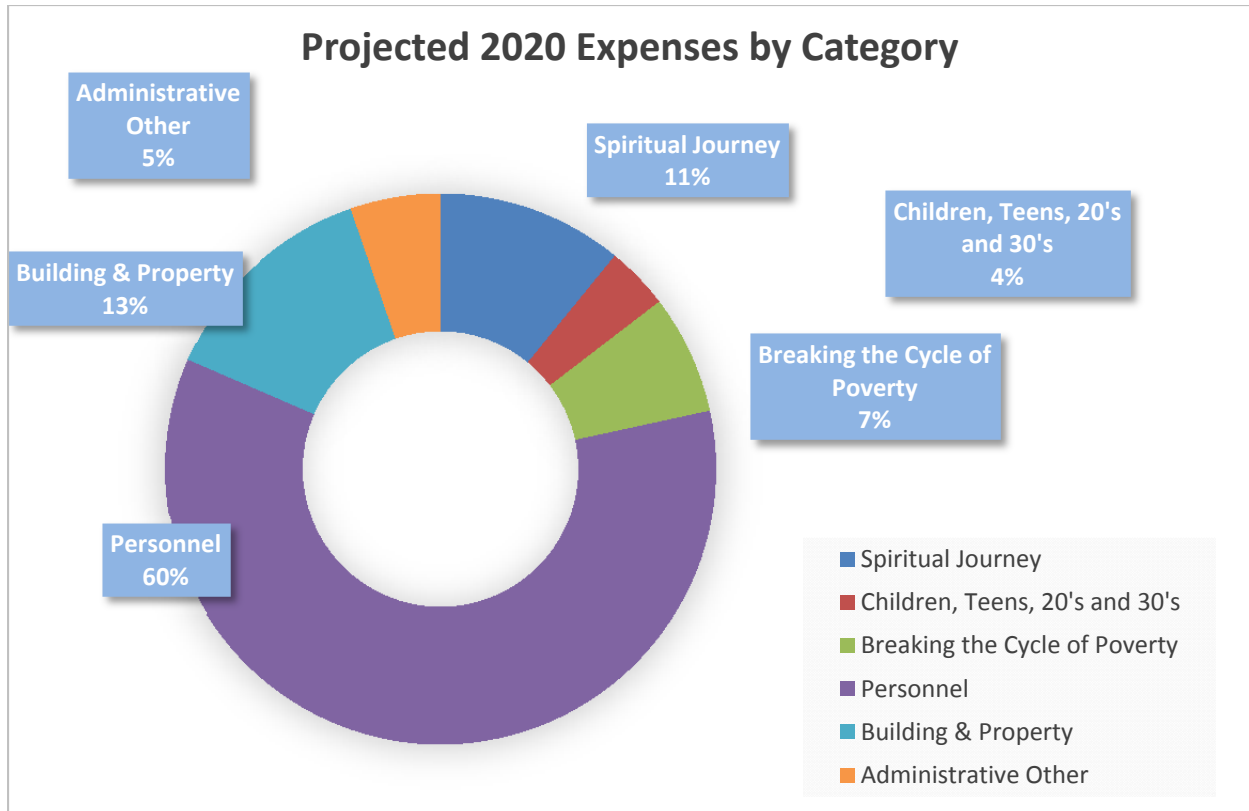
As shown in the accompanying financial presentation and the graph below, 2020 income of \$1,338,180 is projected to come from pledges (49%), the GHTC Endowment Fund (28%), and from other sources such as restricted funds, fundraisers, and other miscellaneous contributions (23%).



As of January 21, 2020, we had received 171 pledges to the 2020 Annual Giving Campaign, which represented 66% of the 260 solicited. These pledges totaled \$677,240, which were reduced to \$660,000 in the budget to reflect a reserve for potentially unpaid pledges.

We would be grateful for additional pledges to reduce the projected deficit, and if you would like to make an adjustment to your pledged amount, or make a new pledge, please contact Judy Bowman at [jbowman@ghtc.org](mailto:jbowman@ghtc.org) or 804-359-5628, ext. 14.

The graph below summarizes the distribution of GHTC's budget by category.



In our budget discussions with the Vestry, we observed a shared belief that GHTC is in a two-year transition emanating from the retirement of our long-time rector, and the search and arrival of his successor. Uncertainty is often difficult, and as we have learned from the Discernment Committee's work thus far, the journey through such a transition often produces a temporary decline in pledges. The continued strength and dedication of GHTC's staff and lay leadership, the congregation's ongoing generosity, and the long-term financial stability that the church enjoys through the resources of its endowed funds (i.e., the GHTC Endowment, the Lucy Watkins Fund, the 1618 Fund, and the new Disharoon Fund), give the Finance Committee and the Vestry the confidence that we will successfully navigate this transition, and return to surplus financial results in the near term.

If you have questions, please contact Mike Joyce, Chair of the Finance Committee, our Interim Rector, the Rev. Bill Queen, Jr., the Wardens, or members of the Vestry.

Thank you!

## CHILDREN, YOUTH & FAMILY MINISTRIES

*Submitted by: Aaron Davis*

One of the most exciting things to hear from a parent is that their child talks about and looks forward to church each week. This year in Children, Youth, and Family Ministries we have been delighted to hear this sentiment from multiple families about our Children's Chapel and Sunday School programs. More than 20 families were active in 2019, and we are blessed with a wonderful group of volunteers who were commissioned to their ministry in January.

This year, the annual Christmas Pageant featured more than 30 children and there were over 200 attendees. Youth participated in an Urban Mission experience in Richmond and gathered for pizza, laser tag, and a lock-in while others sang on Sunday mornings. Our Confirmation class matched mentors with students preparing for the next step in their spiritual journeys.

Our group of regular participants is small (averaging around 15 each Sunday across our offerings) but lively. Kids literally rolled on the floor laughing when learning about the reluctant, obstinate, and stubborn prophet Jonah. I pray in 2020 we might all have the opportunity to laugh, learn, and grow as God continues to do new things in this place with our children, youth, and families.

## CIRCLES RVA

*Submitted by Bill Perkins, Lisa Dawson and Dawn McNamara*

Grace & Holy Trinity Church is a founder of CirclesRVA and continues to provide volunteers, financial support, and use of church facilities. Virginia Commonwealth University students and instructors, area churches, and civic organizations also provide critical support. CirclesRVA is the 70th chapter of Circles USA, a national nonprofit organization dedicated to building community to end poverty. CirclesRVA is a 501(c)(3) under the U.S. Internal Revenue Code.

The Circles model surrounds a Circle Leader and his or her family with education and support of Allies and Community Resource Teams. Leaders commit to:

- Complete Circle Leader Training, a 12 week class in budgeting and setting realistic goals with a plan to achieve them.
- Be a part of CirclesRVA for 18 months.
- Attend weekly meetings to make progress on their goals and receive support from Allies.

CirclesRVA launched two new cohorts of Circle Leaders in 2019. We now have twenty Circle Leaders and their families who meet weekly. The evening begins with a community dinner bringing together the CirclesRVA Allies, group facilitators and teachers, special guests, and inquirers. Meals are donated, prepared and served by volunteers from local church communities, businesses, and families. Dinner is followed by Leader training and a children's program. Training included setting SMART goals, managing mental health, financial literacy, and cultural awareness. Concurrently, twenty-four youth participate in the children's program. They learn similar topics in an age appropriate manner. Each Circle Leader is coached and supported by two Allies. Thirty seven Allies have been recruited and trained for these roles. Resource teams staffed by 110 volunteers organize the Tuesday meals, inventory available social services, teach the children's curriculum, and bring in speakers and experts in financial planning, education, and jobs.

You support families who want to move from surviving economically to thriving. For example, on January 14, 2020, we celebrated a Cohort Leader (Yvonne) receiving a job offer from Progressive and another Cohort Leader (Joy) securing two contracts for her business.

CirclesRVA is building an intergenerational community to break the cycle of poverty. The CirclesRVA community is deeply grateful for the continued support and leadership provided by Grace & Holy Trinity Church...come and see.

## CONVENTION OF THE DIOCESE OF VIRGINIA

*Submitted by Bill Queen*

More than 450 lay and clerical delegates from across the Diocese gathered in Arlington, November 14-16, 2019 for the 225th Annual Convention of the Diocese of Virginia.

Delegates to Convention have several responsibilities including the election of leaders to governing bodies, passing a budget for the upcoming year, and voting on any resolutions that come before the Convention. Full details of those actions may be found online at [www.thedioocese.net](http://www.thedioocese.net).

The Convention delegates approved a budget totaling \$5,137,000. The budget featured increased funding for the work of race and reconciliation and continued support for growing ministries across the Diocese.

Delegates to Convention passed several resolutions: Discontinuing Single-Use Plastic Products, An Amended Diocesan Alcohol Use Policy, Requesting Reconsideration of Water Intake Site to Avoid Monacan Nation Ancestral Village and Grave Sites and to Provide Improved Protection of Graves of Native American and Enslaved People, and Stipendiary Clergy Pay Equity.

In her pastoral address, the Rt. Rev. Susan Goff, Bishop Suffragan and Ecclesiastical Authority, announced that she will call for the election of the next Bishop Diocesan at Diocesan Convention in 2020. The consecration of the Bishop Elect will likely occur in late summer or early fall of 2022. Bishop Goff said that she will retire in 2023.

In a recorded video address to the delegates, Presiding Bishop Michael Curry expressed his support for the timeline and plan for the election.

The Diocese's new Assistant Bishop Jennifer Brooke-Davidson was introduced at this Convention. Bishop Brooke-Davidson joined the Diocese on November 4. She was previously Bishop Suffragan in the Diocese of West Texas.

Bishop Associate Robert Ihloff made his parting address toward the close of this Convention. Bishop Ihloff will return to the Diocese of Maryland in January of 2020 to serve as a part-time Assisting Bishop.

## EPISCOPAL CAMPUS MINISTRY

*Submitted by The Rev. Kim Reinholz*

College students often become engaged with the church through the weekly lunchtime Red Door Ministry. Since February of 2019, more than 500 Virginia Commonwealth University students and staff have volunteered on Fridays. We give thanks for their showing up because it helps us to live our baptism covenant in a concrete way.

Encouraging Sunday morning worship has yielded great fruit. In the fall of 2019, four VCU students joined the choir much to Beth Melcher Davis' delight.

SeRVAnt lunch continues to grow. Surprisingly, our most attended Wednesday gathering in 2019 was about learning to crochet/knit, where we had more than 30 individuals from VCU attend. A new group has spun off from this activity: Knit Wits will be co-facilitated by Mother Kim and Leslie Aiken on Thursday afternoons once a month. Sewing with Leslie Winn and Ivy Austin will hopefully continue in 2020. Our goal is to make 100 pillowcases for pediatric patients at VCU Health's Children's Hospital.

The student campus ministry leaders, Gabriel Arrington and Julia Terhune, were active both on Sundays and through the week. The God Loves Queers Bible study met weekly with 15+ students participating. More were interested but unable to attend. The Music and Meditation project didn't come to fruition as planned, but the hope is for it to develop with families and children for musical playdates in warmer weather.

A huge thank you to all who provided lunch for students through the Feed My Rams ministry. In 2020, we welcome Isaiah King as Volunteer Coordinator for the Red Door as we continue to be more intentional about engaging VCU students, faculty and staff.

## ENDOWMENT FUND REPORT

*Submitted by Sara Jo Williams*

The Grace and Holy Trinity Endowment was created in 1947 with funds from the sale of the church's rectory. The Endowment Fund is for the sole purpose of supporting our church. At the present time, there are 10 funds in the Endowment Fund that are professionally managed by Davenport Asset Management.

The trustees oversee the investment of three of these funds and determine amounts to be disbursed. The largest of the three is unrestricted as to its use. The two remaining ones are subject to restrictions specified by the donors. An example of one of these is the C.F. Patrick Scholarship Fund which yearly provides educational scholarships for members of our parish. The seven remaining funds are financially managed by the Trustees but are under the control of the Vestry. A very interesting one of the seven to mention is the Lucie Watkins Memorial Fund. When I became a trustee 11 years ago, I asked who this Lucie Watkins was. Emeritus Trustee Rieman McNamara gave me the history lesson. In the 1950's Lucie Watkins and her husband were members of our church and owned Watkins-Cottrell Hardware at the corner of 14<sup>th</sup> Street and Dock St. Mr. Watkins died first. When Lucie died, she left the endowment fund \$50,000. Today her gift is valued at over \$1,000,000. What a gift to our church!

The primary objective of the Trustees is to provide funds each year for parish causes and programs while preserving capital in order to provide help when a major project or an unforeseen need arises. Each year the Trustees seek to distribute to the church at least four percent of unrestricted funds under our control. The amount used for this distribution is an average of the last three years. In 2019 we contributed \$342,000 to the church for its programs and \$25,000 for scholarship assistance for parishioners. This year we have pledged \$366,000 to the church and at least \$20,000 for scholarship assistance for parishioners. As of December 31, 2019, the total value of all ten funds was \$14,099,374. Of this sum \$10,301,091 comprised the unrestricted endowment fund.

There are 10 trustees. My fellow trustees are Taylor Benson, Carl Blackwell, Trigg Brown, Bill Derry, Pem Hall, Nelson Lankford, Kinloch Nelson, and Fielding Williams. With George McVey moving to Emeritus status, we welcomed Harold Williams to the group. Our Emeritus Trustees are: Miles Cary, Rieman McNamara, George McVey and Betsy Seaman. Of the current 10 trustees, seven of us have served on the Vestry, and five of us have served as Jr. and Sr. Wardens. Three of our current members are serving on the Discernment Committee and one of us has served or cooked you breakfast each Sunday morning for years.

We are committed to continuing our leadership in the church by serving as Trustees of the Endowment, working towards our mission of both providing current assistance while preserving capital for future needs.

Thank you!

## MUSIC MINISTRY

*Submitted by: Beth Melcher Davis*

It is exciting to be a part of the wonderful music ministry at Grace and Holy Trinity Church. This church is blessed with a tradition of excellent music. It is a joy to serve in such a dynamic and caring spiritual community.

### 2019 Highlights

- Three Sopranos in Concert featuring Abigail Stinnett, Sarah Kate Walston, and Caroline Whisnant, February 2019
- Pro Arte and Cavalieri Choirs from the Greater Richmond Children's Choir, February 2019
- W.A. Mozart's "Coronation Mass" presented by Grace & Holy Trinity's Adult Choir and Chamber Ensemble, May 2019
- "Exclusively Bach" featuring Capitol Opera Richmond, Jefferson Baroque, and Organists, Cheryl Van Ornam and Daniel Stipe, October 2019
- Concert Choir from the Greater Richmond Children's Choir, November 2019
- Festival of Advent Lessons and Carols presented by Grace & Holy Trinity's Adult Choir, December 2019

Grace and Holy Trinity Church is sponsoring its sixteenth concert series, "Music at Grace & Holy Trinity," in 2019-2020. This series includes a variety of special worship services and concerts. The concert series provides a rich diversity of musical experiences. It is a wonderful opportunity for evangelism and outreach within the Richmond community, typically drawing more than 200 attendees.

Grace and Holy Trinity Church is the rehearsal venue for one of Richmond's finest children's choirs, the Greater Richmond Children's Choir. This choir presents special music at Grace and Holy Trinity throughout the year, including the Thanksgiving worship service. We are excited to host this wonderful choral ensemble at Grace and Holy Trinity.

Thank you to the members of the Music Ministry Team for their outstanding leadership, and for helping to organize and plan our annual concert series: Kate Bishop-Pevsner, Jack Blackwell, Mary Ann Blankenship, John Davis, Jim and Betsy Featherstone, Patti Martin, Robert and Catherine Perrin, Nancy Perrins, George and Milly Pugh, Wyman and Kathy Rolph, and Stanley Stillman.

Thank you to the members of the Adult Choir Team for their outstanding leadership: Donna Campbell, Marcia Miller Hailey, Mary Lietman, Catherine Perrin, and Leslie Winn.

Thank you to the members of our wonderful choirs: Adult Choir, Amazing Grace Choir, Grace & Holy Angels Choir (grades four through eight), and Lightshine Choir (pre-K through grade three). These choir members serve a tremendous music ministry in our church, and in the Richmond community. I truly appreciate their gifts of time, talent, and faithful leadership.

Thanks to the wonderful staff and congregation at Grace and Holy Trinity for their support. I especially thank Lawrence Heath, Assistant Organist; Hope Armstrong Erb, Pianist; and Abigail Stinnett, Grace and Holy Angels and Lightshine Choir Director. I look forward to glorifying God with you in 2020!



## PARISH RECORDS

*Submitted by Judy Bowman*

### **Baptisms**

Jack Elias Laine  
James Scottow  
Emily Scottow  
Joshua P. L. Williamson  
Nathaniel James Wright

### **Confirmations/Reception/Reaffirmations**

Nathan Andrews  
Emmaline Erikson  
Millie Grymes  
Mike Hale  
Sandie Hale  
Anne Henderer  
Jim Humphries  
Ed Kerns  
Brady Scioscia  
Caroline Wulff

### **Marriages**

Sarah Davenport and Taylor Quinn  
Maria Blackwell and Ryan McAllister  
Wendy Smailes and Ed Kerns

### **Transfers In**

Gary Akens  
Karen Akens  
Margaret Brown  
Jonathan Gross  
Cary Lee Henderson  
Jim Humphries  
Carter B. Lankford  
Valerie Haskins-Moore  
William B. Moore, III  
Brick Smith  
Debbie Whittle

### **Transfers Out**

Lucie Fitzgerald  
Kathy Hill  
Hal Hill, Jr.  
Nina Inge  
Susan Jordan  
Bolling Knowles  
David Purdy  
Lynn Purdy  
Claiborne McKinnon Talbott  
Emily Talbott  
Frank Talbott V

### **Burials**

Audrey Boykin  
Maria Holt  
Bill Noe

### **Total Active Members**

627

### **Worship Attendance Averages**

|                      |     |
|----------------------|-----|
| 7:45 Sundays         | 14  |
| 8:45 Sundays         | 56  |
| 10:00 Sundays        | 124 |
| 11:00 Sundays        | 132 |
| All Services Sundays | 174 |
| Red Door Fridays     | 29  |

### **Holy Days**

|                         |     |
|-------------------------|-----|
| Ash Wednesday           | 91  |
| Maundy Thursday         | 65  |
| Good Friday             | 75  |
| Easter Sunday           | 483 |
| Blessing of the Animals | 80  |
| Thanksgiving            | 65  |
| Christmas Eve & Day     | 434 |

## RED DOOR MINISTRY

*Submitted by: The Rev. Kim Reinholz*

Numbers and statistics can't explain the ministry of Red Door—you have to see it to believe it. Every Friday we open our doors for a service of healing at 12:30 p.m., where we pray for ourselves, our community, our nation, and our world. At the beginning of the community meal at 1:00 p.m., we begin with, “Welcome to Red Door. This is a safe place, and we want to keep it that way. If you have anything that could be considered a weapon, please leave it outside. You are welcome to join us for worship on Sunday at 7:45, 8:45 or 11:00 a.m. You do not need to worship with us to enjoy the meal, but know you are welcome.”

After having said this for years, in 2019 we have seen an increase in the number of people from our Red Door congregation joining us for worship on Sunday mornings. We actually had our first person ask how they can become a member.

Thanks to Molly Howell, Betsy Featherstone, Bill Perkins, Andrew Peacock, Gene Barham, Robin Telfian, and John McClees for serving on the Red Door steering committee. Thanks to Nancy Trego, who helped organize parking opportunities so we were able to expand despite our budget shortfall. We began counting the number of plates served in addition to the number of guests attending. We started a partnership with FeedMore, which will save us considerable expense in 2020, reducing costs from approximately \$450 per week to an estimated \$100 per week.

In 2019, more than 5,000 people walked through our doors on Fridays to be fed. More than 1,000 volunteers prepared the food, set the table, and cleaned up. In 2020 we anticipate continuing this vital ministry every week and caring for our RVA neighbors' bodies, souls, minds, and spirits. All are welcome here.

## **THE VESTRY**

*Submitted by Bill Queen*

Grace and Holy Trinity Church's Vestry is typically a 15 member body that sets the course for mission and conducts the business of the congregation. Together with the clergy, staff, and all the members of the parish, the Vestry is responsible for leading the church into faithful discipleship in the service of our Lord Jesus Christ. Because of one member's retiring in 2018 without completing his term, and the way that vacancy was filled, only four members are rolling off this year. Five new members will be elected this year, raising the total number to 16. The Vestry will revert to its proper size when the six members elected in 2018 complete their terms in 2021.

### **Expectations of Vestry members**

Being a Vestry member is a serious commitment of time and talent. Vestry members commit themselves to monthly meetings (the second Tuesday of the month at 5:00 p.m.) and attendance at a spring retreat. In addition to these meetings each Vestry member is responsible for working with one of the major areas of the Strategic Plan.

In order to stand for election, you must: be a member with your baptism and confirmation (or reception) recorded at this parish; be at least 16 years of age; and be "in good standing," meaning that unless for good cause prevented, you have been a regular participant in the corporate worship of the church (having received Holy Communion at least three times) and in working, praying and giving (with a minimal understanding of being known to the Treasurer) for the spread of the kingdom of God over the prior year. It is the additional expectation of Grace and Holy Trinity Church that all Vestry members will have made a personally meaningful and strong financial pledge to the general operating budget of the church for at least the year prior to the election and be current in their pledge payments. The duties and expectations of Vestry members, as well as bylaws for the conduct of its meetings, are fully outlined on our website at <https://ghtc.org/about/church-vestry/>.

### **Voter Eligibility**

In order to vote, you must: be a member with your baptism recorded at this parish; be at least 16 years of age; and be "in good standing," meaning that unless for good cause prevented, you have been a regular participant in the corporate worship of the church (having received Holy Communion at least three times) and in working, praying and giving (with a minimal understanding of being known to the Treasurer) for the spread of the kingdom of God over the prior year. You will be asked to attest to your eligibility as a voter when you sign in for the Annual Meeting. Voting is by ballot in person and, unless otherwise provided by the meeting, a majority of the votes cast shall be necessary to a choice. There is no voting by proxy, nor by absentee ballot.

### **Quorum**

The participating qualified voters must represent at least ten percent of the number of active communicants qualified to vote reported for the previous year. At least 63 qualified voters present constitutes a quorum for 2020.

## DISCERNMENT COMMITTEE REPORT

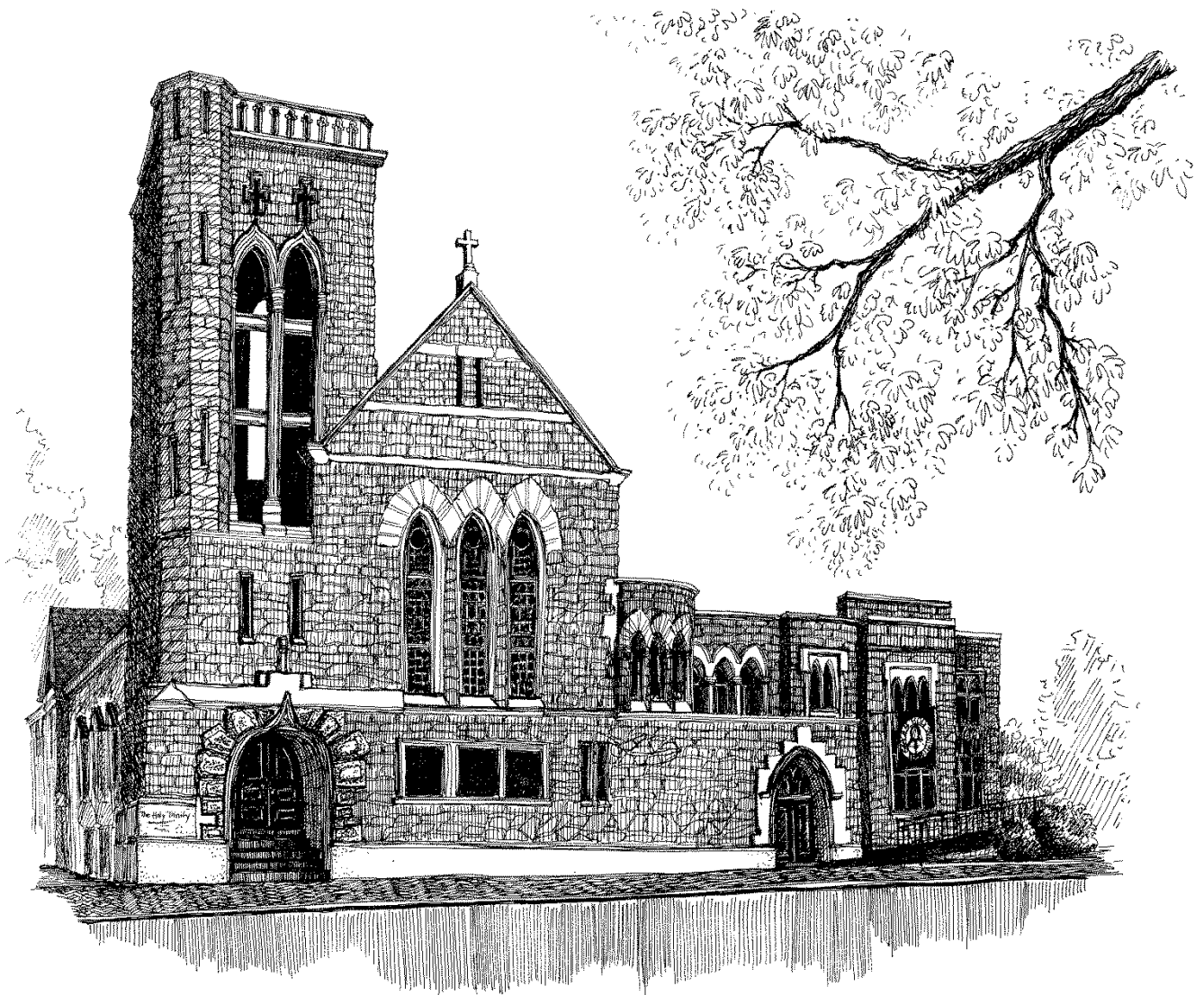
*Submitted by Pem Hall*

During all three worship services on November 3, 2019, the following parishioners were commissioned to seek a new Rector on behalf of GHTC. The members of the Discernment Committee are Chair Pem Hall, Julie Joyce, Alison Martin, Meredith McGuire, Marshall Morton, Nick Sollog, Kim Vullo, Fielding Williams and Harold Williams. The search for a new rector usually requires at least 12-16 months of work, categorized by three major phases: self-study, searching, and choosing a candidate.

Currently in the self-study phase, the Committee has met almost every other week to develop strategies for discerning who we are as a church community and what God is calling us to do. Each member of the Committee has provided valuable leadership to the discernment process and deserves our deepest gratitude. A few of the Committee's key activities thus far are outlined below.

- A Prayer for Discernment, written by Committee members Kim Vullo and Fielding Williams, was developed for use by the congregation during this time of transition.
- Interim Rector Bill Queen and Diocesan Transition Minister Rev. Sarah Brockenbrough met with the Committee to provide counsel and ongoing support.
- The Committee attended Bill Queen's Interim Events and analyzed the resulting transcripts for themes that may reveal GHTC's strengths and needs.
- Several communications and web site updates have been developed by Julie Joyce with support from staff members Barb Dodd and Shelby Scattergood.
- A confidential email account – [Discernment@ghtc.org](mailto:Discernment@ghtc.org) – was created for parishioner and rector candidate inquiries.
- The development of a parish survey, led by Kim Vullo and contributed to by the Committee and Vestry, included questions from sample questionnaires used by other churches. During the week of January 7, the survey was emailed to parishioners with active email accounts and mailed to those who needed hard copies. As of this writing, 141 surveys out of about 460 delivered have been received by the Discernment Committee. The survey will close in early February 2020.
- The Discernment Committee is planning to present the findings from the survey to the congregation during the Adult Forum at 10:00 a.m. on Sunday, February 23.

Once the Committee has analyzed all data available, a profile for GHTC will be prepared from a Diocesan template, approved by the Vestry and Diocese, and posted to a national database, accessible by Episcopal priests. The Committee plans for the profile announcing our search for a new Rector to be published in late spring, giving candidates the opportunity to apply for eight weeks thereafter. The Committee welcomes all thoughts on the search for our new shepherd and asks for your continued prayers for the process of discernment to which we all contribute.



Grace and Holy Trinity  
Episcopal Church

Aliza. Oskin 1996