

2009 Annual Report of the Vestry  
The Mission and Ministry of  
Trinity Cathedral Parish

**I. Local and Extended Missions**

**A. Diocesan Support**

Trinity's Diocesan assessment for 2009 was \$406,770, a number derived from the average of the last three years of Trinity's revenues. That money supports the mission of the Episcopal Diocese of Upper South Carolina and the ministry of our bishop. Interestingly, the Diocesan Canons contain a provision that applies only to those parishes whose size affords them eight diocesan delegates to the Diocesan Convention. Trinity and Christ Church in Greenville are the only parishes to which that canon applies. The canon provides that any such parish that does not fulfill its diocesan assessment for the prior year shall have its diocesan delegates reduced to four. Trinity was current with its 2008 diocesan assessment as of the Diocesan Convention; thus, its full delegation was allowed to vote at the Convention and in yesterday's election.

**B. Global Outreach**

Trinity's global outreach was primarily conducted by way of the Dean's Outreach Fund this year. This is not a budgeted item, but is rather a means by which parishioners and other friends of Trinity can provide gifts to be directed by Dean Linder to areas where he feels they are most needed. Several grants from this fund were made to mission operations in Uganda and Central America. Trinity's budget includes a \$5,811 allocation to support our ongoing mission work in Morne Michel.

**C. Cathedral Programs and Local Outreach**

Our Cathedral outreach programs include our commitments to support our Sunday morning breakfast, the work of St. Lawrence Place, W.A. Perry Middle School, and the Soup Cellar, among other things. These ministries received a budget allocation of \$93,944 in 2009, the same as in 2008. Some highlights:

**St. Lawrence Place:** Director Lila Anna Sauls has reported a surge in applicants at St. Lawrence Place. As of October, there were 10 families who met all qualifications but there were only two possible additional apartments.

A federal HUD grant has funded major campus renovations, including gutting apartments and updating office buildings. As of October, the first nine of twenty-one apartments were completed.

Stimulus money has helped fund SLP program graduates with transition cost assistance (half of down deposit, half of first 3 months' rent). To receive the federal money, families are required to use case management and provide the matching dollars.

Trinity is one of six churches hosting Race for the Place, a 5k walk/run on February 6, 2010. The goal is 100 participants from each church.

**W. A. Perry Middle School Partnership:** Trinity partnership leaders and Canon Cantrell met the new school principal, Mr. Ernest Holiday, at Perry's August 13 Open House and a follow up planning meeting August 27.

One hundred and ten students have signed up for Perry's after school program.

At the Sept. 10 Kick-Off, students signed up for the following Thursday enrichment offerings held at the school and provided by Trinity volunteers: Cooking, Golf, Sewing, Soccer, Tennis, Book Club, Board games/cards/crafts. Daughters groups and other volunteers have been enlisted to provide mini-meals two Thursdays each month. Trinity volunteers also continue to serve as Study Buddies, committed to one-on-one weekly tutoring with selected students.

**Local Grants:** Trinity committed to support The Cooperative Ministry with a budget allocation of \$19,370. Budget constraints required that the remainder of funds allocated to local outreach be reduced from \$25,875 to \$5,875. The Vestry hopes that an uptick in stewardship will allow these vital funds to be restored in 2010.

**Christmas Bags for the Homeless:** For the past 25 years, Trinity Cathedral has been giving a gift of some kind to the homeless on Christmas morning. This gift has grown over the years. It first started with fudge and has grown into something much bigger. This group gives out between 300-350 bags to the homeless at our Christmas breakfast. The bags are homemade and the size of a pillowcase. Most of the items that are put in the bags are things to keep them warm such as a scarf, gloves, and a hooded sweatshirt. Other items are toiletries and food items. These bags are filled on Christmas Eve morning by around 200 volunteers.

**Winter Shelter and Dinner:** Trinity parishioners will be serving meals at the Salvation Army building February 21-27, 2010. Five or six people are needed each day from 4:30-6:30PM to serve. We usually end up supplying about \$700-\$1,000 worth of food and supplies for our week. Announcements will be in the January and February Tidings seeking volunteers.

**Other Outreach Programs:** Trinity has made other, unbudgeted commitments to support Harvest Hope Food Bank, the Seeds of Hope Farmers Market, and many other important efforts.

## **II. Education and Christian Formation**

### **A. Adult Education and Ministry**

The Cathedral Education Committee operates under the supervision of The Reverend Joye Q. Cantrell, Canon for Outreach and Adult Education. In the broadest of terms, the goal of the committee is to develop programs for strengthening the Christian growth and formation of all the adult members of our parish. Joye works directly with many parishioners to fully develop our class offerings each semester. We are pleased to report that Canon Cantrell has also used this opportunity to integrate Carrie Graves, our new Bookstore Manager, into this process and conversation.

### ***Opening Doors – Deepening Faith.***

Realizing that Trinity is a diverse parish, the committee has made great efforts to develop a series of offerings honoring each parishioner's Christian journey. It has attempted to satisfy these needs through content as well as through scheduling by offering classes that meet throughout the week at various times during the day and evening. It is our prayer that this program offers such a degree of spiritual sustenance that we all joyfully move forward in our search for God's call in our lives.

### **Membership in Trinity Parish**

The Committee, as well as the Vestry, has been engaged in discussion on what it means to be a member of this parish. Should we and/or do we have a set of expectations surrounding membership? If so, what are they and what do they mean? Joye has referred the Committee to a section of the Catechism, found on page 855 of the Book of Common Prayer, and suggested that we all study this as a basis for our conversation:

The ministry of lay persons is to represent Christ and his Church; to bear witness to him wherever they may be; and, according to the gifts given them, to carry on Christ's work of reconciliation in the world; and to take their place in the life, worship, and governance of the Church.

That said, how do we explain this to our membership, new or lifelong? Is the message any different for either group? While we have not yet arrived at an answer to these questions, they remain under study and prayerful consideration by all and as such are a vital piece of the Vestry's strategic planning.

It is our hope that this conversation regarding membership and our identity as a parish family will be illuminated through the strategic planning process, and from that process, programs will be strengthened and new ones developed that will nurture and sustain the lives of all the individuals that make up our church home.

The budget of \$7,362 for this aspect of Trinity's mission to its parishioners is expended primarily upon curriculum materials, printing and supplies.

## **B. Children and Youth Education and Ministry**

### **Children**

Under the leadership of Canon Roger Hutchison, Trinity Cathedral is a place where children are able and encouraged to grow in the radiating joy and love of God. We are a team of staff/volunteers/teachers/coaches who act as gardeners – “preparing the soil,” “feeding” and “watering” the tender roots and leaves of our children that break forth from the fertile soil of our lives together in this faith community.

Here are some highlights from this past year:

- A specific focus and highlight this year was the number of formational opportunities that took place in the summer for our children. Our summer began with Vacation Bible School. Over 275 children participated in this

amazing week. A special highlight of the week was partnering with the youth of Camp WILD. We then partnered with the Trinity Bookstore and offered five *Spinning Yarns Story Time* sessions for children ages 3-8. We also offered two *Swimming in the Spirit* swimming/Bible Studies at Gregg Park for children in Grades 3-5. Our final big event of the summer was our *Summer Sort-of-Slumber Party* for children in grades 3-5. Liturgy Prep continued each week throughout the summer.

- Sunday school, Liturgy Preparation and Wednesday evening program participation levels are continuing to grow. We constantly struggle with space limitations - our classrooms are spilling over at such levels that we have had to remove furniture so the children will fit! It is a great blessing and challenge! This is an area that needs some attention sooner rather than later.
- Another important focus this past year was the expansion of volunteer opportunities with the children's program at Trinity Cathedral. One example is the team of volunteers we call *The Hallway Angels*. This ministry group has been such a highlight and blessing this fall – providing directions and welcoming parishioners every Sunday while wearing special aprons featuring an angel painting by Philip Powell. Trinity's children's programs have over 100 volunteers serving in a variety of ways. *How would YOU like to be involved?*
- Trinity has 16 teams (3<sup>rd</sup>-12<sup>th</sup> Grade) participating in the Columbia Interfaith Basketball League and the YMCA league. A coaches meeting was held in November with games starting in early December. We look with excitement to returning to Averyt Hall for practices and games!
- Roger continues to work closely with Trinity's Learning Center, leading chapel on Thursdays visiting with the children throughout the week. This contact allows Roger to invite TLC families to consider being a part of our great Cathedral – especially if they do not have a church home.

## **Youth**

The youth program has undergone a dramatic change in the last year under the leadership of Canon Brian Silldorff. The following is a mere snapshot of the variety of ways in which our youth are invited to participate in the life of Trinity Cathedral:

### **Weekly Offerings (average weekly attendees):**

- Middle School Bible Study (9)
- College Bible Study (10)
- 11<sup>th</sup> Grade Girls Time (8)
- Middle School Breakfast Club (28)
- 6<sup>th</sup> Grade Bible Study (8)
- High School Bible Study (7)
- High School Breakfast Club (9)
- Jr. EYC/Middle School Youth Group (52)
- Sr. EYC/High School Bible Study (31)

### **2009 Events/Trips (participants):**

- Ski Retreat (63)
- 30 Hr. Famine (58)
- Jr. EYC Beach Trip (32)
- Camp Wild/local middle school mission experience (74)

- Costa Rica Mission Trip (25)
- Inasmuch Tour/middle school mission trip (9)
- Homeworks-John's Island/high school mission trip (25)
- Jr. EYC Fall Retreat (41)
- Sr. EYC Fall Retreat (20)
- Masquerade Ball (160)

**Youth Fundraisers: All money raised given away/used for mission work**

- Souper Bowl Sunday-\$2,600
- 30 Hr. Famine/youth raised over \$15,000 for World Vision
- A Party with a Purpose/youth mission fundraiser raised \$12,000
- Costa Rica letter writing campaign raised \$22,000

**Youth Sunday School:**

- New classes being offered every six weeks
- Students choose to attend classes that interest them

**Who Makes it Happen?**

- All ministries (excluding Sunday School) are adult supported and student led
- 32 trained youth advisors
- A new team of Sunday School teachers every 6 weeks
- Adult volunteers who fulfill support roles

### **III. Liturgy, Prayer and Music**

Our clergy staff; Jared Johnson, our canon organist and choir master; Kit Jacobson, our assistant organist and choir master; and Doak Wolfe, associate for music and communications, meet regularly to coordinate the smooth running of our many worship services. This includes our choirs, altar guild, flower guild, acolytes, ushers, vergers, lectors and others.

**Music:** This year enrollment in the choir program is higher than ever before, with 80 boys and girls and more than 40 adults. There is much dedication from all as evidenced by their willingness to practice. The music staff offers 7 weekly rehearsals. The choirs toured to France and England this summer to sing at the American Cathedral in Paris and Canterbury Cathedral; their participation in this trip involved a minimum of 15 extra practices this year.

A new choir structure has been announced that will go into effect in 2010, to handle in a new and better way the size of the choir. Beginning in January there will be three distinctive choirs for boys and girls: 1. **The Trinity Youth Chorus**, open to all boys and girls grades 3 and higher; 2. **The Cathedral Choir of Men and Boys**, open by audition to 20 boys and 12 men; 3. **The Cathedral Choir of Girls**, open by audition to 20 girls. This structure will foster great things for our Cathedral and our community, and will allow the choirs to offer the finest sacred music in worship for more than 200 services annually.

**Altar Guild:** This guild has approximately 100 members, divided into 5 teams to correspond with monthly Sundays. The chairman orders wine, wafers, and candles. The altar guild is responsible for setting up and cleaning afterward for an average of 15 services a week; they also take care of all linens, hand washing and ironing. The 2 silver

Eucharistic candelabras have been repaired in Charleston, and the cost of repairs was donated by a parishioner. The jewel-studded chalice that is being stored in the vault was sent for repairs as well, as it was missing a few jewels. Although some parishioners were interested in donating replacement jewels. However, upon further inspection by Heathcliff's, the surprising discovery was made that the jewels are all synthetic! Therefore, these "jewels" are being replaced at a minimal cost and the chalices should be ready soon. The Altar guild is always in need of more members. The recruitment/training luncheon held in the beginning of September yielded 4 new members, but more young hands are always needed.

**Flower Guild:** There are 31 ladies who arrange flowers and greenery for our services. They, like the altar guild, are divided into 5 teams. The weekly chairs order flowers through Branham Florist Supply Company. The Flower Guild's first goal is to achieve financial stability. It has requested, and received, assistance from the Daughters by receiving revenue from the memorial poinsettias at Christmas and the memorial lilies at Easter as well as support for the cost of the Christmas greens. However, the cost has exceeded the memorials in both instances this year. The guild is searching for a means to raise supporting funds for the flower ministry. The second goal is to provide continuing education to the members by funding a week-long training offered at the National Cathedral in Washington, D.C. for at least one individual who could then share their knowledge with the guild at Trinity.

The Flower Guild continues to request a larger preparation area and storage space as well as a cooler and deep sink close to the sacristy. The cooler would allow flowers to be "recycled" by extending their "life." A large work table is also requested.

**Acolytes:** Deacon Sue von Rautenkranz is in charge of the acolytes and their training. There are currently 57 young people on the acolyte roster; they each serve on a team with two co-captains. Each team is scheduled once every three weeks at alternating services (9:00 and 11:30) and two teams for the 10:00 liturgy in the summer. The captains are responsible for the on-going training of their teams. There is one major training in the late summer or early fall and other training as needed. The acolytes have recently gone to a no reminder-card system by using email.

**Ushers:** This group consists of 13 women and 167 men. Each team has a captain and comprises between 8 and 13 people. New ushers are required to undergo a training session before being assigned to a team. Our ushers serve at the 9:00 and 11:30 services on Sundays and all Lenten, Easter, and Christmas services. They also manage all funerals and special services such as ordinations, renewal of vows, etc.

The ushers have requested an additional two deep collection plates. They currently have 6, but need more deep ones that will hold more offerings! They would also like to add at least one more usher team for the 11:30 service as there are currently few teams for this service. A training session will be held prior to services starting in the Cathedral.

**Verger Guild and Lectors:** The addition of the three new members to the verger guild allows the presence of a verger each Sunday to assist in the procession and anything else that may come up during the service that would require special attention. Betty Hudgens coordinates a pool of about 50 volunteers who serve as lectors and intercessors, including several youth, which allows volunteers to read once a quarter. However, there is still a need for volunteers for services held in the Keenan chapel.

## IV. Parish Life, Leadership and Communications

### A. Pastoral Care Committee

This committee operates under the supervision of our Subdean and Canon Pastor, The Reverend Charles Davis, Jr.

We believe that we have a responsibility to support a vital piece of our Strategic Plan that holds members of Trinity Cathedral Parish responsible for the Catechism (p 855, BCP) "...to represent Christ and his church, bear witness to him wherever they may be and according to the gifts given to them, to carry on Christ's reconciliation in the world." Pastoral Care depends on volunteers to reach out to each other within Trinity Cathedral Parish. We will try to be proactive in seeking new members for this ministry, affording all who will an opportunity to serve.

We accept volunteers for this ministry at any time but will make a concerted effort to gain members on **Saturday, January 23, 2010**. The invitation to join this ministry is open to parishioners who can cook, drive, visit, write notes, are willing to pray for others and enjoy helping people. Each experienced minister is asked to bring at least one prospect to this meeting.

**Clergy** respond to all parishioners in a multitude of ways. The whole of the Pastoral Care Committee is set up to lend support to the nearly overwhelming task of being a pastor to 4300 parishioners. Through the end of October, our priests have made approximately 710 pastoral visits. They have responded to over 82 emergency calls, sent 111 letters to those in the hospital, and followed up with bereaved families through 117 letters and Grief Books. In addition, they have counseled 146 persons. They have officiated at 35 funerals and burials and held Healing Services every Thursday at 12:15 with a minimum of 8 people. Quarterly memorial services are held, and there is a daily service Monday through Friday and five services each Sunday.

**Pastoral Care Teams** continue their work under the leadership of Parish Nurse, Ellen Linder. They provide meals, transportation, grocery shopping and love to parishioners who have trouble taking care of themselves.

**The New Life Ministry Team** continues to provide meals for families who have recently had babies. This summer we brought meals and information on baptism to 29 families.

**The Prayer Shawl Ministry** meets four times a month (twice in the morning and twice in the evening) to make prayer shawls for parishioners who are sick or have suffered a significant loss. The shawls are blessed by the clergy and brought to parishioners by a member of the Order of St. Luke.

**Hospital Visitation Ministry** is led by Carole Carter. She calls on volunteers who assist the clergy by visiting parishioners in local hospitals on Tuesdays, the only day that clergy are not scheduled to go. They have visited 43 times in 2009 as of the end of October. If anyone has questions about this ministry, would like

to volunteer, or knows of someone who should be visited, please call Carole at 771-7300 or e-mail her at [carter@trinitysc.org](mailto:carter@trinitysc.org).

**After Care Ministry Teams** call on Trinity members who have recently been in the hospital. The teams ask if there is any way in which they can be of service to the family during their recovery time period. Particularly, they ask if they would appreciate one/several casserole(s) made by the Daughters or transportation help during their healing time (when their doctor's orders might include "no driving"). Approximately 71+ telephone calls were made to parishioners who had been hospitalized, but only a handful of families accepted the offer of casseroles or transportation help. In addition, several visits were made to rehab units in town during this time period. Casseroles were also taken by individuals, as many members of the church know that the casserole "bank" is available in the parish kitchen and will sign out casseroles when they know of a need.

**Trinity Care Casseroles** are prepared by a committee of women from the Daughters of the Holy Cross. The casseroles are prepared in large quantity, as needed, in the church kitchen, frozen and ready to be delivered to parishioners returning home from a hospital stay, those who may be undergoing serious treatment such as chemotherapy, or others in need. The casseroles and small loaves of sour dough bread are then delivered by After Care Ministry Team members and others knowing of a parishioner needing a meal. This year we have delivered 78 casseroles.

**Bereaved Care Ministry** responds to parishioners having a death in the family. A committee of *Note Writers* sends sympathy notes on behalf of the parish to relatives of the deceased. If a parishioner dies, the attending priest contacts the chair of the ministry with information pertinent to the plans for services. The family is then called, visited and given a bag of items helpful in the home. If the family wishes, a reception is planned and hosted by the *Reception Committee*. In 2009, 62 sympathy notes were written, 34 phone calls were made, 24 bags were delivered and 11 receptions were hosted.

**Lay Eucharistic Visitors** bring communion to parishioners who are in hospitals, nursing homes or are homebound. They are trained and certified by the diocese. In 2009, 153 people were visited.

**The Order of St. Luke** - Prayer Ministers engage in healing and intercessory prayer with those who request it. Ministers keep a prayer journal and a daily quiet time of prayer. They are available for prayer with parishioners after Communion at the 9:00am and 6:00pm Sunday services. Study to become a full member of The Order is required. There is also a monthly meeting with training and prayer.

## **B. Parish Life, Fellowship and Archives**

**Archives:** This committee is responsible for collecting artifacts and papers relating to the history of Trinity. They also gather current papers believed to be of future historical significance for Trinity. Sara Clarkson, the chair of a group of 6 volunteers, states that the group has been less active filing archives but continues to be very active assisting people researching information on ancestors. The group looks to re-energize their efforts in the beginning of the year. They continue to operate in a room on the third floor of Satterlee Hall. Mrs. Clarkson

has led these efforts for over ten years and one of the needs for this group is succession planning for Mrs. Clarkson. In addition, she can always use more volunteers and would like computer equipment/ software to transfer this information onto the computer.

Dr. Cantey Haile continues to spearhead the efforts relating to artifacts discovered during the Bicentennial Restoration. The recovery of these artifacts has slowed since we have moved from demolition to re-construction. However, Dr Haile has resumed selling artifacts in the newly re-opened bookstore. Items include nails converted to jewelry and clocks made from some of the historic woodwork. The funds generated from these sales are contributed to the restoration budget. Some other artifacts are being stored with the hope of displaying them in the future are thirteen 8' spires removed from the roof of the Cathedral. Dr. Haile has made an excellent recommendation that we conduct a "Restoration and Relic Sale/ Auction" closer to the re-opening of the Cathedral. .

**Men of Trinity:** The Men of Trinity is a social outlet for the adult male membership of Trinity. The group was not able to schedule a function this summer or fall. However, under the leadership of Read Folline and Chris Weston, an oyster roast is planned for January. The group will assist in setting up and taking down the chairs in Averyt Hall for the Bazaar and represented Trinity in the Carolina Children's Home BBQ Cook-off last May. MOT intends to be more active in 2010 and promote Men's ministry at Trinity. The group typically meets three to four times a year. There is no speaker or educational program, just an opportunity to gather for a meal and fellowship. Attendees pay enough to cover the cost of the functions, primarily food and beverages.

**The Kanuga Parish Weekend** will be held February 26-28, 2010. The theme this year is "Come Away and Rest Awhile, Caring for your Soul". We are expecting roughly the same number of attendees as last year, 260 people. Activities include fellowship, outdoor activities, music, as well as a program on Saturday morning led by Jemme Stewart, a licensed family therapist and registered nurse. Brian Silldorff will be attending again this year and, provided enough children attend, develop a program specifically for them. The choir will be attending again this year as well. Ellen Linder continues to do a great job as the designated staff person responsible for organizing the weekend. The clergy, staff and nursery staff attend Kanuga free of charge as it is a working weekend for them, and this should maintain its position in the budget.

There will be an event on January 6<sup>th</sup> (a Wednesday evening) entitled "A Taste of Kanuga" which we hope will encourage people to come to Kanuga this year. We are hoping to serve a "Kanuga breakfast" for dinner that night, and offer people a time to sign up for their cabins if they register that night!

For the first time, Kanuga is requiring a \$10.00 non refundable deposit for each person based on the projected number count.

**Kitchen:** Our kitchen is continues to be one of the most consistently active and important supporting components of Trinity. Andrella Brunson has managed the kitchen for 10 years with the assistance of staff and volunteers. Something is going on in the kitchen every day, and they are doing a great job with limited space and resources. They are an important part of our outreach efforts by

providing breakfast on Sunday morning for 250-300 homeless, W.A. Perry snack preparations, St Lawrence Place fundraisers, and The Salvation Army Winter Supper for 200 once a year.

The kitchen is also an important part of our parish life. The Wednesday night program will usually serve 175-250 and the Newcomers Quarterly supper serves 40 or so. Breakfast and lunch are prepared Monday through Friday for the approximately 90 children in the Trinity Learning Center. On Wednesdays, Andrella prepares and delivers dinners to 10 or so members of Trinity that may be homebound, sick, etc. as well as casseroles to Trinity families with newborns. Additional parish life events that the kitchen is involved in are Tuesday morning Men's Bible study, Wednesday at Trinity Lenten luncheons, EYC meals and snacks, confirmation receptions, wedding receptions, and funeral receptions.

Another noteworthy item is that some of the equipment is dated and does not work, and we do not have dishwasher, all dishwashing is performed by hand.

**Daughters of the Holy Cross:** Although not a part of Trinity's ministry that affects its operating budget, the Daughters of the Holy Cross is a vital part of Trinity's parish life. The Daughters held the 61st annual Trinity Bazaar on Saturday, November 21, from 10:00 a.m. - 2:00 p.m. This year, proceeds will be given to the following non-profit organizations:

Harvest Hope Food Bank, which provides food for hungry people in 20 counties of our state.

Epworth Early Intervention Center, a preschool program for young children ages 1-4 who have special needs.

The Family Shelter, which provides emergency, transitional housing for homeless children and their families while allowing them to stay together in their time of crisis.

Homeworks of America, which coordinates adult and youth volunteers to provide home repairs and improvements to elderly and disabled homeowners.

St. Lawrence Place, that provides programming and transitional housing for families with children in crisis.

The following is the Daughters' annual report for 2009:

The 2008 Bazaar funds of \$49,775.57 were allocated in 2009 as follows: \$4,977.57 for small grants, \$8,500 to each of five agencies: Winston's Wish, The Women's Shelter, Free Medical Clinic, Heartworks Ministry, and Good Works as well as \$2,298 to our standing missions: ECW Missions - \$900, Still Hopes - \$349.50, Finlay House - \$349.50, Heathwood Hall Rural Missions - \$349.50, and St. Lawrence Place - \$349.50.

The Daughters hosted four General Meetings. Mopsy Crawford, Penelope Wright, our five Bazaar recipients and Bishop Dorsey Henderson served as our guest speakers.

The Daughters of the Holy Cross continued our support of the work of the Episcopal Church Women and Church Women United.

The Lenten Meditations book was organized and published by the Daughters.

Small grants funds allocated by the 2009 Bazaar Grants Committee include: \$1,200 to an individual, \$1,500 to Trinity's Christmas bags for the homeless ministry, and \$1,000 to York Place.

The Daughters hosted the Ice Cream Social and the Valentine's Day Dance at Still Hopes.

The United Thank Offering In-gatherings were publicized and \$3,359.78 was collected.

The 61st Annual Bazaar was held on November 21st. The 2009 Bazaar recipients are: Harvest Hope Food Bank, Epworth Early Intervention Center, The Family Shelter, Homeworks of America, and St. Lawrence Place.

The DHC published Elsie Lamar notes titled: "Elsie Lamar, On Loan From God".

The Bishop Finlay, Bishop Temple, and Elsie Lamar chapters of the Daughters of the Holy Cross continued to grow and provide opportunities for fellowship.

The Officers of the Daughters of the Holy Cross for 2010 are as follows:

Hiller Davenport - President  
Vice President/Parliamentarian - Nancy Dunbar  
Treasurer - April Allen  
Secretary - Kirsten Moorman  
President-Elect - Joy Snyder  
Treasurer-Elect - Boykin Exum  
Ex-Officio - Susan Johnston

## **C. Vestry**

The Vestry is comprised of 18 laypersons who serve staggered terms of three years, along with the Junior and Senior Warden, who each serve one-year terms. The Dean is the Chair of the Vestry. The Chair of the Trinity Foundation, the President of the Daughters of the Holy Cross, the Senior Warden Emeritus, and the Cathedral's Treasurer and Chancellor also serve in ex-officio capacities. The Episcopal Church in the United States vests all decision-making authority regarding temporal matters in the elected members of the Vestry, leaving decisions regarding all spiritual matters to the rector, or, in Trinity's case, the Dean.

Trinity's Vestry met once per month in 2009 to monitor the Cathedral's finances and the progress of the Restoration Campaign. Each Vestry member undertook to serve as a liaison to one or more aspects of Trinity's mission and ministry, providing periodic written reports to the Vestry to help it discharge its responsibilities.

The Vestry also engaged in the strategic planning process alluded to throughout this document. It sought the assistance of Jerry Henry, of Alexander Haas

Consulting, to assist it with the coordination of the process and the formation of the plan. With the help of a generous lead gift from an anonymous donor, the members of the Vestry underwrote the cost of the Mr. Henry's services.

#### **D. Communications**

Communications took on heightened importance in 2009, particularly in light of the diocesan bishop search and General Convention in July. With the national economy creating budgeting challenges for non-profit institutions across the United States, it has become increasingly important for Trinity to strive for efficiency in all its operations. The *Tidings* began to be delivered electronically to a large segment of Trinity parishioners in 2009, which saved thousands in operating expenses.

With the arrival of Kit Jacobson in the spring to fill the role of associate organist and choirmaster, Doak Wolfe was able to complete the transition to communications director. He received training that allowed him to update Trinity's website, which has made it more useful and up-to-date than it has ever been before.

### **V. Administration, Facilities and Grounds**

#### **A. Bicentennial Restoration Campaign**

This has been a remarkable year for our Bicentennial Restoration of Trinity Cathedral and Parish House Campaign. We met the Morris Challenge that brought over \$1 million in cash and pledges to the campaign. We met the Rainey Challenge that brought in another \$1 million in cash and pledges to the campaign. As of November 30, 2009, the total pledged for the Bicentennial Restoration Campaign is \$7,096,386.25. This includes \$6,246,386.25 in contributions and pledges from 620 members and friends of the Cathedral and \$850,000 in commitments from the Foundation and Vestry. This is extraordinary! We are grateful for every cash gift and pledge.

2010 will be a banner year for our parish in many ways, not the least of which will be the move back into our beloved Cathedral. Our hearts will sore, our voices sing, and the bell will ring when we are in our box pews once again!

#### **B. Churchyard**

The Churchyard comprises all of Trinity's physical plant that is not occupied by buildings. Trinity's Churchyard Administrator, Jim Sims, has worked in this area at Trinity for more than thirty years. He has produced a CAD drawing of the entire block, marking the location of essential utility and drainage lines, among many other things. He has also compiled a database that includes every inscription on every headstone in the cemetery.

The Churchyard was allocated \$38,740 for maintenance in 2009. This sum pays for landscaping, trash removal, headstone repair, and other items. These funds were also supposed to provide for the resurfacing of the parking lot at Marion and Senate Streets; however, that project was donated by the contractor, LAD Corporation, who also gave \$500 to the Trinity Foundation when the work was completed!

Churchyard workdays were held six times in 2009, during which the primary focus was the cleaning of headstones. Approximately one-half of the headstones in the cemetery have been cleaned since this project began in 2008.

In the wake of the changes to Trinity's bylaws in 2008, the Vestry approved an updated set of churchyard policies at its May meeting.

### **C. Trinity Learning Center**

Under the leadership of Jean White, and with the support of an active, energetic board of directors appointed by Trinity's Vestry, the TLC is doing quite well. There are over 90 children enrolled as of the end of October.

Like the Trinity Bookstore, the TLC has its own budget and is designed to be self-sustaining, but it nonetheless operates under Trinity's corporate umbrella. Although the TLC experienced some budgetary challenges within the last few years, tuition adjustments and other changes have put it on sound financial footing at the present time.

The TLC is currently seeking national accreditation and held an "Adult Time Out" fundraiser in November to help raise funds for this endeavor.

### **D. Properties Committee**

In May 2009, as part of Trinity's strategic plan, the Vestry convened a Properties Task Force to produce both a job description for a facilities manager and a proposed structure for a Properties Committee. The Vestry recognized that Trinity had not had an active Properties Committee in many years, and in light of the impending completion of the Cathedral's restoration, it further recognized the need to have a viable system in place to maintain Trinity Cathedral Parish's capital assets. The Properties Committee will oversee both the improved and unimproved portions of the Trinity block, and the Churchyard Administrator will serve as member of this committee as we move forward into 2010.

The Vestry has received and approved a Facilities Manager job description and aims to have that position filled in 2010 at such time as will allow the incoming Facilities Manager to work with Wilson Farrell, project manager for the restoration project, whose restoration work has allowed him to learn a great deal about the ongoing maintenance needs of Trinity's physical plant.

## **VI. Finance and Personnel**

Trinity's 2009 personnel budget of \$1,577,067 funded five clergy, three non-clergy Canon staff, 21 other staff members, and stipends for the Cathedral Choir. For the second year in a row, there were no increases made to staff compensation due to budgetary constraints. Kit Jacobsen's arrival in the spring did not herald the creation of a new staff position. Rather, this was a move planned since 2007, when Allison Lee left her position as communications director. Doak Wolfe moved into that role, leaving his former position essentially vacant from a budgetary standpoint.

The Finance Committee undertook the auditing of Trinity's insurance coverage, safety and security provisions, and its personnel policies in 2009. The insurance coverage was deemed adequate in all respects, and a claim was initiated against the parish's property

and casualty policy for the near-collapse of the trusses undergirding the Cathedral roof. That claim yielded a recovery of over \$58,000. The safety and security audit was aided by the Diocesan Safety Manager, Cynthia Hendrix, and produced some helpful suggestions for improving the safety of Trinity's parishioners, but there were no discoveries of glaring safety problems or security omissions.

The Finance Committee engaged The Hobbs Group to perform the first full audit of the Cathedral's books in several years. In recent years, the Committee has relied upon McGregor and Company to perform a compilation, which is less expensive, and less thorough, than a full audit, but the Committee feels that the time is right to incur the extra expense of a full audit, particularly in light of the size and scope of the Restoration Campaign.