



# **Trinity on the Hill Annual Report**

JANUARY 23, 2022



# Annual Parish Meeting

## Agenda

**Sunday, January 23, 2022**

**12 noon**

**TOTH Sanctuary and via Facebook Live**

- |                |   |
|----------------|---|
| 12 noon        | <b>Blessing, Opening Prayer, Address to Annual Meeting</b> – Father Raymond |
| 12: 15 – 12:20 | <b>Call to Order</b> – Margaret Odell, Senior Warden                        |
| 12:20 – 12:30  | <b>Housekeeping Items</b> – Margaret Odell                                  |
|                | Appointment of Clerk  |
|                | Approval of Minutes of the Annual Meeting of February 7, 2021               |
|                | Appointment of Readers  |
|                | Approval of the Agenda  |
|                | Explanation of Voting and Appointment of Tellers                            |
| 12:30 – 1:00   | <b>Nominations and Elections</b> – Margaret Odell                           |
|                | <b>Vestry:</b> 3 candidates for 3-year terms; 1 candidate for 2 years       |
|                | Nomination of Candidates (for bios, see page 7)                             |
|                | (1) by the Nominating Committee   |
|                | ➤ Kay Dreamtrader   |
|                | ➤ Rebecca Foley   |
|                | ➤ Mark Hartman  |
|                | ➤ Linda Light   |
|                | ➤ Kelli Maginot   |
|                | (2) Self-nominations  |
|                | (3) Nominations from the floor  |
|                | <b>Diocesan Convention:</b> 1 Delegate (2-yr) and 1 Alternate (1-yr)        |
|                | Nomination of Candidates (for bios, see page 9)                             |
|                | (1) by the Nominating Committee:  |
|                | ➤ Judy Crocker  |
|                | ➤ Jo Moore  |

(2) from the floor

**Vote on Proposed Bylaw Changes (as follows):**

**Proposed Change to Bylaws**

**“SECTION 1**

(a) The Vestry shall consist of the Rector of the Parish, a Senior Warden, a Junior Warden and ~~10~~seven (7) additional elected members. All members of the Vestry shall be qualified voters of the Parish.”

.....

~~(e) If there are insufficient adult nominations at the Annual Meeting election, the Vestry shall be allowed to operate at a reduced count of no fewer than 9 adult members. In such instances, nominations for any adult member position not filled at the Annual Meeting shall be voted at a special Parish Meeting.”~~

1:00 – 1:15	<b>Review of the 2021 Financials</b> – Jeff Favorite
1:15 – 1:30	<b>Adoption of 2022 Budget</b> – Jeff Favorite
1:30 - 1:45	<b>Filing of the Wardens’ and Ministry reports</b> – Margaret Odell
1:45 – 2:00	<b>Recognition of Outgoing Vestry, Delegates, Treasurer, and Vestry Clerk</b> – Margaret Odell
2:00 pm	<b>Closing Prayer</b> – Father Raymond Raney



#### Our Mission:

The mission of Trinity on the Hill is to share the power and joy of God's love, to fully embrace all God's children, and to respond to the needs of our community and the world in the spirit of Jesus Christ.

#### Our Core Values:

**Worship:** In our shared worship in the Episcopal tradition, we experience the power and joy of God's love.

**Community of Faith:** In our church community, we welcome newcomers into our midst, where we appreciate, support, and nurture one another.

**Outreach:** In our connection with the world, we reach out with God's love and message of hope, responding to the needs of others.

# Trinity on the Hill Episcopal Church

## Annual Parish Meeting

2021 ANNUAL REPORT, JANUARY 23, 2022

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## PARISH OFFICERS, 2021

Position	Name	E-mail	Phone 1	Phone 2
<b>Priest-in-Charge</b>	Rev. Can. Raymond Raney	<a href="mailto:raymondraney@gmail.com">raymondraney@gmail.com</a>	505-934-6213	
<b>Priest Associate</b>	Rev. Laurie Triplett	<a href="mailto:laurie.triplett@gmail.com">laurie.triplett@gmail.com</a>	505-695-6737	505-665-3328
<b>Senior Warden</b>	Margaret Odell	<a href="mailto:meodell18@gmail.com">meodell18@gmail.com</a>	505-629-9657	505-473-1449
<b>Junior Wardens</b>	Lisa Rothrock	<a href="mailto:lgrothrock@gmail.com">lgrothrock@gmail.com</a>	505-660-5564	
	Paul Lisowski	<a href="mailto:lisowski.paul@gmail.com">lisowski.paul@gmail.com</a>	505-412-0324	
<b>Vestry Clerk</b>	Kay Dreamtrader	<a href="mailto:kdreamtrader@gmail.com">kdreamtrader@gmail.com</a>	505-402-7628	
	Until 11/21			
<b>Treasurer</b>	Jeff Favorite	<a href="mailto:fave@lanl.gov">fave@lanl.gov</a>	505-412-2453	505-667-7941

## VESTRY MEMBERS

Term ends:

1/2022	Claudia Brookshire	<a href="mailto:brookshire.claudia@gmail.com">brookshire.claudia@gmail.com</a>	701-471-5041	
	Rebecca Sandoval	<a href="mailto:rebecca.h.sandoval@gmail.com">rebecca.h.sandoval@gmail.com</a>	571-225-6727	
	Paul Lisowski	<a href="mailto:mooneydriver@earthlink.net">mooneydriver@earthlink.net</a>	505-412-0324	
1/2023	Michelangelo Lobato	<a href="mailto:skeapegoat99@gmail.com">skeapegoat99@gmail.com</a>	303-908-1712	
	Margaret Odell	<a href="mailto:meodell18@gmail.com">meodell18@gmail.com</a>	505-629-9657	
	Ben Schilling	<a href="mailto:benschilling93@gmail.com">benschilling93@gmail.com</a>	505-690-6720	505-665-9565
1/2024	Chandra Marsden	<a href="mailto:dr.chandra@mac.com">dr.chandra@mac.com</a>	505-412-5465	505-664-0184
	Maggie Moore	<a href="mailto:maggiemoore1981@gmail.com">maggiemoore1981@gmail.com</a>	505-216-8364	
	Lisa Rothrock	<a href="mailto:lgrothrock@gmail.com">lgrothrock@gmail.com</a>	505-660-5564	

## 2021 Diocesan Convention and Deanery Delegates

Until 1/22	Jo Moore	<a href="mailto:moore.mikenjo@gmail.com">moore.mikenjo@gmail.com</a>	850-529-6871	
Until 1/23	Karen Humphrey	<a href="mailto:angelsroundus3@gmail.com">angelsroundus3@gmail.com</a>	505-929-9654	

## Endowment Committee

Term ends:

1/22	Bill Hamilton	<a href="mailto:whh@cybermesa.com">whh@cybermesa.com</a>	505-661-2447	505-500-6654
1/24	Lynn Finnegan	<a href="mailto:lynnfinnegan1475@gmail.com">lynnfinnegan1475@gmail.com</a>	505-412-0506	
1/26	Judy Crocker	<a href="mailto:judithcrockernm@gmail.com">judithcrockernm@gmail.com</a>	505-662-9117	505-490-1817

## Parish Staff and Officers

Parish Admin.	Nancy Coombs	<a href="mailto:admin@latoth.org">admin@latoth.org</a>	505-662-5107	505-412-0219
Office Manager	Claire Singleton	<a href="mailto:admin@latoth.org">admin@latoth.org</a>	505-662-5107	505-231-0815
Bookkeeper	Brenda Abeyta	<a href="mailto:toth2013la@gmail.com">toth2013la@gmail.com</a>	505-662-5107	505-470-6801
Sexton	Wendy Huff	<a href="mailto:whufflanm@gmail.com">whufflanm@gmail.com</a>	505-920-5121	
Choirmaster	Nelly Case	<a href="mailto:casenm@potdam.edu">casenm@potdam.edu</a>	505-662-1613	
Nursery Manager	Wendy Strain	<a href="mailto:wendykathrynstrain@gmail.com">wendykathrynstrain@gmail.com</a>	505-490-2280	

2021 Annual Report: Trinity on the Hill Episcopal Church, Los Alamos

<b>TOTH Ministries</b>	<b>Contact person</b>	<b>Phone</b>
<b>Administration</b>	TOTH Office	505-662-5107
Trinity Tidings	Claire Singleton	505-662-5107 / 505-231-0815
TOTH web site	Nancy Coombs	505-662-5107 / 505-412-0219
<b>Buildings &amp; Grounds</b>	Mark Hartman	505-662-0857 / 505-690-1669
<b>Christian Education</b>	Laurie Triplett	505-695-6737
Sunday School	Laurie Triplett	
Youth Group	Jeff and Kandice Favorite	505-412-2453 / 505-310-4411
Elders' Group	Brad Wright	505-662-5490
<b>Outreach</b>		
Shop on the Corner	Lesley Cochran, Beth Pattillo, Ellie Giovanielli, Ruth Cox, Susan Quintana	505-412-0140 / 505-663-1068 505-412-1071 / 505-662-9492
House of Hope	George and Chandra Marsden	505-412-1003 / 505-412-5465
<b>Parish Life</b>	Keith Stephens	505-662-3042
<b>Stewardship</b>	Finance Committee	701-471-5041
<b>Welcome Committee</b>	Maggie Moore	505-216-8340
<b>Worship</b>	<i>Vacant</i>	
Server schedules	Claire Singleton	505-662-5107
LEMs	Joe Cox	505-412-0663
Acolytes	Susan Sprake	505-570-0676
Altar Guild	Rozelle Wright, Ellie Giovanielli, Marilyn Lisowski	505-412-0770 / 505-662-5454 / 505-412-0234
Music	Nelly Case	505-662-1613
<b>Finance Committee</b>	Claudia Brookshire	701-471-5041
Endowment Committee	Judy Crocker	505-661-9117
Pledge Secretary	Alison Bailey	505-670-7221
Audit Committee	Margaret Odell, Cathy Walters, Susan Sprake	505-629-9657; 505-570-0676 505-690-2309
Account Reconciliation	<i>Vacant</i>	



## Vestry Candidates

*(3 positions for 3-year terms, 1 position of a 2-year term)*

### **Kay Dreamtrader**

I would like to offer my ministry to the Vestry of TOTH because I feel that my perspective might be a little different than some other candidates. I am a life-long learner with a strong interest in comparative religions and the psychology of social dynamics. Although I was born into a strict fundamentalist denomination, I have lived outside of organized religion for most of my life.

I came to TOTH during the last years of Fr. Kelly's ministry. I became the Clerk for the Vestry when Fr. Gary was here. So, I have a good idea about the work that the Vestry does.

I have served briefly on Altar Guild and for a couple of years as a Lay Reader and Lay Eucharistic Minister at the 8 am service. I stepped away from that service last year. I hope to go back to that ministry at some point.

I work part time at a local doctor's office as a medical assistant. My home is a Gold Street apartment just across from the church, where I live with my beloved Chihuahua dog.

### **Rebecca Rostand Foley**

**Why do I want to serve on the Vestry?** Funnily, I get this question a lot from friends who attend churches where Vestry is seen to be a chore, and my response is that at TOTH this service is a joy. When I last served on Vestry, it enriched my life so very much. I learned so much about the amazing community that exists at TOTH, the hard decisions that go into the running of a church, and about my own faith. For me, serving on Vestry is a natural duty that comes with being a member of the church community. It is my way of giving back to the TOTH community, which graciously welcomed me into its family.

**How long I have been a member at TOTH?** That's an excellent question...I believe I started coming to TOTH regularly in 2014, and I transferred my membership to TOTH not long after that.

**Current or previous activities at TOTH:** In addition to serving on Vestry for 2 years, I participated on the discernment committee, helped with the Children's Bazaar in years past, and helped with our Shrove Tuesday festivities. The activity that I would most like to participate in is the House of Hope trip to Juárez; however, life hasn't cooperated as of yet to allow me to do so.

**What do I do outside of TOTH?** I work at LANL as a chemist in the Nuclear and Radiochemistry group. When I'm not at work, I am very selective with how I use my time, as I don't believe in overscheduling myself. My favorite activities are cooking for my husband, Tim, and son, Ben; doing the NYT crosswords and other word games; reading; swimming; and gardening.

### **Mark Hartman**

I enjoy serving our church and believe that serving on the Vestry is the best way to more directly offer my voice and opinion as a part of that service, in addition to my daily involvement with our church building.

In my recollection, it seems as though I may have been considered as a member of Trinity on the Hill since taking an active role at the production desk for the Generations Service in 2002, and possibly even earlier than that. In 1997 or 98 I was called upon as an electrical professional during the re-fit/rebuilding of the church's education wing and then again when the replacement Heating & Air Conditioning system was installed in the Main Sanctuary and Old Parish Hall. Subsequent projects have included installing a projector and motorized projection screen in the sanctuary, remodeling the parish offices with the installation of new lighting, and a modernized computer and telephone network. Eventually, my company

and I were enlisted to install a renewed lighting system in the Old Parish Hall and some theatrical lighting in the main sanctuary.

Outside of the church building, my life prior to 2020 was social to a small degree with trips to Wisconsin, Albuquerque or Santa Fe for a few years, but since January of 2020 it has been either working with tools during the day or sitting at my desk at night, both interspersed with walking the halls of our church on most days.

### **Linda Howd Light**

I am glad to serve on the Vestry as I have done twice before at St. Timothy's Episcopal Church in Cincinnati, Ohio. It's important to me if I say I am a member of the church to help in whatever way I can to further the work of the church. We have been members of Trinity on The Hill for one year, having moved here from Ohio in late 2019.

Trinity on The Hill feels a lot like our previous church in Ohio, so becoming active seemed the right thing to do. I am a member of the Chancel Choir, attend Sunday school programs, volunteer at Shop on the Corner, am a member of a Fellowship Dinner group, delivered flowers to shut-ins last Spring, and assist my husband Andy with the Altar Guild.

My activities at St. Tim's, over 40 years, included choir, Everyday Spirituality Covenant Book Group, Walnut Hills Soup Kitchen volunteer, volunteer at Interparish Ministry Food Pantry, Friendly Visitor, Stephen Ministry, Tim's Tables Dinner Group, lessons reader, volunteer on a mission trip to a school in Tegucigalpa, Honduras, Health and Wellness Ministry, planning committee for the church's 50<sup>th</sup> anniversary, and volunteer in the church office. This may seem like a lot but over a 40 year span it was very manageable.

Outside of TOTH my activities are pretty limited due to Covid restrictions. Our son and his family live here in White Rock so seeing them, especially the grandkids, is a joy! I continue on Zoom with 2 groups from our former church, a book group as well as Stephen Ministry meetings in a support role.

Thank you for considering me for the Vestry.

### **Kelli Maginot**

I would like to serve on the vestry at TOTH in order to contribute to the church and to engage with its members. My family and I have been members of Trinity in the Hill since we relocated to Los Alamos 3 years ago.

We moved to Los Alamos from California, but I was born and raised in Corpus Christi, Texas. My husband, Pete, and I have 3 boys: Peter (10), Gregory (6), and Zachary (3). Our boys attend school at Barranca Mesa and we live on North Mesa. I work as a Physical Therapist in town.

We bring the kids to Chime Choir/Wednesday nights, but we haven't been able to have it for a while. We participate in the Fellowship Dinners and attended education hour at 9:15 when there was Sunday school for the kids pre-COVID, but haven't been since COVID.

Thank you for your consideration of me as a Vestry member.

Kelli Maginot

## Diocesan Convention Delegates

*(1 candidate for a 2-year term, 1 alternate)*

**Judy Crocker** (no bio received)

### **Joan Marks Moore**

**Why do I seek reelection (as a Deanery Delegate)?** I have attended almost every Diocesan Convention since 1970 but had to sit in the back with the Clergy Wives. Since the death of my husband, an Episcopal priest, I sought the opportunity to attend as a voting Delegate and TOTH graciously gave me that opportunity. It has been a great joy to serve and renew old acquaintances in the Diocese for the past three years and I would very much like to continue that association.

**How long have you been a member at TOTH?** We came to Trinity on the Hill in 1969 and transferred our membership from St. John's in Idaho Falls. We remained active members until Mike was ordained in 1976, after which we attended the many New Mexico churches he served. However, we continued our membership at TOTH and our children also remained members until their lives led them elsewhere in the US. However, all have remained active Episcopalian. We did have a 9-year period after Mike became ill where we resided in Florida but he remained canonically a member of the DRG and continued to attend conventions until his death. I returned to Los Alamos in 2016 and once more became an active member.

**Previous activities at TOTH:** I have served as a Sunday School teacher, Tuesday Group, member of the TOTH Folk Mass musicians, and many years on the Altar Guild. I currently am on the Altar Guild and am a member of Women Alive.

**What do you do outside of TOTH?** As to outside activities, I am currently hibernating because of COVID but am a Docent with the Pajarito Nature Center.

# **Trinity on the Hill**

## **Minutes of Annual Parish Meeting**

### **February 7, 2021**

Fr. Chris Adams chaired the meeting. Kay Dreamtrader served as Clerk.

Chandra Marsden served as Parliamentarian. Claire Singleton volunteered to be the reader.

Jill Cline attended, but as a member of St. James' parish and as such will abstain from all votes.

Fr. Chris thanked everyone who came out for this meeting. He thought there were more people attending than usual. He estimated there were around 40 attendees. He said he was proud of this congregation for being flexible and creative during these strange pandemic times.

Lynn Finnegan motioned that the Minutes from the previous year's Annual Meeting be accepted as written. George Marsden seconded this and the motion carried.

#### **New Vestry Members**

Karen Humphrey motioned that the new nominees be voted on to the Vestry as a slate and by acclamation. Nancy Coombs seconded this motion. The motion carried.

The new Vestry members are Chandra Marsden, Maggie Moore, and Lisa Rothrock.

Mark Hartman, Alison Bailey, and Ellen McBee will rotate off the Vestry this year.

#### **Vestry Minutes 2020**

Fr. Chris said that we would not be voting to approve last year's Vestry minutes because this is not legally required and would save us some time.

#### **Delegates to Diocesan Convention**

Sally Cassil motioned that the nominees listed on agenda be voted on by acclamation. Bill Hamilton seconded this motion, which carried. No other nominees were put forward from the floor.

Karen Humphrey was elected Delegate until 2023 and Cathy Walters will be the alternate for 2021. Jo Moore is a delegate continuing until 2022.

#### **Financial Report and Budget**

Jeff Favorite presented the report.

In the 2020 budget we had a surplus of \$15K. This was only because of the PPP loan from the government. Without this loan, there would have been a deficit of \$20K.

Contributions were down by 5 to 7 percent in 2020.

There was no financial audit in 2020. Fr. Chris attributed this to the high turnover in our bookkeeper position this last year. There were three different bookkeepers in one year. The Diocese did not penalize us as a result of this high turnover. We will have to do a full audit in 2021, however.

We still technically have Amy Worcester working as bookkeeper, but she is transitioning out. Fr. Chris will be looking for another bookkeeper.

## **2020 Budget**

Personnel expenses were 54% of the budget. Fair Share was 14% of the budget. Mortgage and interest were 12.5% of the budget. Property and liability insurance was 6.5% of the budget.

The mortgage is approximately \$500,000 now. We paid down \$13-\$14K this past year. Paul Lisowski is looking around to see if there is a way to refinance this loan. He has an application from the Episcopal Church for a loan. The paperwork has been sent to the bookkeeper and he has not received the data back from her that he needs to complete the process.

TOTH only received \$300 less in rental income than projected. This money goes into the Capital Improvement fund.

All fundraisers held at TOTH are required to transfer 10% of proceeds to the church itself. The only exception is Shop on the Corner. They used to be a distinct ministry and are still treated differently for purposes of fundraising. However, their volunteers have offered to give the same 10% portion to TOTH.

According to Fr. Chris, there is approximately \$7K in PayPal that hasn't been transferred into the books yet.

The Diocese has been meeting with its churches bi-weekly and all of them are in roughly the same shape.

## **Proposed 2021 Budget – Finance Committee**

We have a projected deficit for 2021 of \$43K. This will be the case if we do not receive another PPP loan. Fr. Chris is starting the process of applying for that loan. We cannot count that loan money yet. We need to have a realistic idea of how we are doing on our own right now. We are assuming that the church will only be functioning normally for about half of the year due to COVID.

We estimate about \$42.50/month per “giving unit” in our pledges. Real income is usually about twice the amount pledged.

This information regarding the budget is based on the information we have. There is some question about this data because of the turnover in bookkeepers.

The lack of plate giving has cost TOTH about \$6K compared to what we received in 2019.

The cost for ministries is roughly one half of past amounts. We are assuming that the church is only meeting normally for half of the year.

We have no leeway to cut more from the budget without laying off staff.

We are projecting a budget based on a worst-case scenario.

The first PPP loan was forgiven. We do qualify for a second PPP loan. If we receive a second loan of \$34K (amount of first loan), we will have a deficit of \$9K. This is assuming the current payroll.

Shop on the Corner is doing very well. They are socially distancing, requiring masks, and limiting numbers of shoppers at one time. They are open every other week and they have enough volunteers.

Fr. Chris asked the congregation to start thinking seriously about what we can do about this continuing deficit problem. The PPP loans are great, but we cannot rely upon the federal government to sustain us.

The clergy's discretionary funds go through as special unrestricted revenues and unrestricted expenses. They are not included in the budget. There are, however, four feast days on which plate donations also go to the discretionary funds.

Fr. Chris will examine whether any state monies are available for churches. He has not heard of anything like that from the Diocese. But it doesn't hurt to do some research.

George Marsden motioned to accept the 2021 budget as presented. Nancy Coombs seconded this motion and it passed.

Fr. Chris said that he was thinking about how to creatively start up outdoor services again, perhaps with external heat sources.

Fr. Chris thanked the outgoing Vestry members for their service. He also thanked the diocesan delegates.

Fr. Chris reminded everyone to keep reaching out to isolated and hospitalized members of the congregation.

Respectfully submitted,

Kay Dreamtrader

## Interim Priest in Charge

The Rev. Canon Raymond Raney

### **2021 – 2022 Betwixt and Between**

Trinity on the Hill entered a time of transition this past year. The transition will continue into 2022 as the Parish Search Committee works to find the next rector for this church. It's not easy being in transition.

Spring 2021 was a season of farewells. Father Chris Adams left Trinity on the Hill on the anniversary of the coming of the Holy Spirit at Pentecost. You all bid him farewell and adieu for the years of service he provided as your Rector. You also said farewell as Cynthia Biddlecomb retired after her years of service to TOTH.

You were blessed with the ministry of Mother Laurie Triplett, who worked tirelessly to cover the priestly services once Fr. Chris departed. You were further blessed by Nancy Coombs and Claire Singleton taking on the tasks of Parish Administrator and Office Manager.

Your Vestry called me as your Interim Priest in Charge in June, and I can only say this has been a grace-filled six months for me to be here with you. There are insufficient words to cover the gratitude I feel for the support I received from Mother Laurie, Nancy and Claire, and the unwavering assistance provided by Senior Warden Margaret Odell and co-Junior Wardens Lisa Rothrock and Paul Lisowski and the members of the Vestry.

We were blessed when I began to have both Sunday Eucharist services in person, and to continue live-streaming the 10:30 am service to provide your online ministry to those who did not want to attend in person, or who discovered the ministry of the church at a distance. You have been blessed by the efforts of Rick Rothrock, Michelangelo Lobato, Richard and Jonathan Triplett and those who have helped out. And I thank God for their continuing work to build on the foundations that were laid to continually improve the quality of our video streaming offerings.

It has been the small things that have given us respites from the unrelenting separation that seems to overshadow the light we share with each other. Keith Stephens brought about a return to coffee hour in the fall and, after a few weeks off to heal, he has returned to provide the third “sacrament” at coffee hour between and after services.

The Rev. Lynn Finnegan returned to Trinity on the Hill during the summer after her ordination to the Transitional Diaconate. She preached mightily and assisted in the services until her posting to Church of the Holy Faith in Santa Fe for her diaconal year. She continues to bless TOTH on Fridays in the ministry of Morning Prayer on Zoom.

In August TOTH said farewell to organist Valerie Fassbender and in September welcomed the return of the Chancel Choir under the continuing leadership of Choirmaster Nelly Case, who assumed the additional ministry as organist. Their ministries have proven the adage: those who sing, pray twice. The music at Trinity on the Hill blesses us all each week.

Also, in September a Search Committee was formed under the leadership of Bill Godwin. The committee is working diligently to prepare the narratives and details that will be presented to the church at large in the spring to seek your next rector. We pray for them, for the Vestry, and for the

Holy Spirit to open the hearts of the priests who may consider applying each week in the Prayers of the People.

With the sage advice of your Vestry, we are working to restart the ministries that were idled by the pandemic, among them Outreach, Parish Life, Welcome, Worship, and Administration. Consider what would interest you in the year ahead.

As the undulating waves of COVID infections ebb and flow, we all continue to move cautiously to prevent infections and keep one another safe in these trying times. Though we'd all like to throw away our masks and hug everyone, we must maintain what we know works in preventing the spread of COVID – masks and distance.

Fortunately, starting on Thanksgiving, I've come up with a method of providing communion at the altar with a modified intinction. The Altar Guild was able to order slightly larger wafers so the clergy can give an intincted host to each communicant so we all may share in Christ's bread and wine.

These little victories over the impositions of COVID restrictions feed our need to have at least some return to what was before the world turned upside down.

So let us all continue to pray for our deliverance and for the transition into the future.

**Almighty and everliving God, ruler of all things in heaven and earth, hear our prayers for this parish family. Strengthen the faithful, arouse the careless, and restore the penitent. Grant us all things necessary for our common life, and bring us all to be of one heart and mind within your holy Church. Look graciously on your Church of Trinity on the Hill, and so guide the minds of those who shall choose a rector for this parish, and the hearts of priests who may be called to this Parish, that we may receive a faithful pastor, who will care for your people and equip us for our ministries; through Jesus Christ our Lord. Amen.**



## Assisting Clergy

### **Diaconal Ordination**

Deacons are traditionally ordained at the Cathedral instead of their respective home churches because deacons serve, regardless of what church they are physically present in, at the direction of the Bishop. My fellow ordinands and I were beyond grateful that pandemic restrictions allowed for a service of ordination at the Cathedral of St. John in Albuquerque on June 19 (Juneteenth), 2021 (the 2020 ordination was restricted to the ordinands, the Bishop, his Canon and the homilist and was held in the middle of our southern New Mexico wilderness!). Despite the congregation being limited to immediate family and presenters, it was a joyous occasion. A silver lining of the pandemic was that the Cathedral had upgraded its video and audio equipment so the service could be viewed by family and friends from afar. As a bonus, I now have a recording of the service: something that is not ordinarily done. Praise God for silver linings!

Each ordinand chooses one clergy person and one lay person as presenters at ordination. I was blessed to be accompanied by Mother Laurie Triplett and TOTH parishioner Jo Moore, both of whom have been guiding lights on my ordination path. My husband Tom Burr helped place a deacon stole on me for the first time, an incredibly special moment. Senior Warden Margaret Odell invited me to preach and serve at the TOTH altar the next day, an opportunity I will forever cherish.

Newly ordained deacons do not typically serve in their home church. I was ordained to the transitional diaconate with the hope of ordination to the priesthood in 2022, and Bishop Michael Hunn assigned me to serve at the Church of the Holy Faith in Santa Fe. Due to Fr. Chris Adams's departure and our interim Fr. Raymond Raney being on vacation in August, I was given special permission to serve and preach at the TOTH altar for several Sundays. What a blessing! Thank you, TOTH, for your faithful support. I miss you all.

Deacon Lynn Finnegan

## **Change of Status 2021**

### **Baptisms**

(None this year)

### **Confirmed/Received/Declared**

(None Confirmed/Received this year)

### **Transfers In (/Reinstated to Membership) 3**

Charles Anderson Light (Transfer In) Mar. 18

Linda Light (Transfer In) Mar. 18

Anne Huysman (Transfer In) Oct. 27

### **Transfers Out (Reinstated for transfer) 2**

Mari Mahler Dec. 14

Steve Younger Dec. 14

### **Deaths (No Service)**

⊙ Al Furnish Aug. 28

F Kasey Crawford Jan. 26

F James Crocker Apr. 25

⊙ Sam Gardner May 15

### **Marriages**

(None this year)

### **Burials/Memorial Services Death/Service**

F Jo Ann Mench Montoya June 24/**July 31**

⊙ Gene Ebinger 3/25/20/**Aug. 28**

⊙ Richard “Dick” Rochester June 20/**Nov. 12**

### **Communicants at year's end 259**

Adult Communicants (16 and over) 203

Communicant Children (under 16) +37

Total Communicants **240**

Baptized Non-Communicant + 11

Total Members 251

Active “Prospective Members” + 8

Communicant Actives: 240 + 11 + 6 = 259

### **Key**

⊙ Deceased Members

F Deceased Former Member

There are two types of membership: “Baptized Communicant” and “Baptized Non-Communicant”. Children under the age of 16 who take communion, are considered “Communicants” and are listed in the Communicants Register of this parish. Active communicants are those who participate in worship on a regular basis (communing a minimum of three times a year) and who, if they be adults, give a contribution of record towards parish finances in that year. Baptized Non-Communicants are those who have done neither in the past year.

## **Parish Statistics for the Year 2021**

### **Acts of the Church & Membership Stats**

Baptisms	0
Confirmations:	0
Received	0
Declared Members	0
Transfers in	3
Reinstated Communicants from BNC	0
Reinstated for Transfer Out	0
Transferred Out Communicants	2
Marriages	0
Burials/Memorial Services	3
Deceased Members	4
Deceased Former Members	3
Changed from "Active" to "Baptized	
Non-Communicant" (BNC)	0
Made "Active/Prospect"	8
Removed Baptized	0
Removed Communicants	0

### **Attendance in the Chapel 2021**

48 Weekday Eucharists  
 1 burial service  
 Average attendance: 6.9 / 13.7  
 Total Communion: 280  
 Average communion: 5.8 / 11.6

### **Communicants**

2016	239 (includes < 16)
2017	221 (+ < 16)
2018	239 (+ < 16)
2019	246 (+ < 16)
2020	232 (+ < 16)
2021	257 (+ < 16)

### **Baptized Members**

2016	320 (+non-communicant)
2017	294 (+non-communicant)
2018	281 (+non-communicant)
2019	259 (+non-communicant)
2020	261 (+non-communicant)
2021	254 (+non-communicant)

### **Special Services**

Private Communion	50
Burial Services	3

### **Attendance in the Nave 2021**

96 Sunday Eucharists  
 29 Weekday Eucharists  
 50 Private Communion  
 2 Burial Services  
 22 Morning Prayer  
 Average Attendance: 64.01  
 Average Communion: 28.71  
 Average weekday present: 19.81  
 Average Morning Prayer: 6.05

**Worship Statistics 2021: narrative and totals grid below**

In 2021, our worship services were only online initially but gradually opened up to live services. At year end we offered services live on Sunday at 8 am and 10:30 am, and live in the chapel on Wednesdays at 7:30 a.m. and 12:30 p.m. The 10:30 Sunday service continues to stream live on Facebook as well; the 12:30 Wednesday Healing service is streamed through Zoom, and a Friday Morning Prayer service meets exclusively through Zoom at 7:30 am.

Father Raymond was in contact with both Sombrillo and Aspen Ridge about resuming services, but neither facility is ready to open to outside visitors due to COVID concerns.

The TOTH live-stream worship services on Facebook ([www.facebook.com/TrinityOTH](https://www.facebook.com/TrinityOTH)), allow for live participation, real time comments from Facebook account holders, and viewing after the live-stream as a recording on our Facebook page. The weekly bulletins, readings, and prayer lists are posted on the TOTH webpage (<https://latoth.org/digitalworship/>) and remote participants can easily access these. The worship numbers below combine the worshippers in the church with the number of households tuned in during the service times, which means our estimate is most likely low.

We began extracting the sermons from the streamed services and posting those on Facebook later in the week, mostly with captions for better clarity. In 2021, there were 4,214 video views (from all videos on the Facebook page) lasting 30 seconds or longer.

TOTH Worship Attendance 2021 Totals																				
Regularly Occurring Services																				
	8:00	10:30	Wed AM	Wed Noon	Fri AM	Aspen Ridge	Sombrillo	Evensong	Compline											
2018	1242	3737	NA	NA	369	397	665	316	113											
2019	1321	3933	NA	NA	406	273	746	NA	NA											
2020	277 + 67	650+4841	NA	29+646	369	20	10	NA	NA											
2021	946	4914	128	414	130	NA	NA	NA	NA	6532										
Regular Services 2021 Total																				
Acts of the Church		Attendance at Special Services			Special Sunday Services, included above															
Weddings:	0	Ash Wednesday			55	Easter Sunday, 2 services		122												
Burials:	3	Maundy Thursday			48	Palm Sunday		19												
Baptisms:	0	Good Friday			58	Animal Blessing		35												
Confirmations:	0	Easter Vigil			33	All Saints' Sunday		104												
Receptions:	0	Thanksgiving			15	<div>Regular + Special Weekday Services</div> <div>6532 + 733 = 7265</div> <table><tr><th colspan="2">ANNUAL TOTALS</th></tr><tr><td>2018</td><td>8480</td></tr><tr><td>2019</td><td>7707</td></tr><tr><td>2020</td><td>7996</td></tr><tr><td>2021</td><td>7265</td></tr></table>					ANNUAL TOTALS		2018	8480	2019	7707	2020	7996	2021	7265
ANNUAL TOTALS																				
2018	8480																			
2019	7707																			
2020	7996																			
2021	7265																			
Declared:	0	Christmas Eve, 5:50			110															
TrnsIn/Reinst:	3	Christmas Eve, midnight			151															
Transfers Out:	2	Christmas Day			11															
Removed:	0	Epiphany			70															
		3 Funerals/Burials			132															
		Home Communions			50															
Special Services (weekdays, not included above)					733															

# Senior Warden's Report

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*"It was the best of times, it was the worst of times, it was the age of wisdom, it was the age of foolishness, it was the epoch of belief, it was the epoch of incredulity, it was the season of light, it was the season of darkness, it was the spring of hope, it was the winter of despair."*

These opening lines from Charles Dickens' *A Tale of Two Cities* have been running through my mind as I contemplated this report. When I was asked to be the 2021 Senior Warden at Trinity on the Hill, I was filled with optimism. COVID vaccines were newly available and COVID numbers were down in Los Alamos. I was looking forward to being the Rector's Warden for Fr. Chris Adams and helping this parish to emerge from a year of pandemic isolation. We were headed into Lent shortly after last year's annual meeting, but spring was also in the offing, along with in-person worship in our beloved sanctuary. For me, that optimism hit a wall with one simple phone call from Fr. Chris: He had accepted a call from another parish, Cynthia Biddlecomb was retiring, Valerie Fassbender was going to seminary and, just for added excitement, TOTH had lost another bookkeeper.

I quickly learned about the responsibilities of the Senior Warden and Vestry during a time of transition. I became acquainted with Canon Lee Curtis, our Diocesan Transition Officer, as he laid out for the Vestry the steps we needed to take for finding and calling an Interim Rector and constituting a Rector Search Committee. Luckily, I also began to know Claire Singleton and Nancy Coombs as they ably staffed the TOTH office in their new roles as Office Manager and Parish Administrator, respectively. I was so blessed to collaborate with Mother Laurie Triplett during the late spring, knowing the liturgical life at our parish was in capable, caring, and compassionate hands. She was a valuable and trusted resource as the Vestry and I worked through the details of interviewing candidates for our Interim and discerning the identity of our Search Committee Chair. By early summer, we were able to make an offer to The Rev. Canon Raymond Raney to be our Interim Rector, followed shortly by a request to Bill Godwin to chair the Search Committee. Thanks be to God, they both accepted and have been hard at work ever since, while Mother Laurie continues to be a valued member of the TOTH leadership team.

Other changes occurred with seminarians Lynn Finnegan and Jill Cline being ordained as deacons in the summer. I know you all join me in wishing them well with their new duties in Santa Fe (Lynn) and Raton (Jill). You can also join Deacon Lynn each Friday at 7:30 am on Zoom for Morning Prayer. Next, after years of service to TOTH and the Vestry, Jeff Favorite is stepping down as our Treasurer and Kay Dreamtrader retired as the Vestry Clerk. Claire Singleton assumed the Clerk's duties in November and, per TOTH Bylaws, the Vestry will appoint a new Treasurer after the 2022 Annual Meeting. Please join the Vestry in thanking both Jeff and Kay for all their years of faithful service.

Even with COVID and social distancing, 2021 has been a busy year at Trinity on the Hill. Despite all the bookkeeping woes, we were able to complete and submit the 2019 parish audit, thanks to Cathy Walters, Susan Sprake, Brenda Abeyta, and Nancy Coombs. We bid tearful goodbyes to Fr. Chris, Cynthia, and Valerie, but Nelly Case slipped easily into the roles of Organist and Choirmaster and by September singing was once again heard in the sanctuary. Then, thanks to Joe

Cox, the Favorite family, and a flock of talented children and youth, “The Grumpy Shepherd” highlighted the early Christmas Eve service

Thanks to Rick and Lisa Rothrock, Michelangelo Lobato, Richard and Jonathan Triplett, Mark Hartman, the Godwins, and Nancy Coombs, the Media Ministry has grown steadily in quality and reliability so that we all can partake of Sunday and special services, even when we are not able to attend in person. As someone who cannot always make the drive to Los Alamos, still being able to worship with my TOTH family is a tremendous blessing. Thanks be to God to Fr. Chris and Michelangelo Lobato who started this ministry and to all those who are maintaining and refining this offering every week!

Outreach also continued in 2021, with a House of Hope building team going to Juarez in November (funded by generous parishioners and the proceeds of a fall Tea-to-Go-Go event) and hundreds of children doing their Christmas shopping at the modified Children’s Christmas Bazaar in December. The ladies who work tirelessly at Shop on the Corner also had a phenomenally successful year; despite being closed for a portion of 2021 (see separate report).

The buildings and grounds of our parish were ably cared for this year by our Co-Junior Wardens, Lisa Rothrock and Paul Lisowski, with assistance from Mark Hartman, Brad Wright, Judy Crocker, and various other parishioners. I was not sure how it would work to have two Junior Wardens, but Lisa’s and Paul’s complementary experience, talents, and ability to cover for each other when travel intervened was truly a blessing. This has been a tough year for the leadership at TOTH, and I want to publicly thank these two amazing people for the love and concern they have showered on our parish this year. It has been a pleasure and a privilege to work with both of them.

At the end of the Annual Meeting, we will be saying “Thank You” (but hopefully not “Goodbye”) to retiring Vestry Members Claudia Brookshire, Paul Lisowski, and Rebecca Sandoval. Little did they know when they were elected 3 years ago that they would be serving on a Vestry that would grapple with the effects of a global pandemic, the wholesale departure of the familiar church staff, and the efforts to keep Trinity on the Hill open as a vibrant, caring, supportive parish. Thank you all for your faithful attendance at countless stressful and difficult Vestry meetings over the past 3 years, and especially in 2021. Thank you for your wisdom, your laughter, and your overwhelming concern for this congregation and our parish. We wish you all peace and grace as you continue as members of this loving church family.

Finally, since the Senior Warden is often called the “Rector’s Warden,” I would like to thank both Fr. Christopher Adams and Fr. Raymond Raney for the opportunity to serve them, to learn from them, and to help them minister to the people of Trinity on the Hill. I am so thankful for all the ways they met both the liturgical and personal needs of our congregation during 2021. I wish Fr. Chris joy and success, both personally and professionally, and I look forward with excitement and hope as Fr. Raymond continues to shepherd all the grumpy sheep at Trinity on the Hill.

Farewell to 2021 and welcome to all we can accomplish together as God’s faithful children in 2022!

Margaret Odell  
Senior Warden

## Search Committee

In the fall of 2021, the Vestry formed a Rector Search Committee from among a pool of nominees. The committee consists of Claudia Brookshire (Vestry), Ellie Giovanielli, Bill Godwin (Chair), Andy Light, Michelangelo Lobato (Vestry), Joan Moore, Maggie Moore (Vestry), and Susan Sprake. Previous search committees were drawn entirely from non-Vestry parishioners, but the new system in the Dioceses is to include about a third Vestry members in the Search Committee, and we have done so.

We are commissioned by the Vestry and aided by Canon Lee Curtis, the Diocesan Transition Minister. Our Interim Rector, Canon Raymond Raney, has no part in the selection process as our interim priest but, in his role as the previous Diocesan Transition Minister, he has been a great help. At his suggestion, he and Mother Laurie ran a highly successful Saturday retreat for the Search Committee in late September to help us work together better.

In mid-October Canon Curtis ran a parish-wide meeting to help the Search Committee better understand how the parish sees itself, and what it is looking for in a new Rector. In the meantime, the committee has been working to prepare the OTM (Office of Transition Ministry) Parish Profile, which will be forwarded to Canon Curtis for posting at the beginning of March, when the main clergy hiring season begins.

Previous search committees prepared comprehensive parish profile documents (our last one ran 24 pages), but these are no longer in use now that prospective applicants tend to use the internet to do their own research. The current OTM Profile format is much sparser. We are therefore preparing a page for our TOTH website that incorporates much of the material that would have gone into a traditional parish profile, drawing heavily on the excellent one produced by the last search committee.

In addition, we have been supporting the efforts of the group streaming our services online, since prospective applicants are bound to look at those services in deciding whether to apply.

Here is the Search Committee timeline moving forward:

- Mid-February: submit OTM Profile to Canon Curtis
- March 1: Canon Curtis posts position for TOTH applicants
- April 1: applications close and Search Committee starts Zoom interviews
- One or more serious applicants is/are invited to visit TOTH, meet with the Search Committee and celebrate a private Eucharist with us.
- Mid-summer: Committee recommends one applicant to Vestry if a suitable one is found.

Candidates need to know that their interest and applications are confidential. Not even the rest of the Vestry will be told the names or current parishes of applicants until one is finally recommended to it. So please understand if Search Committee members are reticent to discuss the applicants we have received.

If we find a suitable candidate, we will recommend them to the Vestry, which will make an offer, and, if the offer is accepted the new Rector should be with us by the end of summer. If no suitable candidate is found, we repeat the process during the fall hiring season. COVID has upended many things, and it may have upended this hiring process as well. We are in unknown territory here, and we will just have to see if the pandemic has significantly changed the field of priests looking for new parishes.

The COVID pandemic has also upended our services and many of our ministries, as it has for all churches, and it is essential that we all do what we can to restore our parish life as quickly and as fully as conditions allow. In that regard, I cannot emphasize enough the importance of the stewardship drive, and of our commitment of time and money to the parish. Candidates will not be interested in moving to a new parish if it does not look financially healthy, or if it does not seem to have an active and committed congregation.

Bill Godwin  
Search Committee Chair



# Buildings & Grounds

## **Co-Junior Wardens' Report**

Greetings one last time from your Co-Junior Wardens, Lisa Rothrock and Paul Lisowski!

It's hard to believe that an entire year has flown by. We have seen the turnover from Father Chris to Father Raymond, from Cynthia to Claire and Nancy, and from Valerie to Nelly. So many changes in such a short time! We have also been blessed by a Senior Warden who is responsive, responsible, compassionate, and always putting the good of the church and its members first. We owe so very much to Margaret Odell and her incredible behind-the-scenes dedication that few are honored to see.

This is the first time in recent years that TOTH has had Co-Junior Wardens. As with any new relationship, it took time for us to learn to work together. But with the common goal of serving the church, we developed a mutual respect and a lasting friendship. We had someone with whom each of us could bounce off ideas, share the load, and cover each other's duties while on travel. Not only would we recommend continuing this co-leadership, we encourage it. The benefits to the church are significant and make for a well-rounded executive team, as well.

Below are some of the accomplishments of the Co-Junior Wardens and of the Media Team that was formed this year to provide enhanced online streaming capability for TOTH services.

The Media team has grown to now comprise Rick Rothrock, Michelangelo Lobato, Nancy Coombs, Mark Hartman, Richard Triplett, Jonathan Triplett, and Lisa Rothrock. These members are dedicated to and responsible for the excellent online streaming for all 10:30 Sunday services, as well as additional services. You can find our services streamed live or recorded at <https://www.facebook.com/TrinityOTH/>

Finally, we want to acknowledge the support we received this year, especially from Mark Hartman and Brad Wright, and from several other members of the TOTH congregation, all of whom have provided invaluable help.

In April, we

- met with Mark and Brad for TOTH tours to learn about TOTH's inner workings
- rearranged pews at the entrance to the sanctuary to accommodate better handicap access
- started working on automatic doors for restrooms
- leveled the floor in Kelly Hall to reduce the tripping hazard
- began exploring how to fix a leak in the roof over the men's Kelly Hall restroom caused by snow blocking the downspouts, and
- developed a priority list of repairs and improvements needed for TOTH facilities and infrastructure.

In May, we

- met with the sexton, Wendy Huff, to learn about needed improvements from her perspective
- re-glued and added a transition strip to the carpet in Kelly Hall, which was then ready to be used again
- began dealing with the leak in the men's restroom, calling on ABC Roofing for repair estimates
- investigated obtaining automatic door openers for the restrooms across from Kelly Hall to improve handicapped access
- planned work on landscaping and painting, and
- worked with Fr. Chris to investigate the best cameras and mountings in the main sanctuary for continued live-stream presentation of worship services (Rick Rothrock and others worked with Fr. Chris and Michelangelo Lobato, who were the original instigators and faithful camera persons for our online video streaming capabilities, to learn the video system and ways to streamline it). This pursuit was and will continue to be an important part of reaching parishioners who cannot attend live services.

In June, we

- welcomed Father Raney as the new interim priest
- received automatic door openers for the restrooms across from Kelly Hall
- had ABC Roofing come out to fix and reroute our gutters
- serviced and analyzed the mechanical condition of the church van and repaired a roof leak (Leni Moore)
- repaired and detailed Fr. Chris's car to prepare it for sale
- had the old and dilapidated car that was abandoned in our upper lot removed
- rewired the lights in Fr. Raymond's office and replaced old fluorescent bulbs with new LEDs (Mark Hartman), and
- relocated the sanctuary camera near the choir loft and removed all extraneous wires so we could have the 10:30 service both in person and online (Rick Rothrock).

In September, we

- made plans to add downspouts and carry water away from the sanctuary roof
- obtained a duplicate title for and advertised and sold Fr. Chris's Subaru
- switched our internet service provider to Comcast to upgrade the internet speed
- completed gutter installation by ABC Roofing to redirect water from Kelly Hall away from the flat roof over the Kelly Hall restroom, and
- approved Judy Crocker's work on a long-overdue plan for landscaping improvements to the north side of TOTH.

In October, we

- started working on piping for improved roof drainage and
- obtained Vestry approval for additional video capability. Rick Rothrock then purchased and installed two new pan-and-zoom cameras, removed the existing sound system wiring from the sacristy, and routed new wires from all six speakers to the back for the new cameras and the sound system. Rick Rothrock and Mark Hartman refurbished the production desk in the rear of the sanctuary, removing a lot of old equipment and appropriating a soundboard that wasn't being used so that they could improve sound quality.

In November, we

- sold the white church van
- had the handrails at the south entrance to the church sanded and painted
- replaced the halogen bulbs in the sanctuary with equivalent LED bulbs, and
- ran internet into Sherrill Hall (Mark Hartman).

Rick and Lisa Rothrock, Michelangelo Lobato, and Mark Hartman made major improvements to our video system. We now have new camera capability and a much-improved sound system, which will be important in the months to come as we search for a new rector.

In December, we

- installed a gutter and two downspouts
- finished fixing the recurring leak in the flat roof over the men's restroom near Kelly Hall
- sold the unused and unneeded trailer that was parked in the lower TOTH parking lot, and
- initiated a 'hold harmless' agreement with J&L Self Storage, formally allowing storage of their vehicles in the TOTH parking lot during weekdays in return for their agreement to assist TOTH in occasional facility repair by their maintenance team.

The past year has been full of challenges, but we pray that we have been good stewards of the facility that God has gifted to us and that we all may continue to do His work and will in the year to come.

Paul Lisowski and Lisa Rothrock

## Parish Administrator

The Parish Administrator job was split for a job share when Cynthia retired, with a natural division based on the different things Claire and I had done for TOTH in the past. There are some tasks we share, such as key check-out and logging, emails to the congregation, and of course interacting with the public. I am pleased to say this is a wonderful position for me and I am very much enjoying my tasks and all the people I work with.

Since coming onboard with TOTH in May, maintaining the website and handling donations have been regular tasks. I bet very few people remember that I was the TOTH webmaster for a few years, first working with the website Rob Kramer and Richard Triplett had developed, which was computer-based. Before Father Chris joined us, I rebuilt the website in WordPress, which is cloud-based, so that it can be edited by anyone with a login. Chris was webmaster during his tenure, but once again it is in my purview. Currently, we are considering how best to represent ourselves through the website for potential new rectors. Any congregation members who would like to weigh in on this are most welcome.

Realm, the database system we adopted in the fall of 2020, is a very robust program which unfortunately does not “talk” to our accounting system. Currently, I enter all contributions, so donors get credit, then the bookkeeper enters total amounts into the accounting system. Cynthia had recruited me as a volunteer to help with this last year, knowing that I had been a counter since 2011. We are discussing the future, including reactivating the volunteer counters, and finding a new accounting system where integration is possible.

I hope you have taken advantage of rewatching a sermon by clicking on the website Sermon page and linking to the Facebook post. Through trial and error, I learned to pull out the sermon portion of the service and automatically add captions. Father Raymond also provides the written document, so if you prefer you can read through his original thoughts.

Something TOTH has been much too good at is keeping paper records. Our filing cabinets were stuffed; I have pulled out documents going back into the last century and stored them in boxes. Anyone who loves looking through archives is invited to volunteer to sort these boxes into some order. The Diocese does have a retention policy and, as time goes on, I plan to see what they would like for their archives and what we can gracefully shred.

Just a note on attendance statistics for 2021: our numbers are lower than last year, but this is partly due to a change in accounting. Father Chris took the Facebook viewer numbers and multiplied them by 2.5 (if I recall correctly) to reflect household viewing. This year we only used the number reflected on Facebook during the live-streams without accounting for multiple viewers in a household. We do have Facebook statistics for the year downloaded, which I would be happy to share with anyone who loves social media statistics.

Thankfully,

Nancy Coombs, Parish Administrator

## Office Manager

2021 has certainly been a year of change for me – and I’m not even going to mention the C-word. When Cynthia announced that she would retire in May of 2021, my first thought was, “I could apply for her job,” followed immediately by, “But I don’t want a full-time job.” As most of you know, I have been a freelance translator for over 30 years and didn’t want to give that up. So, I floated the idea with Chris of a job-share. Surprisingly, he agreed and even hinted that another parishioner might be interested in a job-share.

Nine months on, here I am as your TOTH Office Manager, working alongside Nancy Coombs as Parish Administrator. Many of you also know that I have helped out in the office in one way or another since before Cheryl King retired. On Fridays I could be found grappling with the folding machine, remember that? I then graduated to producing the weekly bulletins from home and to subbing for Cynthia during vacation or sickness. Therefore, many of the tasks required of me as Office Manager today were already familiar to me. Except that now it’s for real!

Although Nancy and I share the day-to-day responsibilities of welcoming parishioners or guests to the TOTH Office, we do also have other distinct duties. I am still responsible for producing the weekly bulletins and now also print the Children’s Bulletins, update the Special Prayer List each week, and create a document containing the lessons for Sunday, which is uploaded to the website, along with the other aforementioned documents. I still edit the (almost) monthly *Trinity Tidings* and create monthly schedules for the Lay Readers and Servers. My other duties include producing nametags, printing out birthday/anniversary cards and the appropriate mailing labels, printing out signs for posting around the church as needed, programming the digital sign (which took me a while to master: One day I went outside and found it completely blank!), acting as Vestry Clerk since Kay Dreamtrader’s retirement, keeping track of the Flower Chart in the narthex, and ordering supplies for the Office, the Chancel Choir and the Sexton.

My report would not be complete without mention of my (earthly) boss. When I applied for this position back in April of 2021, I assumed I would be working for Father Chris. That of course is not the case. For our first month working in the office, the Rector’s Study was empty. We didn’t know what it would be like to have Father Raymond as our Priest in Charge. I thoroughly enjoy working with him and have found him to be knowledgeable, patient, wise, thoughtful, and kind. I value his finite time with us as our interim priest.

Thank you to all of you, the TOTH parishioners, for your patience with me as I’ve settled into my new role. I’m still learning!

Claire Singleton  
Office Manager

## **Christian Education & Youth Ministry**

### **Library**

Just a few years ago, it was remarkable to note all the many activities that went on in our parish library – from the typical to wrapping Christmas shoe boxes and sewing red Holy Week veils. John Taylor’s construction zone had changed from not all that many years before. There was plenty of energy to getting the facility more organized and useful.

Two years ago, talented TOTH woodworkers updated some of our storage to match current audiovisual needs. You could find books arranged by labeled shelving and we had a remarkable number of Bibles, arranged by edition.

A week ago, I volunteered to return some books to our parish library for a family who had borrowed them. You can imagine how great I felt. Stopping by the library, it’s hard not to consider how long it had been since our collection has been in use.

Over the last couple of years, we’ve had to come up with new ways of doing so many of our parish activities. Way too many have been placed on hold, and I’m hoping that the library can begin moving towards some of the ways it used to be.

Judy Crocker

### **Nursery**

Hello!

For this year’s update for the Nursery, I wish I had more to report on. However, the good news is that the Nursery is finally open! It seems that everything has changed... Most of the little ones have “outgrown” nursery care. Most of the nursery attendants have graduated high school and moved on as well. I still have a few of the great attendants we had prior to the pandemic.

We look forward to welcoming children ages 0-5 and their parents. Please feel free to stop by and meet our staff. We are ready to answer any questions you may have. You are always welcome to hang out with your child, leave them for a short time, or leave them for the whole time! We want the nursery to be a fun place for your children.

I would also like to mention that any youth interested in becoming a Nursery Attendant are welcome to stop by or call the office. You must be 12 years of age and love children!

Blessings,  
Wendy Strain  
TOTH Nursery Supervisor

## **Women Alive in Mind, Body and Spirit (2020 and 2021)**

From 2005 until March of 2020, “Women Alive in Mind, Body & Spirit” or “WA” met at 6:30 am on Tuesdays in Sherrill Hall. In March of 2020, we first followed the COVID guidelines of the Diocese of the Rio Grande for Church activities and didn’t meet at all; then we decided we could meet on Zoom, but to do it 8:00 am instead of 6:30 am. As the weather got warmer, we started meeting outside for an early walk (6:30 am) on the first Tuesday of the month. Until we were vaccinated, we brought our own breakfasts on those Tuesdays and socially distanced at the end of the walk. After we were all vaccinated in the summer of 2021, we started meeting for breakfast at restaurants (or sometimes at members’ homes) after our morning walk on the first Tuesday.

During the Zoom meetings on the other Tuesdays, each person is given an opportunity to lead a devotion of her own choosing. Sometimes the devotion is very simple. For example, reading about a “Holy Person” from the book “A Great Cloud of Witnesses.” Other times, people have had longer devotions talking about a topic dear to their hearts. An example of this was a program on Sign Language. Once, we had a lady from Italy take us on a tour of her island. That was an example of Zoom allowing programs we couldn’t have had before COVID. If no-one has volunteered on a particular day, we have an open meeting where we can bring up any topic we want to discuss. Our primary goal is to love, encourage and support one another in body, mind & spirit. We share what is on our hearts and minds in a place that is safe and confidential and end with special prayers.

It is not necessary to be a member of TOTH (or any church), nor are attendees required to come regularly. For the 8:00 am Zoom meetings, it is not even necessary to live in Los Alamos.

Come and be filled whenever you can.

Respectfully submitted,  
Rozelle Wright and Lynn Finnegan

## **Anti-Racism Group**

For many in the parish, the death of George Floyd was a catalyst for deep introspection around the issues of racism, white supremacy, and oppression. We began an Anti-Racism Group at Trinity on the Hill. We worked on racial histories, interrogating the ways in which our understanding of race, ethnicity, and culture were formed by flawed and ultimately harmful ideologies. We then provided opportunities for the parish to participate in a series of events during the Christian Formation hour, “Justice, Peace and the Dignity of All: Dismantling Racism”. The events included panel discussions with guest speakers, a four-part book study on *How to be an Anti-Racist* by Ibram X. Kendi, and a book discussion on *Native: Identity, Belonging, and Rediscovering God* by Kaitlyn Curtice. Towards the end of the summer the group decided to take a break from regular meetings but those facing daily discrimination and oppression do not have the privilege to take a break from it all. The work also doesn’t pause and many of us have continued to read and study on our own. However, many of us hope to restart having regular Anti-Racism Group meetings sometime within the next year.

Respectfully submitted,  
Alison Bailey

## Outreach Ministry

*In our connection with the world, we reach out with God's love and message of hope, responding to the needs of others: One of our three core values.*

Like every other ministry at TOTH, Outreach has been significantly impacted by the pandemic over the past two years. The list of canceled events and projects is considerably longer than the accomplishments. Let's all pray that the virus will die out soon so we can get back to what we are called by our Lord to do – to help all our brothers and sisters globally, nationally and locally with our time, talent and treasure.

We held a “Drive-by” Souper Bowl Offering on Super Bowl Sunday, February 7. People were asked to make a food or cash offering as they came by to pick up their consecrated communion wafers between services. Thanks to a couple of very generous parishioners, we collected \$2208 for LA Cares, as well as 112 food items.

The only financial expense from the Outreach budget line was \$200 to Self Help for a client in need of assistance with their utilities payment.

Other Outreach projects included:

- The Little Free Pantry in the lower parking lot has proven to be very popular over the past couple of years as more Los Alamos folks are facing financial hardship. Thank you to the angels (both from within TOTH and from the community) for keeping it well stocked;
- A collection box for 2022 calendars has yielded 269, which have been delivered to the United Church, which in turn passes them on to Vineyard Church in Santa Fe for distribution to Kairos Prison Ministry. In addition to calendars, at least 22 Bibles and numerous greeting cards and note paper pads have been distributed;
- Several people, particularly ladies from Women Alive, participated in the CROP Hunger Walk on November 21. Some made financial donations and raised additional funds, but that amount was given directly to Church World Service and the information is not available;
- First United Methodist Church again contacted us about helping with their Christmas Families project. Members of TOTH adopted 10 families from the small and poor community of Medanales, NM. Profound thanks to all those who generously supported this endeavor. FUMC takes around 60 families total, and Bethlehem Lutheran joins us in helping out;
- From some special offerings, we were able to provide some TOTH families in need with help towards their grocery expenses via Smith's gift cards;
- We went back to our monthly “First Sunday Food Sunday” offerings of non-perishable foods and paper goods for LA Cares, our local food bank. Thanks to those who remember the date and bring in items, all of which are blessed before being picked up by an LA Cares volunteer. There is a great need for this form of outreach activity and we hope it grows as the number of families attending in-person services increases;
- We brought back a UTO Ingathering on November 28 and our popular Children's Christmas Bazaar (see separate reports);

With fervent prayers that Outreach returns to our previous levels (and higher!) in the coming year,  
Cathy Walters



## United Thank Offering (UTO)

In spite of COVID, parishioners of Trinity on the Hill have found much to be thankful for this past year. Our church has continued to feed us spiritually and many of us have had blessings in our personal lives. On the Sunday of THANKSgiving weekend, we held a UTO Ingathering for the first time since October 2019. Meanwhile, I think several families continued to drop coins into their “little Blue Boxes” as symbolic acts of their gratitude for God’s blessings. We were able to send offerings to the Diocese in the amount of about \$143 and later to the National UTO office in the amount of \$417. Thus, the total given for 2021 was over \$550.

The following is a report from a staff member at the National UTO Office.

“As we reflect on 2021, we wanted to say how grateful we are for each one of you. The United Thank Offering is made up of passionate people all over the world, working on the ground to help spread the practice of gratitude. In 2021, as a result of your gratitude and generosity, we awarded 53 grants totaling \$1,039,462.77. Together, we were able to offer support to 53 organizations in extreme need due to the global pandemic. From funding food distribution to live-stream technology, your blessing truly became a blessing for others in a great time of need. The work of the United Thank Offering would not be possible without you, so *thank you* from the bottom of our hearts.”

Cathy Walters

TOTH UTO Representative

## Children’s Christmas Bazaar

The 18<sup>th</sup> annual Children’s Christmas Bazaar (held on December 4, 2021), an outreach ministry, was a fun community event with 205 children attending, numerous parents waiting, and about 67 volunteers helping with donations, setup, cleanup, baking and assisting children at the bazaar. Proceeds were used to pay for refreshments and wrapping supplies, with the balance being split between charities relating to the homeless. \$503 each was disbursed to Episcopal Relief and Development for Haiti homelessness, Pathways Homeless Shelter-Espanola, Habitat for Humanity-Espanola/Los Alamos and TOTH’s House of Hope.

Beth Pattillo

Chair, Children's Christmas Bazaar

## **Friday “High School Lunch” Program**

The TOTH Friday Lunch program was suspended for 2021 due to the COVID-19 pandemic. Below is a glance at the program in 2019 which I hope we can resume in the fall of 2022.

### **Friday Lunch Program, 2019**

TOTH reaches out to the local youth by hosting the weekly Friday High School Lunch. This ministry has been ongoing for 17 years. The Friday Lunch offers a Christian environment of welcome to the high school students who attend each week. An interactive prayer is shared with the students and volunteers. A scriptural and uplifting message is placed on each table. The messages follow the church calendar and provide additional information about special seasons. The Friday Lunch offers a free, warm meal to all those who attend. This effort is coordinated by Susan Sprake, and assisted by a dedicated crew of parishioners, especially Paul Church, Linda Corliss, Wendy Huff and Celina Long and, new this year, Rick Rothrock. When we are short-handed, Cynthia has graciously stepped in to lend a hand, plus a number of others who generously step in to assist whenever they can. During the Spring and Fall semesters of 2019 we were blessed to have students from Scott Weisner's class assist on Thursdays with set-up and Fridays with clean-up, and the Boy Scouts have put the tables in order for us each week. The number of students and or meals served each Friday ranges from 170-220 throughout the school year.

Respectfully submitted,  
Susan Sprake

## Shop on the Corner

We are happy to report that the Shop on the Corner has been resurrected and has even surpassed previous levels of merchandise sales, numbers of customers and number of volunteers! After a tumultuous 2020, we reopened to customers and receiving donations on February 10, 2021, and continued operations throughout the year. Before each sales day, the staff gathers for prayer to thank God for our customers and to ask for His blessings on them and us as we do His work, generating funds that are all given away to various worthy charities. And He has responded in multiple ways!!

Volunteers put in many hours, as they are able, emptying the donation bins, hauling in donations, sorting, pricing, arranging displays, passing on unsalable items, and SO MUCH more. The roster of volunteers numbers over 30 ladies (plus a few husbands who have been known to lend a hand!). A good number are from outside the church, for whom we are very grateful. We also are supported by the TOTH office staff and maintenance volunteers, namely Mark Hartman.

We have expanded our hours of operation somewhat. Besides being open every Wednesday morning from 8:30 - 12:00, we have added Second Saturday sales at the same time. In addition, beginning in September, we have opened on the Third Thursday from 3:30-6:30 pm. Sales for the Thursdays are earmarked for the House of Hope Juárez housebuilding team.

Below please find our financial report, which includes a listing of in-kind donations made to other causes of material items better used elsewhere. Please note that “bags” means large black trash bags and “boxes” usually means boxes of books or other heavy or bulky items.

### FINANCIAL REPORT OF SHOP ACTIVITY - 2021

BEGINNING OF YEAR BALANCE	11,258.35
Less 2020 grants made in January 2021	-9500.00
Sales for the year	+47,197.20
Less 10% for TOTH operations required for all fundraising activities	-4,719.71
Less House of Hope donations (3rd Thursdays sales since September)	-1,522.36
Less expense (large bins and hangers)	-455.26
Less 2021 grants made in December 2021 (list below)	-29,715.00
END OF YEAR BALANCE	12,543.12

Note that we are planning to make additional disbursements to charities we have considered after gathering more information about them, probably in the near future.

Team Leaders who have taken on an enormous amount of responsibility are Lesley Cochran, Ruth Cox, Ellie Giovanielli, Beth Pattillo and Susan Quintana. They would be glad to talk to anyone about volunteering for the Shop as more help is always needed!

### GRANTS MADE TO CHARITIES IN DECEMBER 2021

#### Local

TOTH Clergy Discretionary Fund	2,000
Los Alamos Family Council	1,000
Self Help	2,000
LA Cares	2,000
JJAB (Juvenile Justice Advisory Board)	2,000

## 2021 Annual Report: Trinity on the Hill Episcopal Church, Los Alamos

### Santa Fe

St. Elizabeth's Shelter	1,000
Interfaith Community Shelter	1,000
Kitchen Angels	500
Esperanza Women's Shelter	1,500
Food Depot	1,000
Camp Stoney (Grace Camp Scholarships)	1,000

### Espanola & Region

El Centro Family Health	5,000
Espanola Humane (animal shelter for neutering program)	500
Mesa to Mesa	1,000
NM Wildlife Foundation	1,000
Pathways Shelter	1,000
Las Cumbres Community Services	1,000
The Ranches (serving at-risk youth from statewide)	2,000

### National

Episcopal Relief and Development (tornado disaster response)	2,000
Episcopal R & D (sales on August 19 for Haiti hurricane response)	<u>1,215</u>
<b>Total Grants</b>	<b>29,715</b>

### **IN-KIND DONATIONS FROM THE SHOP - 2021**

Big Brothers/Big Sisters	1,104 bags, 36 boxes
Bernal Community Center Boutique	99 bags
Salvation Army	52 bags
House of Hope for Juárez	4 suitcases, 2 bags linens & clothes
Juarez Eye Clinic	1 large box glasses
Lyons Club	1 box glasses
LA Schools	4 boxes supplies
Pojoaque Schools	3 boxes supplies
First United Methodist Church	4 bags for asylum seekers
Interfaith Ministry	4 bags for asylum seekers
Las Palomas border ministry	2 boxes
St Elizabeth's Shelter	1 bag (string back packs)
Pathways Shelter	4 boxes
Hope Pregnancy Center	4 bags + stroller & playpen
Self Help	1 bag for referral client
Los Alamos Animal Shelter	5 bags
Santa Fe Animal Shelter	1 box

Cathy Walters

Shop on the Corner Volunteer

## **Parish Life Ministry**

### **Funeral Receptions**

Parish members have always felt that offering a funeral reception is a heartfelt gift to our members and their families. We've held two receptions in 2021 and encourage our talented and energetic cooks to join us in this wonderful ministry.

Judy Crocker and Ellie Giovanielli

### **Prayer Shawls**

We have a new family at church who asked if we had a Prayer Shawl group one Sunday. Almost weekly I see my largish crock pot and remember an annual luncheon at my house with an afternoon with talented stitchers and great conversations. It's been an impossible two years for even considering getting our talented TOTH knitters and crocheters together in the library. I like to think positively that at some point this coming year, we can.

Please take some time to consider what we can do to help Prayer Shawls – from collecting and e-mailing good ideas for consideration, to Zooming a reorganizing meeting, to considering what we can look forward to actually doing in the future.

Judy Crocker

### **Prayer Chain**

The Prayer Chain continues to be a valuable means of connecting our TOTH community and of ensuring we are held together in prayer.

Requests for prayer can be sent by anyone to the TOTH office and that request will then be sent out via email to those members (and non-members) who have requested that they receive Prayer Chain requests. All requests for prayer sent to Prayer Chain members are regarded as confidential and not for open discussion among friends and parishioners, unless the prayer need is specifically made public. Updates to past prayer requests and notifications of answered prayers are always welcome, so that the Prayer Chain can be notified when prayers have been answered.

Especially at times when we cannot meet together as often as we would like, prayer keeps us bound in one body. Send requests to [admin@latoth.org](mailto:admin@latoth.org). Thank you.

Claire Singleton  
Office Manager

## Stewardship Ministry

Stewardship is not merely something we think about during the fall of each church year. It is the faithful pledgers who make payments throughout the year – and then answer end-of-year appeals to help eradicate a budget shortfall. It is the volunteers who sort and sell merchandise through Shop on the Corner, with proceeds going to TOTH and nonprofit organizations across northern New Mexico. It is the Media Ministry Team stringing cable and double- and triple-checking broadcast quality to send services out to homebound parishioners. It is our Junior Wardens climbing on the church roof to install pipes to divert rain and snow melt. It is parishioners watching over the inner workings of the organ, tracking down problems with heating systems, and installing door openers for restrooms. It is parishioners teaching Adult Education classes, serving on the Audit Committee, and delivering home communion. It is the Prayer Chain, the Chancel Choir, and the Altar Guild. Every single member of the Trinity on the Hill congregation is called to be a good steward of our time, our talents, and our treasure.

The Treasurer is providing facts and figures about the 2021 and 2022 budgets elsewhere, so I won't go into great detail about TOTH finances, except to say "Thank You and Bless You" to everyone who helped us balance the 2021 budget and to those who either started pledging or increased their estimated giving for 2022. What I want to focus on is the kind of legacy we are leaving for our children. Will future generations look back at Trinity on the Hill in 2021 and beyond and marvel at the faith and stewardship that led this congregation to emerge from a pandemic lockdown, not just to return to our old "normal" but to flourish and expand in areas of congregational ministry, evangelism to new members, and outreach to our neighbors in New Mexico and beyond? Or will our children wonder "What happened" to this once vibrant and active parish, which continued to exist but with less and less parish activity and enthusiasm?

The past year was unquestionably challenging at TOTH as we began the transition to new staff and especially a new Rector, while also learning how to worship and share our worship through modern technology. I submit that the Lord is giving Trinity on the Hill an exciting opportunity to reinvent our parish using the best of what past generations built, coupled with the faith and dedication of our current congregation, which has been tested and refined in the crucible of COVID. We have the choice either to struggle to hold on to old ideas and outdated practices or to be bold in our thinking about what is essential for this amazing church and congregation to grow and flourish.

People shared their hopes and dreams for TOTH at the congregational meeting in October, and the Search Committee has been working diligently to synthesize our desires into a Parish Profile statement that will go out to potential Rector candidates. I pray that, whether explicitly stated as part of that profile or exemplified in our daily life together, year-round stewardship becomes the hallmark of Trinity on the Hill Episcopal Church. It is my long-held belief that this congregation needs to talk about and be mindful of our stewardship responsibilities at every meeting, every service, and every parish event. We need to talk about time, talent, and treasure the same way we talk about popular books, videos, and music. Taking care of God's gifts to us needs to become as natural as caring for our own families. We need to celebrate the triumphs of our life together at TOTH and pull together to overcome the disappointments. Rather than bemoaning what we have

lost in the past 2 years, we need to recognize what we have gained and envision where we want our congregation and our parish to be 2 or 10 years from now.

I have one more year on the Vestry at TOTH, and I pledge that year-round stewardship and mindfulness will be integral to my church activities. This does not mean that I want this parish to throw out our comfortable, comforting traditions. After all, that would make us un-Episcopal! But given that we all love this physical church, and Episcopal teachings and beliefs, I challenge us to be open to new ideas for ministry and outreach to complement our heritage and the stewardship practices necessary to leave a strong foundation for the Episcopal faith in Los Alamos, New Mexico.

Margaret Odell  
Senior Warden

## Welcome Ministry

As a Welcome Committee, we have not met since before the onset of the COVID-19 pandemic. Since that time however, we have been pleased to see some of our original recommendations regarding accessibility in our physical plant implemented.

While we continue to carefully step into increased in-person services and events at TOTH, please remember that the most important thing we can do to welcome visitors and newcomers (and we HAVE gained a few new families during this turbulent time!) is for all of us to take a personal role in greeting new faces and having positive, authentic one-on-one interactions with them. Ten productive Welcome Committee meetings are not nearly as important as a single positive conversation between a TOTH member and a visitor! Thanks in advance for your hospitality!

Respectfully Submitted,  
Maggie Moore  
Welcome Committee Chair

# Worship and Music Ministry

## **Worship Ministry**

*“When we worship, we gather with others before God. We hear the Good News of Jesus Christ, give thanks, confess, and offer the brokenness of the world to God. As we break bread, our eyes are opened to the presence of Christ. By the power of the Holy Spirit, we are made one body, the body of Christ sent forth to live the Way of Love.”*

- The Episcopal Church website

When I volunteered to write the Worship report as the Interim Priest in Charge, it didn't seem that it would be that much of a challenge: just a listing of what we do. Worship seems such an automatic function and defining it seems to use a lot of words. I might as well ask a fish to define water.

For me personally, Worship is being in Awe of God. For me as a priest, Worship is what we do when we come together in prayer and celebration of the gifts we've been given. The medieval mystic, Meister Eckhart, maintained that: “If the only prayer you ever say in your entire life is thank you, it will be enough.”

Since June 15, when I started at Trinity on the Hill, I have been given the opportunity to stand in awe of God every time I drive to and from Los Alamos. To witness the changing light on the mesas and realize the Grace we've been given under this sky is to see the gift we've been given in Creation.

The challenge for all of us during the past two years has been the prohibitions on gathering together caused by COVID and its variants. We have been kept from doing what we want most to do – gather together for one giant hug. Keep the faith – the day will come.

Since June, we have returned to in-person worship on Sundays at both services, 8:00 and 10:30 am. Since Thanksgiving we have begun coming forward to the altar rail to receive the bread and the wine through intinction. Additionally, Eucharists are offered every Wednesday at 7:30 am and 12:30 pm. We are also blessed by Deacon Lynn Finnegan with a Zoom Morning Prayer service at 7:30 am on Friday mornings.

Many of us don't feel comfortable returning to corporate worship for the time being, and our video streaming team has worked tirelessly to improve the live-stream worship of the 10:30 am service, as well as special services during the year.

Your Vestry and leaders at TOTH maintain awareness of the current situation in Los Alamos and consult periodically with the Diocese on suggestions to prepare for the uncertainties before us. Plans are proceeding for the coming Lenten season, Holy Week and Easter.

Bless you all for this coming year.

Father Raymond



## Acolytes

The willingness of so many young people and adults in our congregation to serve God at the altar is uplifting. During the shutdown caused by the COVID-19 pandemic, participation in the services by the acolyte youth came to a full stop. Unfortunately, for many the rite of passage from one role to the next was suspended. Our new young torch bearers did not have a chance to learn and participate, advancement from one role to the next was greatly impacted, and the seniors were not able to be thurifers before graduation. Nonetheless, I am immensely proud of the youth and their willingness to take on different roles as the acolyte duties began to start up again in the fall of 2021.

For the most part, the church began by including a server during the 8 and 10:30 in-person services. Later, the server duties began to include limited crucifer responsibilities as deemed safe. The decision was made to have only adults and a few seasoned youth at the beginning. The church congregation appreciates those who stepped forward during these unprecedented times: Richard Triplett, Leni Moore, Andy White, Bill Godwin, Ben Schilling, Joe Cox, Susan Sprake, and Claire Singleton, along with our seasoned youth: Luke Favorite, Mariah Stephens, Isabella Stephens, and Andy Corliss (for Christmas Eve bells). The many changes to the roles and the acolytes' willingness to adjust displays the many positive aspects of our adults, youth and parents. In addition, let me mention, with great thanks, the flexibility of the Lay Readers during these times. We all never knew for sure what our duties would be from week to week, but everyone hung in there and did a wonderful job.

The goals of the acolyte program at TOTH are two-fold: to support our Worship Ministry and to instruct our children from an early age to serve comfortably and respectfully at the altar. My hope is to establish God's altar as a spiritual base for our youth so that, as they grow older, they will never hesitate to return to it. Previously, we held training throughout the year following the 10:30 service for new and advancing acolytes and hope to reinstate the practices in the near future.

If you have any requests or suggestions for the acolytes, please bring them to my attention or to the Worship Ministry. Thank you for your patience and kindness as we muddle through all the changes this epidemic has wrought.

Respectfully submitted,  
Susan Sprake

## Altar Guild

Altar Guild service is a privilege and honor. Through the work at the altar, in the sanctuary, and with the Holy Communion, Guild members come to feel the real presence of God more strongly, which sets these duties apart from busy lives. At Trinity on the Hill, most Altar Guild members serve on teams once a month, setting up for eucharistic services and cleaning up afterwards.

Some Guild members handle tasks that occur infrequently, such as funerals, weddings, picnics, or the Easter Sunrise service. Others oversee specific tasks such as care of altar flowers, purchasing supplies, and ironing linen.

The past year has required much flexibility from the Altar Guild members. We responded to continual changes as our clergy worked to provide meaningful worship while keeping everyone safe from COVID infection. The Altar Guild manual will not be updated until services are more stable. However, our scribe, Karen Humphrey, kept us up to date with interim instruction sheets for setup and cleanup before and after services. Karen Humphrey also took over Altar Guild duties for the two Wednesday services in the Chapel.

We are pleased and blessed to report that the Altar Guild has three new members this year. Linda and Andy Light joined the 1<sup>st</sup> Sunday team, and Valarie Prestwood joined the 3<sup>rd</sup> Sunday team. We finally have at least three people assigned to each of the regular four Sundays in the month. We could use a third person for the 5<sup>th</sup> Sunday team.

The current Altar Guild members are Ruth Cox, Judy Crocker, Michelle Espy, Ellie Giovanielli, Karen Humphrey, Andy and Linda Light, Marilyn and Paul Lisowski, Jo Moore, Kathleen and Otis Peterson, Valarie Prestwood, Renee Roybal, Susannah Smith, Marybeth Stephens, Cathy Walters, and Rozelle and Brad Wright. Mary and Bill Ogle are on leave of absence. We have two honored Altar Guild Emeritus members: Patricia Harlow and Leona Walton.

We had three business meetings this year, all on Zoom. The first was on February 8<sup>th</sup> while the Reverend Chris Adams was still our Rector, to decide on services for Lent and Holy Week. The second was June 18<sup>th</sup> so we could get to know the Reverend Canon Raymond Raney, who became our new Interim Rector in June. The third meeting was held on November 6<sup>th</sup> to plan Advent and Christmas services.

The Altar Guild operating budget covers wine, wafers, candles, candle oil, and other needs for services. Easter lilies, Christmas poinsettias, and flowers for the Altar of Repose come from special collections.

Vestments and Altar Linens are purchased using funds in a restricted account funded years ago by jewelry sales. This year these funds were used to purchase small linens and a Fair Linen that should not need ironing.

We encourage congregants to consider membership in the Altar Guild. We would love to have new people join us.

Ellie Giovanielli, Marilyn Lisowski, Rozelle Wright  
Co-Chairs

## Chancel Choir

Despite the pandemic and owing to a tremendous team effort, music continued to play a vital role in TOTH's communal spiritual practice throughout 2021. Thanks to Fr. Chris Adams's audio-related computer expertise and willing dedication of many, many hours to the compilation process, the congregation was able to hear a choral offertory via on-line streaming from January through Pentecost. Still, there would have been no such weekly anthems without the singers' steadfast participation and unfailing patience with staff who struggled with the unprecedented challenges of "remote" leadership.

Sadly, in August, after more than 30 years of devoted service to TOTH, organist Valerie Fassbender moved to New York City to pursue her studies toward ordination at Union Theological Seminary. Fortunately, by September, diocesan policies were in place that made live choral singing during in-person worship services possible once more. Moreover, despite the need to wear masks at all times and practice social distancing during rehearsals and services, numerous veteran choir members and some new ones answered the call at once, enabling the restoration of a full choral eucharist through the remainder of Pentecost, not to mention all of Advent and the Christmas season.

Another special musical treat this past year was the presentation of "The Grumpy Shepherd" holiday pageant by composer and conductor Joe Cox at the early service on Christmas Eve, featuring a cast of all ages plus auxiliary musicians. Another often unsung group of musical all-stars at TOTH are those volunteers who scramble around our dimly lit organ chambers, doing their best to silence uncalled-for tones during worship services or unstick keys on the organ keyboards as needed between quarterly service calls by our contracted tuner from Colorado. TOTH's pipe organ is a great musical treasure, but sometimes it can be contrary.

I remain deeply grateful to all those who helped keep our music flowing through yet another varied and sometimes difficult calendar year, including our highly capable office staff and interim priest Fr. Raymond Raney. Your ongoing support and encouragement make it truly a joy and a privilege for me to be a part of this community.

### Chancel Choir Members

<b>Sopranos</b>	<b>Altos</b>	<b>Tenors</b>	<b>Basses</b>
Judy Crocker	Nancy Coombs	Stan Brown	Jeff Favorite
Pat Fasel	Joan Brown	Alex Clark	Benigno Sandoval
Lynn Godwin	Joe Fasel	Pat Harding	Ben Schilling
Karen Humphrey	Mary Fellman	Cathy Walters	Joe Singleton
Kristina Montoya	Anne Huysman		
Kara Pekar	Linda Light		
Robin Pekar	Rebecca Sandoval		
Lisa Rothrock	Isabella Stephens		
Claire Singleton			
Louisa Singleton			

Respectfully submitted,  
Nelly Maude Case, Organist and Choirmaster

## **Friday Morning Prayer**

Morning Prayer at 7:30 am on Fridays via Zoom started in the summer of 2021 and continued throughout the year (it is still continuing). The Zoom format provides a safe gathering, with the added benefit of allowing our Senior Warden, Margaret Odell, who lives in Santa Fe, to attend. The format is beautifully spiritual and reflective, despite the “screen service” aspect. We have a steady congregation of five to eight on any given Friday morning, including a few who do not attend TOTH. Traditionally, Morning Prayer has an officiant and responses in unison. Because Zoom is chaotic if there is communal response, we have chosen a format where each attendee has a speaking part. We take turns reading the lessons, the psalm, the Lord’s Prayer, etc. It is really wonderful to hear all the individual praying voices and we have developed a supportive prayer community.

I sincerely commend the habit of Morning (and Evening!) Prayer. It is a meaningful and rich Anglican tradition with the benefit of exposing you to more scripture than the Sunday liturgy. The service lasts less than one-half an hour, is a great start to the day, and is worth rearranging your schedule for. Simply contact the church office to receive a weekly email with the Zoom link.

Deacon Lynn Finnegan

# Financial Reports

## **Financial Audits for Parish**

This past summer (2021) a committee was appointed to perform the annual audit required by the Diocese for the year ending December 31, 2019. Due to COVID and several transitions of bookkeepers, and with the knowledge of the Diocese, this audit would be submitted over a year past the due date. The work was accomplished and the report, which appears below, was submitted on October 4, 2021. The Vestry appointed the committee members for 2019 and is now appointing another committee for the December 31, 2020, audit. The committee members for the 2019 audit were:

Margaret Odell

Susan Sprake

Cathy Walters

## **Audit Committee Findings Report**

October 4, 2021

To the Rector, Wardens and Vestry of:  
Trinity on the Hill Episcopal Church  
3900 Trinity Drive  
Los Alamos, New Mexico 87544

### **Subject: 2019 Financial Audit**

We have reviewed the financial statements resulting from financial transactions of the aforementioned church as of December 31, 2019. Our review was made in accordance with audit guidelines issued by the Diocese of the Rio Grande and other procedures deemed appropriate by the Audit Committee.

Our objective was to ensure that the accompanying financial statements present fairly, in all material respects, except as noted below, the financial position and results of the operations of the Parish on December 31, 2019, in accordance with accounting principles promulgated by the National Episcopal Church, on a consistent basis. Our examination and report is not and is not meant to be construed as an audit and opinion rendered by an Independent Public Accountant.

During the course of the audit referred to above, the following items pertaining to internal control and other operational matters, which we believe to be of a significant nature, were noted:

Areas where prior year auditor's recommendations have been implemented:

1. A written policy requiring supporting documentation of all petty cash disbursements has been incorporated into the revised Financial Policies, dated September 2019. Item #6.2 under “Petty Cash Account.”

Prior year (2017) auditor’s recommendations that still exist and are worthy of consideration:

1. Although this recommendation to perform annual reviews of the church’s insurance coverage has been incorporated in the Financial Policies as referenced above, item #10.1 under “Risk Management,” we could not find evidence that a review for 2019 was accomplished, especially since there was no inventory (see current recommendation #4 below). We did not find mention in any minutes, since the review was charged to the Administration Ministry, which is no longer functioning.
2. The annual audit committee findings are still not part of the minutes of a Vestry meeting. We further recommend that the audit report be included in the Parish Annual Report.

Prior year (2018) auditor’s recommendations that still exist and are worthy of consideration:

1. Our bookkeeper records all receipts and disbursements in order to compile the financial statements. She also makes journal entries to record other transactions (such as ACH transactions) and to correct errors when they are discovered. We believe this is the most efficient way to accomplish these tasks. We do recommend that a knowledgeable person on the Finance Committee thoroughly review all such journal entries and that this action be recorded in the meeting minutes.
2. Our bookkeeper records all receipts and disbursements as stated above and also performs the monthly bank reconciliation. We recommend the Finance Committee appoint an independent person to perform this function. This is required by our Financial Policies, Item #14.1 under “Audits and Reconciliations,” as well as being one of the minimum segregation of duties required by the Diocese.

Comments and recommendations of current year auditors for improvement in control and/or procedures:

1. Audit Guide question #2: The required Clergy Housing Resolution was discussed by the Finance Committee after receiving the wording from the Treasurer, and the Treasurer then informed the Rector via email that it was approved by the Vestry. However, the minutes of that Vestry meeting held on December 20, 2018, do not include any such action. We recommend that the Treasurer ensure that the minutes are accurate and complete concerning this requirement.
2. Audit Guide question #4: TOTH does have an endowment fund, but it is not a separate entity. We were able to locate the Endowment Fund Policy Guidelines but could not ascertain the date of their adoption. An Endowment Fund Committee is in place, with members being elected to staggered 2-year terms. However, it is not clear what their function is, nor who is monitoring the fund’s activity. The three members in office during 2019 did not meet, nor were there any minutes. We recommend the policy be reviewed and updated as needed by the Vestry or sub-committee of the Vestry, along with the 3 people currently serving on the Endowment Fund Committee.
3. Audit Guide question #6: Facility Use Agreements for regular users of space and certificates of insurance are incomplete. We recommend the Parish Administrator monitor these documents and insist that insurance certificates be on file for all regular users.

4. Audit Guide question #8: As stated above, we could find no evidence of an Inventory of Furnishings and Equipment since 12-31-18. The TOTH Financial Policies charge the Buildings & Grounds Ministry Chair with this responsibility. Since that ministry has not been functioning, we recommend that the Junior Warden(s) be assigned this task and that a complete inventory be taken as soon as possible, preferably to include pictures or videos, and submitted to the insurance company.
5. Audit Guide question #17: The church has a two-line Investment Plan in its Financial Policy, stating excess funds shall be deposited into investment funds that provide a good return and also ensure safety and sufficient liquidity, as determined by the Finance Committee. Given the large checking account balance, we recommend the Finance Committee undertake this task and review the question of excess funds on a regular basis.
6. Audit Guide question #27: During our sample test of cash receipts, we noted several instances of deposits being coded to incorrect accounts. It was not clear that those errors were corrected. We recommend that the counting teams be trained by the bookkeeper and that a review of the chart of accounts be conducted, since there are several areas of confusion and outdated/inconsistent accounts.
7. Audit Guide question #34: Personnel files were not complete or consistent. We could not ascertain whether W-4s or New Hire Forms were on file for all employees. We recommend that personnel files for each employee be created and kept in a secure location, to include such items as:
  1. Signed offer and acceptance letter of employment;
  2. Record of salary and all benefits (including vacation/sick/personal leave);
  3. Job description and updates;
  4. Background check;
  5. Federal Forms W-4 and I-9 and New Mexico New Hire form;
  6. Proof of completion of required Diocesan Safeguarding training;
  7. Emergency contact;
  8. Annual performance reviews.

This letter should be made a part of a Vestry meeting.

Members of the Audit Committee:

Signature\_\_\_\_\_

Date\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

## **Treasurer's Report**

The operating budget for 2021, accepted by the parish at the Annual Meeting in January 2021, was \$408,205. The budgeted operating revenues, based on operating revenues received in 2020, were \$364,806. We assumed conservatively that we would not be approved for a second Payroll Protection Plan (PPP) loan from the US Government. The parish accepted a budget with a deficit of \$43,399. We were subsequently approved for a second PPP loan of \$34,540. In March, the Vestry formally modified the budget to incorporate this revenue and make minor corrections to some expenses. The deficit in the modified budget was \$7,083.

The final 2021 operating expenses were \$406,909, which was only \$481 over budget. The final 2021 operating revenues were approximately \$410,347, which was \$11,001 over the modified budget. We ended 2021 with a surplus of approximately \$3,437. We had a budget surplus for two reasons. In December, when it looked like we would have a deficit of approximately \$20,000, we made an appeal to the congregation, and the congregation responded with over \$21,000 in unexpected contributions. In addition, we received a loan of \$34,540 because of the federal government's PPP. We expect that loan to be forgiven, as was the PPP loan in 2020, and the Diocese did not collect the usual 15.75% for Fair Share. If we had not received the PPP loan, we would have had a budget deficit of \$31,103. A third PPP is not expected in 2022. (Many LANL employees still donate through the United Way campaign; revenue figures for 2021 do not include any fourth-quarter LANL-UW payment that may have arrived in January 2022.)

The turnover that we had in the Bookkeeper position continues to make it difficult to keep up with financial details.

Internal financial audits are required by the Episcopal Church of the USA. The internal audit of the 2019 books was completed in 2021. The internal audit of the 2020 books has yet to be completed.

A budget of \$441,474 for 2022 is proposed in this report. This is \$35,046 more than the 2021 budget and \$34,565 more than the 2021 actual expenses. The Vestry has approved a 2.5% cost-of-living raise for most of the staff. The Vestry has also approved \$10,000 to cover costs associated with the search for a new Rector.

On the revenue side, we adopted an approach that we have used in the past, but not in the last couple of years. The budgeted donations and contributions are 23.1% more than the 2021 donations and contributions. This is what we will need to balance the budget in 2022 (assuming we spend as planned). We believe the parish will meet this financial need, as they have always done in the past.

Respectfully submitted,  
Jeff Favorite, Treasurer



# 2021 Annual Report: Trinity on the Hill Episcopal Church, Los Alamos

2021\_TOTH\_budget\_new.xlsx

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Accounts	2020 Budget	2020 Actual (Jan. 16, 2021)	2021 Budget	2021 Actual (Dec. 31, 2021)	2022 Budget
<b>Revenues</b>					
<b>Pledges/contributions</b>					
166100 - Plate offering	\$ 7,559	\$ 1,188	\$ 1,188	\$ 1,982	\$ 7,600
166200a - Non Designated Pledges	\$ 334,937	\$ 329,188	\$ 335,188	\$ 340,101	\$ 428,697
166200c - Contributions (UW)	\$ 20,000	\$ 23,238	\$ 23,238		
166204 - LANS Match-Operating-through U Wa	\$ -	\$ -	\$ -	\$ 8,150	\$ -
166250 - Prior Year	\$ 14,166	\$ 6,000	\$ -	\$ -	\$ -
<b>Total Pledges/contributions:</b>	<b>\$ 376,662</b>	<b>\$ 359,614</b>	<b>\$ 359,614</b>	<b>\$ 350,233</b>	<b>\$ 436,297</b>
<b>Interest &amp; Investment Income</b>					
166400 - Interest revenue	\$ 214	\$ 149	\$ 149	\$ 138	\$ 149
<b>Total Interest &amp; Investment Income:</b>	<b>\$ 214</b>	<b>\$ 149</b>	<b>\$ 149</b>	<b>\$ 138</b>	<b>\$ 149</b>
<b>Miscellaneous Income</b>					
166300 - Miscellaneous Offerings	\$ 378	\$ 1,266	\$ 378	\$ 4,667	\$ 378
166350 - PPP funding	\$ -	\$ 34,500	\$ 34,540	\$ 34,540	\$ -
166800 - Uncategorized income	\$ 344	\$ 128	\$ 128	\$ 289	\$ 128
166802 - Refunds	\$ -	\$ -	\$ -	\$ 3,561	\$ -
166900 - Designated Operating Donations	\$ 8,193	\$ 395	\$ 395	\$ 11,033	\$ 395
166910 - Operating Offsets (pass throughs)	\$ 1,911	\$ 2,655	\$ 2,655	\$ 1,364	\$ 2,655
166950 - Fundraising (10%) Operating	\$ 6,186	\$ 1,487	\$ 1,487	\$ 4,522	\$ 1,487
<b>Total Miscellaneous Income:</b>	<b>\$ 17,012</b>	<b>\$ 40,430</b>	<b>\$ 39,583</b>	<b>\$ 59,976</b>	<b>\$ 5,043</b>
<b>Total Operating Revenues:</b>	<b>\$ 393,888</b>	<b>\$ 400,193</b>	<b>\$ 399,346</b>	<b>\$ 410,347</b>	<b>\$ 441,489</b>
<b>Released from Restrictions</b>					
166990 - Satisfaction of Program Restriction	\$ 94,161	\$ 27,646	\$ 94,161	\$ 90	\$ 94,161
<b>Total Released from Restrictions</b>	<b>\$ 94,161</b>	<b>\$ 27,646</b>	<b>\$ 94,161</b>	<b>\$ 90</b>	<b>\$ 94,161</b>
<b>Restricted Donations and Special Revenues</b>					
167010 - UTO	\$ 1,060	\$ -	\$ -	\$ 418	\$ -
167020 - ERD	\$ 1,757	\$ -	\$ -	\$ 2,235	\$ -
167030 - Childrens Bazaar	\$ 2,321	\$ -	\$ -	\$ 2,880	\$ -
167040 - House of Hope/Trinity Builders	\$ 15,217	\$ 18,459	\$ 18,459	\$ 10,321	\$ 18,459
167050 - Shop on the Corner	\$ 45,169	\$ 14,658	\$ 14,658	\$ 43,533	\$ 14,658
167060 - High School Lunch	\$ 4,000	\$ 1,500	\$ 1,500	\$ 2,500	\$ 1,500
167080 - Clergy Discretionary	\$ 14,090	\$ 16,920	\$ 16,920	\$ 2,825	\$ 16,920
167090 - Other Outreach Rev	\$ 5,276	\$ 2,249	\$ 2,249	\$ 2,468	\$ 2,249
167200 - Memorials/Flowers/Columbarium	\$ 22,036	\$ 1,048	\$ 1,048	\$ 718	\$ 1,048
167300 - Rent (for Capital Imp & Prin Payments)	\$ 20,962	\$ 20,658	\$ 20,658	\$ 19,900	\$ 20,658
167310 - Other Capital Restricted Donations	\$ 7,073	\$ -	\$ -	\$ 9,430	\$ -
167330 - Principal Reduction Donations	\$ 1,680	\$ 5,560	\$ 5,560	\$ 7,530	\$ 5,560
167400 - Other Restricted Donations	\$ 2,260	\$ 1,239	\$ 1,239	\$ 300	\$ 1,239
167500 - Smiths Bucks 2% for Prin Payment	\$ 666	\$ 20	\$ 20	\$ -	\$ 20
<b>Total Restricted Donations &amp; Special:</b>	<b>\$ 143,567</b>	<b>\$ 82,311</b>	<b>\$ 82,311</b>	<b>\$ 105,058</b>	<b>\$ 82,311</b>
<b>Above Rev Released from Rest</b>					
167900 - Satisfaction of prog rest released	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Above Rev Released from Rest</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Restricted Pass Through Funds</b>					
167510 - Smiths Bucks Pass Through	\$ 27,610	\$ 3,940	\$ 3,940	\$ 86	\$ 3,940
167600 - Other Restricted Pass Through	\$ 3,639	\$ 2,099	\$ 2,099	\$ -	\$ 2,099
<b>Total Above Rev Released from Rest</b>	<b>\$ 31,249</b>	<b>\$ 6,039</b>	<b>\$ 6,039</b>	<b>\$ 86</b>	<b>\$ 6,039</b>
<b>Total Revenues: (Operating + Restricted)</b>	<b>\$ 662,865</b>	<b>\$ 516,189</b>	<b>\$ 581,857</b>	<b>\$ 515,580</b>	<b>\$ 624,000</b>
<b>Expenses</b>					
<b>Outside Parish</b>					
171010 - Diocesan Fair Share	\$ 60,753	\$ 53,626	\$ 54,086	\$ 42,997	\$ 66,163
171020 - National church support	\$ -	\$ -	\$ -	\$ -	\$ -
172030 - Seminaries	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Outside Parish:</b>	<b>\$ 60,753</b>	<b>\$ 53,626</b>	<b>\$ 54,086</b>	<b>\$ 42,997</b>	<b>\$ 66,163</b>
<b>Outreach Ministry</b>					
171040 - Mission support	\$ 100	\$ -	\$ 100	\$ -	\$ 100
171050 - Outreach Ministry	\$ 500	\$ 875	\$ 500	\$ 400	\$ 500
171060 - Seminary Tuition Support	\$ 2,000	\$ (203)	\$ -	\$ 125	\$ -
173010 - Rector Discretionary Expenses	\$ -	\$ -	\$ -	\$ 1,119	\$ -
188505 - United Thank Offering	\$ 25	\$ -	\$ 25	\$ 8	\$ 25
189015 - High School Lunches-Fridays	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Outreach Ministry:</b>	<b>\$ 2,625</b>	<b>\$ 672</b>	<b>\$ 625</b>	<b>\$ 1,653</b>	<b>\$ 625</b>
<b>Total Outside Parish:</b>	<b>\$ 63,378</b>	<b>\$ 54,298</b>	<b>\$ 54,711</b>	<b>\$ 44,650</b>	<b>\$ 66,788</b>

# 2021 Annual Report: Trinity on the Hill Episcopal Church, Los Alamos

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Accounts	2020 Budget	2020 Actual (Jan. 16, 2021)	2021 Budget	2021 Actual (Dec. 31, 2021)	2022 Budget
<b>Personnel Expenses</b>					
<b>Support of Rector</b>					
181010 - Rector Salary	\$ 43,310	\$ 43,324	\$ 44,393	\$ 43,574	\$ 44,393
181015 - Rector Salary Tax support	\$ 5,302	\$ 5,304	\$ 5,435	\$ 5,328	\$ 5,435
181020 - Rector Housing allowance	\$ 26,000	\$ 26,009	\$ 26,650	\$ 26,128	\$ 26,650
181040 - Rector Telephone allowance	\$ 1,188	\$ 1,286	\$ 1,188	\$ 428	\$ 1,188
181050 - Rector Health/dental/life insurance	\$ 22,056	\$ 16,542	\$ 22,056	\$ 14,522	\$ 22,056
181060 - Rector Pension	\$ 13,430	\$ 13,660	\$ 13,430	\$ 6,520	\$ 13,766
181070 - Rector Vehicle operation	\$ 1,935	\$ 1,136	\$ 1,935	\$ 2,964	\$ 1,935
181080 - Rector Vehicle repair	\$ 1,496	\$ -	\$ 1,496	\$ 73	\$ 1,496
181090 - Rector Continuing education	\$ 300	\$ (70)	\$ 300	\$ 417	\$ 300
181120 - Rector Supplies	\$ 239	\$ -	\$ 239	\$ 58	\$ 239
181130 - Rector Business Expenses	\$ 450	\$ 209	\$ 450	\$ 903	\$ 450
<b>Total Support of Rector:</b>	<b>\$ 115,704</b>	<b>\$ 107,400</b>	<b>\$ 117,570</b>	<b>\$ 100,914</b>	<b>\$ 117,906</b>
<b>Other Personnel Salaries</b>					
184005 - Parish Administrator					\$ 18,655
184010 - Parish Secretary	\$ 32,665	\$ 32,676	\$ 33,482	\$ 38,011	\$ 18,655
184015 - Assistant Secretary	\$ 3,710	\$ 578	\$ 3,803	\$ 822	\$ 1,000
184018 - Bookkeeper	\$ 10,800	\$ 12,971	\$ 10,800	\$ 10,156	\$ 26,000
184020 - Sexton	\$ 11,938	\$ 12,021	\$ 12,236	\$ 8,930	\$ 12,420
184030 - Organist	\$ 18,021	\$ 18,071	\$ 18,472	\$ 12,098	\$ -
184040 - Substitute organist	\$ 400	\$ 250	\$ 400	\$ 950	\$ 950
184070 - Recruitment	\$ -	\$ -	\$ -	\$ 134	\$ 10,000
184075 - Director of Music	\$ 10,300	\$ 11,022	\$ 10,558	\$ 15,422	\$ 25,000
184110 - Bonuses/gifts	\$ -	\$ -	\$ -	\$ 3,178	\$ -
<b>Total Other Personnel Salaries</b>	<b>\$ 87,834</b>	<b>\$ 87,589</b>	<b>\$ 89,751</b>	<b>\$ 89,701</b>	<b>\$ 112,680</b>
<b>Nursery attendants</b>					
184210 - Nursery, regular	\$ 3,223	\$ 3,837	\$ 3,304	\$ 3,323	\$ 3,353
184220 - Nursery, casual	\$ 1,297	\$ 305	\$ 600	\$ 297	\$ 600
<b>Total Nursery attendants:</b>	<b>\$ 4,520</b>	<b>\$ 4,142</b>	<b>\$ 3,904</b>	<b>\$ 3,620</b>	<b>\$ 3,953</b>
<b>Total Other Personnel Salaries:</b>	<b>\$ 92,354</b>	<b>\$ 91,731</b>	<b>\$ 93,655</b>	<b>\$ 93,321</b>	<b>\$ 116,633</b>
<b>Other Personnel Benefits</b>					
185010 - Employer share FICA	\$ 7,388	\$ 7,006	\$ 7,388	\$ 6,961	\$ 7,388
185060 - Lay Employee pensions	\$ 2,940	\$ 2,205	\$ 3,013	\$ 2,860	\$ 3,013
<b>Total Other Personnel Benefits:</b>	<b>\$ 10,328</b>	<b>\$ 9,210</b>	<b>\$ 10,401</b>	<b>\$ 9,822</b>	<b>\$ 10,401</b>
<b>Total Personnel Expenses:</b>	<b>\$ 218,386</b>	<b>\$ 208,341</b>	<b>\$ 221,626</b>	<b>\$ 204,056</b>	<b>\$ 244,940</b>
<b>Non-personnel within parish</b>					
<b>Administration Ministry</b>					
186100 - Workers' Comp. Insurance	\$ 1,150	\$ 1,403	\$ 1,150	\$ 1,126	\$ 1,150
186010 - Office supplies	\$ 1,778	\$ 1,415	\$ 1,778	\$ 3,895	\$ 1,778
186020 - Copier (net of receipts)	\$ 11,472	\$ 9,233	\$ 11,472	\$ 16,447	\$ 14,000
186030 - Computer Hardware expense	\$ -	\$ 750	\$ -	\$ 3,300	\$ -
186031 - Computer Software expense	\$ 4,256	\$ 5,338	\$ 4,256	\$ 6,136	\$ 2,200
186040 - Postage-general	\$ 627	\$ 378	\$ 627	\$ 810	\$ 627
186050 - Telephone	\$ 4,018	\$ 5,818	\$ 5,818	\$ 4,267	\$ 4,800
186060 - Office equipment/repair/supplies	\$ 100	\$ 402	\$ 100	\$ 80	\$ 100
186070 - Trinity Tidings	\$ 1,528	\$ 374	\$ 374	\$ -	\$ 374
186100 - Vestry/Ministry Chairs	\$ 441	\$ 280	\$ 441	\$ 40	\$ 441
186110 - Legal	\$ -	\$ 10	\$ 10	\$ 20	\$ 10
186200 - Diocesan Convention	\$ 750	\$ -	\$ 750	\$ -	\$ 750
186300 - Construction loan interest	\$ -	\$ -	\$ -	\$ -	\$ -
186305 - LANB Mortgage Interest payments	\$ 27,604	\$ 22,662	\$ 27,604	\$ 16,254	\$ 27,604
186306 - LANB Mortgage Principal payments	\$ 18,459	\$ 20,479	\$ 18,459	\$ 27,710	\$ 18,459
186310 - Other Int Exp/Late Fees/Bk CC Fees	\$ 76	\$ 105	\$ 76	\$ 207	\$ 76
186500 - Insurance/Property & Liability	\$ 23,465	\$ 23,735	\$ 24,408	\$ 24,408	\$ 25,450
186550 - Insurance/Miscellaneous	\$ -	\$ -	\$ -	\$ 3,828	\$ -
186160 - Greeting Cards	\$ 20	\$ -	\$ 20	\$ -	\$ 20
186170 - Gifts	\$ -	\$ -	\$ -	\$ 628	\$ -
186540 - Stewardship Education Materials	\$ 60	\$ -	\$ 60	\$ -	\$ 60
186560 - Safe Child Compliance	\$ 22	\$ -	\$ 22	\$ -	\$ 22
189020 - Vehicle Support	\$ 2,842	\$ 2,474	\$ 2,842	\$ 2,375	\$ -
<b>Total Administration Ministry:</b>	<b>\$ 98,666</b>	<b>\$ 94,855</b>	<b>\$ 100,267</b>	<b>\$ 111,529</b>	<b>\$ 97,921</b>
<b>Total Personnel and Administration</b>	<b>\$ 317,052</b>	<b>\$ 303,195</b>	<b>\$ 321,893</b>	<b>\$ 315,585</b>	<b>\$ 342,861</b>
<b>Buildings &amp; Grounds Ministry</b>					
187020 - Misc contract work	\$ 5,947	\$ 3,345	\$ 5,947	\$ 10,329	\$ 5,947
187030 - Pest control contract	\$ -	\$ 272	\$ 272	\$ 675	\$ 272

# 2021 Annual Report: Trinity on the Hill Episcopal Church, Los Alamos

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Accounts	2020 Budget	2020 Actual (Jan. 16, 2021)	2021 Budget	2021 Actual (Dec. 31, 2021)	2022 Budget
187040 - Yard work/supplies	\$ 2,715	\$ 3,208	\$ 3,208	\$ 2,907	\$ 3,208
187050 - Snow removal/supplies	\$ 2,247	\$ 607	\$ 1,214	\$ 629	\$ 1,214
187110 - Maintenance Supplies/General	\$ 2,299	\$ 980	\$ 2,299	\$ 7,229	\$ 2,299
187200 - Utilities	\$ 9,909	\$ 13,527	\$ 11,000	\$ 12,854	\$ 13,000
<b>Total Buildings &amp; Grounds Ministry:</b>	<b>\$ 23,117</b>	<b>\$ 21,938</b>	<b>\$ 23,940</b>	<b>\$ 34,623</b>	<b>\$ 25,940</b>
<b>Christian Education and Youth Ministry</b>					
188010 - Children's Church School	\$ 200	\$ -	\$ 100	\$ -	\$ 100
188020 - Adult Education	\$ 200	\$ 405	\$ 100	\$ (10)	\$ 100
188030 - Lenten Meditation Booklets	\$ 349	\$ -	\$ 175	\$ -	\$ 175
188032 - Other Publications	\$ -	\$ -	\$ -	\$ 264	\$ -
188040 - Tract Rack	\$ 130	\$ 220	\$ 65	\$ -	\$ 65
188050 - Vacation Bible School	\$ 449	\$ -	\$ 225	\$ -	\$ 225
188700 - Nursery Supplies	\$ 100	\$ -	\$ 50	\$ -	\$ 50
188800 - Young Family Activities	\$ 100	\$ -	\$ 50	\$ -	\$ 50
189010 - Youth Activities	\$ 1,000	\$ 197	\$ 500	\$ -	\$ 500
<b>Total Christian Education and Youth Ministry:</b>	<b>\$ 2,528</b>	<b>\$ 822</b>	<b>\$ 1,265</b>	<b>\$ 254</b>	<b>\$ 1,265</b>
<b>Parish Life Ministry</b>					
188110 - Kitchen Supplies	\$ 543	\$ 668	\$ 272	\$ 310	\$ 272
188130 - Receptions	\$ -	\$ -	\$ -	\$ 51	\$ -
188140 - Special Events/Picnics	\$ 1,351	\$ -	\$ 676	\$ 2,893	\$ 676
188150 - Doughnuts	\$ 875	\$ 243	\$ 438	\$ -	\$ 438
188220 - Parish Inreach	\$ 285	\$ -	\$ 143	\$ -	\$ 143
188375 - Miscellaneous Meals	\$ 588	\$ -	\$ 284	\$ -	\$ 284
<b>Total Parish Life Ministry:</b>	<b>\$ 3,622</b>	<b>\$ 911</b>	<b>\$ 1,813</b>	<b>\$ 3,254</b>	<b>\$ 1,813</b>
<b>Community Ministry</b>					
188350 - Advertising	\$ 328	\$ -	\$ 164	\$ 629	\$ 164
188600 - Building Community	\$ 304	\$ 242	\$ 152	\$ 427	\$ 152
188302 - R&E Community Evangelism	\$ -	\$ -	\$ -	\$ 115	\$ -
188320 - Newcomers' Expense	\$ 198	\$ -	\$ 99	\$ -	\$ 99
188390 - R&E Miscellaneous	\$ -	\$ -	\$ -	\$ 1,764	\$ -
<b>Total REACH Ministry:</b>	<b>\$ 830</b>	<b>\$ 242</b>	<b>\$ 415</b>	<b>\$ 2,935</b>	<b>\$ 415</b>
<b>Worship Ministry</b>					
<b>Worship - Music</b>					
188610 - Chancel Choir	\$ 400	\$ 61	\$ 200	\$ 688	\$ 200
188620 - Chime Choir	\$ 400	\$ 109	\$ 200	\$ 227	\$ 200
188630 - Instrumentalists	\$ 461	\$ 17	\$ 231	\$ -	\$ 231
188635 - Organ/Piano Maintenance	\$ 1,680	\$ 724	\$ 840	\$ 2,085	\$ 840
<b>Total Worship - Music:</b>	<b>\$ 2,941</b>	<b>\$ 911</b>	<b>\$ 1,471</b>	<b>\$ 3,001</b>	<b>\$ 1,471</b>
<b>Worship - NonMusic</b>					
188640 - The Gathering					
188650 - Altar Guild	\$ 661	\$ 301	\$ 331	\$ 304	\$ 331
188660 - Acolytes	\$ -	\$ -	\$ -	\$ -	\$ -
188670 - Lay Readers & LEMS	\$ -	\$ 170	\$ -	\$ -	\$ -
188680 - Worship Materials	\$ 1,180	\$ 1,509	\$ 590	\$ 2,303	\$ 590
188690 - Bulletins	\$ -	\$ 110	\$ -	\$ -	\$ -
<b>Total Worship - NonMusic:</b>	<b>\$ 1,841</b>	<b>\$ 2,090</b>	<b>\$ 921</b>	<b>\$ 2,607</b>	<b>\$ 921</b>
<b>Total Worship Ministry:</b>	<b>\$ 4,782</b>	<b>\$ 3,001</b>	<b>\$ 2,392</b>	<b>\$ 5,608</b>	<b>\$ 2,392</b>
189900 - Transfer to Priority Goals Restrict	\$ (21,421)	\$ 15,785	\$ (7,083)	\$ 3,437	\$ 15
<b>Total Non-personnel Operating (Ministries) within</b>	<b>\$ 133,545</b>	<b>\$ 121,769</b>	<b>\$ 130,092</b>	<b>\$ 158,203</b>	<b>\$ 129,746</b>
<b>Total Operating Expenses</b>	<b>\$ 393,888</b>	<b>\$ 400,193</b>	<b>\$ 399,346</b>	<b>\$ 410,347</b>	<b>\$ 441,489</b>
<b>Restricted Outreach Ministry Expenses</b>					
190100 - United Thank Offering	\$ 1,011	\$ -	\$ -	\$ 418	\$ -
190110 - ERD	\$ 1,757	\$ -	\$ -	\$ 1,020	\$ -
190120 - Childrens Bazaar	\$ 2,321	\$ -	\$ -	\$ 2,880	\$ -
190130 - House of Hope/Trinity Builders	\$ 15,005	\$ 12,885	\$ 12,885	\$ 7,125	\$ 12,885
190140 - Shop on the Corner	\$ 45,957	\$ 1,687	\$ 1,687	\$ 39,670	\$ 1,687
190150 - High School Lunches-Desg	\$ 5,758	\$ 1,851	\$ 1,851	\$ -	\$ 1,851
190160 - Clergy Discretionary	\$ 14,090	\$ 9,892	\$ 9,892	\$ 700	\$ 9,892
190170 - Other Outreach	\$ 3,586	\$ 1,348	\$ 1,348	\$ 2,783	\$ 1,348
190180 - Memorials/Flowers/Columbarium	\$ 4,986	\$ 783	\$ 783	\$ 376	\$ 783
<b>Total Rest. Outreach Expenses:</b>	<b>\$ 94,471</b>	<b>\$ 28,446</b>	<b>\$ 28,446</b>	<b>\$ 54,972</b>	<b>\$ 28,446</b>

# 2021 Annual Report: Trinity on the Hill Episcopal Church, Los Alamos

2021\_TOTH\_budget\_new.xlsx

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Accounts	2020 Budget	2020 Actual (Jan. 16, 2021)	2021 Budget	2021 Actual (Dec. 31, 2021)	2022 Budget
<b>Other Restricted or Designated Expenses</b>					
190230 - To Principal Payments	\$ 1,880	\$ 950	\$ 950	\$ -	\$ 950
190280 - Other Released funds Expended	\$ 12,187	\$ 1,075	\$ 1,075	\$ 10	\$ 1,075
190270 - Capital Imp Expenses	\$ 1,268	\$ 4,122	\$ 4,122	\$ 3,184	\$ 4,122
<b>Total Other Restricted or Designated:</b>	<b>\$ 15,115</b>	<b>\$ 6,147</b>	<b>\$ 6,147</b>	<b>\$ 3,194</b>	<b>\$ 6,147</b>
<b>Total Released Funds Expenses:</b>	<b>\$ 109,586</b>	<b>\$ 34,593</b>	<b>\$ 34,593</b>	<b>\$ 58,166</b>	<b>\$ 34,593</b>
<b>Restricted Pass Throughs</b>					
190240 - Smiths Bucks Pass Through	\$ 27,585	\$ 3,940	\$ 3,940	\$ -	\$ -
190250 - Other Restricted Pass Through	\$ 3,733	\$ 950	\$ 950	\$ 255	\$ 950
<b>Total Restricted Pass Throughs:</b>	<b>\$ 31,318</b>	<b>\$ 4,890</b>	<b>\$ 4,890</b>	<b>\$ 255</b>	<b>\$ 950</b>
<b>Funds moved to Temp Rest Accts</b>					
190181 - To Memorials/Flower/Columbarium	\$ 22,036	\$ 1,048	\$ 1,048	\$ -	\$ 1,048
190210 - To Restricted Accounts	\$ 81,008	\$ 40,059	\$ 40,059	\$ -	\$ 40,059
190220 - To Capital Improvement Account	\$ 25,030	\$ 12,488	\$ 12,488	\$ 10,531	\$ 12,488
<b>Total Funds moved to Temp Rest Accts:</b>	<b>\$ 128,074</b>	<b>\$ 53,595</b>	<b>\$ 53,595</b>	<b>\$ 10,531</b>	<b>\$ 52,547</b>
<b>Total Expenses</b>	<b>\$ 662,866</b>	<b>\$ 493,270</b>	<b>\$ 492,424</b>	<b>\$ 479,298</b>	<b>\$ 529,579</b>