

Trinity Presbyterian Church
4746 SW 21st Street
Topeka, Kansas 66604-3510

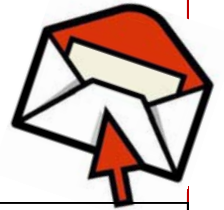
2011 Annual Report

INDEX

	Pages
Agenda	2
Minutes of Annual Meeting - January 31, 2011	3-4
2011-2014 Church Officers	4
Staff Reports	
•Pastor Shelley Craig	5
•Pastor Kate McGee	5-6
•Celebration Choir Director	6
•Christian Education Director	6
•Heritage Choir Director	6-7
•Parish Nurse.....	7
Board, Committee & Group Reports	
•Christian Education Committee	7-9
•Clerk of Session	9
•Congregational Nominating Committee.....	10
•Day Care Committee	10-12
•Day Care Liaison/TDC Little Explorers.....	12
•Deacons (Board of).....	12
•Endowment Committee	13
•Evangelism Committee.....	13-14
•Fellowship Committee.....	14
⇒Sticks ‘n String.....	14
•Finance Committee	14
•Gifts & Memorials	14-15
•Mission Committee.....	15
•Peacemaking Committee	16
•Personnel Committee.....	16-17
•Property Committee.....	17-18
•Stewardship	18
•Trinitech Committee	18
•Visioning Committee.....	19
•Worship Committee.....	19
Financial Reports	
•2011 Balance Sheet.....	20
•2011 Budget, Actual & 2011 Operating Budget.....	21
•Approval of Pastors’ Compensation Packages	22
Experience with Protection One Report	23

Trinity Annual Meeting - "You've Got Mail"


















"Glorify God. Share Christ's Love. Make New Disciples."



AGENDA

Annual Meeting of the Congregation and Corporation
of Trinity Presbyterian Church for the Year-2012

January 29, 2012 - 12:00 PM

-  Call Meeting to Order with Prayer and Welcome Kate & Shelley
-  Approve Minutes of 2011 Trinity Annual Meeting
-  Report of Pastors
-  Recognition of Elders and Deacons Completing Their Terms
-  Report of 2011 Clerk of Session Stan McAdoo
 -  2011 Nominating Committee Report
 -  Recognition of Newly Elected Elders and Deacons
 -  Election of 2012 Nominating Committee
-  Necrology
-  Endowment Committee Presentation Ross Freeman
-  Video: "Remodeling, Education Wing, and Little Explorers"
-  Recognition of Corporate Officers Fern Freeman
-  2011 Financial Balance Sheet Fern Freeman
-  2011 Budget, Actual and 2012 Budget Fern Freeman
-  Approval of Pastors' Compensation Packages Brad Parry
-  Old Business
-  New Business
-  Benediction

ANNUAL MEETING OF THE CONGREGATION & CORPORATION MINUTES

TRINITY PRESBYTERIAN CHURCH

Topeka, Kansas

January 30, 2011

“Glorify God. Share Christ’s Love. Make New Disciples.”

The Annual Meeting of the Congregation and Corporation of Trinity Presbyterian Church, Topeka, Kansas was called to order by the Rev. Shelley Craig (Pastor Shelley) at 11:45 a.m. on January 30, 2011. The meeting was preceded by a potluck luncheon. Pastor Shelley opened the meeting with prayer. A quorum was determined.

Pastor Shelley welcomed the congregation. The minutes of the January 31, 2010 Annual Meeting were approved.

Pastor Shelley talked about how “Bob the Builder” has been busy at Trinity throughout 2010 and shared the “Parables of Three.” Rev. Kate McGee (Pastor Kate) followed and related some specific accomplishment in 2010 and some future possibilities for Trinity in 2011.

Pastor Shelley recognized and thanked each of the Elders and Deacons completing their term of active service. They are: Elders: - Judy Messenger, Deacon Oroke, Randall Scott, Phyllis Todd, Forrest Craig and Deacons: Rosetta Casselle, Marvin Burris and June McMaster. Appreciation was given to the staff for their commitment and service to Trinity.

Clerk of Session, Randall Scott, thanked the members of the 2010 Congregational Nominating Committee for their service and moved that Stan McAdoo, Rosetta Casselle, Jon Farrell-Higgins, Beverley Lutz, Craig Stafford, Pat Thomblison, and Pastor Shelley Craig (Ex Officio) be elected as the 2011 Congregational Nominating Committee. Being no further names presented from the floor the motion was seconded and passed.

The Clerk’s report continued. The following officers beginning their new term of active service were recognized: Elders: Susan Burris, Michael Hampton, Martha Miller, Brad Parry, Dana Schoffelman; Deacons: Alice Langley, Kay Graham Scott, Carolyn Burns and Endowment: Connie Hubbell. Randall thanked and recognized those Trinity staff members that assisted him during his three years as Clerk. Pastor Shelley recognized and thanked Randall for his years as Clerk of Session and announced that Stan McAdoo will be the new Clerk.

Pastor Shelley, Pastor Kate, and Randall read the necrology report highlighting the lives of the five Trinity members who died in 2010 (Dale Owells, Mary Byers, Sue Brown, Merline Snyder and Helen Hengelfelt). Their names were read and each life celebrated.

Dennis Williams, Chair of the Endowment

Committee presented endowment checks totaling approximately \$2,700 divided between the three categories of (1) Facilities Maintenance, (2) Supplemental Mission Funding, and (3) New Programs. Four of the six applicants received grants including two for Trinitech, one for the Mission Committee, and one for the Evangelism Committee.

A “Bob the Builder” video was presented which highlighted both Trinity’s early years when the church was formed and its progression up until the current time. Forrest Craig was recognized for his contribution for the production of the video. Jane Williams, Chair of the Long Range Planning Committee shared results from activities previously performed by staff, session, and others regarding discerning God’s will for Trinity through “Holy Conversations.” Following, the people (by table) responded to the two questions of (1) What is one of your favorite things about Trinity? and, (2) What one wish do you have for Trinity’s future?

At 12:45 p.m., the motion was m/s/p for the Meeting of the Congregation to recess and for the Meeting of the Corporation to be called to order. Fern Freeman, the presiding officer of the Corporation, indicated that there was no new business or matters to bring forth from the Corporation and then asked for questions. Being no questions, the motion was m/s/p to adjourn the Meeting of the Corporation and to call back to order the Meeting of the Congregation.

Continuing the Meeting of the Congregation Pastor Shelley called upon Fern Freeman to present the Financial Secretary’s Report, Treasurer’s Report, and the 2011 Budget Report. Fern recognized and thanked the members of the Finance committee and discussed the skills and talents they have provided. Special recognition was given to Treasurer Martha Huizenga and Financial Secretary Lee Langfitt. The individuals who volunteer as Trinity’s “Offering Collectors” were also recognized. Following each report presentation, the congregation was given the opportunity to ask questions.

Jan Allen, Chair of Personnel Committee presented the proposed 2011 Compensation Package for Rev. Shelley Craig. Those present were given the opportunity for questions. The motion was m/s/p to approve the 2011 Compensation Package for Rev. Shelley Craig, as presented. See below:

Compensation Package for 2011

Rev. Shelley C. Craig

Cash Compensation	\$53,791.01
Reimbursable Expenses	8,548.50
Matching Contribution to Retirement Savings Plan	12,000.00
Benefits (Pension, Death & Disability)	<u>16,882.43*</u>
TOTAL	\$91,221.93

Cash Compensation consists of:

Cash Salary & Housing	\$13,846.51
Housing Allowance	36,000.00
SECA Allowance**	<u>3,944.49</u>
TOTAL	\$53,791.01

Reimbursable Expenses Consist of:

Continuing Education	\$1,600.00
Business Expenses	600.00
Mileage Expenses	2,600.00
Medical Reimbursement	<u>3,748.50</u>
TOTAL	\$8,548.50

Jan next presented the proposed financial package for Rev. Kate McGee. Those present were given the opportunities for questions. The motion was m/s/p to approve the Compensation Package for Rev. Kate McGee as presented. See below:

Compensation Package for 2011
Rev. Kate McGee

Cash Compensation	\$42,873.26
Reimbursable Expenses	4,800.00
Benefits (Pension, Death & Disability)	<u>13,829.40*</u>
TOTAL	\$61,502.66

Cash Compensation consists of:

Cash Salary	\$16,760.00
Housing Allowance	25,000.00
SECA Allowance**	<u>1,113.26</u>
TOTAL	\$42,873.26

Reimbursable Expenses Consist of:

Continuing Education	\$1,600.00
Business Expenses	600.00
Mileage Expenses	<u>2,600.00</u>
TOTAL	\$4,800.00

*Benefits are mandatory dues payable to the PC (USA) Board of Pensions and are set at 31.5% of a pastor's Effective Salary (Cash Salary plus Housing Allowance plus Medical Reimbursement). Matching contributions to the Retirement Savings Plan are not subject to dues.

** Under IRS Regulations, all ministers are considered self-employed for income tax purposes and are subject to a total SECA (Self-Employment Contribution Act) contribution of 15.3% of gross income. This amount is equivalent to a traditional employee's FICA contribution of 7.65% of gross income plus the employer's matching FICA contribution. Because SECA Allowance is not included in the computation of Board of Pensions dues and although this will ultimately result in reduced retirement benefits, the Pastors have voluntarily opted to accept a SECA Allowance of 1/2 of the SECA liability (reducing dues payable by Trinity to Board of Pensions) as part of total cash compensation.

Following the acceptance of all reports, and there being no old or new business to report, at 1:05 p.m., the motion was m/s/p to adjourn the 2010 Annual Meeting of Trinity Presbyterian Church. Pastor Kate McGee closed with prayer.

_____, Moderator _____, Clerk
Rev. Shelley Craig Stan McAdoo

CHURCH OFFICERS

SESSION

Class of 2011

(Going off Session)

Anton Ahrens
Jan Allen
Don Burns
Marty Peterson
Lynn Weaver

Class of 2012

Becky Bollinger
Cathy Brake
Fern Freeman
Stan McAdoo
Jane Williams

Class of 2013

Susan Burris
Michael Hampton
Martha Miller
Brad Parry
Dana Schoffelman

Class of 2014

(New Class on Session)

Toni Farrell-Higgins
Bob Fincham
Kari Hachiya
Debra Stufflebean

BOARD OF DEACONS

Class of 2011

(Going off Deacons)

Beverley Lutz
Peggy Morford
Craig Stafford

Class of 2012

Karen Leon
Jane Smelser
JoAnn Stauffer

Class of 2013

Carolyn Burns
Kay Graham Scott
Alice Langley

Class of 2014

(New Class of Deacons)

Susan Bozeman
Becky Jones
Peggy McAdoo

Endowment Committee

Class of 2011

(Going off Committee)

Michael Langfitt
Galen Unruh
Dennis Williams

Class of 2012

Ross Freeman
Christa Sloop

Class of 2013

Connie Hubbell

Class of 2014

(New Class going on)

Randall Scott
Scott Anderson

Clerk -----Stan McAdoo
Treasurer -----Martha Huizenga
Financial Secretary -----Lee Langfitt
Moderator -----Rev. Shelley Craig

2011 CONGREGATIONAL NOMINATING COMMITTEE

Randall Scott, Chair Craig Stafford
Jon Farrell-Higgins Pat Thomblison
Beverley Lutz Rosetta Casselle
Pastor Shelley Craig (Ex Officio)

STAFF REPORTS

Pastor Shelley

This year Trinity has faced a trinity of challenges: testimony; toddlers; and testing a new Celebration worship time.

In a variety of settings we struggle to learn to speak of our faith to offer witness to how we see, hear, and discern God moving/working/breathing/whispering/nudging/pushing/pulling/calling us in our daily lives. We hear this question asked in sermons and we hear members give their testimony in worship. We practice answering this question in staff and Session meetings. We rehearse it in lectio divina on Thursdays and the pastors Weekly Word blogs usually look at the preached scripture through this lens. Officers are asked to speak their faith stories in preparation for ordination. To recognize that Christ walks with us every day is our personal and corporate spiritual challenge. As we become more discerning, we are more comfortable speaking of the movement of the Holy Spirit as we encounter the “other” in mission or as we invite others to join us in our faith adventures at Trinity. Speaking our faith out loud is a spiritual discipline in worship, personal devotions, Bible study, mission and evangelism.

The second major challenge of 2011 has been to prepare to open our building to house toddlers five days a week in the Little Explorers Childcare. This intensive effort to build an Education Wing and remodel and update the current building has involved the newly formed Day Care Committee, the Property Committee, office staff, and the cooperation and support of the entire congregation. This yearlong challenge is more fully documented in the Day Care annual report elsewhere in this document. Building this partnership with TDC (Topeka Day Care) has been a mission, evangelism, Christian Education, and property/campus effort. The challenge for 2012 will be the Capital Campaign to pay off the debt incurred by this multi-discipline venture.

The third challenge of 2011 has been to move our Celebration worship service to a new time, re-naming it Alive@5 and adding a Light Bites (food and fellowship) component. Worship on Sunday afternoons is viewed as an alternative for weekend workers/warriors/travelers; an acknowledgement of the proliferating extracurricular family options for Sunday mornings; a chance for more personal fellowship with the pastors following worship; and an opportunity for more participatory worship. Evaluation of the effectiveness of Alive@5 and Light Bites is ongoing.

In all our ministries, Christ challenges us to be pro-active, forward looking, flexible, and responsive to the particular needs within and beyond our family of faith. Thanks be to God for all the opportunities of 2011 and the multitude of resources we’ve had to claim our

responsibilities in welcoming these opportunities.

Grace and Peace,
Pastor Shelley

Pastor Kate

In the middle of this year, my title in the Presbyterian Church officially changed from ‘Minister of Word and Sacrament’ to ‘Teaching Elder.’ Reflecting on 2011 at Trinity, the responsibility of Teaching Elders to equip the saints seemed to cover the many different ways Trinity is growing (Ephesians 4:11-12).

Equipping the saints (i.e. you!) means empowering the members and visitors here to live out their callings as Christians – to minister and share Christ’s love with the rest of the world. With the youth group, it means not only finding fun in Christian fellowship, but learning and living out our faith as well. Whether we are planning Youth Sunday, hanging out watching the Super Bowl, traveling to El Salvador, or being Salvation Army angels, we are working not just to learn more about God but also life and social skills to be authentic Christians in our lives today. As I teach Confirmation class with the other teachers, I journey with the seventh and eighth graders as they struggle to express their faith and how they encounter God.

With the Mission Committee, we have worked to find different ways for people to participate in mission activities, building traditions like the Christmas Pledge and collaborating with other committees like Christian Education to maximize the reach. For instance, at Trunk or Treat, the children and youth put together clean-up buckets for victims of disasters, to be distributed by the Presbyterian Disaster Assistance. We also worked with Session to work towards Session’s commitment to 25% of Trinity’s budget going to Mission and Peacemaking as we continue to reach out to our local community and our global sisters and brothers.

In worship, through crafting liturgy and sermons, I have worked to educate and equip our saints to see God working in their lives and to see how the Word of God is still relevant today. Working with the saints on the Worship Planning Team has allowed me to both learn from and help equip those saints in keeping worship fresh and authentic.

With the Deacons, as I offer training and receive feedback, I am equipping those saints to offer their ministry of presence with our Trinity friends who are going through hard times of illness, loss, or other crises. Likewise, as I travel to visit Trinity saints in the hospital, rehab, or at home, I work to bear God’s presence to them and equip them to stay in connection with the God who loves them and who is with them.

In all these different areas, as I work to empower others to take the initiative and develop spiritually and emotionally, I found that I too as a pastor become more equipped, as I learn, grow, and interact with all those who

come through Trinity's doors. I hope that as I continue to partner with the staff and the congregation, we will be able to more fully glorify God, share Christ's love, and make new disciples.

Grace and peace,
Pastor Kate

Adult Bell Choir Director

The Adult Handbell choir is doing very well. We took the summer off and resumed rehearsal in August. We are ten people strong and have presented musical offerings several times through the year. We rehearse Thursday evenings. The choir members have great attitudes and strive to do their best each week. The handbell choir is looking forward to providing music for our services and praising God in the coming year!

Theodore Musick

Celebration Choir Director

Celebration team provided inspired leadership of Celebration Worship on Sunday mornings for the first portion of the year. Beginning in August we made the bold transition to Alive @ 5 Worship on Sunday afternoons. With the transition we saw changing of the guard as vocal personnel were called to serve Alive @ 5 in different capacities. We've been able to use the gifts of several new drummers that serve with Theo. Jaron, our keyboardist, continues to grow as a musician and leader in worship. Thanks to Anna Ahrens for joining as a new singer, and to Mary Nestor for her expressive screens and help with the music files. Going strong with dedicated vocalists that often serve both in Heritage Choir and Celebration Team, we are blessed to be a part of this new and budding ministry. The openness and intimacy of Alive @ 5 brings us into focus with how we may better serve our glorious God!

To God be the glory!
Carmen Raines

Christian Education Director

2011 was an exciting year full of change for Christian Education at Trinity! It has been an opportunity to vary, deepen and modify how we learn about God! We have increased our use of technology with the use of our netbook computers (all six computers are checked out each Sunday through May). We installed a white board and projector in Room 9 (adult Sunday school class) which will allow us to play DVDs, project documents from the computer, etc. We are learning how to share children's classrooms with Little Explorers (a wonderful experience that allows us to benefit from their resources and vice versa).

We have updated our child protection policy to ensure two adults are in each classroom/activity. We have redefined what Holiday Sunday school will look like and introduce it in 2012. We are looking to the future and examining trends in Christian Education. We realize the church of today is not what it was yesterday and will not look the same tomorrow. We are spending time praying, thinking and discussing whether CE at Trinity is ready for

the next decade.

In my position, I oversee the nursery, Sunday school classes and communicate the excitement of learning about God with all of our youth and adults which we do every Sunday and on special occasions like: Christmas pageant, Easter Activities, Rally Day, Vacation Bible School.

You'll get a taste of that excitement in the Christian Education Committee report about all our CE activities. Speaking of Christian Education committee, I work with an incredibly dedicated group of people which includes the Adult, Youth, and Children's Subcommittees. These folks really make CE go! If you have any ideas or suggestions about Christian Education, please feel free to catch me so that we're doing the best we can do as we continue on this road of being disciples. In Christ

Karen Meenen

Heritage Choir Director

Coming up on 15 years now, Dr. Snook has been pleased and gratified for the support music programs enjoy at Trinity Presbyterian Church.

The **Heritage Choir** is holding steady at 20-25 singers. 2011 brought several new members, and Trinity's generosity has allowed for two paid soloist/section leader positions. Money for instrumental and vocal solos also has been available as needed, enriching Trinity's musical offerings. The **Heritage Choir** rehearses Thursdays, 7:30 to 8:30 p.m., and at 10:00 a.m. on Sunday mornings. The **Heritage Choir** offers music for almost every Sunday morning service, September through May. Also offered: music for **Xmas Eve**, a **Xmas Concert** for the last two **Advent** seasons (and again this 2011 season), alternating **Ash Wednesday** musical offerings, two services for **Holy Week**, and for other occasions as requested.

Summer 2011, Trinity again offered a single 9:30 a.m. blended service on Sunday mornings, with open musical participation to anyone attending the 7:00 p.m. Thursday rehearsal, and with liturgical and planning participation to anyone interested. Lee Snook and Carmen Raines shared the responsibilities of managing the music offered in each summer service, and Lee was quite comfortable with how things transpired.

For **Advent** this year, Trinity financially supported **Heritage Choir's** Advent concert, which consisted of 10 choral pieces by Conrad Susa. The pieces consisted of about twenty minutes of Spanish cultural music, using only harp, acoustical guitar, marimba and vibraphone. Four extra vocal soloist/section leaders were also hired. Although no keyboard part was written for the Susa work, Sheryl Daniels played as needed for every rehearsal and then played for two *a cappella* sections of the concert so the choir would be more confident. Sheryl's help was greatly appreciated. Pastor Shelley and Pastor Kate put together a wonderful service with the Susa pieces interspersed. The concert seemed to be well received and the choir worked very hard. The Advent concert was presented on Sunday morning, December 18, 2011, in the 10:30 service, with Dr. Snook conducting.

Sheryl Daniels is invaluable as our organist/keyboardist, and her superior abilities continue to bring a wealth of knowledge and experience to the music programs at Trinity. The **Heritage Choir** continues to offer solid musical and social interaction opportunities for a large group of dedicated, talented people. As a choir, we look after each other, pray for each other, and work at praising God with our musical offerings.

The **Adult Bell Choir** is now led by Theodore Musick, who is also tenor section leader in the **Heritage Choir** and percussionist for the 11:30 **Celebration Team**.

Respectfully,
Dr. Lee Snook

Parish Nurse

“I will bring health and healing to it; I will heal my people and will let them enjoy abundant peace and security.” (Jeremiah 33:6). “Comfort, comfort my people, says your God.” (Isaiah 40:1) These scripture passages reflect and echo the Parish Nurse Ministry. Our parish nurse ministry and its support by the pastors and our Deacons’ visitation ministry provide support and a ministry of presence to its members, family members, and ‘Friends of Trinity.’

Kathy Welch, in her role as Parish Nurse, integrates a truly holistic approach to health care, incorporating our Christian faith with nursing and medical knowledge to promote healing and wholeness of mind, body, and spirit. It is a call to service, to bring Christ to others, to exemplify compassion and healing, for Jesus says, “I AM come that you may have life, and have it more abundantly.” (John 10:10).

Visitation to parishioners who are sick, hospitalized, and homebound or in care facilities is her primary mission providing a ministry of presence and support. Through her roles of advocacy, liaison, health counselor and educator she provides resources and support. The Parish Nurse focuses on wellness, disease prevention, and health promotion in the monthly TT articles and B/P checks. ‘Care Notes’ ministry provides support pamphlets on a wide variety of topics, especially that of grief and loss. Health promotion classes that are led by parishioners include the low-impact aerobics class and Yoga. Refer to monthly Deacons meetings’ minutes and the Parish Nurse Ministry brochure for further information regarding the PN and Deacon ministry.

In Christ,
Kathy Welch, RN

BOARD, COMMITTEE & GROUP REPORTS

Christian Education Committee

The Christian Education Committee is the “umbrella” committee overseeing Children’s Subcommittee, Youth

Subcommittee and Adult Subcommittee. Members of the 2011 CE Committee were Becky Bollinger, Julie Friedstrom, Bev Lutz, Karen Meenen, Dana Schoffelman and Susan Whipple.

Children’s Subcommittee – What an exciting year! We have seen many changes in 2011 and are motivated to continue our journey of learning about God in 2012! Some of the changes we have experienced this year include:

- Sharing space with Little Explorers (needless to say we have had to learn a lot for licensing). This is a wonderful experience. For example, our 5th/6th grade Sunday school class gets to share a room that is filled with live creatures (the praying mantis laid eggs in December and we expect them to hatch in the spring).
- We have a new nursery which is wonderful!
- We have a new playground which our classes love to visit.
- We have improved classrooms – lights turn off and on in each classroom, new paint, two entrances/exits into children’s classrooms, etc.

The Children’s Subcommittee is responsible for Christian Education at Trinity for children ages birth (including the Nursery – see below) through senior high. We have a committed, energetic, fun group of Sunday school teachers. Karen Brown supervises our nursery/preschool with a group of volunteers who assist.

- Ages 5–2nd Grade teachers–Joyce Adcock, Cathy Headworth and Peggy McAdoo
- 3rd–4th Grade teachers–Cathy Brake, Craig Stafford and Susan Whipple
- 5th–6th Grade teachers–Becky Bollinger, Dana Schoffelman and Von Unruh
- Confirmation (7th & 8th Grade) teachers – Shelley Craig, Sheryl Fulton, Kate McGee and Cory Schoffelman
- Senior High (9th – 12th Grade) teachers – Brad Parry, David Ross and Pat Thomblison

Our netbook computers are in high demand. All six are reserved each Sunday through next May. It’s exciting to watch children relate to technology as they learn about God.

The Children’s Subcommittee is also responsible for the following activities:

- Camp Sunday
- Valentine’s Luncheon and Cookie Decorating Scout Sunday
- Easter Activities
- Third Grade Bible Presentation
- Teacher Appreciation
- Graduation Sunday
- Camp Heartland
- Vacation Bible School – over 90 children and 60 volunteers participated in “PandaMania Where God Is Wild About You”
- Rally Day – Trinity’s Expo

- Trunk or Treat
- Trinity's GRAND Day
Children's Advent Program

Confirmation – The 2011-2012 class is studying the WE BELIEVE curriculum and activities. We are having a wonderful year with eight students studying baptism, Old and New Testament, sin and grace, prayer, where do we find God?, Holy Spirit, Resurrection, and Presbyterianism to name a few topics. A favorite activity was eating cake decorated with the Presbyterian symbol.

Class members made faith visits to the Unitarian Church, Second Missionary Baptist Church in Grandview, MO, Most Pure Heart Catholic church in Topeka, and the Jewish Synagogue in Topeka. They participated in a retreat weekend at Highlands Ranch in September. They created their own church service after the prayer walk.

Class members serve as liturgist at the 10:30 service when one of the pastors is out of town. They will write their Faith statements of beliefs to submit to the Session and the congregation for acceptance to membership in Trinity. Graduation and reception into membership is May 20. A couple of the students may be baptized at that time.

Students are Isabel Ashley, Audrey Barnard, Sarah Meenen, Walker Ricks, Bryce Stevenson, Claire Stevenson, Natalaya Thomblison and Donna Whipple.

Nursery/Preschool – Thanks to Trinity's partnership with TDC and the beautiful new addition, our church nursery is now upstairs and highly visible for all to see as they first come in Trinity's front doors - closer to the sanctuary and more convenient for parents.

Trinity has a longstanding commitment to providing childcare during worship and other church activities so families with young children can participate fully in church life. We strive to provide an inviting, safe, loving environment for children in our nursery.

Our nursery offers a positive and nurturing first church experience. We provide childcare during worship services, music practices, meetings, Fellowship Fridays, and Vacation Bible School. We teach a Preschool Sunday School Class on Sunday mornings, based on the Wee Believe curriculum. Children who attend during worship services are offered a Bible story and related age-appropriate activities as well as free play. The new Alive@5 service on Sunday evenings has added a new nursery time, and need for volunteers.

Caring nursery volunteers are essential to help Trinity fulfill its mission to young children and their families. Our child protection policy requires two adults be present when children are in the nursery—approximately 20 time slots per month. Trinity has one paid staff person in the nursery; the second adult is a volunteer. Thank you all. It is a pleasure to help care for the children God has entrusted to us.

Youth Subcommittee – We started the year off with a blast as we led worship on Youth Sunday featuring

“The Amazing Race.” Three different teams journeyed to win the secret treasure as they struggled to answer the question, “What does the Lord require of you?” (Micah 6:8). I could not have done my first Youth Sunday at Trinity without the experienced help from Jon Farrell-Higgins and his great script-writing assistance.

We met weekly spring semester, working hard to plan and execute “A Night at Teenos”, an evening offering a dinner/auction/talent show to raise money for the youth to travel to El Salvador on the mission trip that summer. It was a huge success, raising approximately \$7000 and exceeding our planned goal. We are so thankful to everyone who came, who donated, and who supported the youth in their dream to travel to El Salvador.

Other spring activities included our annual Superbowl party, hosted by the Farrell-Higgins; creating and serving the annual Easter breakfast; helping with the community garden at VIDA; and enjoying our end-of-the-year lunch to celebrate our three seniors.

We met several times over the summer: helping out with Vacation Bible School, mission trip meetings, fun outings like a day at Worlds of Fun and watching a movie at my house.

Five youth (Anna Ahrens, Shane Ahrens, Meredith Higgins, Michael Meenen, and Donna Whipple), college student (Haven Ashley), Pastors Kate and Shelley, Ken Cott, Cory and Dana Schoffelman, traveled to El Salvador for a week of relationship building and accompanying our sisters and brothers in San Salvador, Nuevo Calvario, Rio Los Bueyes, and Los Talpetates. It was a privilege to experience their hospitality and the struggles. The youth worked hard to overcome the language barrier and get to know other youth, children, and adults. Everyone came back changed, and now we have names and faces to pray about when we hear references to El Salvador or the villages there. Those we met were encouraged that youth would take the time and raise money to travel down there as a testimony to the commitment of Trinity to maintain our relationship for years to come.

We met most Sundays in the fall, doing a variety of fellowship and church activities. We had 13 youth retreat to Heartland Center, where we bonded through teambuilding on the low ropes, roasted marshmallows and made S'mores, and planned and led our own worship on Sunday morning. We went mini-golfing, played on our new Wii and television, hosted the PNK Fall Rally, and helped out with the CROP Walk, Trunk or Treat, RAKE, and became Salvation Army angels at Christmas.

We continued to meet weekly with our Bible Study on Thursday nights, led by Pastor Kate. We explored “The Gospel According to Harry Potter”, looking for how this powerful book and movie series expresses glimmers of the Gospel and what we can learn about the Bible through it. Several youth participated in worship as musicians, liturgists, and offering the young people's message, in addition to the weekly work done in the soundroom and with the video camera.

Our last big event of the year was the Advent Skit “Breaking News: Live at Five”, in which we imagined Jesus’ birth set in modern times. Ten youth participated in the skit, three more than last year. Afterwards, the youth stayed to help serve our annual chili dinner. We raised money for our youth mission projects through serving the fantastic chili and chicken noodle soup prepared by parents and friends of the youth group.

The Triniteens look forward to what 2012 has in store for us as part of the ministry of Trinity Presbyterian Church!

Adult Education Subcommittee – The adult sub-committee coordinates adult learning opportunities at Trinity. We offer a variety of relevant, educational, thought provoking, challenging topics which ultimately enhance participants’ faith journeys. The average attendance combined for the three adult Sunday school classes in 2011 is 40 attendees. In addition, 10 adults teach children’s classes each Sunday giving us a total average of 50 adults participating in CE each Sunday.

The committee tried a new approach this summer by combining Jr. High, Sr. High and Adult classes, using the Noona video series, with an average of 15 attendees per class.

The adult sub-committee has also coordinated planning for Holiday Sunday events for all ages. The combined Holiday Sunday School class averaged 28 attendees per Holiday. The committee evaluated and reflected on the Holiday Sunday class. In response to the increasing attendance at adult CE classes, a plan has been developed for 2012 to continue all regular adult CE classes on Holiday Sundays. Children and youth classes will be combined into two groups and led by the Pastors on Holiday Sundays.

Members of this year's sub-committee: Dana Schoffelman, Session Representative; Judy Rundell representing the Fellowship Hall Bible Study class, Jenny Lee, the Room we Faith Journey and Holiday Sunday classes, Scott Anderson and Sheryl Fulton for Christian Perspectives in Room 9.

Committee goals for the upcoming year:

- Recruit additional committee members
 - Continue to increase overall attendance in classes
 - Improve publicity of adult CE opportunities both within Trinity and in the Community
 - Continue regular adult classes on Holiday Sundays
- Discern the potential to have an adult CE opportunity in conjunction with the Alive @ 5 worship.

Respectfully submitted,
 Becky Bollinger
 Karen Brown
 Sheryl Fulton
 Kate McGee
 Karen Meenen
 Dana Schoffelman

Clerk of Session Report—2011

NEW MEMBERS

<p><u>March 16</u> Catherine Newland Jerry Newland Joan Warren</p>	<p>June 15 Carol Calvin Kristen Blevins Amanda Rice Angie Kelley Brandon Corneliusen</p>	<p><u>August 17</u> Kent Ivey SuAnne Ivey Jane Hart</p>
<p><u>November 16</u> Allen Ansberry James Watt Marilyn Watt</p>		<p><u>December 21</u> Bill Cleland Juanita Cleland Janis Cleland Paul Cleland Bruce Livingstone Lillian Livingstone</p>

IN MEMORIAM

<p><i>Dick Smelser</i> January 31</p>	<p><i>Vi Alexander</i> February 2</p>	<p><i>Alice Taylor</i> April 21</p>
<p><i>Celia Spencer</i> May 1</p>	<p><i>Harold Brown</i> August 26</p>	<p><i>Brice Leon</i> September 16</p>
	<p><i>Louise Henstock</i> November 6</p>	

ACTIVE MEMBERSHIP ROLL (December 31, 2011) -- 336

	2011	2010	2009	2008	2007
Additions:					
Profession & Reaffirmation of Faith	8	10	2	15	6
Letter of Transfer	12	10	10	5	5
Restoration to Active Membership	0	1	0	0	0
Total Additions:	20	21	12	20	11
Losses:					
Certificate of Transfer	4	3	3	2	4
Deceased	7	4	11	13	7
Removal from Active Rolls*	11	0	18	1	27
Total Losses:	22	7	32	16	38
Net Change in Active Membership	-2	14	-20	4	-27
Infant/Child Baptisms	2	3	0	0	0
Adult Baptisms	3	0	0	1	0
Marriage	3	2	2	3	0
Average Church Attendance	188	180	181	191	187

*Membership rolls are reviewed annually to accurately reflect Active Status Membership

Respectfully submitted,
 Stan McAdoo

Congregational Nominating Committee

The Congregational Nominating Committee met and facilitated the following actions in 2011:

At the December 11, 2011 Called Congregational Meeting, the 2011 Congregational Nominating Committee made up of Jon Farrell-Higgins, Beverley Lutz, Craig Stafford, Pat Thomblison, Rosetta Casselle, and Stan McAdoo presented and the Congregation elected the following Elders, Deacons, and Endowment Committee members:

Elders:

(3 year terms) – Toni Farrell-Higgins, Debra Stufflebean, Kari Hachiya, and Bob Fincham

Deacons:

(3 year terms) – Susan Bozeman, Peggy McAdoo, and Becky Jones

Endowment Committee:

(3 year terms) – Randall Scott and Scott Anderson
(1 year term) – Christa Sloop

The following individuals are recommended to serve as the 2012 Congregational Nominating Committee:

Stan McAdoo, Chair, Clerk of Session
Alice Langley
Sheryl Fulton
Bob Hachiya
Greg Lee
Susan Burris
Pastor Shelley Craig, Ex Officio

Respectfully submitted,
Stan McAdoo, Chair

Day Care Committee

In the fall of 2010, the TDC VA Early Learning Center received notice that they would no longer be able to reside on the VA grounds. They were given 12 months to relocate the services they provide for 50 families. At the same time, Trinity had developed a task force to look at Christian Education and how to reach more young families. God started working through the task force to bring these two entities together and excitement started to grow. A Session Daycare Committee was created and it became clear that opening our arms to TDC would be mutually beneficial to both TDC and Trinity. The committee began a period of intense work and while barriers arose along the way, God continued to open doors and lead the committee forward. On October 31st 2011, Trinity opened its doors to the Little Explorers Learning Center and the committee knew that not only was it a good thing, but a GOD thing.

FINANCIAL SECTION:

	Budget	Actual
Miscellaneous	14,227.50	14,257.56
Sprinkler System	86,600.00	88,012.00
Fire Alarm/Door		
Access/Security	24,710.00	26,466.00
Building Addition Contract	277,016.00	283,767.00
Contingency	17,446.50	15,977.95
Interest on Line of Credit	-	6,292.58
Landscaping	-	4,869.52
Total Expenses	420,000.00	439,642.61
Rent & Reimbursements	-	6,590.87
Unrestricted Donations	-	150.00
Landscape Donation	-	5,000.00
Total Revenue	-	11,740.87
Total Project Cost	420,000.00	427,901.74

Originally budgeted for \$420,000, the building addition and the upgrade of current space were completed on time and opened on October 31 at a final cost of about \$428,000 (pending final billings and audit). Of this amount, the \$8,000 over-run was drawn from the Capital Repair & Replacement Fund, about \$290,000 was funded by drawing on our Line of Credit established at Church Development Corp. and the remaining \$130,000 was borrowed from existing reserves and dedicated funds. A Capital Campaign is being planned for 2012 to retire these debts.

The concept for the design of the new addition is based on the desire to have the new wing blend into the existing church context. It was important that the building be constructed of materials consistent with the existing church as well as the type of construction express a strong image of the existing church. All decisions made in developing the design were based on the goals that if a visitor came to the church for the first time, they would be unable to distinguish which part of the church was constructed at which phase. Most importantly our design goal was to have a building of which the congregation would be proud.

To accomplish these goals the following design concepts were utilized:

- Locate the addition on the site where Trinity's nursery would be in close proximity to the main entry and Sanctuary.
- Use energy efficient design concepts/equipment (R-19 wall insulation, R-30 roof insulation, north clerestory windows for natural light to supplement the artificial light fixtures, energy efficient HVAC systems).
- Make the existing church safer through installation of a fire alarm and sprinkler system.
- Use the same brick that was used in the 1980's addition/remodel.
- Use existing church geometry – similar roof lines and slopes.
- Use the same window material, sizes and proportions

as the existing church.

- Locate the new playground areas on the west side so vehicular and pedestrian traffic along 21st and Sims streets would give the impression Trinity is a thriving, energetic congregation.
- Actual size of the addition was based on childcare square footage per licensing.

Due to the extremely tight time frame it was important to solicit reputable engineering firms and general contractors for this project. Starting with the design team getting the construction documents completed, through the bidding process of the general contractor and their sub-contractors, all understood the vision of producing the project in a short time frame. The following firms were part of the design/construction team:

- PKMR Engineers – Mechanical, Electrical, Plumbing
- Certus A/E Group – Structural Engineers
- Senne & Company – General Contractor
- Tamara and Michael Hampton – Architects

During the design and construction of the project almost every firm/contractor/supplier discounted or donated some aspect of their trade (either donating their time and or money) to the project. With every day we could see God's hand in every person who had any part of this project. Contractors, subs, suppliers and manufacturers seem to have an unspoken understanding of their role and responsibility in the project and how their part affected the project goals. Even governmental agencies (state and local) who review and approve such projects communicated and work together efficiently to achieve approvals so TDC could open for business on time! God truly is awesome!!

The Trinity Day Care Committee felt it was extremely important to keep the congregation informed and updated on its progress. Communication with the congregation was ongoing throughout the planning and construction process. On a monthly basis Cathy Brake, committee chair, provided articles for the Talking Trinity. Other methods of communication included the use of pre-service slides, updates in The Trinity Candle, website updates, a bulletin board display, announcements before worship, the postings of TDC information throughout the church, and a TDC display in the parlor during the month of August. At the end of October TDC started operating at Trinity and communication continues between TDC and Trinity through a Trinity staff person, Karen Meenen, who act as liaison.

Trinity has been afforded a unique opportunity to house a daycare in its facility. But this opportunity is more than housing a daycare on the grounds. This is a low cost daycare which provides the Topeka community an opportunity for families to send their children to quality daycare. These children have a safe and welcoming home during the day while being given the education that will benefit them throughout their lives. Housing this daycare has also benefited the children of Trinity. Our children have the use of the new nursery

facilities during evenings and weekends. The nursery, now on the first floor, is visible to everyone, allowing church members and visitors to witness our children hard at play. It allows parents to check on their children without having to run downstairs. This nursery is new, updated, and exciting. In addition to this new Education Wing, our children now have playgrounds which are fenced, fun and safe.

What a privilege and a blessing God has given me in positioning me as the Elder for the Day Care Committee. It was a joy to work with such a talented, gifted group of professionals. This committee was formed in response to a need identified here in the Topeka community. The Topeka Day Care (TDC) was losing their day care building on the Veterans Administration property. TDC is a 501 © 3 United Way agency. TDC provides quality low cost early childhood education to families in the Topeka area. About 50% of the current VA Early Learning Center clientele are considered low-income and a large number are considered "at-risk" due to poverty, single parent homes, etc. TDC does not limit the number of SRS families and provides sliding scale scholarships for families who don't quite qualify for SRS but could not otherwise afford quality day care.

While the TDC leadership team investigated several options the opportunity was also presented to the Christian Education Committee here at Trinity Presbyterian Church (TPC). As conversation continued, we realized that day care presents a unique opportunity for Trinity to maximize the use of our underutilized space (classrooms not used on weekdays) and expand our existing space while meeting several long-time goals such as providing mission-outreach to a segment of the Topeka Community. An initial assessment was done by a core group representing TPC. Karen Meenen presented the idea of leasing un-used space at TPC at the January 2011 Annual Meeting. At this point none of us in the congregation or on the committee truly understood what this would mean for TDC and TPC but it was approved to continue moving forward. At this point we were acting on blind faith thinking it would be a fairly simple process to allow TDC to utilize our un-used class room space during the week days. Little did we know what the scope of this mission opportunity God was presenting to us. The committee moved forward on a foundation of God's grace and constant prayer with the ultimate goal of being able to be a partner in saving (53) day care spots and (14) teachers' jobs. At this time, Jan. 2011, we did not have building plans and the deadline for TDC to move was the end of October.

As the secretary of the daycare committee, Melissa Ansberry worked to document everything that was discussed at each meeting. She wanted to make sure that there was sufficient documentation for all of the important decisions that were made. There were many discussions over the details of the new construction, and it was great to see everyone working

together to make the best decision for Trinity as a church. Melissa enjoyed getting to see, first-hand, the involvement of some of our members in what has become a wonderful outreach mission for our local community.

As a parent of a child that attends TDC, she appreciates the daycare having a safe and welcoming building for their daily operation.

Submitted by Members:

Cathy Brake (Chair), Becky Bollinger, Forrest Craig, Michael and Tamara Hampton, Karen Meenen, Jane Williams, Pastor Shelley Craig (ex officio), Melissa Ansberry (Secretary).

Day Care Liaison TDC Little Explorers

God's Surprising Wonders – A little over a year ago I kept hearing God nudging, pulling and pushing me to talk about CE possibilities at Trinity. Who would ever imagine that from forming a CE strategic planning task force to discuss endless possibilities that within a year Trinity would build an Education Wing to house 47 students in Little Explorers Day Care. As a member of the newly formed Session DayCare Committee, I spent hours with Topeka Day Care (TDC) discussing how we could form a partnership. In the process, I have learned many things about licensing that I would never have imagined (all of our food in classrooms have to be in ziplock bags or in Tupperware type containers, locks on all cabinets, covers on all outlets, what is KQRIS, etc).

Now that Little Explorers have moved in, I have been hired as the TDC Little Explorers Liaison for Trinity to provide a communication channel between Trinity and Little Explorers. As challenges, issues, or possible miscommunications arise as we learn to share our building, I am in dialogue with the Site Director of Little Explorers to resolve questions and creatively and mutually address concerns.

We are so excited about the opportunities Little Explorers gives Trinity such as evangelism possibilities to expand Vacation Bible School and several of our other programs and to provide mission outreach in the Topeka community.

The most recent example has been the Topeka Day Care Christmas pageant at Trinity in which 84 children from three TDC centers participated (needless to say we had standing room only). We are looking forward to working with Little Explorers in 2012 and into our mutual future.

Blessings
Karen Meenen

Deacons

Class 2011: Peggy Morford, Craig Stafford; Class 2012: Linda Dolezal (January – May), Karen Leon, Jane Smelser (July – December), JoAnn Stauffer, 2013: Carolyn Burns, Alice Langley, Kay Graham Scott, and Beverley Lutz (2011), Moderator

Deacons minister to our TPC family to offer sympathy, prayer and service to any who may be in distress and to celebrate with all in times of joy in the Name of our Lord Jesus Christ. Our radical hospitality is to be present with those who feel alone in times of difficulty. Presence is shared by visitation, phone calls, and cards of concern.

Kathy Welch, parish nurse, expands the Deacons ministry visiting and calling on our homebound and hospitalized.

Deacons Activities:

- Visitation – Deacons regularly visit the homebound as well as individuals experiencing times of crisis and concern. Donated Sunday floral bouquets are used to provide some of the flowers that are delivered to the sick and shut-in. Deacons extend the arm of care after the pastors and parish nurse meet critical needs. Deacons provide grieving members with a special meditation book to help them in their time of need.
- Card ministries– our card ministry sends cards in times of illness or grief, and to encourage, and celebrate special joys, new parents, and significant birthdays. College students and summer campers have received cards from the card ministry as well.
- Thinking of you – members are encouraged to participate in a correspondence ministry by completing “Thinking of You” cards provided in the pews. When left in the offering plate or with an usher, the Deacons facilitate delivery of these notes.
- Special needs – Deacons seek to provide assistance as needed upon recommendation of the pastors or parish nurse. The parish nurse maintains some medical equipment such as crutches and walkers which can be borrowed as needed. Requests for special needs may be made to any Deacon.
- Glorify through Beauty – Lilies at Easter and Poinsettias at Christmas continue to be a way for the congregation to share remembrances and honorariums of thanksgiving in worship. Following the celebration, designated plants are delivered to homebound members affording another symbol of the Deacons’ ministry of presence.
- Ministry to the Deacons – a time of ministry to the Deacons was established in our meetings by Class Year rotated on a monthly basis this year. This is a time when the 3 Deacons each have a time to sit in a chair surrounded by the remaining Deacons and Pastor to share

a need they would like the group to pray about for them.

The work of the Deacons is best accomplished when members let us know of their needs; requests are kept confidential.

Deacons Peggy Morford, Craig Stafford, and Beverley Lutz completed their time of official service. We appreciate the continuing care provided by those who resume their regular membership roles.

Your Sister in Jesus the Christ,
Beverley Lutz, Moderator

Endowment Committee

Our annual grant program occupied most of our time and effort from October on and we are pleased to be able to award 5 grants totally \$3,150, \$2,590 of which is from our invested assets and \$560 from other Endowment funds.

In addition to our grant work, the committee spent much of this year in a “clean up” mode. The first major task involved a determination as to the “principal” or “corpus” of our invested assets. We have records of gifts made to the Endowment Committee since January 1, 2002 but we have not been able to find any records of the gifts made prior to that date. Therefore, even though we were confident the January 1, 2002 balance included earnings in addition to gifts, we asked the Session to confirm our decision that the principal or corpus of the Endowment Funds as of January 1, 2002 was the balance as of that date which was \$33,680. Since that date the Committee has received \$20,340 in gifts so that the principal or corpus of the invested assets is now \$50,020. The significance of that amount is that in calculating the annual 4% of the average balances, the Committee cannot draw the invested assets down below the principal or corpus of the assets which is now \$50,020. The Session at its November meeting confirmed our decision and, from here forward, the Committee will know the exact amount of the principal or corpus of its invested assets.

Our second “non-grant” activity involved the investment of the gifts given to the Endowment Committee which has been restricted to invest “most funds under their control with the Presbyterian Church (U.S.A.) Foundation”. Historically, the Committee has invested its funds with the New Covenant Mutual Funds which, in its prospectus, states they “*may*” choose not to purchase, or “*may*” sell, otherwise profitable investments in companies which have been identified as being in conflict with (the social-witness principles approved by the General Assembly of the Presbyterian Church (U.S.A.)). The use of the word “may” is permissive rather than mandatory and, while the New Covenant Funds are separate from the Presbyterian Church (U.S.A.) Foundation, the Committee has so limited its investments.

However, once we started looking at how our

investments have grown, we found that as of 10/31/2010, our New Covenant funds had a value of \$76,684, by 9/30/2011 the value had dropped to \$66,219, and as of mid-December it is down to \$62,999. We asked the Congregation to approve the removal of the above referenced limitation and, at the December 8th Congregational Meeting, the Congregation approved our request. The day after the Congregational Meeting, we received the New Covenant Fund prospectus which stated the Fund’s investors and all but one of the Fund Trustees had resigned.

I greatly appreciate the time, energy, and commitment of the Committee members. Trinity is fortunate to have people such as Connie Hubbell, Michael Langfitt, Galen Unruh, Dennis Williams, and Pastor Shelly who are willing to step up and do what is needed to be done to help build a solid financial foundation for the future.

Respectfully submitted,
Ross Freeman, Chairperson

Evangelism Committee

The Evangelism Committee in 2011 consisted of Pastor Shelley Craig, Deacon Oroke, Pam Oroke, Julie Friedstrom, Julie DeJean, Jeanie Wallace, Barb Koci and Susan Burris as chairperson.

The Evangelism Committee’s responsibility is to invite, advertise and welcome people into our church. Our goal in 2011 was to find new ways to reach out to people in creative and caring ways.

Advertising was accomplished through several different Media. During Lent/Easter an updated television ad from Klik Kreative was used. Easter/Lent and Christmas/Advent brochures were created listing all the Trinity events. Announcements of upcoming events were posted on the Topeka Community Calendars, Five videos advertising Alive@5 were created and shown at the beginning of the worship services and the videos were put on the Trinity Website. Alive@5 and the Christmas Eve Services were advertised on cjonline.com. These on-line advertisements were partially paid for through a Trinity Endowment Grant and they had a direct link to the Trinity Website. Many events were advertised on Boyles signs. Posters were created and posted around the church to invite people to upcoming events and invitations were extended to events during the Children’s Sermons. New Email addresses obtained at Trunk or Treat were used to invite people to Christmas Activities.

Jeanie Wallace continued to organize the Greeting Ministry at Trinity. She had greeters on Sunday morning and Alive@ 5. Jeanie kept track of the visitors and recorded them for the Evangelism Committee and Pastors. A Bread Ministry was started this year for first time visitors. Jeanie would telephone one of the Evangelism Committee members to deliver bread to first

time visitors. Positive response was received from this new form of evangelism.

The Evangelism Committee supported Pastor Shelley and Pastor Kate when they had new member classes through refreshments and hospitality.

The Evangelism Committee wishes to thank Becky Crowl and Forrest Craig for their support in the many evangelism endeavors.

New ways to evangelize and advertise are always being explored by this committee.

Respectfully submitted
Susan Burris, Moderator

Fellowship Committee

Fellowship committee has been busy this year planning and managing many events in the life of Trinity. This included the luncheon prior to the annual meeting in January, Sunday School teacher appreciation treats, an Easter Egg hunt dinner, graduation reception and BBQ lunch, VBS, treats for Heartland Camp sign up, Trunk or Treat lunch, and Christmas Eve Wassail. Other activities were weekly treats and hostessing for Sunday morning fellowship in the parlor, Art in the Parlor, Fellowship Fridays, and Vespers at Presbyterian Manor. We also had a dart gun game booth at Rally Day.

Our monthly meeting has been on the second Sunday during Sunday School time as needed. We also communicated by email.

We welcomed new committee member Kristin Blevins who jumped right in to host Christmas Eve Wassail and this was much appreciated.

Sharing the kitchen space with TDC/Little Explorers has worked out very well.

Thank you very much to my committee members: Melissa Ansberry, Kristin Blevins, Forrest Craig, Pastor Shelley Craig, Ann Fincham, Julie Friedstrom, Lou Nell Gustavson, Becky Jones, Alice Langley, Muriel McClenny, Karen Meenen, Becky Schooler, Von Unruh, Susan Winter.

Thank you also to congregation members who so generously have provided treats for Sunday mornings as this has allowed us to stay within our budget. Thank you to Becky Crowl for her support, ideas, and help throughout the year.

Respectfully Submitted,
Lynn Weaver, Moderator

Sticks 'N String

Sticks and String is a fellowship crafting group that meets every week. Most participants knit and crochet together, but all crafts are welcome. We enjoy sharing current projects, helping each other, and lots of good visiting! Our charity projects this year focused on keeping little heads warm. We knit purple baby caps to

aid in child abuse prevention. The hats will be distributed to new parents with training to prevent shaken baby syndrome. Several knitters contributed to Heifer International to provide wool bearing animals to families in need. We all enjoy knitting for family and friends and were able to gift several prayer shawls.

Psalm 139: 13-14

You created every part of me, knitting me in my mother's womb. For such handiwork, I praise you. Awesome this great wonder.

Thanks be to God!
Carmen Raines, Leader

Finance Committee

The Finance committee assists committees, groups and members with budget and expense issues, reviews income and expenses regularly and provides monthly reports to Session. The committee will offer advice and/or recommendations on financial issues when requested.

Each year the Financial Policies of Trinity which include the VISA Credit Card Policy, Security Card Policy, Mail Distribution Policy, Securities Gifting Policy, Receipt of Monetary Gifts Policy and the Sam's Card Policy are reviewed and updated where needed.

Byron Porter, CPA, with the firm of Cavanaugh & Porter, reviewed the 2010 financial records of Trinity and found everything in order.

Trinity is truly blessed to have Lee Langfitt, as our Financial Secretary, and Martha Huizenga, as our Treasurer. These ladies spend endless hours as volunteers fulfilling these financial responsibilities. We can't thank them enough for their dedication and expertise.

We, also, thank our dependable Offering Depositors: Becky and Richard Jones, Allen and Melissa Ansberry, Marilyn Leinacker, Lou Nell Gustavson, Scott Anderson, Susan Bozeman, and Beverly Lutz. They provide a valuable service to Trinity.

The following dedicated people serve on the Finance committee: Becky Schooler, Kari Hachiya, Forrest Craig, Michael Hampton, Lee Langfitt, Martha Huizenga, and Pastor Shelley. Their time, efforts and expertise are greatly appreciated.

Respectfully submitted,
Fern Freeman, Moderator


Gifts and Memorials


In 2011 landscaping was put in around the new day care facility/nursery and the play ground area. This was a memorial to Alice Taylor provided by her family and Alice's memorial fund. New light weight rectangular tables were purchased from the memorials to Dick Smelser.


Remaining in the gifts and memorials account are memorials to Merline Snyder, Kevin Kresie, Sue Brown, Harold Brown, Vi Alexander, Brice Leon, A.G. Anbari, Louise Henstock, Joe Morgan, Celia Spencer, Ed Kurtz, and Helen Carlson.


Respectfully submitted,
Susan Burris


Mission Committee


 General Mission Budget of the Presbyterian Church (U.S.A) – The General Assembly theme on faith, discipleship and mission is “.. to do justice, to love kindness, and to walk humbly with our God.” Micah 6:8. Trinity supported PC(USA) General Mission throughout the world with a contribution of \$35,000 in 2011

 VIDA Hispanic Ministry – Trinity members served at VIDA in a variety of ways. We have several dedicated volunteers who assisted with teaching English, worked in the nursery and homework room. Students also had the opportunity to learn essential computer skills and participate in art classes. The community garden received lots of attention and work from many volunteers and provided healthy, homegrown produce for many families. Trinity supported VIDA through a \$5000 donation as well as 283 canned food items from our Sunday School Mission Project.


 Let's Help – Trinity volunteers faithfully prepared and served a warm lunch each month to people in our community. In addition to this service, Trinity gave \$1600 to support various programs at Let's Help and an additional \$900 to purchase food items.


 Doorstep – In 2011, Trinity donated approximately 1900 pounds of food (including 520 pounds from VBS and 228 pounds from Souper Bowl). Volunteers also worked in the clothing room at Doorstep. Trinity supported Doorstep with \$3200 in donations.


 Topeka Rescue Mission – Trinity members served dinner once a month to hungry people in our community. As a mission project, we decorated and delivered several dozen sugar cookies for Valentine's Day. Trinity supported the Rescue Mission with \$2200 in donations.


 Marion Clinic – This agency provides health care, hope and healing to uninsured, low income families of Topeka. Trinity supported their ministry with a donation of \$1000.


Rally Day – The Mission Committee participated in this event with Mission Mania, a learning opportunity for people to see what kinds of opportunities Trinity supports and how they could get involved.


 Theological Education and Seminary Student Support – Trinity gave \$1000 which supports the eleven seminaries of our denomination as they prepare a new generation of ministers and church leaders.


 Latch-Keyboard Project – Trinity gave \$400 which went to support music education for children and the summer music classes during June and July.


 Boy Scout Troop 172 – Trinity donated \$100 and provided a weekly meeting place for the Troop.


 Crop Walk – Approximately 22 Trinity members participated in this event to raise money for world hunger. We raised \$1560 for this event.


 R.A.K.E. – This year, 20 people joined together to go out and rake the yards of 8 Trinity members.


 VBS Mission Project – Our mission project this year was Food for the World. Children learned about the needs in our community and the world and were encouraged to bring in canned food items. We collected 520 items that we donated to Doorstep.

 Meals on Wheels – Twice each month, Trinity volunteers delivered warm meals to people in our community.

 My Christmas Pledge – Supported by Mission Committee, this provided Trinity members with an opportunity to reach out and serve people in our community. This year, we had 62 pledges made by members.

 Coupons for Families – Started new this year, this program encouraged people to save their coupons, which were then used to purchase necessity items for low income families at Topeka schools.

 Sticks and Strings – This year, 9 chemo hats and 33 purple caps were knitted for the Purple Crying Project.

 One Great Hour of Sharing and Christmas Joy Offering – Taken in April and December, Trinity gave generously to these offerings to support PC(USA) mission work.

Respectfully submitted,
Martha Miller, Moderator

Peacemaking Committee

The work of the Peacemaking committee includes support of local peacemaking initiatives such as the support of the Topeka Center for Peace and Justice, planning and conducting the Lenten Prayer Vigil, support of the projects in El Salvador, and interpretation of all peace making related initiatives in the church. Though all of our programs and projects, we thank and praise God who gives shalom to all people. Thanks also to all Trinity members who, as God's "hands" in Topeka and beyond, continue to support peacemaking initiatives.

On October 2, as we received the Peacemaking Offering, we remembered the peacemakers of years past — in our congregation, presbytery, synod and the denomination as a whole. We have renewed our calling as followers of Christ, who not only taught us the ways of peace but is our peace. Of the \$ 4114 raised by the offering, over \$ 1000 was sent to the Topeka Rescue Mission which has continued to see increases in the number of clients served each day. The remainder of the offering was sent to support missions in the presbytery, synod and general assembly of the PCUSA.

The Trinity prayer vigil began at 9 pm on Maundy Thursday, April 21, and continued through the night, ending on Good Friday, April 22, at 9:00 am. The sanctuary was arranged with prayer privacy and comfort in mind. Soft music and dim lighting, accentuated by candlelight, set the mood. Centering prayers and other structured prayers were available. A prayer "wall" was available to post prayers. Over 35 people participated in the vigil.

The various ministries in El Salvador continued in 2011. A fifteen member delegation visited El Salvador in July. Six youth and five adults made the trip from Trinity, along with two adults and two youth from First Presbyterian Church in Wichita. Carmen and Josefa visited Topeka in December. The visit was coordinated by the Peacemaking committee and Neil and Janet Weatherhogg were house hosts for Carmen and Josefa during their week-long visit.

The school in Talpetates is thriving with about 375 students in Kindergarten through 8th grade. It continues to be recognized as a fine school in the region. Thank you for your continued support of the school. Because of your support of the 2011 Trinity budget, about \$ 28,000 went to direct support of projects/salaries in Talpetates. Money from Trinity continues to provide salaries for two teachers, including the computer teacher, stipends for the three Casa Materna (health care) workers, supplies for the Casa Materna and the school, and a nutrition program for the school that provides lunch and snacks. Those who have contributed to the recent scholarship drive have provided scholarships for eight high school students through 2011 and nine student scholarships beginning in 2012. Thank you for your continued generosity!

In addition, a \$ 2000 check was sent in December

2011 to help the villagers buy needed food. A series of floods this summer and fall destroyed crops and flooded homes. This was reported by Carmen and Josefa during their visit. As we approach the 20th anniversary of the relationship with the people of Talpetates, we should reflect on the good friends that we have met and gotten to know by God's Grace.

Dana Schoffelman described the bond well when she wrote, "A group of us from church went to visit some friends in El Salvador. While we were there, they worked really hard to let us know how important our friendship is to them. I don't speak Spanish so I couldn't understand most of their words, but I could feel their gratitude for us. You know how I could tell? They gave us gifts, wrote us thank you letters and sang songs. They embraced us with hugs, held our hands and threw confetti in the air when we arrived at the village. Have you ever gone to a friends house for a visit and they threw confetti just because they were so glad to see you and so thankful of your friendship? No, me either. But do you know that that is exactly what happened in Los Talpetates, it was pretty exciting. We were finding confetti for days. Another thing they did was they said Gracias a lot. Gracias is how you say thank you in Spanish. And if you are really thankful, you say muchos gracias (many thanks). So, I wonder why our friends in El Salvador are so grateful for our friendship that they would make all these wonderful things? What could possibly be so special about our friendship? I was wondering about this during our visit. So remember how I said that I don't speak Spanish. Well I had to listen very carefully when Ken was translating. And I had to listen not only with my ears, but with my heart. I learned that because of our relationship with our friends in El Salvador, things that seem impossible; become possible. It sounds kind of miraculous - things that seem impossible; become possible. And that is something to be very thankful about. And what do we say when we are very thankful? MUCHOS GRACIAS!"

This committee's progress has been a result of the commitment of its members to making a better, more peaceful world. Thanks to committee members: Dennis Williams, Jane Williams, Jenny Lee, Marty Peterson, Jan Waide, Ken Cott, Pat Thomblison, and Anton Ahrens. Thanks to Pastor Shelley for her support, suggestions and guidance.

Submitted by,
Anton Ahrens, Moderator

Personnel Committee

The Personnel Committee's purpose is to provide an orderly, focused, and considerate means for the Session to build a healthy work environment and encourage professional growth and development for all staff.

Trinity is blessed with an excellent staff. The Personnel Committee does everything it can to provide support and guidance for that staff. Some of the highlights

of our work in 2011 include:

- When you have an excellent staff you always hope for stability with in the organization. We had that in 2011. There were only a couple of personnel changes this past year. With the building of the new nursery and the addition of Topeka Day Care this fall our janitorial duties changed significantly. It was with sadness that we had to discontinue our relationship with janitors Niles and Michael Brandstoetter. A janitorial service is now utilized. We added two new part time positions that were needed with the addition of the new day care. Both of these positions were filled by current employees. Karen Meenen, our Christian Education Director, will also serve as our Liaison to Topeka Day Care. Our secretary Becky Crowl has taken on the responsibility of being our room set-up person.
- A new Family Leave Policy was developed by the Personnel Committee and approved by Session.
- For the majority of the past year our committee has been working on a new Sexual Misconduct Policy for Trinity. It was approved by Session in November. We are now in the process of implementing that new policy.
- Two staff functions were held this past year. We hosted a Staff Appreciation Lunch this summer at the church. A Staff Christmas Brunch was held at Pastor Shelley's home. The brunch was catered by the Personnel Committee.
- One of our main responsibilities each year is to conduct staff performance evaluations. Pastor Kate had her six month performance evaluation this past spring. All staff went through the evaluation process near the end of 2011. We would like to thank all of those who took the time to fill out an evaluation on a staff member. That feedback is very important for the committee and the staff.
- The committee continues to confer with and provide guidance to Pastor Shelley on any personnel concerns that might arise.

The Personnel Committee's goals for 2012 will include:

- Review and update all job descriptions.
- Continued review of personnel policies.
- Continue to support the staff, and encourage staff development and communication.

Personnel Committee members are: Duane Huizenga, Greg Lee, Jon Farrell-Higgins, Jan Allen, and Pastor Shelley, Ex-Officio Member. We would like to thank everyone for their support of our staff this past year. We look forward to a great year in 2012.

Respectfully Submitted,
Brad Parry, Chair

Property Committee

The Property Committee is responsible with maintaining the building and grounds of Trinity including the rental house. Besides the building and grounds the committee oversees the heating, air conditioning, electrical, snow removal for the parking lots and sidewalks, lawn and landscaping care, annual elevator inspection, maintenance of all systems, church lock up, janitorial services and supplies. A lot of the committee's time and energy was involved in monitoring the progress of the building addition project.

The following are projects within the main Building project that were included in the overall project to enhance the Church property:

- Upgraded the stairwell railings and handrails to current building code
- Repaired the basement sump pump outflow
- Reduced the number of bulletin boards along the hallway to limit the amount of combustibles per building code
- Installed a fire sprinkler system throughout the Church
- Installed a fire alarm system throughout the Church
- Security/ door access system upgrade
- Added a sanitizer/dishwasher in the kitchen and associated exhaust system
- Separated the three banks of lights into three separate switches in Fellowship Hall
- Separated the light switches in the Mid-High and High School Youth rooms
- Separated the light fixtures within Creation Station classrooms to be switched individually
- New basement drinking fountain
- New playground
- New landscaping
- Relocated existing trees to other locations on the Church grounds
- New Creation Station and former nursery floor finishes
- Panic hardware on Creation Station exit doors
- New light fixtures in the Narthex/entry
- New main electrical service
- Located the Church property boundaries
- Additional electrical outlets for appliances and converted existing outlets to 3-prong grounded outlets
- Separated the electrical circuits for Pastor Shelley and Pastor Kate's offices
- Painting all the exterior wood fascia, soffits, doors and window frames
- Blinds for new addition and DCE office
- Painted parking lot stripes
- Re-lamped the Sanctuary lights

- Built shelves in the wash/dryer room
- Additional sidewalks around playground and parking lot

Other projects outside of the main building project that were accomplished this year included:

- Fixed the collapsed sewer line for the rental house
- Submitting insurance claim for damaged shingles for the church and rental house
- With the help of the leasing agency we found a new tenant for the house

We wish to thank Gerald Adcock and Ralph Howard for their dedication to mowing and trimming Trinity's lawn as well as recognizing Stan McAdoo and Dennis Williams for their willingness to assist in numerous "odds and ends" throughout the year. There were other unnamed helpers throughout the year that give their time and talents with the up keep of the flowers and landscaping so Trinity can continue to be a beautiful and welcoming community of faith. We couldn't have completed the amount of work accomplished this year without their dedicated service.

I wish to thank the following for their continued commitment to help manage these projects as well as serve on the committee – Forrest Craig, Bob Fincham, Chuck Linn, Chuck McClenny, Jim Hunt, John Weisgerber, and Lee Blanck.

Respectfully Submitted,
Mike Hampton, Chair

Stewardship Committee

The members of our committee included Pastor Shelley Craig, Pastor Kate McGee, Alden Hickman, Bev Lutz, Deacon Oroke & Pam Oroke. Our special thanks goes to Forrest Craig, Becky Crowl & Lee McGee for their support of our committee.

We were led by God to follow the theme "Steward-Ship" & chose Luke 5: 1-11 as our Scriptural guide. Jesus calls all disciples to "let down their nets" even when it seems difficult. Our congregation discovered that when we all come together & let our nets down, they will be overflowing with God's Grace.

Thanks to each of you who did board the Trinity Steward-Ship in 2011 & pledged your support to the Master of our Steward-Ship. The Trinity Steward-Ship was able to set sail into the deep waters because you so generously offered your time, talents & financial support to the work of the church.

We will continue to sail the waters together as the family of faith, ever deepening our journeys with Christ. Thanks be to God!!

Respectfully Submitted,
Jan Allen, Chairperson

Trinitech Committee

The function of the Trinitech Committee is to provide support to other committees of the church over a broad range of communication and technology topics and Trinitech has formed an email-based discussion group to interactively discuss topics which need the Committee's attention.

Trinitech business continues as usual in the general area of support (questions about software use, simple hardware problems, etc.) technical assistance to the Worship Planning Team and the Youth website, maintaining Trinity's website and the Sanctuary and Fellowship Hall sound rooms and providing technical assistance to Christian Education for Sunday School classes and Finance Committee's preparation of budget spreadsheets and other financial reports while overseeing equipment valued at over \$25,000.00.

Thanks to Shane Ahrens, Anna Ahrens, Mary Nestor, and Forrest Craig who run the sound booth each Sunday and to Mary Nestor who prepares all the wonderful slides. Trinitech provides a significant enhancement to worship at Trinity each Sunday as well as other special programs and events. We have worked to make these services "state of the art" in every way possible. Audio recording and filming of the Sunday services is an excellent way for those who are unable to attend a means of seeing and hearing the service from the comfort of their homes. Recordings are available at trinitypresbyterian.net/sermons.

The Trinity web site (trinitypresbyterian.net) is an excellent reference for members as well as those who may be looking for a Church Home or who might be interested in joining Trinity.

During this year, bids were requested from two companies for the purpose of possibly obtaining a contract for the maintenance of the entire computer system. Following the receipt of the bids, no action was taken due to the cost of such a contract.

The server, which is approximately 9 years old, and never actually meant to be used as such, was very problematic for a time which took a lot of time and effort for Forrest to get it back up and running. It was decided to go to a Cloud Based program through Church Windows to alleviate some of the burden on the server. This was done and for the last several months has worked well and is well liked by those using that program.

I can't emphasize enough my thanks to those previously mentioned who work each week to make it possible for Trinity to have to type of worship service that we have come to expect.

Respectfully submitted
Don Burns, Chairman

Visioning Committee

The Visioning Committee consists of Pastor Shelley, Pastor Kate, Julie DeJean, and Jane Williams. Its primary focus is to help Session and Trinity's congregation discern God's will for Trinity. In the past year the committee worked on the following tasks:

- Read articles and research about discernment and discussed various ways to develop corporate discernment at Trinity.
- Led a "holy conversation" during Elder and Deacon training. This training involved the use of a SWOT exercise in which the Elders and Deacons listed strengths, weaknesses, opportunities and threats relating to Trinity.
- Led a "holy conversation" at the January annual meeting where members of the congregation listed their "favorite things" about Trinity and their wishes for Trinity's future.
- Changed the name of the committee from Long-Range Planning to Visioning Committee. The committee felt this name better fit its actions and work.
- Encouraged corporate discernment by creating a blog called the Weekly Word.
- The Weekly Word allows people to read the upcoming Sunday's scripture, the pastor's reflection on the scripture and to respond if they wish.
- Led Session during three teaching times. The topics were "How People and Organizations Handle Change", The Weekly Word, and "Scripture as a Basis for Committee Work".
- Created a table for Rally Day titled "Connect 4 Trinity".
- Helped with Trunk or Treat registration and coordinated a drawing for a digital camera. Registration for the drawing encouraged email addresses which resulted in approximately 57 new emails added to the constant contact list. They are listed under the title "Community Friends".

The committee is grateful that Trinity has strong leadership and the support of the congregation. We are also grateful that we have a God who is so active in the life of Trinity and so full of love for its people.

Respectfully Submitted
Jane Williams

Worship Committee

The Worship Committee spent much time this year looking at a change in the focus of the worship services. Along with members of other committees, the committee evaluated possibilities for the contemporary service. A

decision was made to have one Sunday morning service at 10:30 and a new service, Alive@5 on Sunday evenings. Worship Committee worked with Evangelism to advertise the new service.

Members of the Worship Committee include Bev Thompson, Tamara Hampton, Debra Stufflebean, Shelly Craig, Kate McGee and Marty Peterson, moderator. The committee was assisted in a number of critical functions by:

- Dolores Kirk - Coordinating ushers for the 10:30 service.
- Bev Thompson assisted by Karen Sommers - Children's packets and pew supplies.
- Mary Nestor - Supply of bread and juice for communion.
- Joyce Adcock - Sanctuary greeters for 10:30 service.
- Susan Bozeman - Home communion.
- Kari Hachiya - Acolyte scheduling.
- Bob Crow and Tom Owells - managing the banners outside the church
- Mary Nestor - recording worship attendance
- Sound Booth Personnel and Videographer - Shane Ahrens, Eric Hampton, Mary Nestor, Forrest Craig.

Suz McIver took on a new ministry working with liturgical images in the sanctuary. The flower ministry continued with much success this year. Bev Thompson assisted with advertising of special services. Training classes for persons serving home communion was held.

The committee also worked with combining the two services into one service for summer, organizing the hanging of the greens and unhanging of the greens. Special worship was provided Ash Wednesday, Maundy Thursday and Christmas Eve. A Christmas cantata music service was also provided.

The Worship Planning Task Force spent many hours assisting in planning worship services. The task force members are Shelley Craig, Carol Thomas, Christa Sloop, Michael Langfitt, Lee Langfitt, Carmen Raines, Jane Williams, and Kate McGee. Pastor Shelley communicates the scripture and theme to the committee several months in advance. Then Worship Planning members research and make suggestions for drama, music, color and atmosphere. The group meets once a month to discuss ideas. They also select vocal and instrumental music to complement the theme with the help of Lee Snook, Sheryl Daniels, and Carmen Raines.

Respectfully submitted,
Marty Peterson, Moderator

Trinity Presbyterian Church - Topeka KS
Balance Sheet as of December 31, 2011

Friday, January 13, 2012

Page 1 of 1

Account #	Account Name	YTD Balance
Assets		
1.001.001	Checking Account - Silver Lake	18,848.68
1.002.001	Money Market - Silver Lake	75,474.44
1.002.101	Money Market - Investment Planners	100.01
1.005.001	Securities	7,969.32
1.005.102	PF - Endowment #1017615	64,464.73
1.009.000	Building/Fixtures	1,674,000.00
1.009.100	House 4740 SW 21 St	91,400.00
1.009.200	Land	54,640.00
	Total Assets	\$1,986,897.18
Liabilities		
2.020.003	Prepaid 2012 Pledges	25,880.90
2.020.103	Prepaid 2012 Flowers	120.00
	Total Restricted Liabilities	\$26,000.90
2.000.000	Accounts Payable/Vendors	16,574.27
2.080.901	Sam's Club	1,090.05
2.080.911	Silver Lake Bank VISA	1,574.45
2.600.100	Line of Credit Loan	291,080.63
	Total Account Payables	\$310,319.40
	Total Liabilities	\$336,320.30
Fund Balance		
3.100.000	Operation Budget Fund	4,439.30
3.200.010	Continuing Education Carry-Over	1,794.65
3.300.000	Annual Offerings Fund	25.00
3.321.010	Los Talpetates Gen (Peace)	2,834.05
3.321.011	Los Talpetates Schl (Peace)	3,864.22
3.322.010	Cap RepReplace (Prop)	65,665.54
3.323.010	Deacons Fund	1,907.24
3.324.010	Gifts/Memorials Fund	13,501.90
3.332.010	Camps and Conferences (CE)	300.00
3.332.011	C.E. Youth Projects (Youth)	1,698.58
3.334.010	Fishes & Loaves Fund	182.71
3.334.011	Alive @ 5	200.00
3.336.010	Sanctuary Flowers (Worship)	20.00
3.337.010	F.A.S.T. CPR Fund	197.00
3.339.010	Trinitech (Trinitech)	1,267.97
3.400.000	Undesignated Funds	95.03
3.500.100	Endowment Fund	64,464.73
3.500.110	Endowment Fund Grants	267.98
3.600.100	Boy Scout Fund	2,571.55
3.650.100	Building Enhancements Fund	(420,000.00)
3.700.000	Building and Fixtures	1,674,000.00
3.750.000	House 4740 SW 21st	91,400.00
3.800.000	Church Land	54,640.00
3.900.000	Unrestricted Fund	85,239.43
	Total Fund Balance	\$1,650,576.88
	Total Liabilities and Fund Balance	\$1,986,897.18

2011 Budget, Actual and 2012 Operating Budget*Trinity Presbyterian Church*

	<i>Category</i>	<i>2011 Budget</i>	<i>2011 Actual</i>	<i>2012 Budget</i>
Budget Income	Pledges + Late Pledges	446,000.00	439,214.03	464,837.00
	Prior Year Pledges	100.00	505.00	1,000.00
	Initial Offering	100.00	240.00	100.00
	Non-Pledges	14,000.00	19,182.68	14,000.00
	Loose Offering	1,700.00	3,351.62	2,000.00
	Hastings Endowment	6,800.00	6,224.99	5,440.79
	Investment	2,100.00	2,728.52	2,100.00
	Fund Transfers	705.40	705.40	2,000.00
	Little Explorers Inc. (Rent + Custod	-	-	22,200.00
	House Rental Income	6,500.00	1,050.00	8,100.00
	Budget Income	478,005.40	473,202.24	521,777.79
Other Receipts	Annual Offering Income	-	9,771.80	-
	Misc. Mission Directed Income	-	8,983.91	-
	Dedicated Income	-	46,738.20	-
	Building Enhancements Income	-	11,740.87	-
	Miscellaneous Income	-	2,492.77	-
	Investment Appreciation	-	11,362.47	-
	Other Receipts		91,090.02	-
	Total Income	478,005.40	564,292.26	521,777.79
Benevolence Expense Budget	Mission	50,982.00	50,884.91	56,750.00
	Peacemaking	28,170.00	28,170.00	28,940.00
	Total Benevolence	79,152.00	79,054.91	85,690.00
Programs Expense Budget	Christian Education	12,855.00	12,854.94	12,469.56
	Youth	2,430.00	2,430.00	3,160.00
	Evangelism	3,000.00	727.54	1,484.00
	Fellowship	2,000.00	2,000.00	2,000.00
	Stewardship	125.00	125.00	125.00
	Worship/Music	1,400.00	1,259.08	1,750.00
	Total Programs	21,810.00	19,396.56	20,988.56
Property Expense Budget	Repair/Replacement Fund	-	-	7,520.93
	Property	14,000.00	14,403.10	27,600.00
	Insurance	15,000.00	15,467.00	16,700.00
	Utilities	20,000.00	19,499.29	27,000.00
	Line of Credit	-	-	12,264.00
	House	1,875.00	1,835.73	1,875.00
	Total Property	50,875.00	51,205.12	92,959.93
Administration Expense Budget	Denominational Support	9,468.00	9,467.28	9,920.30
	Finance/Administration	2,000.00	1,354.17	2,000.00
	Visioning	100.00	100.00	100.00
	Gifts & Memorial	100.00	100.00	100.00
	Office	7,800.00	7,787.21	8,250.00
	Technology	8,880.00	8,880.00	8,880.00
	Personnel	297,820.40	291,417.69	292,889.00
	Total Administration	326,168.40	319,106.35	322,139.30
	Total Budget Expenses	478,005.40	468,762.94	521,777.79
	Budget Income-Budget Expense	-	4,439.30	-
Designated Expenses	Annual Offering Expense	-	9,746.80	-
	Total Mission Directed Expenses	-	12,109.86	-
	Total Dedicated Expenses	-	44,902.19	-
	Building Enhancements Expenses	-	431,740.87	-
	Total Miscellaneous Expenses	-	2,397.74	-
	Total Investment Expenses	-	9,680.15	-
	Total Other Expenses	-	3,390.86	-
	Designated Expenses		513,968.47	-
	Total Expenses	-	982,731.41	-
	Total Income - Total Expenses	-	(418,439.15)	-
Notes	History: 2007 - Budgeted \$24,048 deficit, Actual \$19,092 surplus; 2008 - Budgeted \$31,465 deficit, Actual 14,126 deficit; 2009 - Budgeted \$0 deficit, Actual \$47,189 surplus; 2010 - Budgeted \$302 surplus, Actual \$21,260 surplus; 2011 - Budgeted \$0 surplus, Actual \$4,439.30 surplus.			

**COMPENSATION PACKAGE FOR 2012
REV. SHELLEY C. CRAIG**

Cash Compensation	\$53,357.40
Reimbursable Expenses	8,585.99
Matching Contribution to Retirement Savings Plan	12,000.00
Benefits (Medical, Pension, Death & Disability)*	<u>18,428.74</u>
TOTAL (<i>Increase of 1.26% over 2011</i>)	\$92,372.13

Cash Compensation consists of:	Cash Salary	\$17,357.40
	Housing Allowance	<u>36,000.00</u>
	TOTAL	\$53,357.40

Reimbursable Expenses Consist of:	Continuing Education	\$1,600.00
	Business Expenses	600.00
	Mileage Expense	2,600.00
	Medical Reimbursement	<u>3,785.99</u>
	TOTAL	\$8,585.99

**COMPENSATION PACKAGE FOR 2012
REV. KATE McGEE**

Cash Compensation	\$43,272.27
Reimbursable Expenses	4,800.00
Benefits (Dental)	735.72
Benefits (Medical, Pension, Death & Disability)*	<u>13,612.27</u>
TOTAL (<i>Increase of 1.49% over 2011</i>)	\$62,420.26

Cash Compensation consists of:	Cash Salary	\$17,208.60
	Housing Allowance	25,000.00
	SECA Allowance**	<u>1,063.67</u>
	TOTAL	\$43,272.27

Reimbursable Expenses Consist of:	Continuing Education	\$1,600.00
	Seminar Expenses	450.00
	Business Expenses	600.00
	Mileage Expense	<u>2,150.00</u>
	TOTAL	\$4,800.00

* Benefits are mandatory dues payable to the PC(USA) Board of Pensions and are set at 32.25% of a pastor's 2012 Effective Salary (Cash Salary plus Housing Allowance plus Medical Reimbursement), an increase from the 31.5% rate previously in effect for a number of years. Matching contributions to the Retirement Savings Plan are not subject to dues.

** *Under IRS Regulations, all ministers are considered self-employed for income tax purposes and are subject to a total SECA (Self-Employment Contribution Act) contribution of 15.3% of gross income. This amount is equivalent to a traditional employee's FICA contribution of 7.65% of gross income plus the employer's matching FICA contribution. Because SECA Allowance is not included in the computation of Board of Pensions dues and although this will ultimately result in reduced retirement benefits, Pastor Kate has voluntarily opted to accept a SECA Allowance of 1/2 of her SECA liability (reducing dues payable by Trinity to Board of Pensions) as part of her total cash compensation.*

Experience with Protection One

We chose Protection One (P1) to install a building-wide fire alarm system over 2 other bidders, primarily based on reputation and the expectation that, by dealing with a national and reputable fire, we would not be “surprised” as the project progressed. Of the multiple contractors and sub-contractors that we dealt with, only P1 provided an experience that wasn’t efficient, pleasant, and as promised. P1 has described their own performance in this project as “a series of blunders”. Here’s a condensed chronology:

After reviewing fire alarm bids by 3 firms, P1 was chosen. On Jun 17, a contract was signed with P1 for \$21,638 to install the minimum building-wide fire alarm system to meet fire department requirements for operating a day care center in a portion of our building. We were assured that installation would be completed by our Aug 31 deadline and that particular attention would be paid to the impact on aesthetics of our ground-floor space.

With no visible progress, we met with P1 on Sep 1 and they reported that the engineering drawings had been completed and would be submitted to the Topeka Fire Department on Sep 6 and installation would start on Sep 7. We later learned that the drawings were actually not completed until Sep 28.

On Sep 7, we met P1 and were informed that they were canceling our contract because they could not complete the project at a profit. After a couple of days of frantic concern on our part, P1 reversed their position and agreed to complete the contract but would not begin installation until Nov. When we explained that, in order for day care operations to start on Oct 31, day care and fire department inspections had to take place no later than Oct 24, P1 agreed to schedule installation to be completed by then.

On Oct 5, installation began, although the installers were idle for the first couple of hours as they waited for drawings and materials to be delivered by P1. Drawings were submitted for TFD approval after the installers arrived on-site. The installers assured us that their work would be completed no later than Oct 14.

On Oct 12, P1 called to say that additions to the fire alarm system were required that were not part of the original contract and that we would have to sign an add-on of \$7,093. We were informed that, without this add-on agreement, all work would stop immediately. At this point, we were less than 2 weeks away from various city and state inspections required to commence day care operations. Under such duress, we felt we had no choice except to sign the add-on.

On Oct 18, we met with P1 to discuss the chronology described above and our unhappiness with the missed

deadlines and the sudden 40% increase in project cost. P1 did not dispute the facts presented and would only commit to being responsible for seeing that “Protection One does a quality job that is completed on time”, presumably referring to the Oct 24 deadline.

On Oct 24, the fire alarm system failed inspection by the Topeka Fire Department for several reasons. Of particular concern to us were what appeared to be “rookie” mistakes:

Fire alarm cable was strapped to fire sprinkler piping. We had challenged this technique during installation but P1 belittled our concern.

No electrical inspection had been performed by the City of Topeka. Having observed the various city inspections of other contractors in our building, we were astonished that this surprised P1 and couldn’t help but wonder about their experience with projects of this scope.

The required Record of Completion, as-built drawings, and zone list were not provided at the time of the inspection and there was some question about whether the installers were even licensed to work in the City of Topeka.

Not noted on the inspection form, but obvious to even the most casual observer, was the poor quality installation exemplified by exposed red wiring in numerous locations.

Due to the failed Fire Dept. inspection, we received a temporary occupancy certificate which allowed Little Explorers to open the day care center as scheduled but giving only a limited time-frame to rectify the cited violations.

On Nov 22, the city’s electrical inspection was performed at P1’s request. The inspection failed.

At P1’s request, a second fire inspection was scheduled for Dec 2. The inspection failed.

Finally, with the successful completion of a Dec 20 electrical inspection and submittal of the required paperwork to TFD, the project appears to be complete.

We have found this entire experience to be very unpleasant, with multiple examples of poor project management and empty promises. A 2-1/2 month project became a 4+ month project which then became a 6-month project with a price tag that was 40% higher than was bid. P1’s promise of a quality job completed by Oct 24 was proven hollow in just 6 days. We also find it suspicious that, three months after signing, P1 tried to invalidate the original contract because they discovered it was poorly bid and would not provide sufficient profit and then, a month later and only days before installers were scheduled to finish, presented an unexpected \$7,093 add-on. We continue to negotiate with P1 to reduce this amount.

Day Care Committee

A Few of the New Happenings in 2011

ALIVE@5



SUMMER TIME AT TRINITY
BLENDED SUMMER WORSHIP
 JUNE 5 through AUGUST 14
 9:20am Sunday School
 10:30am Blended Worship Service
Join Us!



Construction is underway!!!

