

**2010 Annual Meeting**  
**Holy Trinity Orthodox Church**  
**November 14, 2010**

## Agenda

- i. Opening Prayer: "O Heavenly King..."
  - ii. Minutes of the 2009 Meeting (*see attached*)
  - iii. Priest's Report
  - iv. Treasurer's Report (*see attached*)
  - v. Review and Approval of 2011 Budget (*see attached*)
  - vi. Election of Officers (President, Assistant Treasurer, and Vice President—Grounds)
  - vii. Closing Prayer: "It is truly meet..."
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**Minutes from the Annual Meeting**  
**October 4, 2009**

The meeting was called to order at 12:15 p.m. by Father John Reeves with the signing of "O Heavenly King..."

1. JoAnn Takarchek made the motion to accept the 43 attending as quorum, Mary Kay Haupt seconded the motion. Passed 43/0
2. Minutes from the 2008 annual meetings stand as submitted.
3. Priest's Report
  - a. Next planning meeting on the purchase of the American Cancer Society building has not been scheduled yet.
4. Financial Reports
  - a. Because of the sweep account addition this year, we will be getting the same amount of interest as last year in spite of the plummeting interest rate other accounts.
  - b. Total HTOC assets are liquid assets not including building.
  - c. Richard made acknowledgement to all who he appreciated during his tenure as treasurer.
  - d. Provided overview of Matthew 25 and appreciation for commitment to this ministry.
  - e. Proposed Budget
    - i. Father John explained that the Pastoral Care Committee is responsible for the compensation package and was selected by Bob Roberts as President of the Council.
    - ii. This year giving has shown a drop in undesignated giving but weekly giving has readjusted back to where it was at the beginning of the year. This does not make up the deficit over the year but does show a sign of recovery.
    - iii. Increase of \$7,000 in total 2010 budget over last year's budget.
    - iv. November Trisagion will have an envelope for our seminarian support.
    - v. Bob Robert's report on personnel - \$6,000 increase.
    - vi. Parish Care Committee members were Chuck Beechan, Shane Stevens, Elaine Stewart. Increases were based on merit and not cost of living since there will be no cost of living in 2010 by Social Security.

- vii. Bruce Haupt made the motion to accept the proposed budget and Chris Reeves seconded the motion. Passed 43/0.
5. Election of Officers:  
 The following have been nominated for a two year term:  
 Michael Pelikkan, Secretary  
 Clay Bond: Treasurer  
 Edsel Miranda: VP for Building  
 The motion was made by Matushka Linda Reeves and seconded by JoAnn Takarchek to accept the above member for their nominated positions. The motions carried 43/0.
6. There was no new business submitted for consideration.
7. Father John acknowledged Richard Nakles and Judy Fryncko.
8. The motion to adjourn was made by Chris Reeves and seconded by Melody Thompson. The meeting adjourned at 12:45 PM.

Closed with the singing of "It is truly meet..."

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## Treasurer's Report

### ACCOUNT BALANCES (as of October 31, 2010)

<b>ACCOUNTS</b>	
Sabbatical Reimbursement Estimate	12,782
Checking Account	15,542
Money Market Account	79,762
<b>Total All Accounts</b>	<b>\$108,425</b>
<b>ASSETS DISTRIBUTION</b>	
<b>Committed Assets</b>	<b>\$19,545</b>
Chapel of the Holy Spirit Funds	19,545
<b>Liquid Assets</b>	<b>\$88,881</b>
DESIGNATED FUNDS	
Building	45,791
Property Reserve	10,013
Cupola	6,380
Matthew 25	2,583
Icon	2,509
Memorial	1,942
Sunday School	1,001
OCF 2010	725
Consecration Surplus	113
UNDESIGNATED FUNDS	
Operating Cash	17,824
<b>MORTGAGE BALANCE</b>	<b>\$230,053</b>

## 2011 Proposed Budget

### EXPENSES

CATEGORY	2010 ACTUAL*	2010 BUDGET	2011 BUDGET	% CHANGE
<b>Personnel</b>	<b>\$87,562</b>	<b>\$104,702</b>	<b>\$117,198</b>	<b>11.9%</b>
Rector's Stipend/Housing	55,300	66,360	<b>68,352</b>	3.0%
Deacon's Stipend/Housing	20,770	24,924	<b>32,424</b>	30.1%
Office Assistant	4,720	5,664	<b>5,952</b>	5.1%
Custodian	3,420	4,104	<b>4,320</b>	5.3%
Allowances—Other Clergy	—	—	<b>2,500</b>	
Rector's Continuing Education	1,902	2,400	<b>2,400</b>	0.0%
Supply Clergy	1,450	1,250	<b>1,250</b>	0.0%
Mortgage	\$16,204	\$19,444	<b>\$19,444</b>	0.0%
Archdiocese Assessments	\$13,284	\$18,182	<b>\$18,466</b>	1.6%
<b>Outreach &amp; Fellowship</b>	<b>\$8,143</b>	<b>\$12,350</b>	<b>\$8,850</b>	<b>-28.3%</b>
Adult Ministries	269	500	<b>500</b>	0.0%
Advertising	2,110	2,500	<b>1,000</b>	-60.0%
Literature	108	750	<b>250</b>	-66.7%
Matthew 25	642	2,000	<b>2,000</b>	0.0%
Miscellaneous	283	500	<b>500</b>	0.0%
Orthodox Christian Fellowship	1,690	2,000	<b>2,000</b>	0.0%
Orthodox Youth Association	137	1,000	<b>1,000</b>	0.0%
Parish Events	653	1,000	<b>500</b>	-50.0%
Speakers	1,096	1,000	—	-100.0%
Tender-Loving Care (TLC) Ministry	587	600	<b>600</b>	0.0%
Travel	570	500	<b>500</b>	0.0%
Utilities	\$5,202	\$6,805	<b>\$7,150</b>	5.1%
Liturgical	\$6,965	\$5,800	<b>\$4,675</b>	-19.4%
Physical Plant	\$3,025	\$4,300	<b>\$4,300</b>	0.0%
All-American Council (Sobor)	—	—	<b>\$4,000</b>	
Office Administration	\$2,903	\$2,650	<b>\$3,100</b>	17.0%
Missionary/Seminaries	\$2,621	\$4,000	<b>\$3,000</b>	-25.0%
Christian Education	\$2,068	\$2,250	<b>\$2,250</b>	0.0%
Coffee Hour	\$1,345	\$2,000	<b>\$2,000</b>	0.0%
Insurance	\$1,405	\$1,500	<b>\$1,650</b>	10.0%
Discretionary Fund	\$1,105	\$1,500	<b>\$1,500</b>	0.0%
Other	\$256	\$1,740	<b>\$250</b>	-85.6%
Refurnishings	\$1,370	\$1,500	<b>\$250</b>	-83.3%
<b>Total</b>	<b>\$153,458</b>	<b>\$188,723</b>	<b>\$198,083</b>	<b>5.0%</b>

\* through October 31, 2010. (Revised November 12, 2010.)

## INCOME

CATEGORY	2010 ACTUAL*	2010 BUDGET	2011 BUDGET	%
				CHANGE
Weekly Offerings	\$138,762	\$172,000	<b>\$181,000</b>	5.2%
Deacon Support Appeal	\$3,406	\$5,000	<b>\$5,000</b>	0.0%
Parking	\$1,943	\$2,000	<b>\$3,240</b>	62.0%
Candles and Flowers	\$2,103	\$2,100	<b>\$2,100</b>	0.0%
Matthew 25 Appeal	\$2,128	\$2,500	<b>\$2,000</b>	-20.0%
Missions Appeal	\$1,470	\$3,250	<b>\$2,000</b>	-38.5%
OCF Funding Appeal	\$725	—	<b>\$2,000</b>	—
Interest Income	\$1,316	\$1,500	<b>\$500</b>	-66.7%
Gertrude Hawk Candy Net	\$238	—	—	—
Other Income	\$1,471	—	—	—
<b>Total</b>	<b>\$152,840</b>	<b>\$188,350</b>	<b>\$197,840</b>	<b>5.0%</b>

\* through October 31, 2010. (Revised November 12, 2010.)

## CHAPEL OF THE HOLY SPIRIT REPORT

CATEGORY	2010 ACTUAL*
<b>Beginning Balance</b> from Dec. 31, 2010	<b>\$14,332</b>
<b>Income</b>	<b>\$16,679</b>
Weekly Offerings	16,679
<b>Expenses</b>	<b>-\$11,466</b>
Priest's Stipend/Housing	-10,000
Service Books/Music	-739
Outreach/Advertising	-682
Miscellaneous	-45
<b>Ending Balance*</b>	<b>\$19,545</b>

\* through October 31, 2010.

## Ministry Reports

### Altar Servers

Over the past year, the group of altar boys had grown significantly. We currently have two teams of six people serving every other Divine Liturgy. The ages vary greatly and anyone over the age of eight is welcome to join. This year the altar boys knowledge of the different services and what to do has greatly improved. An altar boys main job is to assist the clergy with many tasks like making sure the censor is ready for use, that the doors are opened and closed at the right time, and execute entrances. Altar boys also make sure the altar is clean, lamps are full with oil and lit before the services, and that lamps and candles are extinguished after services. If you would like to join in this service to the church, please see me.

— Micah Cattell

### **Altar Society**

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The Holy Trinity Altar Society is to serve God through the maintenance and beautification of the church, its vestments, altar cloths and baking of phospor throughout the changing liturgical seasons. We can always use more women to help us. Thank you.

— *Joanne Takarchek*

### **Bookstore Ministry**

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The Bookstore exists for the edification of the faithful of Holy Trinity and a helpful resource for those in the surrounding community who wish to learn more about the Orthodox faith. The Bookstore is open regularly on Sundays after the Divine Liturgy and by special appointment as needed. Special orders may be placed by contacting Matt Finke at [spruceisland@gmail.com](mailto:spruceisland@gmail.com).

Since the last Annual Meeting, the bookstore has seen \$2,178 in sales. This money has been spent over the past year to replace purchased inventory and to enlarge the selection of items in the bookstore.

— *Matthew Finke*

### **Chapel of the Holy Spirit**

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*(No Report Provided)*

### **Choir**

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*(No Report Provided)*

### **Coffee Hour**

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Every Sunday after Divine Liturgy, Coffee Hour takes place in the basement of Holy Trinity. It is a time for parishioners, newcomers, and visitors to socialize and get to know each other over coffee and snacks. A small group of about 27 volunteers, generally working in pairs, bring snacks, juice for the children, and toppings for the bagels that are provided by the church. They also set up before church and clean up afterwards; the present schedule has each pair hosting Coffee Hour approximately 4 times a year. Our goal for the new year would be for all parishioners to help out and share in the work of this important ministry of hospitality by volunteering.

— *Ellen George*

### **Greeters**

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The purpose of the Greeters Ministry is to welcome all those who come into our church, including current members of our parish and visitors, both Orthodox and non-Orthodox. For those seeking further information about our faith we facilitate connection to multiple sources of information: the faithful in our parish, clergy, appropriate publications, etc. Greeters also work as a group during the Pascha services, greeting those attending the service and “transforming” the church during the procession between the services.

An ongoing challenge is finding new members. Although our parish continues to grow, the number of people willing and able to be “tied down” to a scheduled ministry has not grown apace. This challenge has been exacerbated by the relocation of several greeters during the past year. A second challenge is ensuring that our ministry extends beyond the initial greeting in the Narthex and is carried through after the service, as well.

The goals of the ministry for the coming year are 1) to enhance our efforts and successes in being a welcoming presence and facilitator of connections within the parish; 2) to expand the number of participants in the Greeters Ministry; 3) to explore the possibility of enhancing our ministry,

perhaps through new initiatives such as a mentoring program for newcomers or by re-instating past practices such as a home “welcome visit” to newcomers and follow-up postcards.

— *Melody Thompson*

### **Grounds Ministry**

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The grounds maintenance ministry's duties include weekly maintenance of the lawn, repair and upkeep of the grounds, and occasional special beautification projects that typically include planting flowers and shrubs. This year the grounds ministry planted mums for the consecration of our altar table in addition to the usual upkeep. We anticipate spring and fall cleanup days in 2011 and are always looking for additional volunteers to maintain the lawn and flower beds.

— *Shane Stevens*

### **Homeless Shelter Ministry**

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First, I would like to send a huge “thank you” to Anne Cramer for being in charge of Holy Trinity's Homeless Shelter Ministry for most of the year. The program we participate in is called Adopt-a-Night through a Centre House, a shelter operated by Housing Transitions, Inc. here in State College. We had a great variety of volunteers donate their time by preparing a simple meal and dining with the residents. It is truly a rewarding experience. In 2011, we are simply looking for more volunteers. It is only one Tuesday a month but with more interest, we could possibly do more nights. There is a sign-up sheet on the bulletin board outside of Judy's office, or you can see me for more details.

— *Joshua Cattell*

### **Junior Orthodox Youth Association (Jr. OYA)**

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*(No Report Provided)*

### **Matthew 25**

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Matthew 25 is the social service ministry at Holy Trinity. Each year we participate in various drives in order to meet the needs of the community. This year we have continued this tradition by successfully completing our Lenten initiatives (Book, Clothing, and Food Drives; Work Project; and Almsbox) and provided a complete set of school supplies for 44 children needing assistance during our Back-to-School in this September. Our annual Thanksgiving Drive to deliver 28 families a hearty holiday meal is underway. We plan to begin the popular Christmas Santa Stocking project this month as a well, a little earlier than usual to give everyone more time to send gifts to needy area children.

I want to thank all the people who worked behind the scenes this year to make Matthew 25 operate so smoothly: Judy Fryncko, Megan Leathers, Diana Van Duin, our newest volunteers Beth Roberts and Tanya, Sally Mouakkad, Mat. Kelly Oleynik, and Andrea Locke, and especially Melody Thompson for graciously agreeing to be the lay ministry leader.

Our main challenge for 2011 is also our greatest opportunity and goal for next year: we want to be able to break out of the box of our traditional activities while continuing to do our traditional drives and outreaches well. If you ever know of a need in the community—personal or collective—please do not hesitate to let a member of our team know. We are also always looking for fresh faces and perspectives to help us faithfully serve Christ by ministering to the least of His brethren.

— *Dn. Alexander Cadman*

### **Men's Fellowship**

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After a hiatus over the summer, Men's Fellowship resumed this fall. Approximately 20 men of the parish have participated in our men's ministry, meeting for monthly fellowship and spiritual

growth. We meet on the second Saturdays of the month in the parish hall for breakfast at 9:00 a.m. and finish by 11:00 a.m.

Our next meeting is slated for December 11. We will look at Frederica Mathewes-Green's article: "Why Men Like the Orthodox Church."

— *Fr. John Reeves*

### **Orthodox Christian Fellowship**

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The Orthodox Christian Fellowship at Penn State under the student leadership of Larissa Moser, Lara Haluszczak, Sarah Rauterkus, and Christopher McNulty continues to expand and increase its witness to college students. In 2010, we moved into our beautiful new office at 217 Pasquerilla Spiritual Center, which I now staff two days a week. In addition to new facilities, we have experienced a strong growth in membership. We have two regularly scheduled events, a weekly Tuesday night dinner and spiritual reflection (this semester it has been St. Paul's Epistle to the Romans) averaging 15 students a week and a monthly homemade dinner in the Parish Hall prepared exclusively by the students for over 40 each time.

In 2011, we plan to increase awareness of this ministry by communicating information about the fellowship to churches that have sent students here as well as alumni of Penn State to seek their prayerful support and to help fund further expansion of the ministry.

— *Dn. Alexander Cadman*

### **Orthodox Youth Association**

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Our church's youth fellowship group, the Orthodox Youth Association kicked-off again this year with two activities: bowling and a hike up Mount Nittany. The mission of OYA is to build strong Christian relationships among our parish's high school students by spending time together.

The primary challenge has been simply getting the word out among our teens. In the future we plan to use a small portion of the Sunday School time each month to brainstorm about activities for the upcoming month that our youth in grades 9 through 12 would like to participate in and to explore new ways of communicate this to our families. My goal for 2011 is to have an average of half of our high school-aged students participate in each event, which always take place on the second Sunday of each month.

— *Dn. Alexander Cadman*

### **Orthodoxy 101**

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Orthodoxy 101 is our bimonthly class for inquirers to Orthodoxy and anyone interested in learning more about our Faith. It meets on the first and third Thursday of every month. While we always take time to answer questions about any topic, we are currently following Fr. Thomas Hopko's series entitled *The Orthodox Faith* (commonly known as "The Rainbow Series."). We just finished the section on the "Bible and Church History", examining the heresies faced by the Church in each century and how the Church used Her Scriptures and Holy Tradition to combat and triumph over them. Our discussions have been lively and edifying.

In 2011, our goal is to expand our catechetical ministry by formally offering a two-tiered approach. A second-level of Orthodoxy 101—with the working title "Orthodoxy 201"—will be led by Fr. John and will be specifically targeted to catechumens preparing for Holy Illumination.

— *Dn. Alexander Cadman*

### **Raising Orthodox Christian Kids**

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Raising Orthodox Christian Kids (R.O.C.K.) play group at the park enjoyed its most successful season so far! We were so happy to welcome new families to our play group, which included

children ranging in age from 5-months to 10-years-old. We invited several families who are not members of HTOC, keeping it open to anyone interested in joining us, and ensuring there would always be someone else to play with. The water at Spring Creek Park was a hit with all the kids, while the moms especially enjoyed the fellowship. We were all happy to spend some relaxed social time getting to know each other, particularly, a certain family who our parish is now blessed to have as catechumens!

Our successful turnout is due in part to a weekly email reminder sent to those on my list. My goal for next year is to make a Facebook page for members to join to aid in communication about our park play dates.

We look forward to spring and hope to see new families join, as well as a strong showing from the families who have been enjoying R.O.C.K. for several seasons!

— *Dee Patel*

### **Sunday School/Vacation Bible School (Christian Education)**

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In January, after many years of service to the children of our parish, the Sunday school leadership transitioned from Matushka Linda to Deacon Mark. We thank Matushka for her dedication and love in the building up of our Sunday School and setting firm the Orthodox teachings in the hearts and minds of our youngest members.

Currently, there are approximately forty students registered in the Sunday school with about equal enrollment in each of the four classes (Pre/K, Primary, Middle, and High school). We have adopted the usage of the Orthodox Christian Education Commission (OCEC) curriculum. The curriculum aims to develop and publish educational material for and offers support services to Orthodox Christian Churches in North America. There are five major categories for each grade from pre-school through high school: Biblical, Church History and Tradition, Liturgical (prayer and worship/sacraments) Doctrine, and Spiritual/Moral Development. By consistently focusing on the learning objectives, the intention is that by the end of each school year and eventually when the students graduate from high school they will have a solid foundation in the Orthodox Church's teachings.

The Sunday School has conducted several extra-curricular activities throughout the year including such a Pascha preparation workshop, coin boxes for OCMC, creating gifts for Mother's day for mother's of the State College community, banner making workshop, and we anticipate presenting a Nativity play during Advent. Additionally, a Vacation Bible School (VBS) was conducted in August in which thirty-six children participated. The theme was "St. Herman—Man with a Mission" and was presented in conjunction with Fr. John's travel through Russia and Alaska retracing the footsteps of St. Herman.

The cornerstone of our program is the cooperation of the parents in engaging their children's participation on a weekly basis. We are most especially thankful to all the teachers who have offered their time and talents to the education of our youth's religious training. It is truly a labor of love and stewardship and may their good works be to the glory of God.

— *Dn. Mark Oleynik*

### **TLC**

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The purpose of TLC is provide cards, visits, meals, flowers, etc. to parishioners as a way of demonstrating our caring spirit of love for one another, especially during times of illness, accidents, loss of loved ones, etc. During the year, we organized meal preparation and delivery for several parishioners, and responded with cards, flowers, and visits, as well.



## **TLC-2**

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TLC-2 could also accurately be called, "Meals for Moms." Volunteers provide meals for mothers of newborns for approximately 2 weeks postpartum. I coordinate the family's meal preferences and gather volunteers to provide and deliver a meal. This ministry seeks to support families in the early weeks while Mom heals and the family adjusts to life with a newborn. I am currently working on updating our volunteer email/phone list. The simplicity of the system is that volunteers to TLC-2 don't have to provide a meal every time a baby is born. If we have enough names on the contact list, then individuals can pick an occasion that suits his/her schedule. As a recipient of this ministry, I can attest it was very helpful and provided the psychological comfort of knowing I didn't have to worry about cooking. We have three expectant families who I anticipate will appreciate our meals in the near future. Please contact me if you'd like to be added to the volunteer list. — *Corene Swisher*

## **Website Ministry**

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The Holy Trinity website serves two major purposes: to be a resource for members of the parish (with our online calendar, notes about news and events, multimedia gallery, newsletter archives, and so on), and to be an inviting introduction to our parish for potential visitors. During this past year the Holy Trinity website has moved to a new webhost and has undergone several minor updates.

During the upcoming year we are planning to make a major update by installing the Wordpress website publishing platform and transitioning the vast majority of the website's content to Wordpress. This will simplify most site maintenance, and will also allow ministry leaders to modify and update their own ministry's web pages (even if they are not conversant with HTML or other web authoring tools), removing the current bottleneck of needing the webmaster to handle nearly all updates.

## **Women's Ministry**

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The Women's Ministry returned in 2010 with two events: a brunch attended by about 30 people of all ages in the Spring and a Matushki Coffee and Tea in November. We are continuing to work on reestablishing the group and finding new leadership. Anyone who is interested in learning more or in taking a leadership role, please let me know. — *Becca Ziegler*