

2019 ANNUAL MEETING

Holy Trinity Orthodox Church
November 10, 2019

Today's Agenda

- i. Opening Prayer: "O Heavenly King..."
 - ii. Establishment of Quorum (*please use sign-in sheets*)
 - iii. Minutes of the 2018 Meeting (*see below*)
 - iv. Dean's Report
 - v. Council President's Report (*see below*)
 - vi. Interim's Priest Report (*see below*)
 - vii. Treasurer's Report (*see below*)
 - viii. Review and Approval of the 2020 Budget (*see below*)
 - ix. Election of Officers (Treasurer, Secretary, and Building Chair)
 - x. Closing Prayer: "It is truly meet..."
-

Minutes from the Annual Meeting

November 11, 2018

- I. **Call to Order** — Led by Fr. John Reeves, the annual parish meeting was opened at 12:38 p.m. with the chanting of "O Heavenly King.
- II. **Establishment of Quorum** — As 48 registered members signed the attendance sheet (see attached), the quorum was established.
- III. **Minutes of the 2017 Meeting** — After a motion by Dr. Robert Roberts, seconded by Bruce Haupt, the Minutes of the 2017 Annual Meeting were unanimously adopted.
- IV. **Priest's Report.**
 - a. **2019 budget.**
 - i. Fr. John presented his annual report. In his report, Fr. John reflected on the dream that became a vision 25 year ago with the establishment of an Orthodox Church in Happy Valley. This vision continued because of the faith of the people and their hard work.
 - ii. Now as Fr. John retires, this vision will be tested. The first test is the approval of the 2019 budget. The budget continues to share this vision and approving this budget is a testimony to our continuous support for this vision.
 - iii. In this budget the council is proposing allocating the parking income for capital outlay to begin funding future needs such as paving the parking lot and other needs (see complete report attached). The difference will have to be made up by an increase in stewardship offerings.
 - iv. Fr. John asked each member of the parish to challenge oneself to increase our stewardship by an additional 1% of our income to make the new budget of 2019.

- b. **The transition period.** Fr. John updated the parish on his discussions with His Eminence:
 - i. The transition team, guided by our Dean Fr. Mark Meholick, developed a profile of the new priest from the parish point of view.
 - ii. A visit will be scheduled for His Eminence in the coming few weeks to meet with both the transition team and the parish council to begin to ascertain the probity of the profile compared with our vision, mission and values.
 - iii. His eminence will appoint an interim priest for 6-12 months to help the church adapt and prepare for a new rector.
 - iv. Finally, to address rumors, there is no lined-up priest for the parish yet. His Eminence is still looking for a replacement priest.

c. **Conclusion.**

- i. Fr. John asked the parish to welcome the new rector as he was welcomed and loved. God will appoint a priest we need, not a priest we want. He also asked the parish to continue to expand our mission and vision.
- ii. Fr. John 's last Sunday liturgy will be December 30, 2018. His resignation will be official on December 31, 2018.

V. **Treasurer's Report** — Michael Stickles presented the Treasurer's Report for 2018. Following a motion by Laura Rush and a second by Philip Graybill, the report was unanimously accepted.

VI. **Review and Approval of the 2019 Budget.**

- a. Justin Houser presented the Budget of 2019, which includes the budgets of both Holy Trinity and the Chapel of the Holy Spirit.
- b. Justin explained the long hours, several meetings of the parish council, and the thoughts that were put into preparing this budget. The goal for 2019 budget was set higher than the 2018 because we have to keep our eye on our mission in this area, and to continue to support this mission by our offerings. Like St. Peter who was able to walk on water as long as he kept his gaze on the Lord, we keep our eye on our mission in this area and our Lord will provide us with what we need.
- c. The stewardship offerings of this year did not reach the numbers we were hoping for up to this point. Fortunately, the expenses were lower than expected. The saving funds helped fill in lack of the stewardship offering. God has provided as always to be us afloat. A summary of the parish finances will be included in the Trisagion on a quarterly basis to keep the parish informed and updated on the progress of our mission.
- d. Justin ended by quoting Bob Roberts: "a vote to approve the budget is a vote to support the budget."
- e. Mka. Linda Reeves set a motion to approve the 2019 budgets for both Holy Trinity and the Chapel of the Holy Spirit. Michael Stickles seconded. All accepted, except Ravi Patel, who opposed.

VII. **Election of Officers** — The following slate of officers was presented for election: Justin Houser, President; Jay Rush, Vice President; Bruce Haupt, Grounds Chair. Following a motion by Mka. Brenda Smith, which was seconded by Holly Torbic, the officers were accepted unanimously.

VIII. **Adjournment.**

- a. Fr. John made final comments and thanked Justin Houser.
- b. There being no further business, the meeting was adjourned with the chanting of "It is Truly Meet" at 1:09 p.m.

Respectfully submitted,
Samar Al Maalouf, Secretary

Council President's Report

Glory to Jesus Christ! Glory forever!

As a parish family, we have been patiently waiting for the naming and appointment of a new rector to shepherd us on our journey of faith. Although we probably all wish that this matter were already resolved, in God's mercy during this season we have been taught two lessons: (1) the virtue of patience and trusting in the Lord to provide what we need; and (2) the realization that our parish is not simply its clergy, but it is the community of the faithful gathered together in worship and in service. Our Interim Priest, Fr. David Smith, and our clergy, Dns. Alexander Cadman and Mark Oleynik, have demonstrated these truths to us by word and example during this season. His Eminence, our Archbishop Melchisedek, recently met with the Parish Council and assured us in concrete terms that he is actively continuing the search for a rector who will be called "for such a time as this" (*Esther 4:14*), and that there are several concrete possibilities that he is considering. Meanwhile, God has enabled us to use this time for our spiritual profit, provided that we embrace His leading. He will continue to do so.

As to the former, the Council notes with joy that despite the ongoing vacancy, both attendance and parish giving are not only stable, but increasing. The continued outpouring of your prayers and your gifts for the ministry and mission of the Church -- your answer to the Lord's call -- sustains us in this time and helps us to continue to "build up the Church beyond our parish." It is impossible to state in a few words how truly special and "trend-breaking" your support has been. Our parish is strong as it continues to serve Christ in Central Pennsylvania.

As to the latter, we have grown together in our relationship with each other and with the Lord over the past year, and the household of the Lord has expanded, both in State College and in Beavertown. This is truly a joy to behold. This continued growth has presented challenges for the council to address. The new air handlers seem to be working well to regulate our oxygen supply during worship in State College, although continued "experimentation" is necessary to optimize them. We thank you for your understanding. Thanks to your faithful giving, we continue to add parking revenues to a fund which will eventually be used for parking lot improvements. And at the Chapel, work will soon be underway to add a sanctuary, which will not only afford a fitting dignity to the preparation of the Eucharist but will open up space for the expansion of the Chapel's growing congregation.

In the coming year, we will have additional challenges to meet. This past year has shown the truth of Christ's promise that His strength is made perfect in weakness (*2 Cor. 12:9*). Going forward, let us now say with the holy Apostle Paul, "I can do all things through Christ who strengthens me" (*Phil. 4:13*). In the near term: The continued growth of our parish will require a visioning process for our congregation as to how we can physically best serve Christ and witness to Central Pennsylvania. We will be challenged to continue our faithful stewardship as the funds allocated toward our existing mortgage will require replenishment. And, of course, we must be prepared to serve Christ together with the new rector whom God will send to shepherd us in the days ahead.

Although the work of the Parish Council is very detailed and sometimes quite challenging, we have been blessed by a group of collegial, faithful council members who truly have the best interests of the parish at heart. That is why it is with sadness that we bid farewell to Jay Rush, our Vice President; Samar Al Maalouf, our Secretary; and Brandon Stodart, our Building Chair, all of whose council service is concluding this year. We thank them for their service, hope that they will serve again in the future, and truly appreciate the hard work that they have done to serve our Lord in these callings.

— Justin Houser, *Council President*

Interim Priest's Report

Blessed be the Name of the Lord!

At the time of this meeting, I will be starting my eighth month as interim priest. When I came onboard in March, it was with the hope and expectation of a short stint, no more than the six months originally planned on. As we can readily see, the Lord has His plans (and purposes) which so often do not align with ours. Thus, as His beloved saints, “we walk by faith, and not by sight,” to quote St. Paul (*2 Cor. 5:7*). We acknowledge and confess, that, because it is God Whom we serve our work in Him is never done in vain (*1 Cor. 15:58*).

As interim priest (something I never imagined in my wildest dreams!) it has been my joy and pleasure to serve you, as a son who returns to serve his mother in time of need. This interim time has been one of a thriving partnership with a grace-filled Council and a highly gifted acting Administrator, each doing what God has assigned, just as the Body of Christ envisioned by the Apostle, with each part working together as designed and blessed (*1 Cor. 12:1-30*). During these months together, we have been maintaining the sacramental ministry of the parish with the fine aid of supply clergy for Sundays. In March when I began, I hit the ground running nearly full speed with Great Lent, serving weekly Presanctifieds at both HTOC and CHS during the week. All of this obviously crescendoed with the celebration of Great and Holy Pascha together with our brethren from CHS! The week of our Lord's Great and Holy Passion was pieced together with the help of supply clergy. In each instance, God provided! For several weeks during Great Lent, I conducted Orthodoxy 2.0 with those whom we received either by Holy Baptism or by Holy Chrismation on the evening of Great and Holy Saturday, a true joy indeed!

During the intervening months, I have been striving to maintain a “normal” weekly schedule here at HTOC by making myself available Tuesday through Thursday for scheduled as well as unscheduled appointments. I maintain an open-door policy for any who would like to drop by for a chat. Furthermore, I can and am willing to accommodate evening visits and/or appointments as may be needed.

Also, during this period, we have been experimenting with a standardized time for all Vesper services so as to make remembering easier. The same consideration will be discussed for Divine Liturgies but will probably wait upon the coming of a new rector. The time change for Vespers was also to open up more time for Confessions prior to the service and allow for Council, among other things, to meet immediately afterwards without having to wait on the priest. All input regarding this experimentation is eagerly solicited and appreciated.

In October, we launched a Bible study of the Epistle of First Peter to provide an adult study venue. To date, it seems to be well received with the potential to continue with the Second Epistle should the group be so inclined.

Beloved, none of us knows what the future holds, BUT we do know the God Who holds the future! Blessed be His Name henceforth and forevermore!

— Fr. David L. Smith, *Interim Priest*

Treasurer's Report

| Account Balances (as of October 31 each year) | | | | |
|---|--------------------|--------------------|--------------------|----------|
| CATEGORY | 2017 | 2018 | 2019 | % CHG |
| ACCOUNTS | | | | |
| Checking Account (Fulton Bank) | \$90,902 | \$89,670 | \$99,867 | 11% |
| Associate Rector's Discretionary Account (Fulton) | 595 | 385 | — | -100% |
| Total Bank Accounts | \$91,497 | \$90,055 | \$99,867 | 11% |
| ASSETS | | | | |
| Fixed Assets | | | | |
| <i>Chapel of the Holy Spirit—Building/Land</i> | 153,632 | 153,632 | 153,632 | 0% |
| <i>Holy Trinity—Building/Land</i> | 115,000 | 115,000 | 115,000 | 0% |
| <i>Holy Trinity—Improvements/Renovations</i> | 330,000 | 330,000 | 330,000 | 0% |
| <i>Trinity House—Building/Land</i> | 340,000 | 340,000 | 340,000 | 0% |
| <i>Trinity House—Improvements/Renovations</i> | 110,521 | 110,521 | 110,521 | 0% |
| Total Fixed Assets | \$1,049,153 | \$1,049,153 | \$1,049,153 | 0% |
| Liquid Assets | | | | |
| RESTRICTED FUNDS | | | | |
| <i>25 Years of Ministry Fund</i> | — | 7,805 | — | -100% |
| <i>All-American Council Reserve</i> | 1,833 | -2,605 | -239 | 91% |
| <i>Bookstore Account</i> | 320 | -487 | -538 | -10% |
| <i>Building Fund/Trinity House (Phases I & III)</i> | 2,962 | 4,507 | — | -100% |
| <i>Campus Ministry Fund</i> | 1,000 | 1,000 | 1,057 | 6% |
| <i>Capital Projects Fund</i> | — | — | 5,322 | — |
| <i>Chapel of the Holy Spirit—Operating Fund</i> | 12,136 | 21,019 | 31,097 | 48% |
| <i>Chapel of the Holy Spirit—Building Fund</i> | 3,945 | 4,898 | 2,891 | -41% |
| <i>Chapel of the Holy Spirit—Memorial Fund</i> | 915 | 1,085 | 3,892 | 259% |
| <i>Continuing Education—Rector</i> | 543 | 1,609 | — | -100% |
| <i>Continuing Education—Assistant Priest</i> | 650 | 1,250 | 1,850 | 48% |
| <i>Discretionary Fund—Rector</i> | 587 | 162 | — | -100% |
| <i>Discretionary Fund—Associate Rector</i> | 595 | 385 | 1,702 | 342% |
| <i>Discretionary Fund—Ministry Director</i> | 39 | 25 | 33 | 33% |
| <i>Icon Fund</i> | 1,280 | 5,200 | 6,700 | 29% |
| <i>Matthew 25</i> | 38 | -4,491 | 2,161 | -148% |
| <i>Memorial Fund</i> | 5,616 | 4,509 | 3,936 | -13% |
| <i>Pass Through Account</i> | — | 75 | 83 | 10% |
| <i>Property Reserve/Maintenance</i> | 10,272 | 10,368 | 4,900 | -53% |
| <i>Sunday School Special Event Fund</i> | 856 | 1,178 | 810 | -31% |
| <i>Trinity House (Phase II)</i> | 26,844 | 19,845 | 9,442 | -52% |
| UNRESTRICTED FUNDS | | | | |
| <i>Operating Cash</i> | 21,065 | 12,718 | 24,769 | 95% |
| Total Liquid Assets | \$90,347 | \$90,055 | \$99,867 | 11% |
| Total Assets | \$1,140,650 | \$1,139,208 | \$1,149,020 | 1% |
| LIABILITIES | | | | |
| Holy Trinity/Trinity House Mortgage Balance | \$414,291 | \$402,512 | \$390,240 | -3% |
| Chapel of the Holy Spirit Mortgage Balance | \$69,250 | \$66,250 | \$63,250 | -5% |
| Total Liabilities | \$483,541 | \$468,762 | \$453,490 | -3% |
| EQUITY | | | | |
| Total Equity | \$657,109 | \$670,446 | \$695,530 | 4% |

2020 Proposed Budgets

| Holy Trinity Orthodox Church | | | | | |
|---|------------------|-----------------------|------------------|------------------|-------------|
| | 2018 | 2019 YTD ¹ | 2019 BUDGET | 2020 PROPOSED | % CHG. |
| INCOME | | | | | |
| Stewardship Offerings | \$239,045 | \$179,356 | \$264,640 | \$275,600 | 4.1% |
| <i>(Transfer from)</i> Trinity House Phase II ² | 7,540 | 8,000 | 10,800 | 7,200 | -33.3% |
| Parking | 6,840 | 5,322 | 7,200 | 7,200 | 0.0% |
| Appeals <i>(e.g., Chapel, Seminarian)</i> | — | 1,596 | 5,200 | 5,300 | 1.9% |
| Candles and Flowers | 2,918 | 2,165 | 2,800 | 2,900 | 3.6% |
| Miscellaneous <i>(e.g., Interest, Rewards)</i> | 1,243 | 53 | 550 | 315 | -42.7% |
| Total Budgeted Income | \$257,586 | \$196,492 | \$291,190 | \$298,515 | 2.5% |
| Total Non-Budgeted Income | \$63,211 | \$33,081 | | | |
| TOTAL INCOME | \$320,797 | \$229,573 | | | |
| EXPENSES | | | | | |
| Personnel | | | | | |
| Rector ³ | 77,232 | 34,340 | 80,000 | 80,000 | 0.0% |
| Ministry Director | 50,661 | 39,659 | 52,879 | 56,000 | 5.9% |
| Custodian | 7,500 | 5,625 | 7,500 | 7,800 | 4.0% |
| Office Assistant | 6,765 | 3,946 | 6,765 | — | -100.0% |
| Bookkeeper | — | 729 | — | 6,600 | — |
| Choir Director | 3,600 | 2,500 | 3,600 | 3,600 | 0.0% |
| Campus Missionary | 3,000 | 2,000 | 3,000 | 3,000 | 0.0% |
| Continuing Ed.—Rector Outlay | 1,920 | — | 1,920 | 1,000 | -47.9% |
| Continuing Ed.—Deacons' Expenses | 1,141 | 670 | 1,200 | 1,200 | 0.0% |
| Continuing Ed.—Ast. Rector Outlay | 600 | 450 | 600 | 600 | 0.0% |
| Supply Clergy | 1,250 | 400 | 1,000 | 1,000 | 0.0% |
| Payroll Taxes | — | 2,460 | — | 2,500 | — |
| Total Personnel | \$153,669 | \$92,780 | \$158,464 | \$163,300 | 3.1% |
| Mortgage Outlay ⁴ | 28,572 | 21,429 | 28,572 | 28,572 | 0.0% |
| Archdiocesan/OCA Expenses ⁵ | 22,190 | 17,788 | 25,399 | 25,743 | 1.4% |
| Outreach and Fellowship | 16,134 | 13,737 | 18,300 | 23,250 | 27.0% |
| Utilities | 13,099 | 10,106 | 12,330 | 11,850 | -3.9% |
| <i>(Transfer to)</i> Capital Projects Fund ⁶ | — | 5,322 | 7,200 | 7,200 | 0.0% |
| Property | 5,472 | 3,496 | 9,000 | 7,000 | -22.2% |
| Liturgical | 9,084 | 7,131 | 7,350 | 6,600 | -10.2% |
| Office Administration | 6,352 | 4,315 | 4,875 | 5,850 | 20.0% |
| <i>(Transfer to)</i> Property Reserve Fund ⁷ | 5,000 | 3,750 | 5,000 | 5,000 | 0.0% |
| Insurance | 3,765 | 4,364 | 4,200 | 3,600 | -14.3% |
| Christian Education | 2,137 | 1,467 | 3,250 | 3,250 | 0.0% |
| Licenses/Fees/Service Charges ⁸ | 2,258 | 2,781 | 2,250 | 2,300 | 2.2% |
| <i>(Transfer to)</i> All-American Council Fund ⁹ | 1,000 | 1,500 | 2,000 | 2,000 | 0.0% |
| <i>(Transfer to)</i> Discretionary Funds ¹⁰ | 1,500 | 375 | 1,500 | 1,500 | 0.0% |
| Refurnishings | 282 | 106 | 750 | 750 | 0.0% |
| Accessibility Improvements | 784 | — | 750 | 750 | 0.0% |
| Miscellaneous Expenses | — | — | — | — | 0.0% |
| Total Budgeted Expenses | \$271,297 | \$190,447 | \$291,190 | \$298,515 | 2.5% |
| Total Non-Budgeted Expenses | \$60,887 | \$29,000 | | | |
| TOTAL EXPENSES | \$332,184 | \$219,447 | | | |

Footnotes

1. through September 30, 2019.
2. Phase II funds from the Trinity House Capital Campaign are transferred monthly into the Operating Account to offset mortgage payments.
3. indicates the total compensation budgeted for the new rector's package (i.e., salary, benefits, relocation expenses, etc.); actual compensation to be determined. In the meantime, the Interim Priest receives an annualized stipend of \$37,800; visiting clergy receive an annualized stipend of \$20,800 (\$400 per weekend); and the Acting Administrator receives an annualized stipend of \$4,000.
4. includes both interest and principal payments (principal is paid from Trinity House Phase II). The mortgage balance was \$391,300 on September 30, 2019.
5. includes Holy Trinity's contribution to the annual Archdiocesan assessment (\$28,443). In 2020, the Chapel will tithe its prior-year income toward the payment.
6. Parking income is transferred into the Capital Projects Fund for future lot enhancements. The account balance was \$5,322 on September 30, 2019.
7. indicates contributions to the Property Reserve Fund. The account balance was \$4,483 on September 30, 2019.
8. includes electronic payment convenience fees and the cost of background checks for all clergy, teachers, and volunteers who have direct contact with children.
9. indicates savings towards the triennial Sobor (next held in 2021). The balance was \$-406 on September 30, 2019.
10. indicates contributions to the Rector's and Ministry Director's discretionary accounts. No contributions are made when the position is vacant.

Chapel of the Holy Spirit

| | 2018 | 2019 YTD ¹ | 2019 BUDGET | 2020 PROPOSED | % CHG. |
|---|-----------------|-----------------------|-----------------|-----------------|--------------|
| INCOME | | | | | |
| Stewardship Offerings | 28,098 | 29,506 | 28,500 | 42,400 | 21.8% |
| Contributions from Holy Trinity ² | — | — | 3,200 | 6,300 | — |
| Total Budgeted Income | \$28,098 | \$29,506 | \$31,700 | \$48,700 | 53.6% |
| Total Non-Budgeted Income | \$3,033 | \$5,760 | | | |
| TOTAL INCOME | \$31,132 | \$35,266 | | | |
| EXPENSES | | | | | |
| Personnel | | | | | |
| <i>Priest-in-Charge</i> | 8,400 | 11,950 | 15,600 | 27,300 | 75.0% |
| <i>Supply Clergy</i> | 250 | 950 | 1,500 | 1,000 | -33.3% |
| Total Personnel | \$8,650 | \$12,900 | \$17,100 | \$28,300 | 65.5% |
| Mortgage ³ | 3,000 | 2,250 | 3,000 | 6,000 | 100.0% |
| Outreach and Fellowship | 2,869 | 1,476 | 4,000 | 4,000 | 0.0% |
| Operating Expenses ⁴ | 3,743 | 1,932 | 3,500 | 3,000 | -14.3% |
| Utilities | 1,834 | 1,224 | 2,100 | 2,100 | 0.0% |
| Property | 554 | 581 | 1,000 | 1,000 | 0.0% |
| Insurance | — | 375 | 500 | 500 | 0.0% |
| (Transfer to) Discretionary Fund ⁵ | 1,500 | 375 | 500 | 500 | 0.0% |
| Archdiocesan/OCA Assessments ⁶ | — | — | — | 3,300 | — |
| Total Expenses | \$20,651 | \$21,113 | \$31,700 | \$48,700 | 53.6% |
| Total Non-Budgeted Expenses | \$315 | \$7,135 | | | |
| TOTAL EXPENSES | \$20,966 | \$28,248 | | | |

Footnotes

1. through September 30, 2019.
2. In 2020, Holy Trinity's Outreach and Fellowship budget line-item includes \$6,300 of Chapel support (\$3,300 for the Priest-in-Charge's stipend, and \$3,000 in matching support for the Chapel's refinanced mortgage; see footnote 3). This contribution be partly funded by a Holy Spirit Day appeal.
3. The Chapel's mortgage balance as of September 30, 2019 was \$63,500. In January 2020, the Chapel will apply for a new \$150,000 mortgage (0% APR at \$500 per month for 25 years), which will pay of the existing mortgage and finance a new 24'-by-12' addition for its sanctuary.
4. For the sake of year-to-year comparisons, "Operating Expenses" includes the following budget categories: Office Administration, Liturgical, Christian Education, Furnishings, and Snow Removal.
5. indicates contributions to the Associate Rector's discretionary account.
6. As of 2020, Holy Trinity will no longer subsidize Archdiocesan/OCA assessments for parishioners who regularly attend the Chapel of the Holy Spirit. The Chapel will contribute 10% of its prior-year income to the assessment payment, calculated to be \$275 per month in 2020.

Ministry Reports

ADULT STUDY GROUP *(Fr. David Smith)*

See Interim Priest's Report, page 4.

ALTAR SERVERS *(Darren Torbic)*

The Altar Servers ministry operates under the direction of Darren Torbic, with assistance from Samuel Oleynik. The altar servers are divided into two teams that serve on alternating Sundays. Everyone is invited to serve on Pascha, Pentecost, and Feast Days. Parents can determine the weekly team assignments by looking in the monthly *Trisagion* or the weekly "This Week at Holy Trinity Orthodox Church" email. We ask parents and their sons to please observe the posted schedule.

If you have a son age eight years or older, encourage him to serve in the altar. Penn State students are also welcome to serve. It is an honor and privilege to serve our Lord and assist the clergy in the altar. Serving in the altar is a great way for boys and young men to become integrated into the life of the Church. In addition to assisting during services, the altar servers meet annually for fellowship, to learn fire safety, and rehearse movements.

ALTAR SOCIETY *(Anna Stickles)*

The Holy Trinity Altar Society serves God through the maintenance and beautification of the church. It involves decoration of the icons and sanctuary, care of the vestments and altar covers, and baking of prosphora and litiya bread throughout the changing liturgical seasons. We are always looking for more women to join our Society. Training in the different areas of service is available so if you don't know how to bake or decorate but would like to learn don't be shy. Please feel free to contact Joanne Takarchek, Anna Stickles, or any of the women in our Society if you are interested.

BOOKSTORE *(Matthew Finke)*

The Holy Trinity Bookstore strives to be a source of edification for the parishioners of Holy Trinity and the surrounding Orthodox churches as well as those seeking to learn more about the Orthodox faith.

By God's grace, the bookstore continues to grow and evolve in a positive direction. A "Featured Book" shelf is now displayed outside the entrance to the Bookstore, and an effort has been made to have a new "Featured Book" each month that is visible on this shelf and featured in the *Trisagion*. Also, more shelves have been added to display icons and children's books. Finally, thanks to the kind assistance of the parish council, as well as Deacon Alex's labors in getting it up and running, a credit card reader is now available to purchase items.

CANTORS/READERS *(Dn. Alexander Cadman)*

Holy Trinity continues to be blessed to have talented men and women that assist the Choir in chanting our Divine services. We are always looking to train more people for this important

ministry. We look forward to having Hieromonk Herman, liturgical editor for St. Tikhon's Monastery Press and lecturer of Spirituality and Liturgics at St. Tikhon's Seminary, come to Holy Trinity the weekend of February 7-9, 2020 to conduct a workshop for all current and prospective readers in the parish. (If you recall, this was originally scheduled for November, but we had to make a change in our visiting clergy schedule.) The four-session seminar will be offered free of charge to those interested in chanting in church. This will enable this ministry to achieve its goal to resume our specialized workshops to improve things like pronunciation, style, and technique.

In the meantime, if you are interested in serving in this capacity, please see one of our tonsured readers Rdr. Matthew Finke or Rdr. Samuel Leathers, who add beauty and solemnity to each of our divine services. I would also like to recognize Evan Ashmore, who continues to be a blessing to us by serving as our parish *ecclesiarch* (one who studies the rubrics, prepares/copies music for the choir, and takes care of the liturgical books).

CHAPEL OF THE HOLY SPIRIT *(Fr. David Smith)*

Blessed be the Name of the Lord!

CHS continues to be blessed by God, especially in her relationship with HTOC. Together with HTOC, the Chapel is enabled to focus on growth as a mission without the other concerns typically associated with a full-fledged parish. As she grows, so do her ministry opportunities. This year we have been blessed to have five catechumens making their way into Holy Orthodoxy. Of these five, by the grace and will of the Lord, we will be receiving four into the Faith once and for all delivered to the saints, perhaps in December near Nativity or in January around Theophany. Moreover, we have been blessed with a healthy growth in stewardship, thus allowing us to expand our budget for mission and ministry (which is what the Church all about, right?).

Associated with this blessing, CHS plans to add the Sanctuary (Altar) onto the east end of the Temple sometime in the spring, Lord willing, to accommodate the present assembly and to plan for the next step in our growth. For those who may not know or have yet to come visit, the Temple was intentionally designed for expansion, so that two transepts (north and south) can also be added to accommodate further growth. Once completed, the Temple will be cruciform in appearance.

This addition of the Altar is being made a reality through our mission partnership with HTOC (our mother in the Faith) and the generosity of the Archdiocese who has graciously blessed us with an interest free loan! As CHS continues to grow spiritually as well as physically, we are stepping out in faith to assume our stewardship responsibilities by giving the Archdiocese a "tithe" of our budget in support of its mission and ministries. Furthermore, CHS has consented together to go above and

beyond ourselves by supporting a mission priest via OCMC's SAMP program at \$600/year. It is important for us all spiritually to resist the urge to become focused on self or to become navel gazers, but rather to stand erect as we have been created by God in His image and likeness, and to become priests in this world through whom the grace of God can flow in blessing and thanksgiving, even as the Apostle of our Lord has said, that our liberality of stewardship may abound in others to the thanksgiving (the making of Eucharist) of God (*2 Cor. 9:6-15*). "Thanks be to God for His indescribable gift!"

Henceforth and forevermore!

CHOIR (*Karen Cattell*)

Glory to Jesus Christ! Glory forever!

It has been a tremendous year of growth for the choir. We have held regularly scheduled rehearsals, continued to learn proper technique, and participated in an incredibly purpose-filled singing workshop with Benedict and Maria Sheehan. There is much work and joy in serving in the choir. We have the privilege of not only responding to the clergy during each service but also to have the hymns before our eyes every time we sing. It is a true blessing to be able to read and respond all to the glory of God.

One of our biggest needs is to have more female voices. We are struggling to have enough female voices to support and complement our male voices. Having balance in the choir is a luxury we currently do not have. We continue to pray for God's provision in this area.

Another goal is to raise up others who can learn to direct when the choir director is unavailable. To meet that need, I will be training others from the choir to become assistant choir directors. Don't be surprised to see others directing when I am there! The goal is to actively support new assistance directors and to give them opportunities to develop their knowledge and skill for when the director is unavailable.

COFFEE HOUR (*Dn. Alexander Cadman/Chas Doty*)

Coffee Hour builds up our community by supplying refreshments after the Sunday Divine Liturgy so that parishioners, visitors, and guests can fellowship together. In 2018, 16 families served on one of 8 teams, the Russian families split into two teams, and the Orthodox Christian Fellowship at Penn State took one Sunday per semester. We also have a parish potluck or benefit dinner approximately four times a year, typically the Sunday or two before a fasting season. Although we could always use more volunteers, the current schedule allows participants to serve coffee and snacks once per quarter. Chas Doty has done an excellent job this year returning as Kitchen Supplies Coordinator. This significantly helps us maintain a consistent supply of materials in the kitchen area. You can help this cause by notifying him if you open the last box of something or see anything missing

(his phone number is posted in the kitchen). This has been the first full year of having the standing height tables, which facilitate conversation and improve traffic in the Parish Hall. Still, the room is noticeably tight on many Sundays. We are always exploring ways—and are open to suggestions—on making the space more accessible, open, and inviting.

To lessen the burden placed on our volunteers, new members to the ministry are always welcome; and if a particular individual or family wishes to participate but finances are a consideration, the ministry is able to reimburse costs as necessary. If you have any questions or would like to join a team, see Deacon Alex (who maintains the schedule).

GREETERS (*Melody Thompson*)

The purpose of the Greeters Ministry is to welcome all those who come into our church, current members/attenders and visitors, Orthodox and non-Orthodox. We also facilitate connection to multiple resources about Orthodoxy. Greeters work as a group during the Pascha services, welcoming those attending the service and "transforming" the church during the procession between the services.

We were blessed with the addition of several new members to our ministry this year, bringing the total to six teams and two "floaters," who assist by providing focused attention to newcomers and inquirers. We also made a modification to expectations for greeters, no longer asking the teams to control entry to the Nave but instead assuming that parishioners will "self-regulate," thereby allowing us to put all our attention on making Holy Trinity a warm and welcoming place of worship and fellowship for all.

The primary goal of the ministry for the coming year is to strengthen our efforts toward fellowship with all who need it—both newcomers and "regulars"—during coffee hour.

HATS AND BLANKETS FOR BABIES (*Mka. Brenda Smith*)

Hats and Blankets for Babies meets the fourth Monday of every month at the Chapel. Our mission is to make hats and blankets for newborns in our local hospitals. Our goal is to send a hat and blanket home with every family. In 2019 we have made and delivered approximately 50–60 hats, to date, along with 10 - 15 blankets.

Our group has recently partnered with HTOC's *Hats and Hugs Made with Love*, to provide hats and blankets to the hospitals for those families who have had stillborn births. This is a gift they can take home as a remembrance of the baby that was held in these handmade items.

We also make plastic mats for the homeless out of plastic grocery bags. As of yet, we have not been able to donate any of these but continue to work on this larger project nonetheless. We welcome anyone interested in joining us. We have plenty of supplies to share and would be willing to teach anyone simple stitches to make a small blanket.

HATS AND HUGS MADE WITH LOVE (*Anne Swisher and Leslyn Radomsky*) We thank everyone who participated in our 'Hats and Hugs Made with Love' ministry in 2019; for their time and talents, monetary support, assistance, and prayers. This year we have been blessed to create and donate over 200 hats, 50 blankets, and 20 sets of burial clothes for the UPMC Harrisburg's Labor and Delivery and Neonatal Intensive Care units. As the cooler weather approaches, we are returning our attention to creating hats and scarves of all sizes for the Centre County Winter Clothing Drive.

In January, February, and March we take a Winter Break, with no formal gatherings as we will work from our homes. God willing we will begin again to hold gatherings and collections of projects starting in April 2020, alternating our meetings on the first Monday of each month from 1:00 to 2:30 p.m. between Trinity House and Wyndtree Court Commons, in Bellefonte. All are welcome to join in our efforts!

HOMELESS MINISTRY (*Samar Al Maalouf*)

Holy Trinity partners with Housing Transition, a non-profit organization that provides housing, food, clothes and various other services to the people in need in Centre County. The residents of Housing Transition are in majority single mothers and their kids, or people who have problem finding a job. They are our brothers, our opportunity to look after the most in need in our own community. It is one of the ministries of preaching our faith by doing. The purpose of this ministry is to share a meal and our time with the residents of Housing Transition. Every second Tuesday of the month, volunteers from our church visit the residents (217 East Nittany Avenue, State College), cook and eat dinner with them.

Currently we have 9 teams of volunteers (7 individuals, 5 families, and students of the Orthodox Christian Fellowship (OCF). One member is retiring from this ministry, so we will have two spots (June and July) to fill in next year.

Activities this year:

1. We were able to cover all 12 months thanks to members who volunteered more than once a year.
2. We collected quarters to be used by the residents for laundry.

Our goal remains to **increase the number of volunteers** to at least to 12 groups that can cover all 12 months of the year or allow us to even offer more than one meal per month. If you have any questions or concerns or would like to volunteer please do not hesitate to contact Samar (samaralmaalouf@gmail.com).

INQUIRER'S CLASS (*Dn. Alexander Cadman*)

"Orthodoxy 101" gives "pre-Orthodox" Christians an opportunity to learn about the Orthodox faith. Content for the sessions are based on Fr. Thomas Hopko's "rainbow" series, *The Orthodox Faith* and Fr. Andrew Damick's *Orthodoxy and Heterodoxy*. This year the ministry now meets *weekly* on

Mondays. In 2020, I continue to pray that God gives more inquirers and will schedule sessions based on personal need and availability. I am looking forward to working with the new rector for those inquirers and catechumens who will "graduate" into **ORTHODOXY 2.0**, our class for those specifically preparing for Holy Illumination.

JUNIOR ORTHODOX YOUTH ASSOCIATION

The Junior Orthodox Youth Association (Jr. OYA) (fifth through eighth grades) met approximately monthly throughout the school year in various activities including a hike to Mt. Nittany, an afternoon at a local trampoline park, game nights, etc. Most recently, we traveled to the Chapel of the Holy Spirit followed by an afternoon at a corn maze and finishing the day with some ice cream.

LENDING LIBRARY (*Anna Stickles*)

The library is here to help people educate themselves about the faith. We have a large selection of Orthodox books, some owned by the parish and others owned by participating individuals, that may be checked out for a period of 6 weeks at a time. The parish books are available to look at and check out in the Trinity House, on the main floor next to the fireplace. Our full database which includes many additional books can be accessed online at holyltrinity-oca.org (click on "Lending Library" under the "Ministries" tab). If you are interested in borrowing a book and don't see what you are interested in at the Trinity house, please try searching the online database or emailing Anna Stickles. If there is a book you would like to borrow but that we don't have, or if you are interested in an organized way to make your own books available for others to borrow please contact Anna.

MATTHEW 25 (*Melody Thompson*)

The *Matthew 25* ministry reaches out to and helps persons in need outside our parish in accordance with the Gospel message "Inasmuch as you have done it to the least of these my brethren, you have done it to me." Parish-wide drives occur during August and the Lenten, Thanksgiving, and Christmas seasons. This year the focus was on serving the underprivileged with donations collected during Lent assisting Centre Volunteers in Medicine, a local nonprofit agency, provides free primary medical care to Centre County residents without health insurance. *Matthew 25* also organizes activities to meet a wide range of needs for local school children, mental health clients, and suicide prevention initiatives in our community.

Holy Trinity parishioners are unfailingly generous in responding to Mt. 25 appeals. However, the ministry continues to face a challenge in attracting people to actively participate in the planning and implementation of projects. The two goals of the ministry in the coming year are 1) to identify potential new members and to incorporate them into the ministry, and 2) to identify new areas of need that the ministry can serve.

ORTHODOX YOUTH ASSOC. (OYA) (*Holly Torbic*)

OYA ministers to high school students (ninth through twelve grades). This year, OYA resumed activities when Brandon Swisher agreed to join Holly Torbic and Laura Rush as a co-chaperone. We have monthly gatherings, but it is our hope to have larger, more involved activities, including overnight trips (i.e., New York City, beach, amusement park) as well as retreats.

ORTHODOX CHRISTIAN FELLOWSHIP (*Christina Sartalis*)

The Orthodox Christian Fellowship (OCF) at Penn State has existed for years to provide a refuge for Orthodox students at University Park to grow in their faith, participate in service projects, and experience fellowship. Our organization has thrived due to the leadership of Deacon Alex Cadman and our students serving on our executive board to provide students with these enriching opportunities. Weekly Thursday meetings have been the foundation for providing these experiences as well as volunteer opportunities, Trinity House events, working with other HTOC ministries (Coffee Hour, OYA, and Homeless Shelter Ministry), and travel excursions such as our annual Beach Trip. These events help our group continue to grow and foment spiritual meaning in the lives of our Penn State students.

Fostering meaningful relationships and providing educational and spiritual value to our membership was the top priority for the OCF last year and maintains its position as our vision. Through our local chapter events and regional/district OCF retreats we've been able to accomplish this goal.

The collegiate environment continues to be a spiritual battle-ground for students. That along with packed schedules will be a challenge for our OCF's membership. Finding ways to provide new experiences and add value while encouraging fellowship will be our challenge. However, we are confident that the innovative and strong leadership from Deacon Alex and our student executive board will continue moving our organization forward and accomplish our goals, helping us positively impact the lives of these college students.

RIDES TO CHURCH (*Mka. Jennifer Cadman*)

Rides to church are still available for any service. While college students are using the service less (often relying on each other for rides), others are taking more advantage, including those who cannot drive or may be without transportation every temporarily. In 2020, we plan to offer vouchers and free rides through Uber and other ride share partners. In the meantime, call or text me at (814) 359-9078 for a ride

SUNDAY SCHOOL / VBS (*Dn. Mark Oleynik*)

Our parish offers a Sunday school program for children from Kindergarten through high school. Most of our classes use the Orthodox Commission for Christian Education (OCEC) curriculum along with supplemental in-house developed materials and activities. Our high school class uses a variety of resources and materials focused on developing a deeper understanding of our Faith so that they may be better able to defend and share it in their post-secondary years.

The Sunday School meets each week prior to the Divine Liturgy (9 a.m.) from the first Sunday after Labor Day through the week

before Memorial Day. There are currently thirty-one students enrolled in five classes with half of the enrollment being in grades 6-12. Our parish is blessed to have thirteen (13) dedicated teachers who give of their time and talents each week during the school year. They are truly role models for our children.

In addition to instructional time, the Sunday school conducted various activities (kits for IOCC, Christmas caroling, roller skating, Souper Sunday, family picnic, etc.) throughout the year to promote fellowship, friendship, and reaching out beyond the parish through charitable acts. Additionally, through the initiative of our children and parents, a successful campaign was launched to provide tuition support for students attending an Orthodox Christian summer camp.

As part of our summer program, our annual Vacation Bible School was conducted in early August with the theme of "Got Fruit?". The VBS centered on Gal. 5:16-25, which lists the Fruit of the Spirit with the objective of the VBS being spiritual growth in the participants and challenging them to make connections between the Bible and "real" life. Fifteen students from K-5 (approximately 90% of our children) participated supported by nearly twenty adults and teens.

TLC (*Mark and Leslyn Radomsky*)

At the request of the HTOC clergy, TLC provides support to parishioners in times of illness/injury, bereavement, hospitalizations, rehabilitations, etc.; we may also reach out and respond to other requests, as needed. Support takes on many different forms, such as home/hospital visits, arranging assistance with projects, providing rides to appointments, sending flowers/cards, and arranging/providing meals. Mark and Leslyn Radomsky coordinate TLC, but every member of the church is a potential at-large Holy Trinity TLC minister, and perhaps from time to time a TLC recipient.

In 2019, TLC's outreach included cooking and coordinating meals for several parishioners, providing rides for appointments, hospital visits, and sending cards for birthdays, anniversaries, etc. Our goal and mission for 2020 remains unchanged. Once we learn of a need within the scope of the TLC mission, we will follow up with the appropriate support and outreach. We do not hold fundraisers to support our work; TLC relies on a small operating budget and the charitable gifts of our parishioners who often donate their time/talents, food, and food-preparation skills to this worthy ministry. Everyone attending HTOC is encouraged and welcome to participate in the TLC ministry. Come talk to us! Looking to 2020, TLC does have a specific need during several upcoming months to add temporary staff. Please see Mark and Leslyn for details.

We thank everyone who participated in TLC outreach/ministry in 2019 and for their support, assistance, and prayers in the coming year. ("Love one another as I have loved you." John 15:12).

TLC-2 (*Corene Swisher*)

TLC-2 operates as a ministry to new moms within the parish by providing meals postpartum. The group provided approximately seven meals each to several families in this year. If you are interested in supporting new families with a meal, please contact Corene Swisher.