



**TRINITY LUTHERAN CHURCH  
ANNUAL REPORT  
2021**

**AGENDA FOR 2022 ANNUAL MEETING  
JANUARY 30, 2022**

**AGENDA**

Report of Attendance

Call to Order by Congregational President

Opening Devotions by Shivon Miller, Vicar

Appointment of Tellers

Appointment of Parliamentarian

Approval of the Agenda - Jordan

Approval of 2021 Annual Meeting Minutes

President's Report

Vicar's Report

Treasurer's Report

Approval of Written Annual Reports

Unfinished Business:

Work of the Constitution and By Laws continues

New Business:

Approval of the Ballot by Vote

Presentation of the 2022 Budget - Kathy

Approval of the Budget by Vote

Announcements

Approval to Adjourn

The Lord's Prayer and Benediction – Shivon

Dismissal

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**Trinity Lutheran Church**  
**Minutes of 2021 Annual Meeting**  
**January 31, 2021—11am**

Meeting held via Zoom

Confirmation of Voting status upon entry to Zoom

Report of Attendance:

73 voting members present

Call to Order - Bret

Opening Prayer - Jerome

Abbreviated Agenda Description - Bret

Approval of the Abbreviated Agenda - Bret

Approved without contest

Announcement of Teller:

Heidi Johnson and Per Johnson

Announcement of Parliamentarian:

Heather Sweetland

Approval of 2020 Annual Meeting Minutes - Bret

Approved without contest

Approval of Written Annual Reports - Bret

Approved without contest

Update of Transition Plan – Shivon and Jerome

(Refer to 2021 written report)

Approval of the Ballot by Vote:

Carries unanimously with 73 “yes” votes received

Extension of Constitution Task Force - Bret

Incoming Congregational President to lead the Task Force

Presentation of the Budget - Kathy

(Refer to 2021 reports)

Approval of the Budget by Vote:

Budget passes with 71 “yes” votes and 1 “no” vote

Closing Prayer—Lord’s Prayer—Jerome

Benediction – Shivon

Adjournment

**ANNUAL REPORT**  
**Minister of Congregational Life, Intern Pastor, Vicar**  
**Shivon Miller**

*“May the God of hope fill you with all joy and peace in believing, so that you may abound in hope by the power of the Holy Spirit.” Romans 15:13*

This past year, as part of preparing for call, I have been attending trainings in Transitional Management. These classes have helped give me the language, a fuller understanding, of what we are currently experiencing as a congregation. This year we have experienced a great deal of change – Pastor Jerome’s retirement, pandemic conditions, hybrid worship, the hiring of a new music coordinator, the death of congregational members, the reworking of Constitution, ByLaws, financials and policies, my ever-changing role as Minister of Congregational Life, Intern and now Vicar awaiting call. Change is situational, and this year has most certainly held change. But more importantly we are experiencing transition. As authors of “Managing Transitions,” William and Susan Bridges write, transition is psychological, a process in which we as people internalize and come to terms with the details of the new situation that change brings about.

Transition does not happen quickly. Transition is a three-phase process:

1. Transition involves letting go of the old ways and old identity and dealing with losses.
2. Transition requires going through an in-between time, a neutral zone, in which the old is gone but the new isn’t fully operational; a time of realigning and repatterning
3. Finally transition involves making new beginnings, developing a new identity and experiencing new energy and purpose.

Transition cannot be rushed, especially in these strange pandemic times. New identity, new life, is only possible after the hard work of endings and daring to walk through unsettled times. Think of the Moses story as a Biblical example. There is a change for the Israelites – they are freed, leaving Egypt behind. Even while they know their life in slavery was not good, they still grieve some of the routine and security of what is left behind. They struggle through a 40 year “neutral zone” in the wilderness, the old ways gone, the promised land yet to be experienced. During this time their lives are repatterned, realigned with God, to live as God’s people into a new future. I reflect on this past year and while we all long for the “promised land,” for a “new creation,” we are doing the work of letting go, of grieving, of wondering and wandering forward into the future God has planned for us, trusting the work of the Holy Spirit. I pray that God will stir within us hopeful anticipation, an excitement and imagination for all that is to come.

**ANNUAL REPORT**  
**Minister of Congregational Life, Intern Pastor, Vicar**  
**Shivon Miller**

Thank you for being part of this community. Thank you to the many volunteers who have stepped up to keep Trinity ministry going in new ways through difficult times. It is a joy to see the gifts God is working in and through each of you and I give thanks that God has called us together as the body of Christ to do God's work in the world.

**MILESTONES IN THE TRANSITIONAL YEAR TIMELINE**

**January**

- I enrolled in and completed a full load of J-Term classes through Wartburg Seminary.
- Trinity's Annual Meeting was held on Zoom approving a budget reflecting Pastor Jerome's retirement in May and the transition to one full time ministry staff position.

**February**

I began Spring quarter classes through Wartburg  
I began my Clinical Pastoral Education Training  
Trinity continued to offer Sunday and Midweek Lenten services over Zoom and Facebook.

**March**

I submitted my Endorsement Essays for ELCA Candidacy in Word and Sacrament Ministry.  
Trinity continued to offer Sunday and Midweek Lenten services over Zoom and Facebook.

**April**

I completed all Seminary classes  
I completed Clinical Pastoral Education  
I had my Endorsement Interviews with the ELCA and was endorsed for internship  
Trinity held Palm Sunday and Easter Services online  
A small group of Trinity youth were confirmed Hybrid, over Zoom and on the front step at church.  
Trinity held an online retirement celebration for Pastor Jerome Evavold  
Trinity's Smart Team prepared for in-person programming

**May**

A service was held online acknowledging an end to the position of Minister of Congregational Life  
In a Letter from the Bishop of the NE MN Synod I was named Vicar

**ANNUAL REPORT**  
**Minister of Congregational Life, Intern Pastor, Vicar**  
**Shivon Miller**

A Trinity Internship Committee was formed and Doug Paulson was asked to serve as Supervising Pastor

I began a 6-month Internship in Word and Sacrament Ministry

Trinity opened to In Person Worship at 10am, continuing Zoom at 11am and Facebook at 8am

**June**

NE MN Synod staff introduced Trinity Council to Vital Congregations and a small committee was formed under the Council

In person worship resumed lay readers and music

A separate Zoom worship continued to be offered at 11am, Facebook “Worship at Home” at 8am

We had two In-person Baptisms and offered Communion as part of In-Person worship

I began officiating funerals

**July**

A camera, laptop and sound equipment were ordered for Hybrid worship

We merged Zoom and In Person Worship at 10am, Facebook continued at distinct time

We hired Kristin Norlander as Music Coordinator

Protective screens were added around the contemporary music area and we resumed Contemporary Music

In-person Intergenerational programming resumed

**August**

I attended the necessary Power and Boundaries Training Workshop

Trinity held an additional outdoor service at Lester Park

Trinity building opened to groups with defined protocols

**September**

I received Mental Health First Aid Training

All Final Internship Evaluations were completed by Committee, Supervisor, and Intern

I submitted my Approval Essays and Call papers

An additional Fall Outdoor Worship service was held at Lester Park

God’s work, Our Hands was celebrated in Worship and activities

**October**

I attended the “Center for Addition and Faith” Convention, learning ways to improve our partnership with our AA/NA Community groups

I had my Approval interviews with the Wartburg Seminary Faculty

**ANNUAL REPORT**  
**Minister of Congregational Life, Intern Pastor, Vicar**  
**Shivon Miller**

Doug Paulson and I attended the Seminary Cluster Retreat

I had my Approval Interview with the ELCA and was approved for the roster of Word and Sacrament Ministry

Trinity Confirmation programming returned to In-person

November

My Internship was completed and a service of completion was led by Doug Paulson in worship

Trinity Leadership completed required Mission Site Profile paperwork to Call a pastor

I took part in Transitional Leadership Training, Part 1: The Work of the Leader

Trinity held All Saints, Thanksgiving and Advent Hybrid Worship services,

Mid-week Advent and Sunday Worship services continued to be offered on Facebook

Trinity held the first In-Person Funeral Service since the onset of Covid

December

Trinity raised the needed \$13,000 to install electrical in the sanctuary and purchase Air purification systems which were installed prior to Christmas.

Trinity held Christmas Eve In-Person/Zoom worship at 4pm, and an additional in-person only worship at 5:30pm

Facebook "Worship at Home" was also posted for Christmas Eve

January 2022

I attended Transitional Leadership Training, Part 2: The Work of the Congregation

Trinity Staff and congregation members began attending "reBoot Vitality" Workshops through the ELCA

February

Ordination is tentatively scheduled for February 27, 2022

In 2021, between the months of May and December, I conducted 5 funerals, 1 service of remembrance and 3 baptisms.



**President of the Church Council—2021  
Jordan Cohen**

Jordan will be giving a verbal report at the annual meeting.

**Welcome Team Report  
Naydean Ringdahl, Sandy Keyser, Emily Laman, Brittany Oestreich**

*Submitted by Naydean Ringdahl*

**Welcome Team**

Despite the ongoing pandemic, we, alongside leadership and other teams, have found creative and safe ways to carry on and move forward with the ministries of Trinity during this past year. Because the **card ministry** has been well received, our mailings were increased to four, thanks to financial support from the Endowment fund. Eighteen volunteers participated in this endeavor.

**Nametags** were initiated this past summer after visiting with numerous area churches who support this practice in their buildings. Our plan included printing a tag for anyone who had attended in-person worship over the past several months and adding as we saw more faces. Due to covid cautions, we are at this point still handing them out, collecting, and sanitizing them each week. Visitors begin with a sticky tag and are gifted **pens** on a card that thanks them for attending, and encourages them to return for future worship opportunities.

In an effort to encourage and connect with AA and NA groups that use the building, a Welcome board was refreshed and a **Serenity Prayer display** was put up in the Chapel area where they meet. Purchase was made possible by Endowment gifts. The hope is to become more knowledgeable about how Trinity can expand support.

**Silver Sunday**, as expected, took on a different form as it did last year as well. In collaboration with the Worship Team, scriptural magnets were sent to roughly 40 members over age 80 along with notes of encouragement...yet another project completed with the help of volunteers and Endowment money.

Finally, in our continued effort to offer care and encouragement, **fleece blankets** were cut and tied and made available to be gifted to Baptismal families. **Prayer shawls** made by several volunteers have been tagged and made ready to be distributed by Pastor, Staff, or members. If you are aware of anyone needing care that would appreciate a shawl, let one of us know and we will connect with you.

**Worship Team Report**  
**Barb Lewis, Jeff Pickering, Diane Whiffen, Kathy Myers**

*Submitted by Kathy Myers*

Worship met several times this year with Vicar Shivon.

Helped where needed for worship services. Helped put together information for a Music Director.

Helped with Lenten Services and Easter, Advent and Christmas.

Our team provided some music, being an usher and greeter, cleaning according to Covid guidelines. Putting up Christmas decorations.

**Witness Beyond & Creation Care Report**  
**Rebecca Oachs, Joanne Morris and Darlene Morris**

*Submitted by Rebecca Oachs*

It has been difficult to meet in person or hold events for church members but our team has continued to participate in work with our partner organizations Lutheran Social Services (LSS) and CHUM.

Members of the team and others from Trinity attended the virtual LSS (Lutheran Social Service) Benefit for Youth "Growing Connections" held on May 18th where we heard about the statewide services for youth and families that are funded through this event. Bethany Crisis Shelter in Duluth is one such service. For many, these services were lifesaving during the pandemic. This year attendees from around the state contributed \$304,823 to keep these services funded.

Members of the team attended the quarterly meetings of CHUM virtually this year. We wished Lee Stuart well as she retired after serving as executive director of CHUM for seven years. In the last year CHUM has partnered with the city and others to open and provide staff for warming centers available during the cold winter nights (on any given night there are 200 people unhoused in Duluth) CHUM also partnered with St. Luke's, the city, and county to purchase the Duluth Inn. The Inn has been renamed the St. Francis apartments and will provide 43 units of much-needed low-income housing for homeless adults in our area. We welcomed the new executive director John Cole who promises to continue the good work that CHUM has been doing to address homelessness in Duluth.

**Witness Beyond & Creation Care Report**  
**Rebecca Oachs, Joanne Morris, Darlene Morris**

CHUM church and Lutheran Campus Ministry "Dinner for a dollar" were put on hold for most of the year so we were not called on to provide meals as we have in the past. Fortunately the Rhubarb Festival was held this year at First United Methodist Church on June 26th. There was an online auction of baskets of gifts. Our team provided one basket that was auctioned off.

In December Hulda Circle gathered gift cards and needed items for the teens at Renaissance House in the Center for Changing Lives (LSS) and for the families living in the Steve O'Neil apartments (CHUM). Witness Beyond members delivered the gifts in time for Christmas.

Money from the endowment fund was distributed. \$500 was sent to PAVSA (Program for Aid to Victims of Sexual Assault) in Duluth and \$375 was used to purchase 37 backpacks stocked with food from ELCA good gifts for students to take home on weekends when school lunches are not available. Additional endowment funds will be used for a book read in the future.

Using CHUM book club suggestions and other materials we've read here at Trinity we compiled a list of books on social justice issues. In the coming year we will donate a copy of each to the Trinity library. We hope by next fall to suggest a new book for members to read as a group. View the list of books at <https://tlcduluth.org/booklist/>

Over the summer our team collaborated with the Witness Within Team to help with Vacation Bible School and with activities for God's Work, Our Hands Sunday in September.

Current members of Witness Beyond will be returning in the 2022 year, including Rebecca Oachs as team leader, with Joanne Morris and Darlene Morris returning as team members.

**2021 Witness Within Annual Report**  
**JoAnn Salmela, Heidi Johson, Marilyn Toscano,**  
**Tom Meador, Jody Berquist**

*Submitted by Heidi Johnson*

This past year was one of trying to continue our intergenerational educational programming in the midst of the challenges of the pandemic.

We continued to deliver “Mobile Ministry” kits to families with children and youth for Valentine’s Day and Lent/Easter. We also had Fun in the Son again where throughout the summer, a video was posted on Facebook encouraging families to interact with a different item from their kits often while playing outside and being reminded of God’s love for us.

We celebrated with our confirmands in May and high school graduates in June with outdoor “breakfast baskets” that could be picked up and enjoyed by families when and where it worked for them.

In June, fishing poles and kits were offered to families so they could take a kid fishing.

July was again Vacation Bible School, but we did it differently this year instead opting for three Sundays during and after church to offer activities to families. We used the River of Life curriculum from the ELCA, and it included a skit during worship, a Bible lesson, crafts, games, and simulation station where we learned about water and its importance and struggles in different countries around the world.

The beginning of September was our traditional God’s Work, Our Hands Sunday, and we partnered with the Witness Beyond Team. We had a variety of activities congregational and community members participated in including writing cards for Camp Noah and Trinity members, a pinecone bird feeder craft, supplies to pick up to clean a street or beach, a table to learn about ideas for ways to help and get involved, and a Walk for Water as an educational activity.

This fall we offered an intergenerational Sunday School after church for 10 weeks with a narrative lectionary-based curriculum from Spirit and Truth Publishing. The lessons read during worship were further explored with stories, activities, crafts, and games.

We were unable to offer Treat Seat Sunday to celebrate Halloween due to the pandemic, so instead we put out a “reverse trick-or-treating” call for food for those in our community in need. We were amazed at the generosity of our congregation as you all gave \$600 and many pounds of food to CHUM. As part of this event, we offered a gnome craft that was also adapted for Christmas.

Finally, we mailed cards to every child and youth in our congregation for Christmas.

We are blessed for all the opportunities to grow in our faith and are grateful for the collaboration even in the midst of the challenges.

**Property Team Report**  
**Eric Skadsberg, Gene Keyser, Jerry Ewer**

*Submitted by Eric Skadsberg*

Trinity incurred some significant water damage in the Sunday school building, including all three floors in January. Also the adjoining wall in the balcony. It took quite a while to get the Insurance Co and all of the contractors to get squared away, but in the end, we were successful in getting the Insurance Company to pay for all the damages, and the contractors were great to work with. If there was anything good that came from Covid, it was that the building was very sparsely inhabited during this time, which gave the contractors more leeway to get their jobs done.

We had our first “in house” Church service in over 15 months! It was a good service, understandably sparsely attended, but I think that as each week comes and goes, there will be more and more folks that come out to enjoy our Church building once again! The building was all ready, the volunteers all knew their stuff, although it might sound complicated to register, sign, stay separated, it was really transparent to me. I registered earlier in the week, and everything went smooth as silk! There were even music from the tower speakers as we all walked from the parking lots.

In preparation for the re-opening, the sound system needed to be started back up, and re-adjusted. We adjusted the volume for the speakers in the tower, as well as the wireless microphones that Shivon uses.

Also in the longer term needs for Trinity, for fire safety, security as well as ease of getting in and back out of the main entrance doors, we will be installing what are called “panic bars” onto the doors. These are the bars that you have seen on many, many doors, There is a bar across the middle of the door, you just have to push on it to open the door, and the door will lock again once it closes. These were installed in July. Thank you to the Trinity Ladies for paying for the installation of these new devices on our doors.

We had been in discussion with Les Grumdahl for getting quotes for replacing a few windows at Trinity. The purpose for these quotes is for putting together a submission to the Endowment Fund. We did receive gifts for the windows and the ones that will be replaced are the two big windows in the Lyngdal Lounge (They were in rough shape) as well as a window up in the front dormer of the Parsonage. In our discussions, Les G told me that he will be replacing two basement windows in the Parsonage free of charge! They were his gift to Trinity! I thanked Les on behalf of the Trinity Congregation!

The clothes dryer at the Parsonage had been having issues. We’ve had to go there and repair it several times, it was always something different. So it meant tearing it apart to find out what the trouble was, ordering the parts, going back to tear it down again to in-

**Property Team Report**  
**Eric Skadsberg, Gene Keyser, Jerry Ewer**

stall the parts, each time it was the same process. The last time, it turned out to be something more significant, and there were actually two issues. Looking at the parts cost, and the number of times we have had to fix it, we determined that it would be better to purchase a new one. A new one was bought, and my son Adam and I moved the old dryer out and brought the new one in, that same day I went to the landfill to get rid of the old one, and the Parsonage tenants are very grateful! They said that the cost of drying their clothes at the laundromat was getting pretty expensive!

To anyone who has had to deal with an Insurance Co. for a large claim, you will know about what I am about to say. It took quite a while working with the Insurance Co, and the Ins. Co adjuster to determine how much we will be reimbursed for the damages received during the water leak in the roof of the Sunday school building.

We reached an agreement for another year with the present tenant at the Parsonage. They have been very good tenants, so we are very pleased that they will be with us again for another year.

Met with an AA group that has used our Church, pre-Covid, for their weekly meetings, regarding the use of Trinity's WiFi. They are currently planning to begin 'in person' meetings, but would like to have the option to 'zoom' with those who did not yet feel safe enough to meet in person. The reception was tested in the Chapel and found to be sufficient to hold Zoom meetings from there. Our WiFi system was initially developed to allow the evening groups access when they requested it, and this is the first group to request it.

Managed the contractors during the repair work for the water damage suffered in January of 2021.

The construction work being complete, I did the final walk through on Aug. 28 to verify everything has been completed to our satisfaction.

We installed 'panic bars' on the main entrance doors, this was done as a safety requirement for the Fire Department and will be used as a security requirement as well. Some painting is still required on the outside surface of the doors (actually a full coat of paint is needed), this was not able to be completed last year, but will move to our list for this year.

We repaired the pilot light for the kitchen's oven. The oven pilot light would not stay lit. I cleaned the pilot light sensor and re-lit. The pilot has been working ever since.

**Property Team Report**  
**Eric Skadsberg, Gene Keyser, Jerry Ewer**

We reached out to Trinity's Parsonage tenants, they have had a few deaths in their close family, and I invited them to join us on Sundays for the worship services. They asked that we keep them in our prayers instead.

Worked with the sound engineer to make Trinity's ZOOM services able to have quality sound during the online Sunday services.

When talking with a representative from the CSA group (These are the folks that take subscriptions for people to receive farm grown produce that is handed out every Wednesday from Trinity's parking lot) I learned that they average 111 people each Wednesday. That is way more than I had thought.

I met with an Insurance Company representative to check rates and coverages, to compare with our present provider. I expect that we will soon be hearing from them with their rates.

We checked the 'use by' date on the soda cans in the pop machine located in the Chapel. Due to the Church being empty almost all last year, and most of this year so far most, if not all, of the cans had expired. Some were over a year past their 'due date'. We disposed of the cans that had expired, and re-loaded the machine with a small amount of each kind of soda, so as not to incur such an expense again if it's a long time before our Church begins to be used as it has in the past.

We investigated why two of our security cameras were not functioning. It appears as though they both need to be replaced. They both were replaced once the replacements came in.

We made sure we would be ready by communicating with the contractor that clears our walks and parking lots, making sure he is still interested in helping us out when the snow gets deep.

We took down the old flag during Covid, because it was tattered and torn. We felt that since few folks were in the church, we would wait to raise our new one until we were able to have more folks attend services. Someone inquired, later in the year, if we had a flag, and that there were a few people that had asked about it. This triggered my memory, so I got the new flag and hoisted in so it can fly proudly above Trinity's front yard once again.

We started up the heating boiler and added a heavy dose of boiler chemicals, so that the rust inside the steam pipes cannot form and produce leaks. We add those chemicals periodically throughout the year, to ensure leaks are kept to an absolute minimum.

**Property Team Report**  
**Eric Skadsberg, Gene Keyser, Jerry Ewer**

Shortly after starting up the boiler, we had a boiler inspection. We passed it with flying colors. But were notified that in the coming years, we would be required to tear the boiler apart and have an internal inspection as well. I am checking with the Chief boiler inspector in Minnesota to verify that we are required to do this. It appears as though it will be an annual requirement.

There was a generous gift given to replace the old fluorescent lights with new energy efficient lights in the main hallway outside the office. It may look as bright as a Target store, but now we can definitely see better. We applied for a rebate through Minnesota Power, and received a check. Not enough to totally fund the project, but any amount is better than none, right??

Shivon approached me asking if I would be interested in sitting in on a couple presentations from area companies that have air exchangers, in order to ensure the air in the Sanctuary is as clean and free of the nasty Covid virus as we can get it. In the meetings we had we showed them the Sanctuary, only one of the companies said that they could handle such a project. They measured and came up with an option for handling our pure air needs. They designed a system that will use two units of the same size. Each will be powered by an ordinary electrical outlet. The units are designed to do several air exchanges each hour, so they are sufficient to keep the huge area of the Sanctuary as clean as possible. Shivon stated the technology of how it's done in an ECHO article, and suffice it to say, these units will serve us well for years to come. Through Covid, and any flu season in the coming years. As a part of purchasing the units, we also needed to add a couple electrical outlets in our Sanctuary. And for a very minimal additional cost, we will add two more than we need for this project, to alleviate the issue of not having outlets in the Sanctuary. When you think of it, a hundred years ago, there wasn't much need for additional outlets, either in our houses or in our Churches. Most of the lighting was generated by the huge lights hanging from the ceiling, and any special lighting, was by candle light. Since then, there are many more devices that are required to be plugged in.

As we were going through this project, I came to realize that during the summer, we were able to keep indoor services a viable option by keeping the small windows open in our Sanctuary, for fresh air. But in the winter, it's not feasible to do that, so in order to continue indoor services of any kind, we had to do something else. It was decided that installing these air purifiers to handle that challenge. This was truly a matter of keeping Trinity a viable Church during the winter months.

Unfortunately, they aren't free, so Trinity was in need of doing a fund raiser to pay for them. The cost for the two units is \$11,390, and the cost for the electrical outlets to pow-



**Property Team Report**  
**Eric Skadsberg, Gene Keyser, Jerry Ewer**

er them (the wiring for the outlets is required to come from the breaker boxes down in the boiler room) will be \$1,700. If you can find it in your heart to give Trinity a nice Christmas present, giving to that project would surely be a nice way to give. In the meantime, as it turned out, there was a very generous family from our Congregation that gave a rather large matching fund. Gift to Trinity, and many of you responded to it, so much so that we were able to raise enough money to be able to purchase and install the units, in time for the Christmas services!! We had to scramble to get an electrical company that had an opening in their schedule to be able to wire them, and also get the units delivered all in time to get everything started up and running before the Christmas services. But we made it!!! Only by a couple days, but these units were running and cleaning the air in time for the Christmas services at Trinity.

Area deployments are imminent, please keep our military service members and their families in your prayers, both for when they are here at home, and when they are sent to far off lands to serve. If you know of a family that is impacted by such deployments, think about giving them a hand. Mow their lawn, shovel their snow. It's such a small thing for us to do, but I know that it will be greatly appreciated as the families struggle while their loved ones serve.

***Respectfully submitted,***  
***Eric Skadsberg***  
***Property Board Chair***

**2021 Staff Support Annual Report  
Ann Clark and Brent Consie**

*Submitted by Ann Clark*

The biggest development in staff support in 2021 (beyond Covid) was the retirement of Pastor Jerome Evavold. The staff support committee lead the retirement celebration committee with the event held via Zoom on Sunday, April 25<sup>th</sup>. Pastor Jerome officially concluded his service at Trinity on April 30, 2022. Thank you to the many Trinity members who participated in the ceremony and especially to the many parishioners who contributed to the retirement gifts for Jerome and Mary.

As one door closed the next door blew wide open with Vicar Shivon Miller completing her formal classes and entering into her term of internship under the leadership of Pastor Doug Paulson. Staff Support continues to work with the Call Team to prepare for Shivon's ordination and Call to lead our parish.

We have added one new staff position of Worship Music Leader with Kristin Norlander fulfilling that role. She has done a beautiful job of blending seasoned voices and musicians with new members to the Worship Music groups. To be able to return to our sanctuary and enjoy both instrumental and vocal music again has been a treasured gift for our congregation.

We are grateful that our remaining staff have endured in their positions over the past year rolling with the variations Covid has brought to us all. The work of custodian Robert Golla, secretary Aine Merrill, treasurer Kathy Gilbertson and facility coordinator Naydean Ringdahl has kept the faith community of Trinity Lutheran Church alive.

We extend a grateful thanks to all Trinity staff for your work and commitment to your roles.

Respectfully submitted Staff Support Committee,

Brent Consie and Ann Forrest Clark

**2021 Endowment Fund Report**  
**Jan Culliton, Pastor Jerome Evavold, Kathy Johanson, Fritz Kerttula,**  
**Dawn Kregness, Eric Skadsberg**

*Submitted by Jan Culliton*

The Trinity Lutheran Church Endowment Fund continues to support to support our ministries in our church and in our community. In 2021, we were able to fund 18 requests for funds totaling \$15,525.00. The funds available for distribution were a combination of the dollars available in 2019 and 2020. Thank you to those people or groups who submitted requests for funds - it is a pleasure to give away money.

The balance of the Mission Investment Fund as of December 31, 2021 was \$20,522.36.

The balance of the Pooled Trust as of November 30, 2021 was \$205,241.52 (the year-end numbers are not available at this time).

Thank you to everyone who supported the Endowment Fund over the past years. Your gifts are greatly appreciated and contribute to furthering the ministries of Trinity Lutheran Church.

In May 2022, the Endowment Committee will have additional funds to disburse from the Trinity Lutheran Church Endowment Fund.

Respectfully submitted, Jan Culliton, Chair

**2021 Stewardship Team**  
**Brenda Bonnema, Maureen Ulvi**

*Submitted by Brenda Bonnema*

The Stewardship Team has revised the time and talent sheet. We have chosen to rename it “Stewardship Opportunities” as a way to show what stewardship could really look like. We will distribute it to the Congregation as Covid-19 precautions are lifted and we are able to return to church on a more full time basis.

We have also started to include a “Stewardship Snippet” in every Sunday bulletin. It’s a short Bible verse followed by a brief reflection. The idea is to keep stewardship in your mind all year long.

What is stewardship? One definition is “it’s an ethic that embodies the responsible planning and management of resources. The concepts of stewardship can be applied to the environment and nature, health, property, information and theology.”

**Trinity Tuesday Morning Quilters—2021**

The Tuesday Morning Quilters did not meet in 2021. As Sandy Keyser said in her last year’s report, “Until better times, we will remain at home and pray for an end to this difficult time.”

**In Stitches Quilting Group Annual Report - 2021**  
**Dawn Kregness, Gloria Walkowiak, Alyce Coker, Karin VonSien,**  
**Donna Hagensen and Barbie Lewis**  
*“Warmth and comfort when needed.”*

*Submitted by Dawn Kregness*

Our quilting was shortened to the fall of 2021 because of the continuing Covid pandemic. Our group gave 28 baby quilts to Walkowiak Daycare, Hermantown Head Start and the Salvation Army. It was so comforting to be a group again and share our love of quilting while benefiting the community we live in.

**Trinity Lutheran Church Women**  
**Treasurer Report**  
**January 1 - December 31, 2021**

<b>Savings Account Balance as of January 1, 2020</b>	<b>\$ 9,857.26</b>
<b>RECEIPTS</b>	
Bank Interest Earned 2021	\$ _____.76
<b>TOTAL RECEIPTS</b>	<b>\$ 9,858.02</b>
<b>DISBURSEMENTS</b>	
Lights-Sunday School Hallway	<b>\$1,973.00</b>
Front Entry Door Hardware	<b><u>\$3,300.00</u></b>
<b>TOTAL DISBURSEMENTS</b>	<b>\$5,273.00</b>
<b>Savings Account Balance as of December 31, 2021</b>	<b><u>\$ 4,585.02</u></b>

**Respectfully submitted,**  
**Faye Kerttula**

**Treasurer's Report**  
**Kathy Gilbertson**

*Submitted by Kathy Gilbertson*

In looking over last year's report and following up, Pastor Evavold retired on April 30th, and Shivon continued on with the pastoral duties as Vicar of Trinity Lutheran Church. Her preparation on becoming an ordained minister, including Seminary Classes which she was able to do on-line. We now will vote on her "Letter of Call", to become an Ordained Pastor.

Our 2021 final financial summary shows a surplus of receipts over expenses of \$4852. We had a good December and although we did not have a Christmas appeal as we have in the past, there were gifts from people in memory and honor of loved ones, \$(2500) in addition to regular Christmas offerings. Our 2021 monies did include a Federal Payroll Protection Plan grant of \$20,747, which when added to our giving, put us at \$205,444. (Unfortunately, there does not seem to be another PPP Award coming in 2022). Our regular giving was down 11% compared to this time in 2020.

Once again we will move forward. Thank you all so much for your continued support of Trinity, not only through your financial gifts, but for the many who are investing their time and talents to move us on.

**TRINITY LUTHERAN CHURCH**  
**December 2021**

**FINANCIAL SUMMARY**

- Receipts exceeded expenditures by \$4,852 in 2021 \*
- Members donated \$20,310 (11%) less in 2021 than in 2020
- Unrestricted reserves on December 31, 2021 were \$176,867 (vs \$170,856 on 12/31/2020) \*

\* includes \$20,747 federal PPP award; excludes \$15,530 insurance advance expended for repairs

	<u>Year to Date</u>		
	<u>2021</u>	<u>vs. 2020</u>	
<b>REQUIREMENTS</b>			
Pastors, Staff & Musicians	118,041	(30,753)	
Utilities	21,517	1,756	
Materials, Supplies & Worship Support	12,579	(530)	
Insurance, Work. Comp	12,243	675	
General Maintenance & Snow Removal	3,635	(206)	
<b>General Fund Operating Expenses</b>	<b>168,016</b>	<b>(29,058)</b>	
Seminary Education ( <i>Shivon Miller</i> )	7,232	(2,627)	
Benevolences	8,176	507	
<b>Special Items</b>	<b>15,408</b>	<b>(2,120)</b>	
<b>Facility Projects - General Funds</b>	<b>17,167</b>	<b>(20,176)</b>	
<b>Total Requirements</b>	<b>200,591</b>	<b>(51,354)</b>	
<b>FUNDING SOURCES</b>			
General Donations and Fundraisers	164,170	(20,310)	<u>% vs. 2020</u>
Rental, Church Use & Investment Income	21,926	13,526	-11%
Federal PPP Award	20,747	(13,548)	
<b>General Sources</b>	<b>206,842</b>	<b>(20,331)</b>	
Designated Receipts, net of Expenses	(1,399)	(2,071)	
<b>Total Sources</b>	<b>205,444</b>	<b>(22,402)</b>	
<hr/>			
<b>Surplus (Deficit) - Year to Date</b>	<b>\$ 4,852 *</b>		
General Reserves & Bank Balances	\$ 176,867 *		
Designated Fund Balances	16,121		
Insurance Settlement Advance	-		

\* includes funds from \$20,747 federal PPP award designated for payroll and utility expenses

## Reserve Fund Activity

2021

	Beginning Balance	Contributions (Withdrawals)	Bank Interest & Divs	General Fund		Property Board		Other		Ending Balance
				Principal from (to)	Interest from	Principal from (to)	Interest from	Principal from (to)	Interest from	
2021	1/									
January	90,784.73	-	14.43	-	-	-	-	-	-	90,799.16
February	90,799.16	-	13.93	-	-	-	-	-	-	90,813.09
March	90,813.09	-	16.42	-	-	-	-	-	-	90,829.51
April	90,829.51	-	18.05	30,000.00	-	-	-	-	-	120,847.56
May	120,847.56	-	15.69	(20,000.00)	-	-	-	-	-	100,863.25
June	100,863.25	-	18.24	-	-	-	-	-	-	100,881.49
July	100,881.49	-	19.20	-	-	-	26,538.57 *	-	-	127,439.26
August	127,439.26	-	22.35	-	-	-	-	-	-	127,461.61
September	127,461.61	-	19.50	-	-	-	(26,538.57)	-	-	100,942.54
October	100,942.54	-	16.04	-	-	-	-	-	-	100,958.58
November	100,958.58	-	17.70	-	-	-	-	-	-	100,976.28
December	100,976.28	2,210.00	16.43	-	-	-	-	-	-	103,202.71
<b>YEAR</b>	<b>90,784.73</b>	<b>2,210.00</b>	<b>207.98</b>	<b>10,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>103,202.71</b>

**Trinity Lutheran Church**  
**Designations Within Cash**  
**2021**

<b>Designations</b>	<b>Balance 12/31/2020</b>	<b>Receipts</b>	<b>Disb'mts</b>	<b>Balance 12/31/2021</b>
Advance Giving	6,169.50	5,075.10	6,000.00	5,244.60
Butterfly Garden	250.25	0.00	0.00	250.25
Camp Vermilion	280.00	305.00	585.00	0.00
Deposits	1,550.69	0.00	0.00	1,550.69
Fromberg Flower Garden Fund	440.47	0.00	0.00	440.47
Funds for the Future	1,200.00	4,409.74	3,707.07	1,902.67
In Stitches	659.28	50.00	0.00	709.28
Music Fund	130.81	0.00	0.00	130.81
Outreach Care	66.51	0.00	0.00	66.51
Property - General	660.00	6,031.00	6,691.00	0.00
Sound System	299.97	0.00	0.00	299.97
Sunday School	676.09	133.83	453.16	356.76
Trinity Youth	4,096.02	350.00	81.11	4,364.91
Other	0.00	200.00	200.00	0.00
<b>Designated Funds</b>	<b><u>16,479.59</u></b>	<b><u>16,554.67</u></b>	<b><u>17,717.34</u></b>	<b><u>15,316.92</u></b>
Shirley Bergson Camp. Fund *	799.86	4.06	0.00	803.92
* funds are held in the ELCA Mission Investment Fund				



	<b>December 2021</b>		<b>World Hunger Total</b>	
	<u>Benevolences</u>			
<u>Allocation</u>		<u>Monthly</u>	<u>YTD</u>	
12.0%	CHUM	97.22	790.56	
55.0%	ELCA	445.57	3623.34	
5.0%	ELCA World Hunger	27.63	330.22	
	Special World Hunger	0.00	300.00	27.63
5.0%	Life House Parent/Teen Program	40.51	329.40	
3.5%	Lutheran Campus Ministry	28.35	230.55	
5.0%	Lutheran Social Service	40.51	329.40	
5.0%	Lutheran World Relief	40.51	329.40	
5.0%	Seafarers Ministry	40.51	329.40	
4.5%	Voyageurs Lutheran Ministry	36.46	296.47	
100.0%	<b>Total Benevolences</b>	<b>797.27</b>	<b>6888.74</b>	
	<b>YTD Special World Hunger</b>	<b>\$300.00</b>		
	<u>Additional Benevolence Gifts</u>			
	Trick of Treat Food Drive for CHUM Plus many bags of Food		\$600.00	
	Haiti Home		\$604.00	
	CHUM Sock Drive Plus 256 pair of socks		\$100.00	

**TRINITY LUTHERAN CHURCH  
2022 Budget - Preliminary**

	<b>Budget 2022</b>	<i>vs 2021</i>	<b>Estimate</b>	
			<b>2021</b>	<b>2020</b>
<b>REQUIREMENTS</b>				
<u>Pastor Evavold</u>				
Cash Compensation	-	(10,958)	10,958	43,941
Pension, Health, Other Benefits	-	(6,161)	6,161	21,107
Car Allowance	-	(830)	830	2,000
<u>Shivon Miller (Vicar, 2021)</u>				
Salary, Housing, Health, FICA reimbursement	70,532	8,326	62,206	52,044
Retirement & Disability	8,395	2,743	5,652	1,200
Expense Allowance	3,000	925	2,075	-
Office Administration	21,558	829	20,729	22,457
Snow Removal & General Maintenance	5,000	1,365	3,635	3,841
Organ, Piano, Other Musicians	7,850	4,765	3,085	345
Payroll Taxes	2,016	(4,328)	6,344	5,699
Materials, Supplies & Worship Support	20,000	7,421	12,579	13,109
Utilities	23,150	1,633	21,517	19,762
Insurance, Work. Comp	13,000	757	12,243	11,569
<b>General Fund Operating Expenses</b>	<b>174,501</b>	<b>6,486</b>	<b>168,016</b>	<b>197,074</b>
Seminary Education (Shivon Miller)	-	(7,232)	7,232	9,859
Benevolences	8,500	324	8,176	7,669
<b>Special Items</b>	<b>8,500</b>	<b>(6,908)</b>	<b>15,408</b>	<b>17,528</b>
<b>Facility Projects - General Funds</b>	<b>10,000</b>	<b>(7,167)</b>	<b>17,167</b>	<b>37,343</b>
<b>Total Requirements</b>	<b>193,001</b>	<b>(7,590)</b>	<b>200,591</b>	<b>251,945</b>
<b>FUNDING SOURCES</b>				
General Donations and Fundraisers	170,000	5,830	164,170	184,479
Rental Income & Church Use	24,000	2,366	21,635	13,091
Federal PPP Grant	-	(20,747)	20,747	34,295
Investment Income	-	(291)	291	(4,692)
<b>General Receipts before Asset Sale</b>	<b>194,000</b>	<b>(12,842)</b>	<b>206,842</b>	<b>227,174</b>
Designated Receipts, net of Expenses	-	1,399	(1,399)	672
<b>Total Sources</b>	<b>194,000</b>	<b>(11,444)</b>	<b>205,444</b>	<b>227,846</b>
<b>Change in Cash &amp; Investments</b>	<b>999</b>		<b>4,852</b>	<b>(24,099)</b>
General Reserves & Bank Balances	\$ 177,866		\$ 176,867	\$ 170,855
Designated Fund Balances	16,121		16,121	17,280