



After reading last week's insert regarding the cost to keep our doors open, you may have focused on our Salary and Wages portion of the budget. This does include both Called and Lay staff and is about 71% of our budget. That may be the first place people look to cut expenses. This is understandable, but please concentrate on what we are getting for that amount.

Our Lay staff works closely with the clergy to provide the support that Trinity needs to remain active inside and outside of our walls. **Jenny Obstarczyk** has held the office at Trinity together, almost single handedly since March.

- The office secretary answers calls, relays messages and answers any and all questions daily.
- Prepares bulletins and newsletters, makes certain all necessary booklets, materials needed by the pastors are available and ready for use.
- Updates and maintains the calendars, sends out reminders, handles room requests.
- Responsible for ordering office supplies and postage, arranging for mailing crews, gathering and distributing the daily mail while answering many questions throughout the day.

Dan Casko is the Facilities Manager. He maintains the building inside and out with regular maintenance.

- Works with contractors on major repairs, cleans, paints, builds, moves, and repairs any and all things to keep our building safe and beautiful, and maintains the structure of the TLC House.
- Responsible for taking deposits to the bank, ordering building and cleaning supplies, mowing, snow removal, and working with the Property Committee.

Walter Vargo, a familiar face on the weekends, cleans, opens before services, and secures the building after services.

Debbie Morley has been our Director of Music for many years.

- Plays the organ and piano at services, works with the Worship and Music Committee to prepare music for all services, directs all the choirs, including handbells.
- Provides funeral and wedding music as requested.

Lori Rullo is the Financial Secretary who handles all the offering envelopes, maintains attendance records, prepares quarterly giving statements.

- Processes all invoices, prepares and mails checks, works with vendors.
- Prepares the payroll for the lay and called staff.

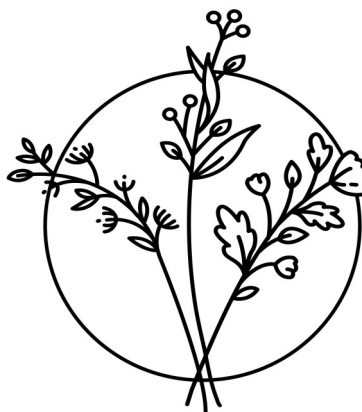
Kathe Houck has recently become a Transitional Ministry Assistant. Her role is to support the interim pastors as necessary in worship preparation and congregational needs that arise.

- Supports daily operations in the office, including preparation of bulletins and announcements, participates at each worship service.
- Schedules and contacts lectors, ushers, and acolytes, prepares for communion each week.
- Provides morning devotions two days a week, and continues to address needs of our congregation working with the Health and Wellness Coordinator

Christine Weller is the Health and Wellness Coordinator. She joined the Trinity staff in March of 2020 and develops and supports many of the outreach ministries at Trinity and helps Trinity be a true presence in the community.

- Developed the Caring Ministry which includes the Stephen Ministers, Simeanna Visitors, and the Food Ministry.
- Bringing back a faith-based counseling center at Trinity which will be up and running this fall, scheduled many different healthy living seminars for the congregation and the community.
- Supports the Social Ministry/Outreach Ministry Committee and is able to identify and meet many needs in the congregation and community.

As you can see, with the support of our dedicated Lay staff, Trinity remains a vibrant presence in the lives of our congregation and our community.



TOGETHER
FOR JOY