

## Holy Spirit Vestry Meeting Minutes

Thursday, October 11, 2018

PRESENT: John Crowley, Elizabeth Ettenger, Tracey Gage, Don Gisselbeck, Terri Ann Grotzinger, Glenn Hladek, Mary Jennings, Candice Lindsay, Jim Wiley, Ann Wiltse

EXCUSED: Helen Matveyeff, Tom Todd

- 1) Opening Prayer – Don Gisselbeck
- 2) Administrative/ Business Matters
  - **Motion to approve Consent Agenda; Seconded, Motion Passed**
- 4) Parishioners' concerns and correspondence
  - Terri received an anonymous note from a parishioner who is concerned about yoga taking place in the church. Terri asked the Vestry to encourage people to please come forward and speak with her or a Vestry member about their views on this offering.
  - The Vestry was pleased to note three recent newcomers to the church who are interested in becoming members of the congregation.
- 5) Candy reviewed the financial reports
  - **Motion to approve the September Treasurer's Report; Seconded, Motion Passed**
- 6) Old Business
  - Don kindly agreed to count on November 25th
  - The Vestry discussed the request from the Missoula Interfaith Collaborative for Holy Spirit to partner with them on a capital campaign to fund a new homeless facility in town.
  - **Motion to not formally partner with MIC as a campaign sponsor, but to communicate the effort to parishioners who may be interested in participating. Holy Spirit Parish must be top of mind right now and the stability of our own financial**

**situation must remain our top priority; Seconded, Motion Passed**

- Terri reviewed progress on this year's stewardship campaign and briefed the Vestry on the follow-up work they will be doing to encourage participation.
- John reached out to our insurance carrier regarding the wind & hail deductible offer. He concluded that there is no savings and this is not something to pursue.
- **Motion to not go forward with the insurance offer; Seconded, Motion Passed**

7) New Business

- The Nominating Committee; John, Tracey & Tom, will be compiling a list of potential Vestry candidates. Four members will be elected to a three-year term and one will be elected to a one-year term. The committee welcomes Vestry assistance in identifying those interested in serving.
- The Vestry considered the bid for the replacement of the faulty boiler circulating pumps. Candy briefed the Vestry on the system, our relationship with Temp Right; and the bidding process and timetable. Capital improvement funds are available to cover the cost.
- **Motion to go forward with the Temp Right bid to replace the boiler pumps and repair the system; Seconded, Motion Passed**
- **Motion to make payment on the pumps and repairs this year, or delay a portion of the payment (up to 1/3) until next year if necessary; Seconded, Motion Passed**
- Terri reported on the Diocesan Convention. Bishop Brookhart and Sue Brookhart appreciated the tributes and gifts. The gathering meant a great deal to them, as representatives from parishes across the diocese participated in the celebration.
- Terri outlined the work of the Standing Committee going forward. The committee will be responsible for diocesan oversight

beginning on November 1<sup>st</sup>. The Vestry acknowledged that Terri will be quite busy during this time, and encouraged her to delegate as necessary.

- The office needs a QuickBooks update (cost of approximately \$220)
- **Motion to purchase a QuickBooks update; Seconded, Motion Passed**
- The office requested a purchase of QuickBooks payroll software. This is more of an investment and the current system is adequate for now, so the purchase will be revisited at a later date.
- Terri asked for comment on the Ministry Reports. A Parent Summit will be held on October 14<sup>th</sup> to gather feedback from families about spiritual formation. Gretchen has done lots of good work, gathering information about youth programming from across the diocese and beyond, and guiding a larger conversation.

8) Other Business

- The Personnel and Finance Committees will meet to assess personnel needs
- The Finance Committee will begin the budgeting process for 2019; Candy anticipates about a \$60,000 deficit and hopes to find areas of savings as budgeting gets underway
- Date and time for next Vestry meeting; Thursday, November 15<sup>th</sup> at 12:00

Respectfully Submitted,

Ann Wiltse  
Clerk of the Vestry

## **October Rector's Report to Vestry**

Faithfully submitted,

The Rev. Terri Ann Grotzinger  
Rector

## October Vestry Ministry Reports

### A) Communications – Judy Parock, Chair

This fall marks the fourth year of our advertising on KUFM. Our ads, particularly those supporting the Compline service, are airing regularly and are helping to give us a bigger presence in the community. We continue to make use of our banners and sandwich board signs to attract street and sidewalk traffic to our events, and those tools also help to boost our profile in the neighborhood. One event that really showcases this is our Blessing of the Animals. We get several people from the community and surrounding neighborhood attending this event with their pets. Our thanks to Frank Sherman for his timely changing of the banners in the church yard and to Gretchen for seeing that the sandwich board signs are displayed regularly.

We have been utilizing Facebook to advertise several of our church events. We created Facebook events for our Practicing Advocacy with Civility class, the Blessing of the Animals, Centering Prayer, Sacred Space Yoga, Compline, the Sunday Morning Book Study and the Holiday Market. These Facebook events, coupled with our advertising in the Sunday bulletin and Spirited Times, helped to create interest in these gatherings. We have had good participation in the Practicing Advocacy with Civility Class and the Sunday Morning Book Study, and the interest in the Sacred Space Yoga class has been phenomenal with nearly 30 people interested! Where possible, we have posted photos from all of these events on our church Facebook page and have directed the parishioners' attention to them from the Spirited Times. We plan to submit some of the pictures from our Blessing of the Animals service to the national church for inclusion on their Facebook page.

I have worked with the Holiday Market group to create a plan for the advertising for their event. In addition to the Facebook event, they want the event “boosted” about two weeks before the sale. This will help the event reach a wider audience in Western Montana for a relatively low cost. I have also shared the Facebook event with several parishioners, encouraging them to share the event with their friends. That also helps to increase the audience for the event. We will begin sharing regular posts on the Holiday Market page, featuring those items that the Market folks want to promote.

– Judy Parock

### B) Holiday Market – Tracey Gage

The Holiday Market will be held November 9<sup>th</sup> and 10<sup>th</sup>. This year we are trying to run it by committee. An organizational meeting was held on

August 24<sup>th</sup>, and we have a dedicated group looking forward to this year's market. The items for the raffle have been donated, and we are gathering silent auction items. We will continue with the luncheon on Friday, November 9<sup>th</sup> from 11:30-1:00. The Conga line will be after the 10:15 service on November 5<sup>th</sup>, and Vestry help with that would be greatly appreciated.

Our next meeting is scheduled for October 19<sup>th</sup>.

- Tracey Gage, Vestry Liaison

- C) Parish Life – Don Gisselbeck (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)

**Reception committee report:** There were two receptions in September.

- Anne Cohen

**Coffee Hours:** Thanks to our great group of Coffee Hour Hosts we have volunteers for all of the Sundays in September through November, except for Thanksgiving weekend, November 25. We may just have to have coffee that morning.

- Kathy Swannack

- D) Properties – Jim Wiley (Margaret Borg and Kevin Borg, co-chairs)

**Properties/Buildings Report:** A number of repairs to the heating system have occurred over the past month including the replacement of valves and the repair of leaking radiators. The wind event at the end of September resulted in both boilers, the one in the parish hall and the one in the church office, going out. In order to restart the boiler in the office the thermo-coupler and the gas valve had to be replaced. The pilot assembly in the boiler in the parish hall was replaced and the boiler restarted, but it is evident that both of the pumps in the furnace room will need to be replaced. We are awaiting a bid from Temp Right on what it will cost to replace those pumps.

- Margaret Borg

- E) Rummage Sale – Tracey Gage and Helen Matveyeff (Marva Gallegos, Chair)

The Rummage Sale Committee has nothing new to report at this time.

- Marva Gallegos, Chair

- F) Social Concerns – Elizabeth Ettenger (Jim Wiley, Chair)

1. Committee members received a brief update on the Practicing Advocacy with Civility workshop which began on September 25<sup>th</sup>. Attendance and interest were very positive at this first workshop meeting.

2. Dorcie provided an update on activities related to our Parenting Place ministry, noting that our Holy Spirit website contains an up-to-date list of volunteer opportunities to support Parenting Place. In addition, Parenting Place is participating with similar groups in Montana to “resurrect” a state-wide effort to prevent child abuse. And, in December, MIC is planning a “summit” meeting to focus on children’s access to mental health support. Dorcie has not yet identified a replacement for Coordinator between Holy Spirit and Parenting Place and continues to work on this.
3. Unfortunately, interest in supporting our second ministry related to Hellgate High School has not been as high – there were no “sign-ups” for this activity during our Ministries Kick-Off last month. Nonetheless, Holy Spirit will designate November 11 as “Hellgate High School Sunday” with the attendance of Tracey Ledyard. Volunteer opportunities for this ministry are also up-to-date on our Holy Spirit website, and the Committee approved an expenditure of \$750 to Hellgate Cares, which will use these funds to support students who need food, laundry, toiletries, clothing and emergency funds.
4. The Committee reviewed our 2018 budget and approved a second expenditure under “International Programs,” in the amount of \$300. These funds are for KIVA International, a program that provides micro-financing to women entrepreneurs in developing countries.
5. The Committee was asked to provide an opinion on support for the YWCA / MIC Housing Project presented to the Vestry at the August meeting. After considerable discussion, the Committee’s recommendation is positive; if we are one of the leading congregations in Missoula and a member of MIC, we should definitely be open to inviting them to share their work with the congregation. This will give them the opportunity they seek to speak directly to members of the congregation. As far as any direct commitment by Holy Spirit Parish, that is a decision for the Vestry.
6. Brief updates on other activities:
  - Based on the above discussion, the Committee agreed to review the covenant made with Habitat for Humanity several years ago. (Note to SCC members – who can provide this information?)
  - Jim was asked to request from Terri the opportunity to present SCC activity to the congregation during services, once a month. This will be accompanied by a table at coffee hour to provide more information on what we are doing in the name of Holy

Spirit.

The next meeting of the Social Concerns Committee will be on November 7<sup>th</sup>.

- Jim Wiley

G) Spiritual Formation – Glenn Hladek and Mary Jennings (Gretchen Strohmaier, Chair)

**Spiritual Formation:**

**Church School**

**Kick-Off: God's Hands.** We started our year on Sunday September 9<sup>th</sup>. We only had 9 children in Church School that day. It was the lowest startup Sunday we've ever had. Introduced the children to our theme: God's Hands. Kids enjoyed swinging in a hammock in the courtyard while pretending they were being held in God's hands. (Plans are underway for our second Parent Summit to get input from families about how to best serve them and connect with their children.)

**Kids in worship.** Our plan is to have children participate in adult worship at least once a month. On September 30<sup>th</sup> we had children ushers and readers. The kids always really enjoy participating in these ways and they get lots of praise for their efforts. This is win-win!

**Adult Education**

I worked on planning the Civil Discourse class and worked with both Holly Swartz and Glenn Hladek to plan Sunday morning adult classes for the fall. Holly is facilitating a book study of *Crazy Christians* by presiding bishop Michael Curry. A nice crew of about 12 people have been participating in this group, including a young couple with a toddler. We are providing childcare during this class so that they can attend together.

**Practicing Advocacy with Civility: 5 Sessions**

Terri and I facilitated the first session of this class, giving the background of advocacy in the Episcopal Church, helping the group set ground rules for participation, and hosting Dave Strohmaier to give examples of civil discourse in public life. This first session was well attended (42 people).

**County Commissioner Prayer Breakfast**

I facilitated a prayer breakfast for county commissioners across the state at their annual gathering here in Missoula.

**Meetings**

**Clericus.** I attended my first meeting of clergy in the western part of the diocese.



**Social Concerns.** I've begun attending these monthly meetings to help assist with communication and streamlined planning.

**Deacon Duties**

I assisted at Shirley Green's funeral. I served as deacon at one Sunday service during the month of September.

- The Rev. Gretchen Strohmaier, Director of Spiritual Formation

**Youth Ministry:**

Things have started off great this year! We the highest amount of kids in QUEST since I've been here, and Youth Group had a great turnout as well.

In QUEST we've started a new video series about certain stories in the Bible and why they're important in the long run. We've also discussed different activities the kids may want to do.

In Youth Group we've discussed what they are looking to get out of youth group as young people, and what Holy Spirit can do to help them. Youth Pack is also up and running once again, and there's an event being planned for November that I will have more information about as the date gets closer.

Youth Ministry is important, and it's great that Holy Spirit is so supportive and active with it. Thanks for the support!

- PJ Willett, Director of Youth Ministry

H) Stewardship – Ann Wiltse (Paul Polzin, Chair)

The Stewardship Committee has been meeting regularly. They have stewardship speakers lined up for each Sunday: Sept 30th, Paul Polzin; October 7th, Warren Gartner; October 14th, Bev and Frank Sherman; Oct 21st, Suzie Wiseheart and October 28<sup>th</sup>, Bob and Lani Brewer.

A "Stewardship Celebration" with enhanced goodies is being planned for November 18th after the 10:15 service. This will be to thank the pledgers and encourage others.

The committee is working on the verbiage for the stewardship mailers. Members of the committee will help the Vestry with follow up calls -- other types of follow-up are also acceptable. The committee will meet again on October 17th at 3:30.

- Paul Polzin

