

Holy Spirit Vestry Meeting Minutes

Monday, May 14, 2018

PRESENT: Jennifer Allen, John Crowley, Tracey Gage, Don Gisselbeck, Terri Ann Grotzinger, Glenn Hladek, Candice Lindsay, Tom Todd, Jim Wiley, Ann Wiltse

EXCUSED: Elizabeth Ettenger, Mary Jennings, Helen Matveyeff

- 1) Opening Prayer – Terri Ann Grotzinger
- 2) Spiritual Reflection – Terri Ann Grotzinger
- 2) Administrative/ Business Matters
 - Tracey needs to be added to retreat attendance in the minutes
 - **Motion to approve Consent Agenda; Seconded, Motion Passed**
- 4) Parishioners’ concerns and correspondence
 - Letters received from Emmaus, Hellgate
- 5) Candy reviewed the financial reports
 - **Motion to approved the April Treasurer’s Report; Seconded, Motion Passed**
- 6) Old Business
 - Terri reviewed issues discussed at the Vestry retreat for those not able to attend -- including personnel, stewardship and a Vestry “oath of office”-- and next steps were outlined
 - The Vestry reviewed an example advocacy proposal that was drafted in order to focus discussion of the draft advocacy policy.
 - **Motion to approve the Advocacy Policy; Seconded, Motion Passed**
 - Glenn gave an update on the emergency preparedness plan. A report is pending from the Police Department, a Fire Department walk-through has been completed, and an incident training program is in the works.

- John and Tracey have completed the Building Utilization Policy
- Jim gave an update on the parking lot issue. His committee recommends placing an electronic gate at both ends of the lot. Jim will get more specifics on cost and installation; and will present a proposal for a vote next month.
- Tracey identified several possible candidates to fill the vacancy on the Vestry.
- Tom kindly agreed to count on June 10th.

7) New Business

- The Vestry will not meet in July and will move the June meeting to June 18th.
- Terri presented information from COAD (Community Organizations Active in Disaster) regarding the urgent flood response. Bob Deaton kindly agreed to represent Holy Spirit at a public meeting on May 14th to learn how we might assist.
- We received notice of the city water and sewer project that will be completed this summer. Tracey kindly agreed to attend a meeting on May 21st to learn more about how we will be impacted.

8) Date and time for next Vestry meeting; Monday, June 18th 12:00 – 2:00

Respectfully Submitted,

Ann Wiltse
Clerk of the Vestry

May Rector's Report to Vestry

The month since we last met has been very busy. Immediately after Holy Week and Easter I was off to Pennsylvania to visit one of my sisters. Upon my return, the Rt. Rev. Carol Gallagher come for her visit with us, the Rummage Sale preparations began, and the deacons and I left on Tuesday for Clergy Conference at Camp Marshall. There we listened to a speaker on conflict in the church and participated in a Bishop Search Listening session led by a member of the Nominating Committee (much like what was done here several weeks ago but specific to clergy). It was valuable time. On return, I joined with the Vestry in helping clean up after a very successful Rummage Sale!

The Staff and I worked very hard on coordinating and preparing for Gretchen Strohmaier's Ordination to the Transitional Diaconate set for April 22 – no small task. A family pastoral need required postponing the ordination until a future date. My thanks to everyone involved in all the preparations and for your gracious understanding with the change of date. The Bishop has assured us that he will come whenever we can again set a date.

Pastorally, I have had on-going pastoral conversations to assist and support our leadership, along with a few hospital visits. I met with the Crespo family for baptismal preparation (they intend to have their child baptized late July this year).

I continue to meet with our Acolyte Director to revise and address needs and concerns in that ever- changing ministry area. I met with the Staff at our monthly meeting, and with my colleagues at Clericus. The Stewardship Committee met last month, and I will be helping with inviting additional members to participate. The Wardens and I met to prepare the Vestry Retreat held after services on Sunday, April 29. It was an excellent retreat where we had several hours to delve more deeply into the needs of the parish and how best to respond over next months.

As a member of the diocesan Standing Committee I continue with my responsibilities of our monthly meetings and our oversight of the Bishop Search process. This is important work and the S.C. is focused on Bishop Brookhart's resignation on Nov. 1st when Ecclesiastical Authority will reside with the S.C. until a new Bishop Diocesan is discerned and consecrated in December of 2019.

Faithfully,

The Rev. Terri Ann Grotzinger
Rector

May Vestry Ministry Reports

A) Communications – Jennifer Allen (Judy Parock, Chair)

The pace of parish life has not slowed down after Easter. In fact, the calendar has been full of events which is a good sign for our church community. Our focus after Easter has moved on to promoting upcoming all those church events. We developed posters for the First Nation Relationships class scheduled for April 14, for the church Rummage Sale on April 20 and 21, for Gretchen Strohmaier's Ordination to the Diaconate on April 22, for Camp Marshall Sunday on April 29, for the Women's Retreat on May 4-6 and for our celebration of Pentecost Sunday on May 20. We have also created rotators for all of these events and posted them on the website and church Facebook page, and also promoted these events in the Spirited Times, church newsletter and Sunday bulletin. We created Facebook events for all of these activities and used those Facebook events to invite people to share information about the event and to participate in the event as well. Detailed information about the events is always available on the church calendar on the website as well. We've also utilized our sandwich board sign to advertise both the Women's Retreat and Camp Marshall Sunday and to encourage participation and registration.

Much of the focus after Easter was in the promotion of our church Rummage Sale. As we reported last month, we update the posters for the Rummage Sale and posted them on the website and the church Facebook page. Our goal was to provide information that would assist with the donation of goods for the sale and to raise awareness regarding the sale in the community. The Rummage Sale committee handles some of its own publicity, and they advertised their event in the Missoulian in ads in the rummage sale section of the classifieds, as well as on Craigslist. This enabled us to reach a greater market in western Montana for the sale. A small handout was prepared by the church office with the Rummage Sale dates and times that was handed out at Sunday services prior to Rummage Sale week. We created a Rummage Sale event on our church Facebook page which we used to encourage people to share among their friends and thus increase the profile of the event in our community. We posted several updates regarding the Rummage Sale to the event page and used those posts to reach more people in the community. Judy Parock took photos throughout the week of set up and sales for the Rummage Sale which were then posted to the church Facebook page and used to encourage donations and participation in the sale. We also "boosted" the Rummage Sale event on Facebook for a cost of \$30.

Our ads on KUFM for Compline and general advertising for the church have been airing regularly. We have also used some of these ads to promote the Women's Retreat in May. With the cancellation of our Vacation Bible School, the ads that we had set aside for that event have been reallocated. We added three of those ads to our Fall Welcome and then will use the other three ads to supplement our general rotating ads on KUFM.

With the postponement of Gretchen's Ordination to the Diaconate we needed to disseminate that information to the parish as quickly as possible. We use our electronic newsletter to send out "A Note from the Rector" with the information about the postponement. We also posted an update about the postponement in the weekly Spirited Times. When the event is rescheduled, we will use both of those resources to let people know of the new date and time.

– Judy Parock, Chair

B) Holiday Market – Tracey Gage (_____, Chair)
No report.

C) Parish Life – Don Gisselbeck (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)
Reception committee report: There were no receptions in April.
– Anne Cohen

Coffee Hours: I am working to fill out the remaining Sundays in May for Coffee Hours. We will begin summer Coffee Hours on Sunday, June 3, when Lori Cordis will set out cookies and beverages. Someone from the Vestry will need to supply the cookies for her for the Coffee Hour.
– Kathy Swannack

D) Properties – Jim Wiley (Margaret Borg and Kevin Borg, co-chairs)
Properties/Buildings Report: Repairs have been made to the sprinkler system and the system turned on for the season. Mowing has also begun. As requested by Missoula Water, we had our Backflow Prevention Assembly tested by Temp Right on April 25, and the results reported to the city. Routine maintenance was performed on both boilers at the same time. The boilers will receive maintenance again in October of this year. We were notified that work will begin shortly on the sidewalk curbs at both ends of our block to make them more accessible and to meet new ADA standards.

Notice was also received that the City of Missoula plans to replace the water and sewer mains located underneath Gerald Avenue between S. 6th

St. E. and Daly Avenue sometime between early June and mid-August of this year. The city noted that the water main in our street has been identified as dating from 1914 and is in need of replacement. The city will replace all galvanized water services from the main in the street to behind the curb, including installing new curb stops and meter pits as necessary. A public meeting to discuss the project schedule and potential impacts of the project is scheduled for May 21, 5:30 p.m. at Hellgate High School, room 224.

- Margaret Borg

- E) Rummage Sale – Tracey Gage and Helen Matveyeff (Marva Gallegos, Chair)
 A huge thank you to everyone who helped at this year's Rummage Sale. From set-up to take-down it was an incredible week with many, many Holy Spirit folks working their best to make it all come together. Following Saturday's Bag Sale, remaining items were dispersed to Missoula's Bethel Community Church, Teen Challenge, Poverello Center, YWCA Secret Seconds, and to the Fort Belknap Reservation in Lodge Pole. The parish's many donations, hours of volunteering, and shopping resulted in Holy Spirit realizing \$7,030.68 in sales, a truly grand total. We were especially appreciative of the Vestry's help with the take-down of the Rummage Sale on Saturday. After a week of hard work, those extra hands were especially welcome! Our thanks also to the members of the Rummage Sale Ministry: Anne Cohen, Tracey Gage, Helen Matveyeff, Patti Beckley, Betsy Holmquist, Sarah Towle, Barb Hosier, Mary Tromly, Diane Rasmussen, and Lani Brewer. Thank you all!

Here are the receipts for the Rummage Sale:

Rummage Sale Receipts	2017	2018
Rummage Sale – Presale	\$1,083.00	\$1,685.00
Rummage Sale – Friday	\$1,985.64	\$3,660.50
Rummage Sale – Saturday	\$2,243.10	\$1,686.18
TOTAL RECEIPTS	\$5,311.74	\$7,031.68

Here are the expenses for the Rummage Sale:

Rummage Sale Expenses	2018
Newspaper Ad (Betsy Holmquist)	\$36.79
Balloons (Betsy Holmquist)	\$24.00

Extra Garbage Pick-up	?
Racks for Rummage Sale (Tracey Gage)	\$50.00
Facebook Ad Boost	\$30.00
TOTAL EXPENSES	\$140.79

We have not received the bill for the extra garbage pickup yet. Our current total for the Rummage

Sale, after expenses is \$6,890.89.

– Marva Gallegos, Chair

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

1. Elizabeth Ettenger was introduced to the Social Concerns Committee as the new Vestry Liaison.
2. The Committee discussed and approved the example requested by Vestry, of how advocacy would work at Holy Spirit Parish. The resulting document will be sent to Vestry for consideration at their May meeting.
3. The Committee recorded support for an additional Mexican student in El Golfo, as requested by Chuck and Maggie Teague and previously confirmed via email vote by the Committee.
4. Lucia confirmed that the Back to School Bash is scheduled for August 16, 3:00 to 7:00 pm. She will be able to collect and sort books but needs someone to help coordinate activities during the day of the bash. Lucia will send all Committee members an email detailing exactly what is needed, so that one or more of us can volunteer to help.
5. Carla presented this year’s plan for Meaningful Movies during the summer: one in May, two in June and one each in July and August. Carla has one or two films identified and asked for help identifying others. Jim will help to make wine and cheese available these nights, to hopefully attract additional attendees. Tuesdays were identified as possibly a better evening, with less conflict with other events in the community.
6. Bob presented a Butterfly Grant proposal related to assistance for an exoneree freed from prison through the Innocence Project. In Montana, no support is made available to those exonerated from a sentence, and this Butterfly Grant was approved. (Carla had earlier indicated that this might be an “advocacy issue” to consider in the future.)

7. Audrey asked about reaction to her proposal that the Episcopal Public Policy Network's series on Civil Discourse could be used at Holy Spirit, in conjunction with efforts to implement the Advocacy Policy. Jim explained that the curriculum for this series had been sent to all Vestry and Social Concerns Committee members, and that The Rev Terri had mentioned discussing this with Gretchen. Jim had a brief discussion with Gretchen about this, and will follow up on that discussion, with the goal of having a condensed version of the series implemented in the fall.
8. Following up on the Committee's approval of support for Habitat for Humanity, the Committee will work on a) attempting to raise additional funds (Jim, with The Rev. Teri), b) recruiting a work crew (Bob) and c) providing one or two lunches for the work crews (Jim to send email to Committee members who had suggested they would do this).
9. Jim briefly outlined efforts to get a representative from Aaniiih Nakoda College to visit Holy Spirit, with no results to date.
10. Bob asked for help with the Summer Blood Drive on July 26, as neither he nor Anita will be able to manage this effort. Bob will send all Committee members an email detailing what is required.

The Committee's next meeting will be June 4th.

– Jim Wiley, Chair

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

Spiritual Formation:

Women's Retreat. Planning and publicity for the women's retreat continued in April.

Conference—Water, Environment & Faith. Attended a day-long conference at the U of M that brought together environmental leaders, Native leaders, and religious leaders to learn about our sacred role in stewardship of the earth.

Anti-Racism Training. Participated in a partial day training about identifying racism within our thoughts and attitudes, and within the Church.

Repudiating the Doctrine of Discovery. Hosted Bishop Gallagher who showed a video and entertained conversation about the church's role in

the Doctrine of Discovery. A group of about 20 shared a soup and bread meal on Saturday evening, followed by education on this important topic. The presentation was offered the following morning between services in a shorter format with about 6 people in attendance.

Camp Marshall Sunday. Worked together with QUEST kids and Sue LaRose to use this day to boost awareness about camp. Middle Schoolers joined Church School to share about their experiences at camp and then they roasted marshmallows in the courtyard in honor of camp.

Church School. The kids practiced serving with gladness, this year's Church School theme, by helping move rummage on Sunday April 15th. Even our youngest parishioners, our 3-year olds, were able to participate. They were very proud. Kids were led by Kirk and Becki Johnson on the 29th of April to create embossed foil doves as part of their Church School activity time. This was a special art project. The Church School connection with Mountain Home Montana continues. The children decided to donate extra funds to purchase a gift card at the Flying Squirrel for mothers and their children at Mountain Home.

– Gretchen Strohmaier, Director of Spiritual Formation

Youth Ministry:

This month for youth ministry has been slow, but good. This month we've done the Clark Fork River clean-up, had regularly scheduled Youth Group and Quest. In Quest we've talked about personal beliefs and where that stands within the church.

I was out of town for Camp Marshall Sunday, but I'm told it went very well, which is always a plus! This month we've also started collecting donations for Grace Camp backpacks, which is always very important for the Grace Campers to have.

This upcoming month is our last month of the school year, so we have a few Youth Groups and we'll be celebrating the graduating seniors.

I am so thankful for my first full year in this position, and I look forward to this upcoming year, and to see where things go! Thank you all so much for all of the support youth ministry has gotten!

– PJ Willett, Director of Youth Ministry

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

The Stewardship Committee met on April 25 to discuss the upcoming Stewardship program at Holy Spirit. One of their goals for this year is to recruit new members to the Stewardship Committee to work with the Vestry.