

Holy Spirit Vestry Meeting Minutes

June 12, 2019

Present: Kevin Borg, Torian Donohoe, Mark Dvarishkis, Elizabeth Ettenger, Marva Gallegos, Don Gisselbeck, Terri Ann Grotzinger, Glenn Hladek, Mary Jennings, Helen Matveyeff, Kent Watson, Jim Wiley

- 1) Opening Prayer - Rev. Terri Ann Grotzinger
- 2) Administrative/Business Matters
 - Addition/Correction to May minutes- Jim Wiley presided over the May meeting as Terri was attending a Clergy Conference.
 - **Motion to approve Consent Agenda with correction noted above; Seconded; Motion Passed**
- 3) Parishioners' concerns and correspondence
 - No correspondence or newcomers to report
- 4) Mark reviewed the May financial report
 - Mark noted that the cost of the Asst. Priest is balanced by the Director of Spiritual Formation role; currently \$1,400 over budget
 - Camperships have been distributed
 - Current on Diocesan Assessment
 - Mark reported that though investments were down in May they continue to show growth overall
 - **Motion to approve May financial report; Seconded; Motion Passed**
- 5) Memorial Foundation
 - Next meeting is scheduled for June 17
- 6) Old Business
 - Walk About is scheduled for Tuesday night, July 16, at 7:00. The Bishop candidates will be at Holy Spirit for a forum. Guests from Stevensville and Hamilton are expected. Please make everyone feel welcome.
 - Consideration of changing the meeting date and time for Vestry meetings will be put off until September.
 - Jim reported there are no new pledges and no change in the budget shortfall

- Glenn shared the Active Incident Training task force will write up guidelines over the summer.
- Data Security and File Maintenance- Mark has added the church to his Norton subscription for the remainder of the year as a trial.
- AED training will be offered in the Fall
- Building and Grounds- Air has been removed from the heating system that was making the “clunking” noise. Roof repairs and water downstairs are still being looked into. Jari Davis has been working on trimming shrubs and making the yard look good. Her work is appreciated.

7) New Business

- Finance Committee will review the insurance coverage recommended by the diocesan Finance Committee
- Recycling -The church will begin participating in the recycling program offered by Republic Services. There are designated recycling bins in the office and the kitchen. Items from these bins will be collected every two weeks. The cost is \$20 per month. The Missoula Interfaith Collaborative is recycling glass, which isn't recyclable with Republic Services. The cost of recycling glass would be \$150 per month which could be split among parishioners and would allow everyone to bring glass to the church for recycling. Glass recycling will be looked into.
- **Motion to approve \$20/month for recycling; Seconded; Motion Passed.**
- Building and Grounds- The arborvitae need attention. Bids will be taken for their maintenance.
- Vestry members signed up to bring cookies for summer coffee hour.
- The Church Picnic is August 18. Everyone is asked to help with cleanup.
- Pushpay, an online giving option, was researched by Connie and Judy. Information was presented stating it is easy to use, and encourages connections to the church through giving. St. Paul Lutheran Church in Missoula is currently using it and is happy with it. The traditional ways of giving would remain in place and training on the use of Pushpay would be scheduled for parishioners.
- **Motion to approve the use of Pushpay; Seconded; Motion Passed.**
- Social Concerns-Jim reviewed with the group the Advocacy Policy, which was approved in June of 2018. The first project was partnering with MIC to lobby the legislature for restoration of funding for case management and to continue the expansion of Medicaid. Jim presented a new, long term project; Affordable Housing. There was discussion of homelessness in Missoula, partnering with MIC, working with the City Council and other

politicians, educating the congregation, and looking at how the church might become involved in working on this issue.

- **Motion to accept advocacy proposal; Seconded; Motion Passed.**

8) Rector Report

- Rev. Terri attended a three day Clergy Conference and shared the goal of clergy across the state getting to know each other better and being able to support one another.

9) Other

- Next Vestry meeting is July 10, at 1:00 p.m. in the Guild Room. There will be no Vestry meeting in August.

Respectfully Submitted,

Marva Gallegos, on behalf of Ann Wiltse, Clerk.

June Rector's Report to Vestry

I was unable to attend last month's vestry meeting due to the Clergy Conference held at Camp Marshall on May 7-9. It was a very good conference designed and led by the Missoula Clericus to help all the clergy of the diocese get to know one another better, and to address in small group discussions ways and means by which we could all do a better job of supporting one another and all our congregations across the diocese. Notes were taken of the discussions as a means of sharing this information with clergy who couldn't attend as well as to the three candidates for Diocesan Bishop so that they are involved. We are making every effort to be a support to one another regardless of miles apart or size of congregation or anything else that can isolate us one from another.

I am working with a small subgroup of the Vestry to consider some strategic planning about our needs in the years ahead and what opportunities may exist to adjust personnel responsibilities as necessary to keep our ministry and mission focused, adapting, and responsive to the changing world around us.

Pastorally, I have had 7 one on one visits as well as preparations for MJ Beamon's memorial service. The latter involves mentoring Rev. Strohmaier through her first memorial service so that she continues to learn from practical experience in a variety of liturgies. I have also assisted her as she does premarital counseling and very soon a wedding to follow. All is going very well, and I will continue to give her as many varied opportunities as possible to equip her in her ministry now and in the future.

This year Gretchen and I made special effort to design a 10:15am intergenerational Pentecost service so that all ages have a way to participate more fully in this special day. While we will not have baptism at this service, I have arranged for a summer date for baptism on July 7 and we will have one if not more baptisms that day.

The Lake Missoula Clericus met twice since the last vestry meeting to both plan for the Clergy Conference and to evaluate how things went immediately after. It was decided that we would not take the summer "off" from Clericus this year in order to continue building on the things we've been learning and moving forward on action items that came out of the conference.

Faithfully submitted,

The Rev. Terri Ann Grotzinger
Rector

June Vestry Ministry Reports

A) Communications – Judy Parock, Chair

May and the beginning of June have been busy times with a number of important church events taking place:

- **Bishop Slate Announcement:** The announcement of the slate of candidates for the Bishop of the Diocese of Montana took place on May 1. It was important to get that information out to the congregation as soon as possible. Since I cannot simply forward the diocesan e-newsletter, I created a special edition of the Spirited Times with photos of the bishop candidates and links to their background information on the diocesan website. That special edition went out the same day as the announcement. We also had a link to diocesan website with the bishop candidate information in that week's Spirited Times.

Rev. Terri had a letter to go out to the congregation thanking them for their support of her candidacy in the bishop search process. She did not want that information to go out prior to the announcement of the final slate, so it was scheduled to be released shortly after the slate announcement in the Spirited Times.

Copies of the special edition of the diocesan announcement of the bishop slate, as well as updates from the Transition Committee, have been made available to the congregation in hard copies at the back of the church. That information is also available on a bulletin board in the parish hall.

- **Kids Camp, June 17-21:** Using the image that is included in the Kids Camp poster, we created a Kids Camp page on our website. That page has information about cost, theme, registration form, location and volunteer opportunities. It is friendly and inviting page with easily accessible information. Our home page also features a cheerful image of smiling kids in a full-page band with a link to our Kids Camp webpage. The webpage is also accessible on the drop-down menu under "Learn." The registration form is a downloadable form. Next year I would like to have it be an online registration form, but that was not possible this year.
- **Meaningful Books:** Instead of the "Meaningful Movies" of the past two summers, the Social Concerns Committee this year decided to go with a summer reading list that they called "Meaningful Books." I worked with Carla Mettling from the Social Concerns Committee to craft a bulletin announcement from the wealth of material provided by Carla. We also used that information in the weekly "Spirited Times," with a link to more detailed information on the website. I created a website page with the longer book descriptions that Carla provided, and I used the book covers to break up the large sections of type to make the page more inviting. That page is accessible from the home page through the "Summer Reading" rotator and through the drop-down menu under "Learn."
- **Back-to-School BASH Book Drive:** The initial dates for the Back-to-School BASH Book Drive took place in May in order to get donations from Church School families before Church School is out for the summer. The drive was scheduled to resume in July, but we decided to keep the donation bin available in the entryway of the church in case parishioners had donations to bring in. With that in mind, we re-worked the Facebook event, the poster, the homepage rotator, and the information page on the website to reflect the new ending date of July 28.
- **Pentecost Sunday, June 9:** We updated our Pentecost poster and rotator with this year's dates and are using them in publicity for our Pentecost celebration on

June 9. We've created a Facebook event for this Sunday to encourage more participation on that Sunday.

- **Compline:** We've also been working on publicity for the last Compline service for the season. Keith Kuhn provided copy for the bulletin and Spirited Times for this Compline service, and we have used that copy to create an announcement for the church Facebook page as well. The week before the service we used the Compline service as the header for the church Facebook page to give it more prominence and had the Compline announcement as the lead article in the Spirited Times.
- **Shopping Bags:** After speaking with Rev. Terri and Usher Coordinator Gary Swartz, Keith Kuhn brought a project to the church office for Holy Spirit welcome bags which could be used as a gift for newcomers to the church and possibly sold to parishioners as a shopping bag. We used one of the logos created by Kirk Johnson for the design on the bag, and Keith chose the color and provided the funds for their purchase. We purchased 100 bags with the funds provided, and they arrived at the end of May. They look great!



– Judy Parock

B) Holiday Market – Marva Gallegos

Diane Rasmuson is writing an article for the fall Spirited Times explaining how the Holiday Market is now run by committees and asking for people to help.

– Marva Gallegos, Vestry Liaison

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

Reception committee report: No receptions were held in June.

– Anne Cohen

Coffee Hours: Summer Coffee Hours will begin on June 16 with Lori Cordis doing the set up and clean up. The Vestry has offered to supply cookies, and Elizabeth Ettenger has set up a schedule through August 4.

– Kathy Swannack

D) Properties – Kevin Borg and Kent Watson (Margaret Borg and Kevin Borg, co-chairs)

Properties/Buildings Report: Temp-Rite technicians came and bled a lot of air out of the heating lines in the church and the adjoining buildings, so that hopefully will take care of the “Big Bang” noise in the church. Margaret and Kevin Borg did a clean-up of the landscaping surrounding the parking lot with much weeding being done. Jari Davis and Judy Anderson did the same for the church flower beds, and Judy Anderson planted the flower boxes and the sign flower beds. Everything looks very nice. Thank you one and all! Jari has offered to take care of the church flower beds this summer.

– Margaret Borg

E) Rummage Sale – Ann Wiltse and Helen Matveyeff (Marva Gallegos, Chair)

The Rummage Sale Committee met to discuss the recent sale. We talked over what we thought worked and what we might change for next year. An ongoing issue is how to remove all the leftover rummage. We would like to tentatively plan on holding the rummage sale the week of April 26-May 2, 2020. We will review our list of items next

spring before the sale.
– Marva Gallegos, Chair

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

1. Advocacy Effort (Carla Mettling/Clem Work)

A substantial part of both our May and June meetings was focused on a new advocacy project, related to affordable housing in Missoula. Several drafts of a proposal to Vestry were reviewed and discussed. At the June meeting, the proposal was approved by the Social Concerns Committee, for presentation to Vestry.

In addition, it was agreed that the Social Concerns Committee will reach out to others in the congregation to join a committee or task force to shepherd this advocacy project. As these parishioners accept, we will inform the Vestry on the matter.

2. Parenting Place / Hellgate HS Ministries (Dorcie Dvarishkis/Bob Deaton)

Although absent due to Diocesan Nominating Committee responsibilities, Dorcie provided the following update:

Parenting Place:

- Parenting Place is looking for a new Executive Director, as Teresa Nygaard has accepted a position in Ronan
- Volunteer opportunities continue and will be communicated to the congregation (see below)
- There will be ACEs (Adverse Childhood Experiences) training on June 12 at the Public Library, 5:30 pm.

Hellgate High School:

Several additional volunteers have made themselves available, but of course support for Hellgate High School and their Family Resource Center will be winding down with the school year.

MIC (Missoula Interfaith Collaborative)

- Given the success of the Sunday events introducing both Parenting Place and Hellgate High School ministries to the congregation, Dorcie is working on a plan for a MIC Sunday
- MIC is looking to repeat the process of congregational core teams and discernment, probably toward the 4th quarter of this year
- Additional volunteer opportunities exist at MIC, specifically with their Housing Advocate Network (see April minutes)

3. Holy Spirit will host a second Red Cross Blood on September 26. Bob Deaton is working to identify a coordinator.

4. At the April meeting, the Committee agreed to recommend summer reading to parishioners, place of the Meaningful Movies program which has run the past two years. Four books have been selected and recommended. In September, the Committee will host a “Book Café” for those interested in discussing the books and/or the issues raised in the readings. This program has already been announced in several *Spirited Times*.

5. Other Business:

A Butterfly Grant requesting funds for Missoula Police officers to distribute to needy individuals they encounter (which they do from their own funds) was not

approved. It was observed that several public servants, including teachers, have the same issues, and suggested that a broader funding of entities which provide this kind of help would be more appropriate.

The importance of recycling was brought up at the May meeting, and after some investigation and planning, with the great help of Judy Parock, Holy Spirit will start recycling plastic (except film), paper, tin cans and cardboard, effective as soon as possible. Bins will be made available in the kitchen and the parish hall, and recycled items will be consolidated in a Republic Services bin biweekly.

Glass recycling is another issue, which is not that important for the church itself, but could be important for parishioners (especially those living outside the City). Recycling Works, initiated by MIC, is providing this service and several churches in Missoula are serving as collection points. Dorcie Dvarishkis will obtain more information for us on how this works.

The next Committee meeting will be Tuesday, July 9, at 7PM.

The meeting closed with the Lord's Prayer.
– Jim Wiley

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

Spiritual Formation:

Missoula Interfaith Collaborative. Met with Stacey Siebrasse from MIC to learn more about their programs and to collaborate on future endeavors. Attended the MIC Housing meeting with other members of our congregation along with members of other churches and nonprofits. Attended the first half of MIC leadership training.

Parenting Place. Attended the documentary film, Paper Tigers, to learn more about ACEs and childhood resilience.

Camp Marshall. Worked with Sue LaRose and PJ to publicize Camp Marshall and to prepare events related to Camp Marshall Sunday.

Clergy Conference. Prepared for and presented a workshop with Rev. Jean Collins on clergy wellness. Reported about recent statistics in regards to clergy wellness and facilitate reflection and small/large group discussion about promoting wellness among leadership within our diocese.

Love God. Love Your Neighbor. This small group, facilitated by Jody Thomasson, finished up in May. They met once a month on Mondays to discuss articles and explore their faith. The group varied in number up to 15 participants. Participants enjoyed the opportunity to share candidly about their faith and to learn from one another. Jody recognizes an ongoing need for this sort of format and gathering.

Vacation Bible School. Continued to collaborate with leadership at UCC to plan for VBS. Began recruiting volunteers at HSP.

Pastoral Care. Provided a small number of pastoral visits and phone calls and cards this month.

Church School. Facilitated a meeting for Church School shepherds to review recent changes to our program. Learned that families are liking the changes and children are looking forward to celebrating Eucharist with their whole church family (which happens almost every week right now). We have practiced with this change enough to have smoothed out the transition details now. We are looking towards more integration of children into the broader life of the church. We discussed having children attend the entire worship with adults the first Sunday of each month, starting in the fall. We discussed a schedule for service projects and a few special art projects. We discussed spending some energy around learning and practicing story telling in an effort to support others who could lead children's worship.

Worship Planning. Worked with Terri to plan events for Pentecost.

Longer-term Planning. Began regular meetings with Terri to envision changes to ministry formats and roles at HSP
– The Rev. Gretchen Strohmaier, Assistant Priest

Youth Ministry:

This month we didn't meet for QUEST a whole lot, but that being said we did a lot. We helped haul stuff for the rummage sale, and helped out at the food bank, then had our final QUEST of the year.

Youth Group has been great, we've had a pretty great turn out all year, and I hope that continues when we come back in the Fall!

We also collected materials for Grace Camp backpacks, which went swimmingly. We successfully filled 36 backpacks! A huge thank you to everyone who donated, or was involved in that, it's very important and I'm glad Holy Spirit is generous enough to do it every year.

I appreciate your support and thank you for all your work!
– PJ Willett, Director of Youth Ministry

- H) Stewardship – Torian Donohoe (Paul Polzin, Chair)
No report.
– Torian Donohoe