

HOLY SPIRIT | EPISCOPAL CHURCH

# ANNUAL REPORT

## 2016

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*"Receive the Holy Spirit."*  
*John 20:22*

130 SOUTH 6<sup>TH</sup> STREET EAST  
MISSOULA, MT 59801

# ANNUAL REPORT 2016

## HOLY SPIRIT EPISCOPAL CHURCH

The Right Reverend C. Franklin Brookhart, Bishop  
The Reverend Terri Ann Grotzinger, Rector

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### THE VISION OF HOLY SPIRIT EPISCOPAL CHURCH:

**We cultivate, challenge and live our faith in Christ  
through commitment to each other and the world.**

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#### THE VESTRY

\* '16 Julie Benson  
'16 Margaret Borg, SENIOR WARDEN  
'16 Lance Collister  
'18 John Crowley  
'18 Tracey Gage  
'17 Scott Jourdonnais  
'18 Phil Mediate  
'16 Carla Mettling  
'18 Paul Polzin, JUNIOR WARDEN  
'17 Karen Shelly  
'17 Ann Suter, CLERK OF VESTRY  
'17 Jeannie Warner

Candice Lindsay, TREASURER (indefinite term)

\* year terms expire

#### THE STAFF

The Rev. Myrna Chaney, Dean of School for Deacons  
The Rev. Judith Anderson, Pastoral Assistant  
The Rev. Doug Anderson, Prison Ministry  
The Rev. Anita Rognas  
The Rev. Dorcie Dvarishkis  
Dr. Nancy Cooper, Organist and Choir Director  
Gretchen Strohmaier, Director of Spiritual Formation  
Lindsay Iudicello, Director of Youth Ministry  
Katie McDonald and Ella Crowder, Nursery  
Caregivers  
Judy Parock, Parish Administrator  
Elizabeth Serviss, Office Assistant/Bookkeeper  
Lori Cordis, Sexton

The Rev. John Lund, Campus Chaplain

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**ANNUAL MEETING AGENDA**  
**JANUARY 29, 2017**

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1. Call meeting to order and opening prayer
  - Who is eligible to vote (by-laws)
  - Elect secretary for the meeting
  - Thank Anne Cohen and all her helpers for arranging and setting up meeting
2. Adoption of Agenda
3. Presentation of the Minutes of the 2016 Annual Meeting (vote)
4. Thanksgivings for Vestry and Officers (all stand briefly):
  - Margaret Borg, Senior Warden (going off); Paul Polzin, Junior Warden; Candy Lindsay, Treasurer; Ann Suter, Clerk of Vestry
  - Julie Benson (going off), Lance Collister (going off), John Crowley, Tracey Gage, Scott Jourdonnais, Phil Mediate, Carla Mettling (going off), Karen Shelly, Jeannie Warner
  - Senior Warden's report
5. Announcement of 2017 Senior Warden
6. Introduction of Candidates for Office:
  - Vestry nominees – Introductions
    - Don Gisselbeck
    - Glenn Hladek
    - Jesse Jaeger
    - Helen Matveyeff
  - Election
  - Candidates for Deanery Representatives and Delegates to Diocesan Convention
    - Election
7. Holy Spirit Year in Review
8. Rector's Report
9. Presentation of Annual Report for 2016 (highlights)
  - Treasurer's report on 2016
  - Discussion of 2017 budget
  - Choir presentation
  - Vote to accept all reports as written in Annual Report
10. Presentation of Memorial Foundation Annual Report
  - Review of report (highlights)
  - Thank you to out-going Board members Torian Donohoe, Margaret Borg, and Richard Dailey
  - Vote to accept report as written in the Memorial Foundation Annual Report
  - Elect one parish representative to the Memorial Foundation Board

11. Welcoming new members and time for “getting to know one another better.”
12. Closing prayer

*Newly elected Vestry will meet immediately after the Annual Meeting  
for a brief administrative session.*

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**2016 ANNUAL MEETING MINUTES**  
**JANUARY 31, 2016**

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1. Rev. Terri called the meeting to order and offered an opening prayer.
2. Judy Parock was taking pictures, and clipboards with sign-up sheets for hosts for the Lenten Suppers, Blood Drive and Pancake Supper were circulating.
3. Rev. Terri reviewed who was eligible to vote and we had a quorum. Gary Swartz was asked to compile the minutes of the meeting, and he was elected Clerk. Anne Cohen and a dozen volunteers were recognized for their work in setting up and the conduct of the meal.
4. The published agenda was presented and approved.
5. The 2015 Annual Meeting minutes were reviewed and approved.
6. Introduction of the Vestry and Officers. Terri expressed her appreciation for the great work of the Vestry over the last year. Mark Dvarishkis presented the Senior Warden report;
  - He emphasized the pledge drive goal, and while there were fewer pledges, the overall income from pledges was up by 3½ percent.
  - Mark introduced Margaret Borg as the new Senior Warden.
  - He introduced the incoming Vestry members: Tracey Gage, Paul Polzin, John Crowley and Phil Mediate. Motion was made to elect the slate of nominees by acclamation; seconded.  
Action: Motion passed unanimously.
7. Terri led the election of candidates for convention. The following candidates were elected: Dorcie Dvarishkis, Mark Dvarishkis, Tracey Gage, Pru Randall, Rashel Jeffrey, Jeannie Warner, Tom Todd, Don Gisselbeck, Zona Lindemann, Scott Jourdonnais, Gretchen Strohmaier, Suzy Wischart. We still have two open spots, so if parishioners are interested, they should contact the office.
8. Lindsay Iudicello, Director of Youth Ministry, discussed the various programs that our youth group participated in. Holy Spirit had active Confirmation and QUEST programs along with a monthly Youth Group meeting. They participated in two youth retreats within the diocese and a Camp Marshall Sunday. Our youth group joined in Youth Pack, a city-wide monthly event for young people from across Missoula. They went on a hike at St. Mary's. Some of their service projects were: participated in the Clark Fork Clean-up and Special Olympics, worked at City Foods, the food distribution ministry of Clark Fork City Church, helped with lunches at the Poverello Center, and joined in service projects with Emmaus Campus Ministry. Lindsay was particularly proud of the increase in discussion present during their meetings. She concluded by mentioning that they are looking for young people to acolyte.
9. Terri presented the Rector's Report. She addressed several things:
  - She thanked the staff and members of the parish for a busy but productive year.
  - 2015 activities included hosting the Diocesan Convention and our 100<sup>th</sup> anniversary celebration. The picture that was taken in conjunction with the celebration was mentioned as extremely well done. If parishioners would like a copy, please let the office know.

- With regard to stewardship, she believes the parish is on the right track. The Vestry retreat and a meeting with the Rev. Bradley Wirth produced a sound stewardship program which had 100 parishioners increase their pledge and 50 pledges remain the same. Terri challenged us to invite other people to our services/activities in order to grow the church.
  - Terri again thanked the Diocesan Convention Committee, Pru Randall, Bob Wattenberg, Bob Brewer and Gary Swartz, for their work over 16 months.
  - Terri expanded on today's second reading on love. She said that love is the mortar for everything we do. Holy Spirit can discuss challenging topics because of our environment of love. Project Homeless Connect, which many parishioners volunteered for, is an example of love for others. She was impressed by all the acts of love and caring such as the haircuts, food, clothing and a myriad of services being offered to the homeless people.
  - She challenged us to continue to build on our relationships, to respect others and help others find what they are looking for.
  - Terri reported that she has served on several Diocesan Councils to ensure that Holy Spirit Parish is an active part of the Diocese. She hopes to do more collaborative work with other parishes.
10. Candy Lindsay provided the Treasurer's Report. Candy referred parishioners to page 24 of the Annual Meeting program for details. In general, the parish had less of a budget deficit than expected. She mentioned that in 2016 there were two major expenditures, the new boiler and the parking lot landscaping. She felt that the stewardship campaign was terrific and was very complimentary of the hard work and proceeds from the Holiday Market and Rummage Sale.
11. Nancy Cooper led the choir in their musical report of choir activities.
12. Keith Kuhn provided the meeting attendees with an overview of the Holy Spirit Parish Memorial Board and its focus, which is on long-term growth verses annual giving. Last year the Memorial Board gave the parish \$25,000 towards annual operational expenses, primarily to maintain the physical plant. The Memorial Board is attempting to become more objective in their 3% allocation to the Vestry. The board is beginning the process of finding a new Financial Advisor along with the Vestry. Keith remembered Jean Bowman who was an integral part of the Memorial Board and thanked Bill Towle, Mark Dvarishkis and Gary Swartz for their service to the Memorial Board and for agreeing to be considered for an additional elected term. They were nominated and elected. Dave Strohmaier asked a question about investing in socially conscious companies. Keith mentioned that the board invests in mutual funds, not stocks, and as a result it is difficult for an organization with our limited assets to dictate that. The board is considering joining with the national Episcopal Church to better work with socially conscious companies. Jesse Jaeger asked about parishioners nominating a good financial advisor to the board, and Keith encouraged parishioners to do that.
13. Terri asked for approval of the committee reports in the packets at the table, and it was moved, seconded and passed. This packet included very detailed reports addressing Spiritual Formation, Youth Ministries, Lay Pastoral Ministries, Fellowship Ministries, Newcomer/Welcome Ministries, Parish Support Ministries, Outreach Ministries, Stewardship Ministries, Budget and Finance, Parochial Report and Reports of Other Ministries. The same was done for the Memorial Foundation report.

14. Gretchen Strohmaier, Holy Spirit Spiritual Formation Director, showed several videos that were taken during the 100<sup>th</sup> Anniversary Celebration. The video clips were of parishioners responding to the question "What Does Holy Spirit Mean to You?"
15. Dorcie Dvarishkis asked for an update on the Montana Community Foundation, but that information was not available at the meeting. Terri said the office would get back to Dorcie.
16. Terri concluded the meeting at 12:35 p.m. and thanked everyone for their attendance and participation. She urged parishioners to look at the various activities at Holy Spirit and join those that appeal to them.

Respectfully submitted,  
Gary Swartz  
Acting Clerk of the Meeting



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## RECTOR'S REPORT

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I will remember this past year for a number of things but most especially for the care of this community for those who were called to be with their Maker. Together we said our prayers, offered the sacraments and sent them on their way, and we continue to remember them in our hearts. May they be blessed with all the saints in light.

In 2016 we saw the culmination of three years of study and the ordination of Dorcie Dvarishkis to the Sacred Order of Deacons, and we are blessed to have her serving in our midst. We also saw discernment that led to Postulancy for Gretchen Strohmaier, the first step in the process toward possible ordination to the Sacred Order of Priesthood. She will begin online studies in Anglicanism as her next step.

I am thankful for the continued support to our youth in the form of camperships for Camp Marshall and the on-going support this parish gives to Grace Camp each year. We had over 50 parishioners attend activities at Camp Marshall, thirty or more of whom were youth! I again served as Camp Chaplain for Junior/Middler 1 camp and served on the diocesan design team to address Capital Campaign needs for Camp Marshall. In addition to camperships, I give thanks for all the parishioners who stepped forward with solid commitments to the Camp Marshall Capital Campaign so that necessary improvements can be made for the future.

I give thanks also for the warm welcome that newcomers receive when they enter our midst. I offered Inquirers Classes to help them learn a bit about The Episcopal Church generally and the parish specifically, as well as one-on-one pastoral visits as requested.

In addition to the regular offering of worship, pastoral care, and the administrative duties of overseeing the day-to-day ministries of the parish along with the Vestry, I was involved in a number of diocesan events as well. I attended a weeklong Lutheran/Episcopal Conference with colleagues, Diocesan Bishops and the Presiding Bishops of both denominations. I taught Christian History and Anglicanism for the Deacons School, and served a second year on Diocesan Council. At our last Diocesan Convention, I ran for and was elected as a Delegate to General Convention in 2018. I continue to meet regularly with colleagues from the western part of the diocese at the monthly Clericus, as well as colleagues involved in the Missoula Interfaith Collaborative.

I am excited to see expanding lay leadership in every area of ministry, tapping into the wide variety of gifts and talents with which the parish has been blessed. This is particularly evident in the offering of Compline once a month, as well as in such things as outreach, book studies, and prayer group. I give thanks for those willing to lead in this way as it strengthens the parish as a whole. You will find out more about their ministries as you read through this report.

Finally, I want to lift up the work of the Staff of the parish and commend it to you. We are all blessed with their commitment of time and talent in support of the parish, and I in particular want to thank them for all they do and the care with which they do it! I look forward to continuing to work with them, and all of you, in the year ahead.

Faithfully submitted,  
The Rev. Terri Ann Grotzinger  
Rector

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## WARDENS' REPORTS

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### ***Junior Warden's Report***

The major function of the Junior Warden is to assist the Senior Warden in leadership responsibilities and to substitute for the Senior Warden when she is not available.

In addition, I was primarily responsible for the following activities during 2016:

- Administered and managed the Lenten Pancake Supper.
- Repainted the parsonage garage door and removed the graffiti from the Parish Hall wall.
- Arranged for the lock repair/replacement for the church door.
- Advertised and evaluated the bids for the summer lawn service and winter snow removal.

Respectfully submitted,  
Paul Polzin, Junior Warden

### ***Senior Warden's Report***

In March 2016, the new Holy Spirit Vestry met at an on-site retreat where we reviewed prior goals, past achievements, the result of our stewardship campaign and set priorities for 2016. We then had an active and productive year. Here in random order is a brief review of our accomplishments:

The parking lot was completed and the surrounding area landscaped. The location was chosen for the sign and a committee was formed to design it. Special thanks to Bob Wattenberg and Karen Shelly for all their work.

The new boiler has made a significant impact on the cost of utilities, and its new noise and vibrations are under investigation.

The locks on the main church door have been replaced.

The Vestry recognized that there is a need for more regular communication and greater education at the parish level about actions and efforts occurring in The Episcopal Church. There is also need for education about what advocacy is and is not and how it works. A number of programs to provide education and facilitate discussion of these topics with parishioners began in 2016 and will continue under the direction of the Rector and Spiritual Formation Director.

The Vestry approved and adopted guidelines for how Holy Spirit Parish deals with issues surrounding the intersection of church and state. The Vestry and Rector will abide by all Canonical and IRS requirements in the action of the parish. The Rector will screen any actions taken on behalf of Holy Spirit Episcopal Church.

Compline is now lay-led and continues to grow and develop. Thanks to Keith Kuhn.

The arrangements for Sunday morning coffee hour have been streamlined thanks to the efforts of Kathy Swannack. The Vestry is now defraying part of the cost of treats.

Dorcie Dvarishkis was ordained a Deacon in June and has made a comfortable transition into her new role at Holy Spirit.

Gretchen Strohmaier, following a formal discernment process, will be attending seminary beginning in April 2017. The Vestry will provide a portion of her financial requirements. She will continue as Spiritual Formation Director.

The Vestry met with the Memorial Foundation to discuss Parish investments. The investment policy of each group was updated. A joint committee of the Vestry and Foundation interviewed potential new investment advisors. The Episcopal Church Foundation was chosen to manage both Vestry and Foundation funds beginning in January 2017.

A new Parish Directory is coming soon thanks to Jeannie Warner, Judy Parock and Elizabeth Serviss.

Once again, we had a great rummage sale, holiday market and bake sale. A total of \$20,558.36 was raised for the Parish. Thanks to all who made this happen.

We end this productive year knowing that there are challenges awaiting the new Vestry. The Parish needs more financial support. We continue to spend our financial reserves to meet our budget and cannot sustain this practice. We need an assistant priest. We have historic buildings that require ongoing maintenance. The Vestry has identified and will continue to prioritize the needs of the physical plant. We also have a growing, active and vibrant congregation, dedicated and talented staff, and a Vestry clearly committed to the well-being of the Parish. More will be accomplished in 2017.

Respectfully submitted,  
Margaret Borg, Senior Warden

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#### PASTORAL ASSISTANT'S REPORT

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As I sit to write this yearly report, the word that comes to mind is gratitude.

In many ways, this has been a hard year for our parish as we have gone through our difficult Presidential election process on one hand and the loss of so many of our dear friends on the other. Still, goodness prevails. We've welcomed new clergy as well as new parishioners. Caring for those in need, both members of Holy Spirit and those farther afield, continues through the efforts of clergy and parishioners alike.

A few activities in particular come to mind. Those participating in the Butterfly Project, Nancy's quiet ministry of shepherding her choir members, both young college students and older members in difficult circumstances, Gretchen's care of our Church School children, as well as teachers, helpers and parents. Bob Deaton and the Home Visitation Group faithful to those in their care. Anne Cohen and all those who serve wonderful food for so many difficult occasions. Alice Dailey and the Red Plate bunch providing an extra measure of caring to those no longer able to participate actively among us. The list goes on, and I'm sure I've missed something. Oh yes, the dedicated people, singers and organizers who provide the beautiful Compline service. Linda, Jim, and Lindsay and the wonderful job they do with our youth. And the busy group of ushers greeting new and old alike as we gather for worship. Special recognition to the staff members who keep us on track and running smoothly. And last but not least, the daily acts of kindness that I hear about in casual conversation.

Gratitude and privileged are my feelings serving this parish family of Holy Spirit. Thank you all.

Respectfully submitted,  
The Rev. Judith Anderson

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## DIACONAL MINISTRIES REPORT

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*“I am about to do a new thing; now it springs forth, do you not perceive it? I will make a way in the wilderness and rivers in the desert.” Isaiah 43:19*

Holy Spirit opened itself to new thing upon new thing in 2016, witnessed in part by our work with the Missoula Interfaith Collaborative (MIC), and Rev. Terri and the church’s welcome of my diaconal assignment to Holy Spirit from Bishop Franklin Brookhart.

MIC guided our spring listening sessions and discernment discussions, through which we engaged more than 100 parishioners to learn what moves us to live out our faith in the community and beyond. The outcomes led Holy Spirit to commit to building a stronger support web for at-risk children, youth and families through expanded relationship-building with Hellgate High School and The Parenting Place. Twelve people are now serving on research and strategy teams to lead us forward in our understanding of needs, opportunities and partnerships.

Thank you for allowing me to serve alongside you as a new Deacon in these efforts and in worship.

Respectfully submitted,  
The Rev. Dorcie Dvarishkis, Deacon in service to at-risk children, youth and families

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## DIRECTOR OF SPIRITUAL FORMATION REPORT

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As I look back at the year I realize that it was organic. Our focus in Lent, *This Fragile Earth Our Island Home*, was followed by a year-end party celebrating, *All Things that Creep on God’s Good Earth*, which was followed by the fall kick-off theme, *Rooted in Faith*. These natural images lent themselves to reflection on God’s grandeur, and on our connection to the larger natural whole. We found strength and solidarity, a foundation which offers rest, but also a foundation which serves as a *springboard* for our service to the world.

I have also been struck this last year by the growing number of leaders who are willing to step forward, sharing ideas, teaching, facilitating and organizing. This, which always feels like a gracious gift, is also a sign of health and growth in the life of our parish. Other signs that point in this same direction are the growing number of intergenerational connections being made, and a surfacing hunger for small groups that help to integrate faith into life.

I am so thankful for this place, for our maturing spiritual life here and for opportunities to serve God as we love one another and our world.

Respectfully submitted,  
Gretchen Strohmaier, Director of Spiritual Formation

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## REPORTS OF SPIRITUAL FORMATION MINISTRIES

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***Explorations: Opportunities to Cultivate, Challenge & Live Our Faith (for adults) (Gretchen Strohmaier)***

- During 2016 adults had 20 different classes, groups, lectures and book studies to choose from. We explored everything from the relationship between the church and state (in our winter forum), to a

study of the Old Testament (taught by Tom Lee) and other offerings like Theological Reflections (led by Julie Benson) and Centering Prayer (led by Willie Hoffer).

- We once again offered the two-day Women's Retreat at Camp Marshall on Flathead Lake.
- Our 5-week Lenten Series, *This Fragile Earth Our Island Home*, brought speakers from the U of M, the diocese, other local churches, and our own parish. And it included an earth-inspired art exhibition by parishioners of all ages.
- ***Education for Ministry (EfM) (Tom Todd)***  
This 4-year class, including a survey of Scripture, church history and theology, continues to educate and train parishioners for ministry as we acknowledge the priesthood of all believers. Members meet weekly during the academic year for study, sharing, and theological reflection. Holy Spirit's class meets Thursday afternoons at 5 p.m. New Education for Ministry groups start each September (registration in May and June). If you are interested in learning more about EfM, contact Tom Todd, 829-3670.
- ***Adult Inquirers Classes (The Rev. Terri Ann Grotzinger)***  
The Rev. Terri Ann Grotzinger led Adult Inquirers Classes on Sunday mornings in the fall and winter. These classes prepared adults for Confirmation as well as helping parishioners to more fully understand what it means to practice our faith as Episcopalians.

#### ***Camp Marshall (Gretchen Strohmaier)***

Our children, teens and families have a growing interest in camp and continued to benefit from the spiritual growth and renewal that camp has to offer. This summer over 40 campers and staffers from Missoula participated in camp, setting a record for our participation there.

#### ***Church School (Gretchen Strohmaier)***

In 2016 the Church School children also focused on *This Fragile Earth Our Island Home* during the season of Lent. They learned about everything from using less packaging to the importance of growing their own food, all within the context of their faith. During Lent the children had help from a variety of members of our congregation to create re-useable shopping bags from old t-shirts. This was a big success!

A small group of girls from the 4<sup>th</sup> and 5<sup>th</sup> grade Church School class continue to work on their Warm Spirit Project, funded now for the second time by a Butterfly Grant. The girls did a service project in the spring at Missoula County Animal Control. They plan to work with Watson's Children's Shelter to help meet some of their needs with the monies they received from their most recent grant.

The children celebrated the last day of Church School in the spring with a party, *Celebrating All that Creeps on God's Good Earth*. It was a day of wild face painting and a special animal presentation from Animal Wonders.

Vacation Bible School (VBS) continues to be supported by an army of volunteers from within our parish, making the week an intergenerational event. Twenty-three children participated this year. VBS continues to provide a terrific outreach opportunity for friends and neighbors to come along and experience church, sometimes for the first time. Our theme, *Filled with the Holy Spirit*, allowed us to explore the movement of the Spirit within the children's lives.

We kicked off the 2016 school year with *Rooted in Faith*, and the children explored the many ways their Christian faith gives them strength and courage. Also new in 2016 the format for our Church School program. The changes have allowed for more adults to participate with the kids and for the week-to-week volunteers to shoulder less responsibility. These are welcome changes. One thing is needed—more babies! Our numbers in the infant and preschool age groups have declined over the last few years, and we are now feeling that impact.

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## YOUTH MINISTRY DIRECTOR REPORT

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2016 marked the second full year of expanded Youth Ministry programming at Holy Spirit. Through the year, Youth Ministry has continued its focus on our core programs, QUEST and Youth Group, redesigned our Confirmation program, and expanded our Youth Pack collaboration with partner churches.

- **QUEST:** Our weekly Church School for grades 6-9 has focused on community building, fellowship, and service. Thanks to Linda Burr and Jim Clark for their continued leadership with our QUEST students.
- **Confirmation:** In the Spring of 2016, three youth were confirmed by Bishop Brookhart. This year, the Confirmation program has been redesigned to facilitate more connections with our thriving parish life. Instead of a stand-alone class, Confirmation students participate in Youth Group, service opportunities, and at least one Confirmation retreat. In early 2017, we will include a sponsor component to our Confirmation program.
- **Youth Group:** Our monthly Youth Group for grades 6-12 has continued to be a great opportunity for fellowship. With the wonderful help of veteran Camp Marshall staffers, PJ Willet and Paul Carlson-Thompson, Youth Group has succeeded in being a fun place for our youth to connect with each other, their faith, and our parish.
- **Youth Pack:** Our monthly partnership with St. Paul Lutheran, First Presbyterian, University Congregational Church, and Atonement Lutheran, Youth Pack has offered monthly events for high schoolers and seasonal events for middle schoolers. This year our middle school Confirmation retreat had 40 students from these combined churches. Several times throughout the year, Emmaus Campus Ministry pitches in to lead these events.
- **Service Projects:** In 2016, Holy Spirit youth packed 30 backpacks for Grace Camp, participated in the Clark Fork River Clean-up, and pitched in at City Foods, the food pantry of Clark Fork City Church. In collaboration with Youth Pack, we also packed 300 lunches for the Poverello, 30 lunches for the Ronald McDonald House, did spring clean-up at the Milltown Garden Patch, and made care packages for HSP's college freshmen.

Thank you for your continued support of Youth Ministry at Holy Spirit. It's a privilege to work with our parish youth.

Respectfully submitted,  
Lindsay Iudicello

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## REPORTS OF WORSHIP MINISTRIES

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### ***Compline (Tanya Lodahl)***

Compline continued in 2016 starting the first Sunday of October, and planning to continue through May 2017. Several changes were put into place. A team of 5-7 people have volunteered to see to the set up and take down for Compline service. Barbara Barmeyer and Tanya Lodahl have agreed to be leads in making sure that all needs are met in order for Compline to be reliably set up each month. Ads are written for *Paraclete*, *Spirited Times* and the Sunday bulletin to announce Compline.

The single officiant, Margaret Watson, has recruited one and perhaps a second person to share this duty.

Keith Kuhn has undertaken to lead the Compline Choir, and they are exploring music appropriate to support this unique and ancient service.

The time for service was set for 8:00-8:30 p.m. in hopes of being a better fit for more people. Discussions were held regarding outreach, audience and approach. It was felt that in this increasingly troubling world many people would appreciate knowing there was a place of quiet and peace available to support personal reflection. The idea was to hearken back to when churches were universally understood to be inviolable sanctuaries. In addition, several people who regularly attend Compline wished for more time after service to remain in private contemplation for a while before “lights up.” To this end the Compline set-up team is committed to opening the doors at 7:30 p.m. and closing at 9:00 p.m. to allow for a half hour before and after Compline for those needing this opportunity.

The plan going into 2017 is to expand outreach to the wider community, especially our near neighbors. The invitation is to know that once a month the church will be open for personal, silent contemplation. All are welcome regardless of religious background. There is no obligation to attend the service itself. This is God’s house, and all who are weary or troubled can find a place of sanctuary here.

#### ***Altar Guild (Lori Cordis and Mary Lou Cordis, Co-Directresses)***

The members of Holy Spirit Altar Guild share in the Anglican tradition of caring for the sanctuary and preparing the altar for all services. The Guild meets quarterly for a business meeting and several other times during the year for special projects, i.e. making palm crosses for Palm Sunday. If public speaking and large meetings are not your style, Altar Guild is the ministry for you. We are a behind-the-scenes working group comprised of 25 parishioners. Most all our contributions to Sunday services are carried out before, during or after each service. Altar Guild is truly an asset to Holy Spirit Parish. Please contact one of our officers (Mary Lou Cordis, Lori Cordis or Lucy Deaton) and see how you can join us in making the services at Holy Spirit both meaningful and beautiful.

#### ***Acolytes (Lindsay Iudicello and Elizabeth Serviss)***

As we head into 2017, there are twenty-five active acolytes serving at the 10:15 service, including six adults. In addition, two members of the choir have been willing to serve as acolytes during the summer. As some of our high school students have become involved in the parish in other ways, such as joining the choir or helping in Church School, our acolyte numbers have thinned. We have invited 6<sup>th</sup> graders to be trained, and serving as an acolyte fulfills part of the service requirement for confirmands. In 2016, we also expanded the number of active acolytes by training adults to participate. Many thanks to those who have joined us as adult acolytes! We have heard from several people that they have enjoyed the different perspective they experience during worship when serving as an acolyte. Please let us know if you would like to help in this capacity.

There are currently four faithful acolytes serving at the 8 o’clock services. We would love to add one or two more 8 a.m. acolytes!

#### ***Ushers (Gary Swartz)***

It was another very busy year for the Holy Spirit Ushers. We now have 20 volunteers offering their ushering services to Holy Spirit. We usher about once every three months. The Ushers are the first people that newcomers see when they attend our services, and our Ushers take great pride in making that first impression a positive one. We strive to ensure that the congregation is seated, the elements are taken up, the offering is collected and that there is an orderly flow to communion. After the services, we restore the pews to an orderly state.

We ushered at 59 services and several memorial services in 2016. Not only did we help keep the weekly services flowing smoothly, we met the challenges of our large Easter and Christmas services. The Usher team has worked hard to ensure another year of making Holy Spirit a warm, welcoming place of worship. Jody Thomasson has taken the lead in ushering at the 8 a.m. service. We continue to have the Ushers hand out a "Welcome Bag" of parish information and candy to visitors who identify themselves during the announcements portion of the service. The teamwork and flexibility of our Ushers is refreshing. One of our goals for the new year is to emphasize wearing name tags and greeting newcomers. Many of our Ushers have moved on to share their talents with the choir, Altar Guild and Church School Teachers. Come join us; we are always looking for new volunteers for this rewarding contribution to our parish family. It's a great place to start. Contact Gary Swartz at 542-1978 if interested in serving.

***Lectors and Chalice Bearers (Judy Parock and Elizabeth Serviss)***

The church office coordinates the scheduling of the Lectors and Chalice Bearers, with The Rev. Terri Ann Grotzinger training the Chalice Bearers. We utilize Doodle polls to aid us with the scheduling, which has helped eliminate the many switches that occurred in the past after the schedule was distributed.

Being a Lector or Chalice Bearer is a very intimate and loving way to participate in our parish family life. If you are interested in joining us in this ministry, please feel free to contact Rev. Terri at the church office, 542-2167. In the Diocese of Montana, you need to be licensed by the diocese in order to serve the chalice at the altar. You do not have to be licensed to be a lector.

***Intercessors (Judy Parock)***

Holy Spirit Episcopal Church is currently served by a faithful group of 16 intercessors who lead the Prayers of the People at the 10:15 service during the year. We value their ministry and thank them for their dedication as intercessors. If this is a ministry that you would like to be a part of, please contact our rector or Judy Parock at the church office, 542-2167.

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**REPORTS OF LAY PASTORAL MINISTRIES**

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***Prayer Group (Betsy Holmquist)***

Twenty-two parishioners currently make up the HSP Prayer Group. We receive requests for prayers through a confidential link on the church's website and by requests to members of the clergy or to members of the group. We also pray for the people named in the weekly Prayers of the People. Prayer Group members are asked to pray at least one half-hour a week for the people and concerns on our list. We meet as a group approximately every third month to update our lists, share experiences, and receive spiritual guidance. Dorcie Dvarishkis is our leader. Holly Swartz maintains the spreadsheet of requests, and Betsy Holmquist emails updates to the members. Membership in the Prayer Group is open to all.

***Home Visitation Ministry (Bob Deaton)***

Home Visitation Ministry provides regular visitation to parish members in the Missoula area who are no longer able to attend regular church activities. Visitation is coordinated with clergy to assure regular contact between the church and the member.

A special treat of red plate decorated cookies is provided every Christmas to those who are being visited. The cookies are thoughtfully provided by "The Bakers" of Holy Spirit and coordinated by Alice Dailey.



Home Visitors include Ken Ballinger, Lani Brewer, Bob Deaton, Gael Harris, and Carla Mettling. Sixteen people were seen through Home Visitation this past year, and 11 parishioners are currently visited on a regular basis. This pastoral care ministry comprises around 1060 volunteer hours per year for the current five Home Visitation Ministers.

***Eucharistic Visitors (The Rev. Myrna Chaney)***

Eucharistic Visitors bring the blessed sacraments from the Sunday service to people who are ill or can't be with us for regular services. Eucharistic Visitors usually take the sacraments to people on the first Sunday of the month. We had no Eucharistic Visitor visits this past year due to the death of the communicant receiving the visits. If you have any questions or interest in this ministry, contact Rev. Terri or Myrna Chaney. We currently have two licensed Eucharistic Visitors at Holy Spirit.

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**REPORTS OF FELLOWSHIP MINISTRIES**

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***Parish Life/Coffee Hour (Kathy Swannack)***

We had a successful coffee hour for 2016. We have continued to communicate and try different ideas to help coffee hour run smoothly. One of the big changes for 2016 was to allow hosts to turn in their receipts for the treats they purchase for reimbursement up to \$30.00 per week. We hope this will ease the financial strain somewhat of hosting coffee hour. The committee also came up with the idea of having more than two people at a time to host. This also seems to be working well. Not only does it relieve financial strain but also relieves the strain of clean-up. Thank you to everyone who has participated in this important committee. I truly appreciate the suggestions and ideas. Hopefully 2017 will also run smoothly, and we will get more people interested in signing up for coffee hour.

***Parish Life/Receptions (Anne Cohen)***

The Receptions Ministry of Parish Life provided for the Annual Meeting and receptions for Dorcie Dvarishkis's ordination in September, Confirmation in April, and the Easter Vigil in March. We also provided six Memorial Receptions throughout the year.

***Supper Club (Ed and Laura Taylor)***

We are happy to report that Supper Club is going strong at Holy Spirit. Many newcomers have joined our groups, and we are always looking for others to expand our numbers and bring to the table new ideas and perspectives. There are now 6 groups with up to 9 members in a group. Several groups have used the substitute list to fill up their dinner table.

A great big "thank you" goes out to all participants for helping to make this a fun and rewarding experience. The purpose of our Supper Club is to create fellowship during group meetings by sharing in good food, lively conversation, and of course...new friendships. We have adapted new ideas about how and where the groups meet to make it possible for more to participate.

Remember that we always have room at the table for more. If you are interested in trying us out as a member, or an occasional substitute, or would just like to find out more information, please call Ed or Laura Taylor at 721-1205. Or you can call the church office, and they will forward your request.

### ***Family Support and Outreach (Gretchen Strohmaier)***

We hosted a variety of events to foster community life here at Holy Spirit, things like:

- garden tour
- Ukrainian egg decorating
- mom's night out
- knitting class
- prayer loom
- Summer picnic and Vacation Bible School potluck
- Advent crafts and soup

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### **REPORT OF NEWCOMER/WELCOME MINISTRY**

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The Welcome Ministry/Newcomers Ministry has not met during the past year; we have fulfilled the major tasks we were asked to tackle and have been awaiting a response to our requests for guidance, leadership and assignments/projects. Individual members have continued with activities including Welcome bags, posting letters to Newcomers who provide contact information, keeping up the name tag board and adding tags, and of utmost importance doing all we can to make Visitors and Newcomers welcome in our Parish.

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### **REPORTS OF PARISH SUPPORT MINISTRIES**

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#### ***Communications (Judy Parock, Chair; Lance Collister, Scott Jourdonnais, Vestry Liaisons)***

Communication continues to be a vital and active ministry at Holy Spirit. The purpose of our ministry is to integrate and manage Holy Spirit internal and external communications including website, Facebook, printed and online materials, media, and signage. We had a busy year implementing that charge with all our different forms of communications.

Judy Parock produces the *Spirited Times*, our weekly electronic newsletter, and the *Paraclete*, our print newsletter. The *Spirited Times* now goes out to over 424 subscribers, up from about 395 this time last year. Newcomers with email addresses are automatically added to the *Spirited Times* mailing list. This e-newsletter allows us to disseminate information quickly to our parish, including information about community events, Emmaus Campus Ministry, and diocesan news. Our monthly newsletter, *Paraclete*, is mailed in printed form nine times a year to about 431 households, about the same number as a year ago. The *Paraclete* contains more general information about events at church and is not as time-sensitive as the news in the *Spirited Times*. Both newsletters serve a purpose in communicating news about our events to the parish, and the paper newsletter is the primary source of parish news for those without email.

At the end of 2016 our Facebook page (<https://www.facebook.com/HolySpiritMissoula/>) had 297 followers, an increase of nearly 100 from a year ago, when we were just passing the 200 mark. Followers include people from all over the diocese and the nation. Photos from church events are displayed on our church Facebook page, and even if you are not signed up for Facebook, you can look at our postings and see lots of wonderful photos of things that are happening at Holy Spirit. Please check it out and "like" our page! We also have individual Facebook pages for our Youth Ministry and Compline and a members-only Facebook group for our Choir.

The power of images is essential to communication, and we have a number of photographers at Holy Spirit who lend us their expertise with their cameras. Our thanks to Mark Dvarishkis, Bob Beckley and Kirk Johnson for their assistance with photography. More thanks go to Gretchen and Dave Strohmaier, Lindsay

Judicello, Clem Work and Judy Parock, as well as Rev. Terri, who are quick on the draw with their cameras and smartphones – they generously provide many of the photos we share online and in print.

Many of those photos and images get used in the posters we make in the office for our various church activities. We try to provide an eye-catching and informative presence with these posters. We also use the images in the rotators that we make for the home page of the parish website. They help to keep the website looking updated and fresh.

Throughout the year Holy Spirit continues to offer detailed and attractive service bulletins for all of the services held at Holy Spirit. These bulletins help newcomers feel welcome and are an aid to those unfamiliar with our liturgies. They also offer useful take-home information for both parishioners and newcomers. Another useful take-home item are the MOO cards that are available by the bulletins on Sunday mornings and which are also available in the parish hall. These are a business-size card with information on one side about the church and pictures of church activities on the other. This project was the brainchild of Lance Collister and has been a great addition to our communications program.

Online, our parish website, [holyspiritmissoula.org](http://holyspiritmissoula.org), continues to provide a vital connection for visitors and a valuable resource for parishioners. Members can use the website to pledge, sign up for events, and gain information about what's happening at Holy Spirit and more. Elizabeth Serviss has done tremendous work in this area of parish communication. We use the detailed calendar from the website as part of the materials included in the "Welcome" bags given to newcomers. This gives newcomers a look at what's happening at Holy Spirit during the current month and directs them to the website for more detailed information regarding events. We have begun work on a "responsive" website for the parish, one that has a fresh new look and is easily viewed on a variety of different electronic devices. We hope to have it up and running in the new year.

Our presence in the community has grown through our advertising on KUFM radio. In addition to our monthly Compline services, we also have included ads for our Lenten series, the start-up of our fall programs, the Blessing of the Animals, the Women's Retreat and our Lessons and Carols service, as well as general ads just promoting Holy Spirit Episcopal Church.

As I complete another year as Director of Communications at Holy Spirit, I give thanks for the staff, lay leaders, and clergy who willingly make the extra effort to ensure that good communication happens at Holy Spirit. Both as a communicator and as a parishioner, I am truly blessed to be part of Holy Spirit Episcopal Church.

### ***Personnel (Margaret Borg)***

The 2016 Personnel Committee members were The Rev. Terri Ann Grotzinger, Candice Lindsay, Paul Polzin and Margaret L. Borg. The Committee began work on an employee handbook for Holy Spirit Parish. We used the Diocese of Montana handbook as the basis of our discussions and had conversations with diocesan staff members about our proposals and concerns. The Committee will continue this work and present a draft to the Vestry for final approval.

The Committee reviewed compensation for the parish staff and voted to provide a cost of living raise (COLA) consistent with that approved for Social Security (0.3%). Health insurance coverage was continued at the existing level.

### ***Properties (Phil Mediate)***

The properties ministry saw some great things year, the best of all being we had no major maintenance that arose. The church continues to look amazing due to a handful people that have great gifts and talents, and we thank you! We have a beautiful place to worship that is warm and welcoming to all, something that helps serve this community well. A few highlights of the year:

- The landscaping was finished up around the new parking lot, and looks great. There are trees and shrubs planted, rock and mulch placed, and sprinklers in-ground. (See Karen Shelly's Parking Lot report below.) We are working on some signage for newcomers. There are also ongoing discussions with Hellgate High about the parking lot and its use.
- We have brought on a new grounds crew for lawn care and snow removal in 2017.
- There was an incident of graffiti on the backside of the church, on both the garage door and brick. The garage door was painted quickly to help deter further tagging, and the police were involved for both awareness and aid in removing it from the brick.
- The door locks are holding, with some minor maintenance currently, although will still need to be replaced at some point.
- The boiler is working great! A couple of minor adjustments are being made and inspections are being wrapped up.
- Looking to the New Year, we are starting to delve into the windows in the parish hall and discerning the next few steps of repair versus replacement.

A great year indeed!

### ***Parking Lot (Karen Shelly)***

Our parking lot was replaced last year, and the irrigation and landscaping followed this spring. Trees and shrubs were installed based on the Vestry's direction to maintain a landscape similar to the surrounding neighborhood, with attention to extreme climate tolerance, as much as possible. Many hours of hard labor by contractors and several parishioners, especially Bob Wattenberg, resulted in well-watered sod, and tree and shrub plantings. A total of 11 trees and 26 shrubs line the north and south sides of the lot, and Sixth and Gerald Streets. The cost of the trees and shrubs were covered by generous gifts of several parishioners. Additionally, a neighbor of Jari Davis' contributed a yard full of ornamental grasses and drought-tolerant perennials. More energetic parishioners dug the plants from the yard and transplanted them to the parking lot's south side. A combination of wood and rock mulch, applied with Holy Spirit enthusiasm, completed the project. The lot is now more functional and beautiful than ever. Thanks for everyone's hard work.

### ***Rummage Sale (Mary Tromly, Chair; Tracey Gage, Vestry Liaison)***

The 2016 Rummage Sale was exceptional because of the larger than normal amount of donated items. The result was a week of hard work to properly price and display clothing and other items, but at the end of the sale a figure of \$ 5,979.36 brought a smile to everyone. A big thanks to the committee and all of the volunteer workers who helped this sale be so successful.

This year our left-over rummage was destined for many of our usual places plus a new one. A great deal of left-over rummage went to Lodgepole, Montana on the Fort Belknap reservation. The Senior Center there was very grateful to get our rummage and could use it all. A Butterfly Grant helped defray the cost of a U-Haul truck to transport the rummage.

***Holiday Market (Diane Rasmuson and Tracey Gage, Co-Chairs; Tracey Gage, Vestry Liaison)***

The Holiday Market 2016 took place on Nov 11<sup>th</sup> and 12<sup>th</sup> after four days of intense preparation, prefaced by several weeks of planning. The scrumptious Bake Sale followed on December 4<sup>th</sup> led by Laura Taylor. The final total for both events was **\$14,579** (after deduction of expenses of \$212). This was \$4,000 more than last year and can be attributed in large part to an increase in donations from several estate sales and downsizing efforts, as well as generous donations to the Raffle and Silent Auction (which alone garnered over \$3,000).

The entire project required tremendous community effort and support. Apart from donations of treasures many people donated their time (21 people on the first day of set-up) and talents (artistic, physical and organizational) to make this event possible. We had an overabundance of everything including many opportunities for fellowship with parishioners from both 8 and 10:15 a.m. services. We were well fed too and had an efficient clean-up crew to do the work when we were all exhausted. Thanks to excellent marketing 598 people visited the Market, providing great community outreach. Some visitors asked for and received tours of the Sanctuary, and one even donated her treasures, with promises of more for future Markets. The ultimate goal of fundraising was also achieved, making 2016 a very successful Holiday Market. Many, many thanks to everyone.

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**REPORTS OF OUTREACH MINISTRIES**

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***Social Concerns Committee (Carla Mettling)***

In 2016, the primary local project, inspired by Missoula Interfaith Collaborative (MIC), has been to identify the social justice passions of the HSP community, come up with local projects that these could fuel, and get started. Most members of the Social Concerns Committee (SCC), led by Dorcie Dvarshkis, were trained to be “listeners” by MIC's Casey Dunning, and then interviewed 49 HSP parishioners, whose leading desire turned out to be helping at-risk children and families. Research and strategy teams have been formed to find out what's needed at Hellgate High School and the Parenting Place and get feasible projects begun for HSP members to plug into.

Another noteworthy new local project was done by Lucia Work, with the help of Anita Rognas and Whitney Rimel, in gathering some 2,600 children's books to give away to needy children at the Back-to-School Bash, sponsored by MIC, the Salvation Army, and United Way. Only 300 of them were left after this very successful event. Lucia also led the Sock and Glove Drive last January and will again this month, to distribute socks, gloves, and hats to the people at the Poverello.

SCC supports the Montana Association of Christians (MAC) Day at the Montana legislature on January 23<sup>rd</sup>. Some of its members, and any interested parishioners, will be joining other church people to lobby our representatives on four issues: 1) supporting children, families, mental health programs, and suicide prevention; 2) welcoming documented immigrants to Montana; 3) abolishing the death penalty; and 4) reintegrating ex-offenders more successfully into society.

A final new local project started by the SCC was the Butterfly Grants program—giving \$300 grants to parishioners for worthy charities of their choosing—to spread the charitable works experience beyond itself to the parish at large. We have had interesting and varied projects to fund, which will be described at the Annual Meeting.

SCC's primary international project was to fund a dental clinic at Phalankone Monastery, under the auspices of Studer Trust. Bob Deaton led us in finding this project and raising over \$6,000 for it among HSP members.

SCC continued projects done in past years. Bob Deaton and Orson Murray continued to lead the Red Cross Blood Drives at HSP, of which there were 2 this year. Volunteers continue to work at the Partnership Health Center, at Project Homeless Connect, at Blue Sunday to raise awareness about child abuse, in giving funds to Hellgate Cares, the Parenting Place, the Poverello, the Teagues' ministry in Mexico, a scholarship to Grace Camp, and the United Thank Offering.

SCC members also supported the work and leadership that its members provide in secular organizations. Clem Work is Chairman of the Soft Landing Board, which is a group is currently helping Missoula's 9 refugee families with English, driving, and computer instruction at its Community Center and helping them find housing and jobs. SCC paid for 2 “welcome kits” for new refugee families. Clem also helped direct Celebrate Islam Week of the SALAM group—Standing Alongside Missoula's Muslims—as a push-back to the Islamophobia in our part of Montana.

Heidi Kendall's group—Moms Against Gun Violence—was instrumental in getting the Missoula City Council to pass an ordinance to do universal background checks on all gun sales in Missoula. Nancy Cooper helped organize Missoula's part of the Concert Across America to End Gun Violence at University Congregational Church. SCC voted to give money to Sandy Hook Promise, which educates the public on gun safety.

Jesse Jaeger's group—EmpowerMT—puts on the annual Martin Luther King Jr. Day celebration, at which SCC members usher, and offers training in conflict resolution and in raising awareness of bullying, racism, homophobia, and Islamophobia in our schools and communities. SCC members have had this training and generously supported Empower at its fundraising lunch.

Deb Frandsen and Carla Mettling helped educate MIC leadership trainees in the importance of political advocacy and how to do it effectively. Deb drew on her experience as Jon Tester's Regional Director, and Carla described the work of the anti-poverty advocacy group RESULTS, whose Missoula chapter she leads. SCC gave funds to RESULTS and to Native Generational Change for the legal defense of water protectors at Standing Rock.

The Committee was unanimous in calling for Holy Spirit to be educated on the national Episcopal Church's positions on social justice issues.

### ***Emmaus Campus Ministry (Pastor John Lund, Chaplain)***

**Student residents and staff:** We currently have 11 students living in the Ark and Emmaus House who are the start of our core group. Currently we have about 35 students in our “Active” file with about 30 more who are contacts. We also have about 20 active older young adults (mid-20's through 30 or so), as well as about 65 faculty and staff contacts. We have three student peer ministers as well as 8-10 outreach worship leaders who go out to churches in Western Montana to lead worship.

**Program:** This fall we offered a Faith and Social Action seminar course and our regular Sunday night dinner and discussions. We also offer fall and winter outdoor retreats. Last year we had students travel to San Francisco for a service/learning/exploring adventure during Spring Break, and this year we are planning to go to Vancouver, BC with the same kind of trip. Currently we have 8 students or post-grads working as interns in various roles and may expand in the spring. We are starting a new young adult group called Confluence which will meet on Sunday nights two times per month with a combination of worship, meals, deeper conversations, and social action. We will invite undergrads to be part of this group as well. On Wednesday nights, we are starting a new series focused on Christian basics with group conversations, questions, and dialog. This will be done with the Catholic and Methodist campus ministry groups.

**Volunteerism and serving others:** Through our *Friends in Need* we have students helping with Family Promise support for Atonement Lutheran, Habitat for Humanity, food drives, individual clean-up or fix-up

projects, anti-bigotry work through SALAM, and environmental advocacy work through Faith and Climate Action, staffed by a graduate student intern. We also have an outreach worship team of about 8 students who lead worship and give the message in various churches around Western Montana once per month.

**Outreach Teams:** We are in our fifth year of having an 8-10 student outreach worship team. We have 5 dates for the winter and spring on our calendar for our team to head out.

**Stewardship of our buildings:** Last year we built a new porch for the Emmaus House and have some smaller projects, but we may be getting to the end of our big renovations.

**Campus Pastor Activities:**

**1) Teaching at UM:** This fall: 1 credit Intro to Honors class called “Finding Your Path” and Social Work 491 Leadership, Faith and Social Action. **2) Internship Supervision:** We had a great run of three seminary interns through our partnership with Valley of Christ Lutheran in Frenchtown. VoC has now called Lue Moua as their long-term pastor, which is a great opportunity for them. We wait with Jayson Nicholson as he is in the call process. **3) Preaching and Teaching:** Please call for pulpit supply, a teaching event around young adult spirituality and church life, interfaith dialog, faith-based responses to climate change, and perspectives on the relationships between people, land and theology.

**A heartfelt thank you** to all of our supporting churches throughout the Montana Synod. Thank you to the many individuals who have contributed time, food, furniture, and financial gifts this past year. Thank you also to our ecumenical partners University Congregational Church and Holy Spirit Episcopal Church who continue to be a blessing to our ministry! We also thank the Montana Synod for generous support, the ELCA, and numerous grantors including Thrivent Financial, the Hetzel Foundation, the Knutson Foundation, the Episcopal Diocese of Montana, and the Lilly Foundation.

**OUTREACH BY HOLY SPIRIT PARISH AND ITS ORGANIZATIONS - 2016**

Diocesan Assessment		\$81,182.59
Parish Contributions to Clergy Discretionary Fund (budgeted amount)		1,000.00
Parishioner Contributions to Clergy Discretionary Fund		2,163.00
Diocese of Montana Discretionary Fund (Bishop’s Discretionary Fund)		1,156.00
Camp Marshall Fund (Grace Camp donations)		1,000.00
Camp Marshall Camperships		5,260.00
Donated by Parishioners	5,260.00	
Camp Marshall Capital Campaign donations		1,760.77
Vacation Bible School Camperships		50.00
Social Concerns Committee Outreach		6,171.00
<i>(provided by Memorial Foundation)</i>		
Hellgate Cares	430.00	
The Parenting Place	430.00	
Missoula Interfaith Collaborative	1,500.00	
Mexican Fishermen	300.00	
Poverello Center, Inc.	286.00	
United Thank Offering	229.00	
Camp Marshall Grace Camp Scholarship	375.00	
Sandy Hook Foundation	200.00	

Native Generational Change	200.00	
RESULTS Educational Fund	142.00	
EmpowerMT	100.00	
Soft Landing Missoula	200.00	
Butterfly Grants	1,779.00	
Nine Mile Community Center	279.00	
Karen Orzech	300.00	
Missoula Interfaith Collaborative (Sue Talbot)	300.00	
Back-to-School BASH (Lucia Solórzano)	300.00	
Warm Spirit Project (Gretchen Strohmaier)	300.00	
Lani Brewer	300.00	
Missoula Interfaith Collaborative (budgeted amount)		1,500.00
Diocesan Grant for Campus Ministry		4,100.00
Outreach Fund		1,180.50
<i>(Proceeds from Pancake Supper and all special Lent and Holy Week offerings went to benefit Emmaus Campus Ministry at the University of Montana.)</i>		
Pancake Supper Proceeds	275.50	
Ash Wednesday Offering	438.00	
Maundy Thursday Offering	149.00	
Good Friday Offering	268.00	
Additional Donation	50.00	
Good Friday Offering for the Church in Jerusalem and the Middle East		268.00
Episcopal Relief & Development		3,478.70
Millennium Development Goals	2,550.12	
<i>Vestry voted to contribute the birthday offering to Episcopal Relief &amp; Development to help with the Millennium Development Goals.</i>		
Additional ERD Contributions	928.58	
United Thank Offering		718.51
Donations for Myanmar Dental Clinic		6,240.00
Habitat for Humanity		510.00
Aluminum Cans for Habitat	10.00	
Stay at Home for Habitat Raffle	500.00	
Holy Spirit Food Fund		3,363.95
Ordination Fund for Dorcie Dvarishkis		1,795.00
Church School Offering		185.13
Holy Spirit Episcopal Church	18.51	
Soft Landing Missoula	166.62	
<b>Total (Without Assessment) — \$41,900.56</b>		
<b>Total (With Assessment) — \$123,083.15</b>		



**The following should also be included in Outreach:**

- Monthly Food Drives for Missoula Food Bank: 329 pounds of food
- Two Blood Drives for the American Red Cross: 36 pints of blood
- Volunteer Hours at Partnership Health Center: 1100 volunteer hours
- As our Deacon in service to at-risk children, youth and families, Dorcie Dvarishkis' primary volunteer-organizing activities involving church members in 2016 were:
  - Recruiting and supporting 10 listeners, then supporting discernment session attendees and Hellgate/Parenting Place research and strategy team members for our Missoula Interfaith Collaborative parish social challenge focus work
  - Encouraging parishioner engagement in the Back-to-School Bash, Missoula Interfaith Collaborative leadership training and the work of the Montana Association of Churches
  - In my role as President of the Parenting Place Board, I recruited fellow church members/PP Board members for a grounds improvement project
  - In my work/church life, I recruited blood donors for a Give Local Missoula blood drive, and for Safe Kids Missoula work
- Holy Spirit youth packed 30 backpacks for Grace Camp, participated in the Clark Fork River Clean-up, and pitched in at City Foods, the food pantry of Clark Fork City Church. In collaboration with Youth Pack, they also packed 300 lunches for the Poverello, 30 lunches for the Ronald McDonald House, did spring clean-up at the Milltown Garden Patch, and made care packages for HSP's college freshmen.
- Parishioners provided supplies to fill 30 backpacks for Grace Camp and gathered additional supplies to stock the showers at Camp Marshall with body wash, shampoo and sunscreen.
- Provided dessert for *Oktoberfest* Campus Ministry fund-raiser
- Donation of socks and underwear to the Gary Turback Memorial Back-to-School Clothing Store for the Back-to-School BASH
- Parishioners volunteered books and hours at the Missoula Interfaith Collaborative's Back-to-School BASH
- Parishioners volunteered with Missoula Interfaith Collaborative's Project Homeless Connect to help supply services to Missoula's homeless
- Parishioners donated 17 boxes of books to the Poverello Center

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**REPORTS OF STEWARDSHIP MINISTRIES**

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***Stewardship (Paul Polzin)***

The Stewardship Committee has continued an aggressive campaign to permanently fund the additional parish activities that were authorized by the Vestry. These activities have been funded in the short-run using the Vestry reserve account. The stewardship campaign featured personal testimonies plus information about the many parish activities and their cost. The campaign is a multi-year project.

The stewardship campaign has shown positive results. As shown below, the average pledge increased from about \$1,888 in 2016 to approximately \$1,951 for 2017, an increase of 3.3 percent. Unfortunately, the total pledge amount is down roughly two percent from the same period last year. It is encouraging to note that the number of pledges increasing outnumber those remaining the same or decreasing. This indicates that parishioners continue to be actively engaging in their pledging and not simply repeating their previous pledge. On the other hand, the number of pledging units continues to slowly dwindle.

**PLEDGE UPDATE AS OF 12/31/2016**

	<b>2016</b>	<b>2017</b>
Total number of pledges returned	187	178
Total number of dollars pledged	\$353,230.65	\$347,372.27
Total number of pledges remaining the same	55	64
Total number of pledges increasing	107	92
Total number of pledges decreasing	14	15
Total number of newcomer pledges	11	7

**For 2017:**

64 pledges remain the same for a total of	\$111,758.00	
92 pledges up for a total of	\$209,988.20	+\$27,759.55
15 pledges down for a total of	\$16,854.00	-\$7,750.00
4 No Pledge		-\$3,060.00
Lost through death or transfer out (2)		-\$2,760.00
7 newcomer pledges for a total of	\$8,772.07	

**STEWARDSHIP TOTAL, 12/31/2016**      \$347,372.27

***Budget and Finance (Candy Lindsay)***

In 2016 our pledge receipts fell short of our budgeted prediction by \$2,267. The spectacularly successful Holiday Market brought in \$14,579, exceeding our prediction by more than \$4,500, and the Rummage Sale exceeded our prediction by nearly \$1,500. Thanks to everyone for all the hard work!

Our operating expenses were under budget in most categories. We received many generous gifts designated for trees and shrubs for the parking lot. We also received a generous gift for camperships, allowing us to use additional funds for capital improvements. Our investments performed well this year, with a return of \$16,886. Overall, we had anticipated an operating deficit of \$66,555, and our actual operating deficit was \$33,633. Due to a combination of generous unrestricted gifts we received and careful management of our operating expenditures, we were able to keep our deficit to half of what we had anticipated.

For 2017, our budget projects a 1% decrease in pledge income compared to actual 2016 pledge receipts, a decrease of about \$4,000. The Budget Committee has worked diligently to analyze our expenses and reduce or minimize increases as much as possible. The 2017 budget reflects a cost of living increase of 0.3% (three tenths of one percent).

An anticipated need for expenditures in capital improvement is for the windows in the parish hall, which are in need of re-leading or replacement, and new storm windows.

We are continuing to support expansions in the areas of youth programs, Spiritual Formation, and Outreach, including a separate line item for Missoula Interfaith Collaborative.

The Memorial Foundation will continue to provide support to the parish in the areas of capital projects, outreach, and Christian education. To more clearly show the Memorial Foundation support, line items have been included in the budget on both the income and expenditure side. We will use investment funds to cover our budgeted deficit. Please note that the budget predictions do not include investment income, because we cannot anticipate the change in market value.

**Statement of Cash Receipts and Disbursements**  
**For the year ended December 31, 2016**  
**Proposed Budget for 2017**

	2017	2016	2016	2016
	Budget	Actual	Notes	Budget
<b>Operating Receipts</b>				
Plate offering	\$ 14,000	\$ 13,376		\$ 14,000
Pledge payments	347,372	351,364		353,631
Other sources	10,000	30,681		4,400
Easter Offering	3,200	2,907		3,000
Christmas offering	2,500	1,803		3,000
Rummage Sale	5,000	5,979		4,500
Holiday Market	10,000	14,579		10,000
Memorial Foundation Funds	3,010	1,685	608 to capital&outreach	2,293
Altar Flower memorials		492	in and out	0
Total operating receipts	\$ 395,082	\$ 422,867		\$ 394,824
<b>Non-Assessable M.B. contrib.</b>				
Outreach	\$ 5,506	\$ 6,171		\$ 5,871
Capital Improvements	9,176	11,713		9,785
Camperships-Camp Marshall	660	0	realloc. to cap. improv.	1,620
Grand total Oper. Rcpts.	\$ 410,424	\$ 440,751		\$ 412,100
<b>Compensation</b>				
Rector				
Salary incl. housing	\$ 76,276	\$ 76,108		\$ 76,108
Pension - 18%	14,781	14,747		14,747
Insurance	12,528	11,880		11,880
Social Security Offset	5,839	5,822		5,822
Pastoral Assistance				
Pastoral Assistant	3,733	3,722		3,722
Supply Clergy	1,875	1,772		1,500
Parish Administrator				
Salary	53,188	53,029		53,029
Pension - 9%	4,787	4,773		4,773
Insurance - incl disability	12,930	12,282		12,282
Office assistant				
Salary: 1400 hrs/yr	20,010	19,950		19,950
Pension - 9%	1,801	1,197		1,796
Sexton	4,762	4,774		4,749
Custodian	8,160	8,136		8,136
Organist/choir director	20,707	20,645		20,645
Substitutes & soloists	450	250		400
Confirmation director	0	0		0
Youth Group Director	5,216	4,860		5,200
Director of Spiritual Formation				
Salary	25,883	25,806		25,806
Pension - 9%	2,329	2,323		2,323
Nursery coord/caregivers	2,000	1,585		1,700
Payroll taxes				
FICA+medicare	10,990	10,916		10,935
Workers compensation	2,900	2,938		2,900
Unemployment	120	114		114

<b>General operations</b>					
Copier		\$ 5,000	\$ 5,053		\$ 5,000
Office expenses		4,700	4,494		4,500
Janitorial supplies		850	720		850
Postage		2,500	2,479		2,500
Advertising		4,750	4,398		4,500
Printing & bulletins		4,500	3,789		4,500
Stewardship		1,800	1,776		2,200
Website expenses		970	949		970
Newcomer Ministry		100	0		400
Christian education					
Church school (1175 from MB)		1,600	1,220	0 from MB	1,600
Explorations/Adult Ed/Fam.		1,600	1,443		1,600
Compline (in/out)		0	0	in and out	0
Nursery		200	267		200
Confirmation class		650	177		650
Youth group(incl QUEST)		1,400	1,033		1,400
Workshops/Retreats		350	96		350
Safeguarding Backgrnd. Cks.		600	300		600
Music		500	108		150
Altar supplies		500	666		800
Altar flowers (in/out)		0	0	in and out	0
Rector's Expenses		1,500	1,480		1,500
Parish life					
Social & receptions		3,170	1,167	* coffee hr	1,000
Recognitions		600	556		600
Camperships (from MB)		660	0	from MB/realloc.cap.imp	1,620
EFM Scholarships		350	463	100 gift	350
Vestry Retreat		175	386		175
Outreach (from MB)		5506	6,171	from MB	5,871
Missoula Interfaith Collab.		1,500	1,500		1,500
Rector Travel		2,400	1,974		2,400
Pastoral assistant travel		750	750		750
Seasonal decorations		850	550		850
Telephone		2,900	3,840		2,900
Kitchen supplies		2,500	1,900		2,200
Miscellaneous		200	420	* ord. gifts	200
Continuing Education-Rector (from MB)		900	629	from MB	900
Contin. Ed. Others (from MB)		935	1,056	from MB	500
Discretionary funds		1,000	1,000		1,000
Convention expenses		1,800	813		1,200
Vestment clean/replace		500	88		200
Clericus/Clergy Conf. expense		875	737		875
<b>Building &amp; grounds</b>					
Insurance		12,000	11,692		11,300
Utilities		16,000	14,611		18,000
Repairs & maintenance		2,500	2,398		4,000
Capital Improvements (from MB)		9,176	20,000	MB 11,713	20,000
Taxes		360	395		360
Lawn care		6,000	1,500		1,500
Organ tuning		600	528		600
Diocesan assessment (19%)		75,066	81,183		75,017
<b>Total operating disbursements</b>		\$ 474,607	\$ 474,384		\$ 478,654
<b>Operating surplus (deficit)</b>		\$ (64,183)	\$ (33,634)		\$ (66,554)
* indicates Vestry-approved expenditures above budgeted amounts. See minutes.					

<b>Other Income &amp; expenses</b>					
	Investment Income net of fees			\$ 16,886	
	Collections for transmittal to other organizations			25,238	
	Funds sent to other organizations			(25,238)	
	Other income and expense			0	
	Net other income and expenses			\$ 16,886	
	<b>Net surplus or (deficit)</b>			<b>\$ (16,748)</b>	
				12/31/2015	12/31/2016
Asset balances					
	Cash in bank			\$ 72,521	\$ 29,237
	Investments			370,955	401,272
	Office Equipment			17,026	17,116
	Total Assets			<b>\$ 460,502</b>	<b>\$ 447,624</b>
Liabilities					
	Prepaid Pledges			\$ 28,206	\$ 32,076
Fund balances					
	Unrestricted			\$ 432,295	\$ 415,549
	Total liabilities & fund balances			<b>\$ 460,502</b>	<b>\$ 447,624</b>

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## PAROCHIAL REPORT

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The Parochial Report records statistical information about membership, attendance, services and finances. For statistical purposes the Episcopal Church counts only *active baptized members*. An active baptized member is defined as:

Any person whose baptism is recorded in the Parish Register and contributes to or participates in the worship and communal life of the reporting congregation, regardless of how much or how little, should be considered active.

Inactive members are not counted in our reported membership but are still retained on our church roster. By canon law inactive members remain on our membership rolls until they are removed by reason of transfer to another Episcopal congregation or death. A person may be moved to inactive status for the following reasons:

- **Domicile unknown:** a member no longer attends and cannot be contacted by mail, email or phone.
- **Member has not attended the congregation** for more than a year and has not contributed either financially or in service to the parish.
- **The person attends another congregation,** but our congregation has never received a request for transfer.
- **The person is attending a church affiliated with another denomination,** and no longer gives to our congregation or participates in our congregation's worship.

We continue to be a fairly mobile congregation with 39 members coming into our parish and 56 leaving or becoming inactive. A significant factor in the total number of decreases for this year were the deaths of 21 of our members. That brought our total number of decreases for the year to 56. At the end of the year we had 860 active baptized members at Holy Spirit, a decrease of 17 over the previous year end. Our total number of communicants in good standing reflected a decrease also, finishing the year at 669. Our average Sunday attendance for the year showed a slight decrease to 171, down from 173 the previous year. The remainder of the sacraments and services performed during the course of the year remained about the same with the exception of Private Eucharists which decreased from 110 to 86 due to the deaths of communicants receiving the Private Eucharists.

Respectfully submitted,  
Judy Parock, Parish Administrator

**Membership, Attendance and Services of the Reporting Congregation**

<i>Using Last Year's Report:</i>		<i>Using the 2015 Parochial Report, record the Number of Baptized Members Reported as of December 31, 2015. (See your 2015 Parochial Report, Box M15)</i>	
Active Baptized Members of the Reporting Congregation Reported Last Year	Members Reported Last Year = M15.	<input type="text" value="877"/>	

*Using the Register of Church Membership and Rites:*

During the Report Year	1. <b>Increases during year:</b> All members added to the baptized members section of your congregation's Membership Register during 2016 by: baptism, confirmation/reception, or transfer; and those persons restored from inactive status, or not counted in last year's membership count.		
Increases in Membership	Total Increases = 1.	<input type="text" value="39"/>	
Decreases in Membership	2. <b>Decreases during year:</b> All baptized members lost by death, transferred to another congregation, removed to inactive status in the Register of Church Membership and Rites, removed for other reasons, or not removed from last year's membership count.		
	Total Decreases = 2.	<input type="text" value="56"/>	

Active Baptized Members of the Reporting Congregation At Year-End	<b>M16:</b> Add the increases entered in Box 1 to Box M15. Then subtract the decreases entered in Box 2 for the total active membership as of December 31, 2016		
	Total Active Baptized Members (end of report year) = M16.	<input type="text" value="860"/>	

Communicants in Good Standing of the Reporting Congregation	<b>Communicants in good standing:</b> All baptized members of the reporting congregation, who "have received Holy Communion at least three times during the preceding year" and are faithful "in corporate worship, unless for good cause prevented," and "in working, praying, and giving for the spread of the Kingdom of God."		
Adults	3. Adult communicants in good standing (age 16 and over) =	3.	<u>620</u>
Youth	4. Youth communicants in good standing (under age 16) =	4.	<u>49</u>
Others Active	5. Total communicants in good standing (3 + 4) =	5.	<input type="text" value="669"/>
	6. Others who are active whose baptisms are not recorded in the Parish Register, or in another Episcopal congregation.	Others = 6	<u>10</u>

*Using the Service Register:*

Average Sunday Attendance for 2016	7. <b>Sunday (&amp; Saturday Evening) Attendance:</b> Divide total attendance by the total number of Sundays when services were held. Average Sunday Attendance = 7.		
		<input type="text" value="171"/>	
Easter Attendance in 2016	8. <b>Average Principal Worship Service Attendance on a Weekday</b> (in congregations without Sunday or Saturday evening services) = 8.		
		<input type="text" value="0"/>	
	9. <b>Easter Sunday Attendance</b>	(9)	<u>477</u>

**Sacraments & Services:**

Number of Holy Eucharists Celebrated During 2016	10. Total Sunday & Saturday Evening Eucharists	(10)	<u>106</u>
	11. Total Weekday Eucharists	(11)	<u>6</u>
	12. Total Private Eucharists	(12)	<u>86</u>
Daily Offices and Other Services Held During 2016	13. Daily Offices Held on Sunday	(13)	<u>37</u>
	14. Daily Offices Held on Weekdays	(14)	<u>5</u>
	15. Marriages conducted in 2016	(15)	<u>3</u>
	16. Burials conducted in 2016	(16)	<u>12</u>

*Using the Register of Church Membership and Rites:*

Baptisms in 2016	17. Baptisms 16 years and older	(17)	<u>0</u>
	18. Baptisms under 16 years of age	(18)	<u>6</u>
Confirmations in 2016	19. Confirmations 16 years and older	(19)	<u>4</u>
	20. Confirmations under 16 years of age	(20)	<u>3</u>
Received in 2016	21. Received by a bishop	(21)	<u>4</u>

**Education:**

Children and Youth	22. Total Church School Students Enrolled		<u>43</u>
Adult Education	23. Regular Sunday or weekday adult education programs held?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	24. Number of adults engaged in religious education or spiritual formation		<u>620</u>