

HOLY SPIRIT | EPISCOPAL CHURCH

ANNUAL REPORT
2017



"Receive the Holy Spirit."
John 20:22

130 SOUTH 6TH STREET EAST
MISSOULA, MT 59801

ANNUAL REPORT 2017

HOLY SPIRIT EPISCOPAL CHURCH

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

THE VISION OF HOLY SPIRIT EPISCOPAL CHURCH:

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

THE VESTRY

The Rev. Terri Ann Grotzinger, RECTOR
* '18 John Crowley
'18 Tracey Gage, JUNIOR WARDEN
'19 Don Gisselbeck
'19 Glenn Hladek
'19 Jesse Jaeger
'17 Scott Jourdonnais
'19 Helen Matveyeff
'18 Phil Mediate
'18 Paul Polzin, SENIOR WARDEN
'17 Karen Shelly
'17 Ann Suter, CLERK OF VESTRY
'17 Jeannie Warner

THE STAFF

The Rev. Terri Ann Grotzinger, Rector
The Rev. Myrna Chaney, Deacon
The Rev. Judith Anderson, Deacon
The Rev. Doug Anderson, Deacon
The Rev. Anita Rognas, Deacon
The Rev. Dorcie Dvarishkis, Deacon
Dr. Nancy Cooper, Organist and Choir Director
Gretchen Strohmaier, Director of Spiritual Formation
P.J. Willett, Director of Youth Ministry
Katie McDonald and Erin Crow, Nursery Caregivers
Judy Parock, Parish Administrator
Elizabeth Serviss, Office Assistant/Bookkeeper
Lori Cordis, Sexton

Candice Lindsay, TREASURER (indefinite term) The Rev. John Lund, Campus Chaplain

* year terms expire

HOLY SPIRIT EPISCOPAL CHURCH

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ANNUAL MEETING AGENDA
JANUARY 28, 2018

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 2017 Annual Meeting (vote)
4. Thanksgivings for Vestry and Officers (all stand briefly):
 - Paul Polzin, Senior Warden (going off); Tracey Gage, Junior Warden; Candy Lindsay, Treasurer; Ann Suter, Clerk of Vestry (going off)
 - John Crowley, Don Gisselbeck, Glenn Haldek, Jesse Jaeger, Scott Jourdonnais (going off), Helen Matveyeff, Phil Mediate (going off), Karen Shelly (going off), Jeannie Warner (going off)
 - Senior Warden's report
5. Announcement of 2018 Senior Warden
6. Introduction of Candidates for Office:
 - Vestry Nominees – Introductions
 - Jennifer Allen
 - Elizabeth Ettenger
 - Mary Jennings
 - Tom Todd
 - James Wiley
 - Ann Wiltse
 - 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 2017 (highlights)
 - Treasurer's report on 2017
 - Discussion of 2018 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 Keith Kuhn, Richard Dailey and William Towle

- 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.***

2017 ANNUAL MEETING MINUTES
JANUARY 29, 2017

1. Rev. Terri called the meeting to order at 11:30 and offered an opening prayer.
2. Judy Parock was taking pictures, and clipboards with sign-up sheets for the 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 2016 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. Margaret Borg presented the Senior Warden report;
 - She asked that parishioners review the detailed Vestry report in the annual report packet.
 - There were no questions for her.
 - Terri announced the Vestry election of Paul Polzin to be our Senior Warden in 2017.
 - Terri introduced the incoming Vestry members: Don Gisselbeck, Glenn Hladek, Jesse Jaeger, and Helen Matveyeff. Motion was made to elect the slate of nominees by acclamation; seconded. Action: Motion passed unanimously.
7. Terri led the election of candidates for the 2017 convention in Helena. The following candidates were elected: Mark Dvarishkis, Tracey Gage, Pru Randall, Jeannie Warner, Zona Lindemann, Gretchen Strohmaier, Bob and Lucy Deaton, Mary Jennings, Tanya Lodahl, Jennifer Allen, Phil Mediate, Sue Lowery and Helen Matveyeff. We have a full contingent of 14 parishioners who plan to attend.
8. A video presentation entitled "Holy Spirit Parish - A Year in Review" was played. It was created by Elaine Higuera and Gretchen Strohmaier. Gretchen presented a review of the Spiritual Formation program. Our theme this year is "Rooted in Faith." Learning about anchor and feeder roots provided a unique perspective of how the growth of programs and new ideas have brought a more active parish. We have added several new programs and have seen an increase in volunteerism.
9. Lindsay Iudicello, Director of Youth Ministry, discussed the various programs that our Youth Group participated in. Lindsay was particularly proud of the increase in discussion present during their meetings. She highlighted how much more comfortable our youth are at Holy Spirit. Some of this can be attributed to attendance and friendships made at Camp Marshall. She concluded by mentioning that they are looking for young people and adults to acolyte. The Youth Group is planning a ski trip to Discovery Ski Area on Feb. 11th. Adults are needed for transportation and chaperones. Lindsay also introduced PJ Willet who will share Youth Ministry duties in 2017.
10. Terri presented the Rector's Report. She addressed several things:
 - She thanked the staff, Vestry and members of the parish for a busy but productive year.

- She introduced Dorcie Dvarishkis as our new deacon and Gretchen Strohmaier as a Postulant. Gretchen has already completed seminary but needs some additional study this year to become an Episcopal priest.
 - Terri sang a hymn called "Hymn of Grace" and described it as her prayer for Holy Spirit.
 - With our active parishioners and programs, she mentioned that Holy Spirit is an example of the visible Christ in the world.
11. Candy Lindsay provided the Treasurer's Report. Candy referred parishioners to pages 22-28 of the annual meeting program for details. In general, it was a good year; the parish had a smaller budget deficit than expected (\$16,748). She was very complimentary of the hard work and proceeds from the Holiday Market and Rummage Sale, as well as lower operating expenses in reducing our anticipated deficit. There is a projected deficit of \$64,000 for 2017. The primary reasons are a decrease in pledges and increases in Youth, Outreach, and Spiritual Formation programs. There is a 0.3% increase in payroll although projected expenses are comparable to 2016. There was a question about planned giving. Candy said that the donor can specify where that money goes. There was a question about the Diocesan assessment. Terri explained how it was set and that it has positive impacts throughout the national church as well as across the diocese. The diocesan assessment is currently set at 19% of our total operating receipts. Terri also discussed a comparison of the 2016 and 2017 pledges/stewardship.
 12. Nancy Cooper led the choir in their musical report of choir activities. This year's report was set to "My Favorite Things" from the *Sound of Music*.
 13. Bill Towle provided the meeting attendees with an overview of the Holy Spirit Parish Memorial Board and its focus, which is on long-term growth versus annual giving. In 2016, the Memorial Board gave the parish \$22,754.58 towards operating expenses, primarily to capital improvements and outreach. The Memorial Board is attempting to become more objective in their 3% allocation to the Vestry. The board along with the Vestry completed the process of finding a new financial advisor. The financial advisor search was narrowed down to D.A. Davidson and the Episcopal Church Foundation (ECF). After interviewing both organizations it was decided to use ECF because of their wide range of church-related services provided in addition to their financial management. Bill thanked Torian Donohoe, Margaret Borg and Dick Dailey for their service to the Memorial Board. Dick Dailey agreed to return for another term on the board. When questioned about socially conscious funds Bill stated that Holy Spirit may do better in this area due to the large amount of church accounts that ECF manages.
 14. Terri asked for approval of the committee reports in the packets at the tables, and it was moved, seconded and passed. This packet included very detailed reports addressing Spiritual Formation, Youth Ministries, Lay Pastoral Ministries, Diaconal Ministries, Fellowship Ministries, Newcomer/Welcome Ministries, Parish Support Ministries, Outreach Ministries, Stewardship Ministries, Budget and Finance, and the Parochial Report. The same was done for the Memorial Foundation report.
 15. Terri asked for new members (within the last two years) to stand and mention a little bit about themselves. We had two new couples participate in this portion.
 16. Terri concluded the meeting at 12:50 with a closing prayer 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 you.

Respectfully submitted,
Gary Swartz, Acting Clerk of the Meeting

RECTOR'S REPORT

There are a number of things that come to mind when thinking of this past year but the most prominent is pastoral care, especially at the end of life. The parish said goodbye to many long-time members of the parish who were called home to their Maker in 2017. While hard to see them go, it was also a privilege to care for them and their families throughout their final time here. Pastoral care was also offered through premarital counseling for several couples and the celebration of their marriages. And too, there was preparation for Baptism and Confirmation that rounded out a very pastoral year.

I especially want to thank our Staff at Holy Spirit. I hope you know how dedicated they are to serving you and the needs of this parish. It is a privilege to serve alongside them, and I give thanks for their collaboration, patience, adaptability and the wonderful humor they bring to our work together. I am grateful for each and every one of them! I also give my heartfelt thanks to the Vestry for their commitment and care for the parish. Their task is not easy nor is it flashy, but they tend to the needs of the present and the future with much faith and grace. Thank you!

As I look back over the past year, I continue to give thanks for the way that all of you, the laity, are taking the lead in all sorts of ministry in and from the parish. This community is gifted in so many ways, and it is a sign of spiritual health that leadership is coming forth as needed to continue existing ministries and birth new ones as new needs arise. Engaging in ministry through leadership, service, prayer, care, teaching (to name only a few), brings deeper spiritual growth and reveals the Good News of Christ in very tangible ways. It shows in that new folks keep coming and express the warmth and depth of caring that they experience beyond the initial welcome. Thank you all for this!

The wider culture around us, here at home and worldwide, is rapidly changing. This is not new, but the pace of it is challenging us to adapt in order to live out our Baptismal vows. Christianity has always been called to adapt and has done so, but it is not without struggle. The days of everyone going to some church somewhere are gone. Those who come to church now are doing so in a culture that now asks, "Why?" The patterns of schedules that families and individuals have today are not busier than in the past so much as they are more complicated. Every year we find it more difficult to gather together as the community of faith, not just for worship but also for our other fellowship and spiritual formation gatherings. This is not because people don't care or aren't faithful but is a reflection of the challenges of setting priorities and finding ways to be flexible in how we go about things without losing our calling to be a community of faith and not only faithful individuals. This will be true in the year ahead as well.

What lies ahead in 2018? The Vestry and Staff will need to continue to learn about what's changing and consider how best to adapt so as to continue to live out our vocation as reconcilers and bearers of Good News that reaches both the spiritual yearnings and the practical hungers of those in the world today. I trust the blessings and resources that God has given this faith community to do just that. We are gifted beyond what we know. Together, we will thoughtfully consider and discern God's calling to us, and continue to find ways to embody and reveal God's love in the world.

Faithfully in Christ and with much gratitude to serve with you,
The Rev. Terri Ann Grotzinger
Rector

WARDENS' REPORTS

Junior Warden's Report

Meeting with the Senior Warden and Rector on a monthly basis to prepare for upcoming Vestry meetings was part of my responsibilities. I helped make arrangements for The Reverend Bill Baumgarten to fill in for Terri while she was on an extended leave, providing him our home to use while in Missoula. Much of my time was spent on Holiday Market preparations as the Vestry Liaison and Co-chair. I participated in the Diocesan Convention as a delegate, as well as helped with the calls for the Stewardship Campaign.

Respectfully submitted
Tracey Gage, Junior Warden

Senior Warden's Report

First of all, I would like to thank the Rector, the deacons, the Junior Warden, my fellow Vestry members, committee chairs, the parish staff and all the members of Holy Spirit Parish for their help and assistance during the past year. As I outline below, it was an eventful year, and we could not have succeeded without everybody's tireless efforts.

In early February, the Rector was granted a leave of absence. Both the Bishop and the Vestry were fully informed and were very supportive of the leave request and approval process. During the Rector's absence, all of the regular functions of the parish were maintained. In particular:

- All of the regularly scheduled services were conducted with a replacement priest and the deacons.
- The Vestry maintained its schedule of monthly meetings.
- All financial obligations were met in a timely manner.
- Parish committees met and conducted business.
- The Lenten pancake supper was once again successful.
- The Vestry met with the Bishop during his annual visit.

The Rector returned in mid-April, and Holy Spirit Parish returned to normal.

Holy Spirit Parish chose new financial management consultants. The Vestry and the Memorial Board are the two main fiscal agents of the parish. Vestry funds are analogous to a checkbook with many deposits and expenditures for operations, and the excess funds are maintained in investment accounts. Memorial Board funds are managed for long-term goals, and there are only a few deposits and withdrawals during a year. After a competitive bidding process, the Episcopal Church Foundation (ECF) was chosen to manage both Vestry and Memorial Board funds. Unfortunately, ECF is located on the East Coast, and day-to-day transactions were cumbersome. The Vestry decided that, while the investment performance of ECF was certainly commendable, they would transfer their funds to a local broker to facilitate the frequent transactions. The Vestry moved their funds to D. A. Davidson who was the runner-up in the bidding process and maintains a local office.

The Vestry is currently reviewing the long-term financial situation of Holy Spirit Parish. For the past several years, the Vestry has drawn on its investment accounts (mentioned above) to fund a deficit in current expenditures. In other words, expenditures have exceeded revenues. This cannot continue indefinitely because the Vestry's emergency funds will be exhausted. There have been several attempts to increase revenue, and some have been modestly successful. For example, the average pledge has grown over the past few years. But the revenue augmentation has not been sufficient to cover expenditures. The Vestry will be bringing these concerns to parishioners as information is gathered and options identified.

Respectfully submitted,
Paul Polzin, Senior Warden

PASTORAL ASSISTANT'S REPORT

It is with special appreciation and gratitude that I look back on the past year.

As a family medical situation required my presence in Helena for a good deal of the time, many of you stepped up in many ways to allow me the latitude to attend to that need. Thankfully, that situation has resolved, and I am back full-time and very grateful for your generosity.

This is a very active parish both with outreach to the community and beyond as well as support for each other in our parish family. Holy Spirit Parish activities always provide fellowship and enrichment as well as “getting the job done.”

From the in-house work of our staff in keeping things running smoothly to the specialized activities of hospitality, ushering, the Altar Guild, choir, hosting receptions, youth work, Church School, the Home Visitation Group, study groups, Butterfly projects, and outreach to the community through support of the Parenting Place, Hellgate Students, the Food Bank, Poverello and the panel discussion following the on-going "Jim Crow" study group program and participation in the Reintegration and Missoula Interfaith Collaborative program all reflect the intention and dedication in living out our faith together as a parish family.

The parish members with whom I visit and share the extension Holy Communion from our Sunday Service are always encouraged and thankful in hearing about our parish activities—that the good work of Christ goes on.

As always, I am grateful and appreciative to serve among you.

Respectfully submitted,
The Rev. Judith Anderson

DIACONAL MINISTRIES REPORT

Lord, may we pray, speak, and move as people on a journey to better know and love you and neighbor. Amen.

Holy Spirit has been strengthening networks for awareness-building, service and advocacy in 2017. We completed our initial research and strategy work with The Parenting Place (PP) and Hellgate High School (HHS), and members are now engaged in PP toy cleaning, grounds and facility work, Board service and Donation Warehouse promotion, and HHS expanded support for resource center, laundry and haircutting needs. The Rev. Anita Rognas and A'Lisa Scott are coordinating the PP and HHS ministries, respectively, to help establish deeper community relationships and both educational and service opportunities in the coming year.

These ministries are enriched by the connectivity and leadership training of the Missoula Interfaith Collaborative; involvement with the Montana Association of Christians and the Vision 21: Linking Systems of Care for Children Advisory Board; continuing community education in Adverse Childhood Experiences and child sexual abuse prevention through our participation in the Missoula Child Sexual Abuse Prevention Team;

the engaging programming of our Social Concerns Committee and Spiritual Formation; and **each one of you**, as together we pray, speak and move in love of God and neighbor. We are grateful for your web of support!

Respectfully submitted,

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

DIRECTOR OF SPIRITUAL FORMATION REPORT

As I reflect upon the last year at Holy Spirit, I recognize that we are growing and maturing in our faith. Last year I was aware of new leaders stepping forward with new ideas, and this year I see that others have joined that leadership pool, and not only that, folks are owning this place in new ways. We've grown beyond the ability of staff to organize, lead and attend all of these classes, events, and service projects. Parishioners are stepping out on their baptismal promises and serving God in this parish, this community and this world, empowered by God's grace, God's love and emboldened by the Holy Spirit. What a joy it is to be a part of this community of faith.

Respectfully submitted,

Gretchen Strohmaier, Director of Spiritual Formation

REPORTS OF SPIRITUAL FORMATION MINISTRIES

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

- During 2017 adults had 24 different classes, groups, lectures, movies, book studies and panel discussions to choose from. We explored everything from hope, to mental health, to poverty, to racism.
- We offered a women's retreat here at the parish, and a labyrinth walk in the Bitterroot.
- Our 5-week Lenten Series: *Healthy & Whole: Celebrating Strength through Faith*, brought speakers from the other parts of the diocese, St. Pat's Hospital and our very own Heidi Kendall, from the Public Health Department.
- ***Education for Ministry (EfM) (Julie Benson, Mentor)***
EfM is a four-year program that meets weekly at Holy Spirit on Monday afternoons from 12:30-3 p.m. Each year of the EfM curriculum explores an aspect of our Christian faith. The first year studies the Old Testament, the second year studies the New Testament, the third year studies the history of our faith, and the fourth year studies theology. We come together to discuss the readings and to process what we are learning individually and as a community in our group. The group is a wonderful way to grow together on our journey of faith while learning and forming deep and lasting friendships. Registration is open for 2018, and our group meets September through May each year. Please contact Julie Benson at teambenson@yahoo.com with any questions and/or to register.
- ***Adult Inquirers Classes (The Rev. Terri Ann Grotzinger)***
The Rev. Terri Ann Grotzinger led Adult Inquirers Classes on Sunday mornings in the fall and met privately with some individuals as well for instruction. 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 continue to benefit from the spiritual growth and renewal that camp has to offer. Participation at camp has become a standard! Annually we send campers of all ages, as well as staffers, and other camp volunteers. Our own Brittany Strand aged out of senior high camp, and so this summer she worked in the kitchen. This is commitment to camp!

Church School (Gretchen Strohmaier)

In 2017 the Church School children have focused on *Serving with Gladness!* Recently they had the opportunity to research local service organizations to determine where they would like to share some of their Church School funds. This turned out to be a powerful experience as they shared with one another about the variety of needs these differing organizations meet. They were also able to take steps to connect some of these needs to their own experience. Ultimately, they selected the new teen drop-in center at the Salvation Army and Mountain Home Montana as recipients.

The Warm Spirit Project continues, adding a new adult volunteer support, Natalie Jaeger, and a new 5th grader, Leah Walworth. This group of 6 girls received a Butterfly Grant and spent the funds on clothing for kids at Christmas time. They selected needs off of a Christmas giving tree at the YMCA and then worked with the management at Kohl's to make their money go as far as possible. They purchased gifts for 12 children.

Church School has experienced great support from their church family in 2017. A large group of adults not only signed up to share Sunday mornings with them throughout the year, but also a host of other shorter-term volunteers have shared all kinds of activities with them, everything from great drama, jewelry making, games, quilt making and specialized forms of art. This has been a tremendous gift.

Vacation Bible School continues to be supported by an army of volunteers from within our parish, making the week an intergenerational event. Twenty 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.

YOUTH MINISTRY DIRECTOR REPORT

This year in Youth Ministry has been great! It has been a time of transition, not only for Holy Spirit, but for many of the church Youth Groups in town. That being said, I do think the transition here at Holy Spirit has been fairly smooth.

On that note, collaboration with other Missoula Youth Groups this year hasn't been great because of all of the transitions happening. There just weren't enough staff to make regular events happen. When events did happen, there was always a great turnout, and we have plans to hold more events in the upcoming year.

QUEST this year has gone fairly well. The format has stayed the same as in past years, but the lessons have changed. I have not been using a video series like in the past, but rather finding topics and videos that I think would be interesting. I did order a custom video series to help get discussion rolling, but have not yet received it. I'm very much looking forward to it!

Confirmation this year has been a bit of an odd duck. Going into this position I was kind of unclear as to what my role was in confirmation. It was laid out and cleared up for me, and I think it has gone well. In the future I don't know if confirmation will continue to look the same, or be drastically different. I think that at the very least we need to tweak a few things.

Moving on to the diocesan events, they were few but fun. I think there were two this year, both with small turnouts (mostly from our parish); however, they turned out to be very, very fun! I'm unsure what events this next year will look like with the departure of Wren Blessing. I have, however, been in contact with other Youth Groups in the diocese, and hopefully we will have some youth events!

Youth Group couldn't be any better! I've been running Youth Group all of this year, and I've really had enough time to get into a good pattern and build up a great rapport with the kids. Looking to this next year I would like to try and do bigger events with our Youth Group, and I'm excited about the possibilities!

Finally, I'm very happy to be in this position and am very blessed to have been given this opportunity. This next year will be a blank slate for me, and I'm very excited to plan events, lessons, activities, and programs! This year has been a great start for me, and I can say I'm looking forward to what the next year has in store. Thank you all so much for your support!

Respectfully submitted,
PJ Willett

REPORTS OF WORSHIP MINISTRIES

Compline (Keith Kuhn)

Compline is offered the first Sunday of every month October through June. Quiet, candlelit and largely choral, the service attracts a small but loyal congregation including some from outside the parish. It continues as a favorite among the Compline Choir of a dozen or so (largely a subset of the Holy Spirit Choir). Features added during the year included the chanting of the appointed psalm and an All Saints' edition entitled "Praying our Goodbyes." Attendance at the nine services held during 2017 averaged thirty-three.

Many thanks to the Holy Spirit Compline Choir for exploring new ways, and to officiants Glenn Hladek, Tanya Lodahl and Margaret Watson, and to those working behind the scene: Barbara Barmeyer, Heidi and Dave Kendall, Tanya Lodahl, Helen Matveyeff and Barbara Willing.

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

The mission of Altar Guild is to provide for the suitable furnishing and decoration of the altar, to take due and reverent care of the altar linens and elements and to order and arrange for the procurement of all supplies necessary for the altar. The Guild meets quarterly for a business meeting and is supported throughout the year by five sub-committees who do the work of the Altar Guild. They are Linens, Maintenance, Vestments, Scheduling and Calling. The Guild meets several additional times during the year for special projects such as making palm crosses for Palm Sunday. The 24 current members of the Altar Guild take pride in their work to make the services at Holy Spirit both meaningful and beautiful.

Acolytes (Mary Jennings and Elizabeth Serviss)

In 2017 there were 28 active acolytes who served at the 10:15 service. This included 9 adults and 19 teens and 6th graders. We also have 3 choir members who willingly serve in the summer. In addition, there are 5 acolytes who serve at the 8 o'clock services. We thank them all for assisting in this important ministry! They are a very significant addition to each of the services at Holy Spirit. Being involved at the altar provides a very exceptional understanding of our worship service. One of the things that has been special this year is having a parent serve together with their child or children!

We always welcome (and need) new volunteers! We will provide training individually or as a group at your convenience. Please let us know if you or your children are willing to serve as an acolyte!

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 62 services and several memorial services in 2017. 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 8:00 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. 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.

REPORTS OF LAY PASTORAL MINISTRIES

Prayer Group (Betsy Holmquist)

Twenty-four parishioners currently form 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 other month to update our lists, share experiences, and receive spiritual guidance. Current Prayer Group leaders include Jody Thomasson and Dorcie Dvarishkis. Holly Swartz maintains the

spreadsheet of requests. Betsy Holmquist emails updates to the members. Membership in the Prayer Group is open to all.

Home Visitation Ministry (Bob Deaton)

Home Visitation Ministry meets regularly with parishioners who have become less active due to health limitations or other reasons and welcome regular contact by a designated church visitor. Home Visitation Ministers are selected by the Rector. The current members are Carla Mettling, Ken Ballinger, Lani Brewer, Alice Dailey, Gael Harris, and Bob Deaton. We are currently seeing 11 church members for home visits and brief outings, such as lunch or coffee. We have met with 16 different members of the parish over the past year.

At Christmas time, we take “red plates” of cookies to those we visit. Baking and wrapping the cookies is coordinated by Alice Dailey and several other women “bakers” of the church.

Eucharistic Visitors (The Rev. Terri Ann Grotzinger)

Eucharistic Visitors bring the blessed sacraments from the Sunday service to people who are ill or can't be with us for regular services. We had 20 Eucharistic Visitor visits this past year. If you have any questions or interest in this ministry, contact Rev. Terri. We currently have two licensed Eucharistic Visitors at Holy Spirit.

REPORTS OF FELLOWSHIP MINISTRIES

Parish Life/Coffee Hour (Kathy Swannack)

The first part of 2017 has been very successful with Coffee Hour sign ups. So far, the first part of 2018 has been a little slow. We do not have very many people signed up for the next few months. Hopefully we can get a few more people interested. If we don't have enough people signed up for a week, the plan is to serve coffee but nothing else. We will continue to have the sheets out every Sunday for people to sign up. This is a great committee that always seems to fill the Sundays when they are open. It is a great way to meet people and become involved in your church. I am glad to be a part of this rewarding outreach to our congregation.

Parish Life/Receptions (Anne Cohen)

The Receptions Ministry of Parish Life provided for the Annual Meeting in January and receptions for Confirmation in March and the Easter Vigil in April. We also provided seven 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 5 groups with about 8 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. We'd love to have you join us for Supper (Club).

Family Support and Outreach (Gretchen Strohmaier)

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

- Tree Walk on the University of Montana campus
- Garden tour
- Prayer flags
- Summer picnic and VBS potluck
- Holy Land slideshow
- Women's night out
- Advent crafts and soup

REPORT OF NEWCOMER/WELCOME MINISTRY

The Welcome Ministry (aka Newcomer Ministry) has not met during the past year. As noted below, it is our belief that we have completed the tasks assigned to us as the Welcome Ministry. 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. Since we have completed the tasks originally assigned to us, we believe the Welcome Ministry should sunset. If the Rector and/or Vestry wish/es to establish a Newcomer Ministry, it is our belief that the structure and goals for such a ministry should be developed by the Rector and/or Vestry. Following such action, parishioners could be invited to be part of the Newcomer Ministry.

REPORTS OF PARISH SUPPORT MINISTRIES

Communications (Judy Parock, Chair; Scott Jourdonnais, Vestry Liaison)

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 413 subscribers, down from about 424 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 435 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 2017 our Facebook page (<https://www.facebook.com/HolySpiritMissoula/>) had 310 followers. 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. We have begun using Facebook to promote various church events by “boosting” the event to a wider audience beyond our parish. We did this with the Holiday Market, the Lessons and Carols service and our Christmas Eve services.

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 Strohmaier, PJ Willett, Judy Parock and Clem Work, as well as Rev. Terri, who are quick on the draw with their 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. Online, our parish website, 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 continue 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 (Paul Polzin)

The 2017 Personnel Committee members were The Rev. Terri Ann Grotzinger, Candice Lindsay, Paul Polzin and Tracey Gage.

The year 2017 was relatively uneventful for the Personnel Committee. The major decision was a reiteration of the personnel policy that the all Holy Spirit employees were to receive a cost of living increase in the proposed 2018 budget.

Properties/Buildings (Phil Mediate)

We had a pretty good year as far as the buildings go, with nothing major to report. The boiler is doing great! There had been discussions about doing some upkeep maintenance on the parish hall windows, specifically about re-sealing them. We replaced the freezer in the kitchen, as the cost was better long-term to replace than repair. The building is in pretty great shape! Aside from the condition of the structure, we have started to have the discussion about the use the parish hall space for outside groups, what that would look like, the process of selecting appropriate functions, and if it could be a possible revenue source. Happy New Year from Buildings!

Properties/Grounds (Karen Shelly)

The lawn and parking lot continue to be maintained by Sean Sandau of Fresh Cut Lawn Care. His services include approximately 26 mowings, sprinkler start-up and blowout, fertilizer, spring and fall clean-up, and winter plowing, shoveling and de-icing. A renovation of the sprinkler system is recommended in near future years as several breaks occurred this past year. Sue LaRose and Karen Shelly planted and maintained the entrance planters and courtyard shrubs. Parking lot trees were pruned and deep watered by Karen Shelly. A dying arborvitae in the columbarium was removed by Margaret and Kevin Borg. Graffiti was removed from the outside back kitchen wall several times this past year by Paul Polzin.

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

We had a very successful 2017 Rummage Sale. There were plenty of donated items to sort through, price, and distribute to the floor. This year we spent money on new clothing racks. The committee thought it was a necessary step towards getting rid of all the long tables along the wall. The clothing would no longer be stacked on the tables but hung. This allowed for greater neatness and ease of viewing clothing items. We were all very pleased with the results.

Most of our left-over rummage went to Bethel Church in Missoula or to the service center in Lodge Pole on the Fort Belknap Reservation. Bethel Church gives away all of the clothing they collect. A truck-load of warm coats, clothing, shoes and kitchen items went to the service center in Lodge Pole. The cost of trucking the rummage was covered by a Butterfly Grant from our Social Concerns Committee.

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

The Holiday Market 2017 took place November 10th and 11th after 4 days of intense preparation prefaced by weeks of planning. It was financially successful, garnering **\$12,605.00**. The Bake Sale on December 10th (headed by Laura Taylor) garnered **\$947.75**, making a combined total after expenses of **\$13,670.35**.

Improvements this year included adding an extensive Art Gallery in the Guild Room and opening the Sanctuary from 11:00 a.m. to 2:00 p.m. on Friday (hosted by Bill Earhart). Visitors to the Sanctuary enjoyed organ music by Nancy Cooper and Emily Silks, the John Ellis intern, and Friday's luncheon guests enjoyed harp music by LeighAnn Bekemeyer. The many benefits of this annual activity include fellowship over an ever-increasing segment of the congregation as well as outreach to the community and the ultimate goal of fundraising.

The Raffle and Silent Auction require intense preparation, and we recommend that two couples take that on by itself in the future.

The Holiday Market is so many things—conga line, clean up, laundry, publicity, meals—as well as the set-up, pricing, etc. It really does take a committed group. Betty Rude from St. Paul Lutheran Church has confirmed they will do their 2018 Christmas Bazaar in conjunction with ours—advertising, etc. The dates for the next Holiday Market are November 9 and 10, 2018. Items for this market are stored year-round in the church basement, off the Church School area.

We would like to thank the committee: Bob and Lani Brewer, Elaine Brown, Jeanne Clark, Anne Cohen, Catherine Durand, Marva Gallegos, Betsy Holmquist, Barb Hosier, Wendy Kuhn, Sue Lowery, Barbara Morrison, Laura and Ed Taylor, Sarah Towle, Mary Tromly, and Bonnie Tyro. We also thank The Rev. Terri Ann Grotzinger, Judy Parock, Elizabeth Serviss, and Lori Cordis for all their support. Thanks to those who donated items for the raffle and silent auction: Bob and Lani Brewer, Ty Robinson, Bob Wattenberg, Jennifer Kuehn (Hunting & Gathering), Bonnie Tyro, Pru Randall, Barb Morrison, The Book Exchange, Anna Levshin, Diane Dawson, Diane Rasmuson, Christine Hadlow, and Big Sky Breakout. The luncheon, headed by Mary Tromly and Lani Brewer, was a huge success as well, and we thank the wait staff who worked so hard: Mary Jaeger, Gabrielle Nicholson, and Liezel Strohmaier. The Holiday Market wouldn't be such a success without the huge support of the Holy Spirit congregation. We are so blessed having this support!

Diane Rasmuson and Tracey Gage have co-chaired for the last 3 years and will be stepping down. We thank you for the opportunity to serve in this ministry and look forward to helping the new leader(s) next year.

REPORTS OF OUTREACH MINISTRIES

Social Concerns Committee (Carla Mettling)

Social Concerns Committee members have been involved in the development of two outreach policies for the parish. The first, "Policy on Parish-Wide Social Concerns Ministries," charts an approval process for any outreach ministry to become a Holy Spirit church-wide endeavor, with tax benefits for those who make financial contributions. This was approved by the Vestry. The second, "Advocacy at Holy Spirit," defines advocacy and the reasons for doing it at HSP and Christian churches in general, as well as the ways the church should engage in Advocacy as a parish and how HSP will choose which social justice issues to advocate for. This policy has been reviewed by the Vestry and is in the process of review and comment from parishioners before finalization and approval by the Vestry.

SCC members, in the past two years, have brought into being two parish-wide ministries: the first, shepherded by Dorcie through a 2-year process of discernment, outreach with MIC churches, Hellgate High School and The Parenting Place, research, strategizing, and organizing, is for HSP people to serve in their chosen work with at-risk children, youth, and families at Hellgate HS and The Parenting Place. The second, led by Clem Work, Bob Deaton, and Patti Beckley, embraces mission teaching trips to Myanmar, funding a dental clinic at Palankone Monastery to serve rural people, student field trips, and quality electrification to Shwe Ku Monastery—all under the auspices and with the help of Studer Trust.

Other ongoing parish-wide social justice ministries include support of the Food Bank and Partnership Health, the Red Cross blood drives, led by Bob Deaton and Anita Rognas, Habitat for Humanity house construction, Project Homeless Connect, the Sock and Glove Collection for Poverello, the Back-to-School Book Drive led by Lucia Work, Camp Marshall backpacks and scholarships, and support of Child Abuse Prevention Month.

A new ministry that emerged this past year was support of Aaniiih Nakoda College's Nursing School, which began with a visit to the College on the Fort Belknap Reservation by Jim Wiley, Carla Mettling, and Mary Tromly, but has had to be suspended while the College recovers from several tragic deaths of staff and supporters, plus losses from fires and storms. Another new ministry was the "Meaningful Movies" series, developed by Carla, which featured 6 social justice documentaries on various issues, shown this past summer at HSP. That will be continued next summer.

Several SCC members participate in community service organizations that do outstanding social justice work. SCC members Clem and Lucia Work are members of SALAM (Standing Alongside America's Muslims), which put on a Celebrate Islam Week last April with various educational and advocacy activities and a protest demonstration to push back against the Islamophobia in Montana.

Clem also is president of the board of Soft Landing, which helps our more than 30 new refugee families get acclimatized to their new home with English classes, help in finding affordable housing and jobs, and a circle of 5 volunteers per family to help with shopping, transportation, and other issues. Clem was honored by the Diocese of Montana, which sent him to Denver to attend the “Love God, Love Neighbor” conference put on by Episcopal Migration Ministries, so he could become the diocesan point person on these issues. The conference focused solely on refugee issues.

Jesse Jaeger's group, EmpowerMT, hosted a Youth Sleep-Out at HSP last April 28th to educate the young people, parishioners, and people from the community attending, on youth homelessness in Missoula, via stories told by homeless teens and the documentary “Homestretch” about this issue in Chicago. EmpowerMT also puts on Missoula's annual Martin Luther King Jr. Day program, at which SCC members usher. EmpowerMT's main work statewide is to educate students, businesses, and other organizations on bigotry, bullying, and conflict awareness and resolution.

Finally, SCC members have facilitated or helped facilitate book studies and HSP panels. We supported Margaret Watson's excellent book study on “Trapped in America's Safety Net: One Family's Struggle,” on how America's health care system creates and maintains poverty, and Doug Anderson's “The New Jim Crow” on mass incarceration of people of color in the U.S. Jesse was a panelist on the Advocacy Panel, and Clem offered a study of World Religions.

Finally, SCC continued its Butterfly Grant program, allocating grants to parishioners for their chosen charities. This year's grants included one to fund 2 students to go to high school in the Mexican fishing village where Chuck and Maggi Teague coordinate aid, one to the Nursing Program at Aaniiih Nakoda College to help its students, and one to Thomas Startin to work in an AIDS orphanage in Africa.

It's been a productive and rewarding year, and now Jim Wiley takes over as Chair.

Emmaus Campus Ministry (Pastor John Lund, Chaplain)

Student residents and staff: We currently have 11 students living in the Ark and Emmaus House and about 20 more who are active in some way with us. We have 6 student staff working on different aspects of our ministry, as well as about 65 faculty and staff contacts.

Program: A good try: last winter and spring we started a new young adult group called Confluence that met weekly, with about 4-6 key leaders to make it go. We had a good group going with momentum, but suffered losses to our leadership. By the fall all the core leaders had either moved or went back to school and were unable to continue. Thus, Confluence is on hold for now.

This fall we moved into a Wednesday night group called **Salt and Light**, and a Sunday night **dinner and “Faith and Action”** group. Both groups were able to hold average attendance of 8-12 with great conversations, devotions, and connections.

Moving into the spring we are going to offer more of a worship experience on Wednesday nights and continue with our Sunday dinner and discussion format.

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, and other projects.

Outreach Worship: We also have an outreach worship team of 6-8 students which leads worship and gives the message in various churches around Western Montana once per month.

Retreats and Trips: This past year we had a successful winter retreat at Georgetown Lake, a sailing retreat on Flathead Lake, and a spring break trip to Vancouver, BC with 13 students. This spring we will head to Portland, OR over spring break.

Faith and Climate Action: Emmaus is the fiscal holder of this group and continues to support interns to help it run. This group is offering quarterly educational events and is gearing up for a larger conference on Faith-based Environmental Advocacy in the spring.

SALAM: Emmaus is also the fiscal holder for this Muslim ally group and also sponsors our two interns who have provided leadership along with a strong steering committee. This group offers larger community educational events, Celebrate Islam Week in the spring, and smaller educational and social events as desired and needed.

Anti-Racism Work: Pastor John is an active member of the MLK Day planning team and is also on a small team of community leaders doing anti-racism work in Missoula. We are in the early stages of building an Anti-Racism Coalition in Missoula that would have active leadership, goals, and networks.

MIC/Family Promise and the YWCA family housing project: Pastor John continues to represent MIC and Family Promise at the table with the YWCA to help vision and negotiate the larger family housing project that is still in the works. This will be an exciting partnership that will roll out over the next few years as it comes into fruition.

Intro to Honors Course: Pastor John continues to teach the freshmen fall Honors course called “Finding Your Path” with about 18 students each fall.

Buildings and Grounds: We have recently made our 8th payment out of 10 to the Glacier Presbytery for the buy-out of the Ark (10-year buy-out). Currently we are looking into adding two bedrooms to Emmaus House above the garage this summer. Stay tuned!

OUTREACH BY HOLY SPIRIT PARISH AND ITS ORGANIZATIONS - 2017

Diocesan Assessment	\$75,426.47
Parish Contributions to Clergy Discretionary Fund (budgeted amount)	1,000.00
Parishioner Contributions to Clergy Discretionary Fund	200.00
Diocese of Montana Discretionary Fund (Bishop’s Discretionary Fund)	753.05
Camp Marshall Fund (Grace Camp donations)	840.00
Grace Camp Backpack Donations	93.73
Camp Marshall Camperships	5,157.00
Donated by Parishioners	5,147.00
Camp Marshall Donation	125.00
Camp Marshall Capital Campaign donations	25.00
Vacation Bible School Camperships	100.00
Social Concerns Committee Outreach	5,506.00
<i>(provided by Memorial Foundation)</i>	
Habitat for Humanity Good Neighbor Build	500.00
Missoula Interfaith Collaborative	1,500.00

Soft Landing Missoula	200.00	
RESULTS Educational Fund	200.00	
EmpowerMT	200.00	
Hellgate Cares	356.00	
The Parenting Place	400.00	
Tribal Defenders	400.00	
Butterfly Grants	1,750.00	
Thomas Startin – Uganda	300.00	
Mary Tromly – Rummage	150.00	
Chuck Teague – Mexican Students	300.00	
Chuck Teague – Mexican Students	100.00	
Aaniiih Nakoda College	300.00	
Warm Spirit Project (Gretchen Strohmaier)	300.00	
Studer Trust	300.00	
Parishioner donation to EmpowerMT		20.00
Parishioner donations to Mexican Ministry		900.00
Parishioner donations to Hellgate Cares Community Ministries		475.00
Missoula Interfaith Collaborative (budgeted amount)		1,500.00
Parishioner donation to Missoula Interfaith Collaborative		30.00
Diocesan Grant for Campus Ministry		4,100.00
Outreach Fund		1,090.87
<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	249.12	
Ash Wednesday Offering	477.00	
Maundy Thursday Offering	157.25	
Good Friday Offering	207.50	
Good Friday Offering for the Church in Jerusalem and the Middle East		207.50
Episcopal Relief & Development		3,779.15
Millennium Development Goals	2,539.15	
<i>Vestry voted to contribute the birthday offering to Episcopal Relief & Development to help with the Millennium Development Goals.</i>		
Additional ERD Contributions	1,240.00	
United Thank Offering		788.76
Habitat for Humanity		510.00
Aluminum Cans for Habitat	30.00	
Stay at Home for Habitat Raffle	480.00	
Holy Spirit Food Fund		2,962.37
Church School Offering		376.92
Holy Spirit Episcopal Church	37.70	
Mountain Home Montana	169.61	

Salvation Army Teen Drop-in
Center

169.61

Total (Without Assessment) — \$30,540.35

Total (With Assessment) — \$105,966.82

The following should also be included in Outreach:

- Monthly Food Drives for Missoula Food Bank: 105 pounds of food
- Two Blood Drives for the American Red Cross: 37 pints of blood
- Volunteer Hours at Partnership Health Center: 800 volunteer hours
- As our Deacon in service to at-risk children, youth and families, Dorcie Dvarishkis' primary volunteer-organizing activities involving church members in 2017 were:
 - Supporting five members of the Hellgate/Parenting Place (PP) strategy team members, tabling and writing in the Paraclete/Spirited Times to identify ministry volunteers, recruiting two co-coordinators, and speaking on the church advocacy panel
 - Encouraging parishioner engagement in our Social Concerns Committee, Project Homeless Connect, Missoula Interfaith Collaborative leadership training and overall work, and the Diocesan Native American Task Force
 - As President of the PP Board, recruiting fellow church members/PP Board members for a fall facilities' work party and encouraging support of PP's partners, the Exchange Club and Donation Warehouse
 - In my nonprofit and church life, recruiting blood donors for the church and Missoula Gives blood drives, 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. They also had a field trip to AniMeals where they helped care for the cats.
- 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, sunscreen, toothpaste and toothbrushes.
- Parishioners donated 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 and at-risk population.
- Parishioners donated 86 pounds of new and gently used items of winter apparel to Project Homeless Connect and the Poverello Center.

REPORTS OF STEWARDSHIP MINISTRIES

Stewardship (Paul Polzin)

As of December 31, 2017, there were 181 pledges returned with a total value of \$358,283. The average value of the 2018 pledges is \$1,979.

A history of pledging at Holy Spirit Parish is presented in the following table.

History of Pledging at Holy Spirit Parish									
	2010	2011	2012	2013	2014	2015	2016	2017	2018
Total of Pledges (Thousands)	\$356	\$336	\$322	\$326	\$335	\$342	\$357	\$348	\$358
Number of Pledges	246	219	214	212	199	201	191	183	181
Average Pledge	\$1,447	\$1,534	\$1,504	\$1,537	\$1,683	\$1,701	\$1,869	\$1,901	\$1,979
Percent Change		6.0	-2.0	2.2	9.4	1.0	9.9	1.7	3.6

There are several trends revealed in these data:

- From 2010 to 2018 the total value of pledges has remained relatively constant at about \$350,000 to \$360,000.
- The number of pledging units has decreased from 246 in 2010 to 181 in 2018, a decline of almost 25 percent.
- The average pledge increased every year, with the exception of 2012. In 2014 and again in 2016, the average pledge increased almost 10 percent.

The lack of long-term revenue growth is clearly not due to the generosity of the parish members. The average pledge grew from \$1,447 in 2010 to \$1,979 in 2018, an increase of almost 37 percent. Instead, the major culprit has been a decline in the number of pledging units. There is at least a suggestion that the rate of decline in pledging units is moderating.

Budget and Finance (Candy Lindsay)

In 2017 our pledge receipts fell short of our budgeted amount by \$6,428. However, our plate receipts exceeded our budgeted amount by \$9,072. The spectacularly successful Holiday Market brought in \$13,670, exceeding our prediction by \$3,670, and our Rummage Sale matched its success of last year. Thanks to everyone for all the hard work!

Our operating expenses were under budget in most categories. A number of people supported our camperships with generous gifts, allowing us to use the funds budgeted for that category for other purposes. Our investments performed well this year, with investment income net of fees of \$47,244. The Vestry moved its investments from UBS to Episcopal Church Foundation/State Street in January 2017. Although our investments were performing well, the operational procedures did not work well for the Vestry account, and the Vestry chose to transfer our investments to D.A. Davidson late in the year.

Overall, we had anticipated an operating deficit of \$64,183, and our actual operating deficit was \$46,868. Due to careful management of our operating expenditures and the receipt of unanticipated gifts, we were able to keep our deficit below what we had budgeted.

One of the generous gifts that we have been fortunate to receive for the past several years was from the Harrington Trust, established in memory of our former parishioners, Hank and Nancy Harrington. We have received quarterly disbursements from the trust since January 2009, and we were recently notified that we have received the final payment. We very much appreciate the thoughtfulness and generosity of the Harrington family toward Holy Spirit for so many years.

2018 Budget

For 2018, our budget projects a 1% increase in pledge income compared to actual 2017 pledge receipts, an increase of about \$17,000. The 2018 budget reflects a cost of living increase of 2%. It also includes a request from Diocesan Council of every church in the diocese to increase their giving to the diocese by 4.5% of their current assessment in 2018. An excerpt from their request follows:

At the recent Annual Convention, the Diocesan Council presented a "deficit" budget for the first time. This was not done lightly, but we find ourselves dealing with two unusual circumstances that influenced this decision.

The first is that, as a part of the Episcopal Church, we are affected by changes made by the General Convention. At their last meeting at Salt Lake City in 2015, the decision was made after years of debate to move the support of the ministries of the Episcopal Church from a diocesan asking of 18% for 2016, 16.5% for 2017 and 15% of income for 2018. Beginning in 2019, it becomes a mandatory assessment of 15%. Under the old system, the Diocese of Montana paid 12% of its income rather than the requested 16% for 2017. Under the new system, however, we will have to pay the full assessment of 15%, an increase of \$21,866 or roughly 1.37%. If we do not pay our assessment in full, we cease to be eligible for grants from the National Church such as the one that helps support Bishop Gallagher's ministry among us.

The second has to do with the retirement of the Rt. Rev. C. Franklin Brookhart, or more specifically, the election of his successor. There are many costs associated with this: a diocesan self-study; advertisement of the vacancy; background checks on the candidates; visits by the candidates, the actual election; the consecration of the new bishop; moving the bishop-elect to Montana, etc.

The Vestry voted to approve this 4.5% increase for 2018 making our assessment 19.855% of our total operating receipts.

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 our youth programs, Spiritual Formation, and Outreach, including a separate line item for Missoula Interfaith Collaborative. We have also added a budget line item of \$1,500 to support the Mutual Ministry outreach by the parish to Hellgate High School and The Parenting Place.

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, 2017
Proposed Budget for 2018

	2018	2017	2017	2017
	Budget	Actual	Notes	Budget
Operating Receipts				
Plate offering	\$ 16,000	\$ 23,072		\$ 14,000
Pledge payments	358,283	340,944		347,372
Other sources	10,000	13,033		10,000
Easter Offering	2,600	2,485		3,200
Christmas offering	2,600	2,453		2,500
Rummage Sale	5,400	5,021		5,000
Holiday Market	13,000	13,670		10,000
Memorial Foundation Funds	3,525	2,440	570 to capital imp.	3,010
Altar Flower memorials		1,647	in and out	0
Total operating receipts	\$ 411,408	\$ 404,767		\$ 395,082
Non-Assessable M.B. contrib.				
Outreach	5,287	5,506		5,506
Capital Improvements	16,458	2,760		9,176
Camperships-Camp Marshall	0	0	realloc. to cap. imp.	660
Grand total Oper. Rcpts.	\$ 433,153	\$ 413,033		\$ 410,424
Compensation				
Rector				
Salary incl. housing	\$ 77,402	\$ 76,276		\$ 76,276
Pension - 18%	14,998	14,781		14,781
Insurance	11,724	12,528		12,528
Social Security Offset	5,921	5,835		5,839
Pastoral Assistance				
Pastoral Assistant	3,808	3,733		3,733
Supply Clergy	2,200	4,012		1,875
Parish Administrator				
Salary	54,252	53,188		53,188
Pension - 9%	4,883	4,787		4,787
Insurance - include disability	12,126	12,930		12,930
Office assistant				
Salary: 1400 hrs/yr	20,410	20,010		20,010
Pension - 9%	1,837	1,501		1,801
Sexton	4,857	4,762		4,762
Custodian	8,323	8,160		8,160
Organist/choir director	21,121	20,707		20,707
Substitutes & soloists	450	450		450
Confirmation director	0	0		0
Youth Group Director	4,935	4,694		5,216
Director of Spiritual Formation				
Salary	26,401	25,883		25,883
Pension - 9%	2,376	2,330		2,329
Nursery coord/caregivers	1,800	1,554		2,000
Payroll taxes				
FICA+medicare	11,162	10,931		10,990
Workers compensation	3,200	3,137		2,900
Unemployment	120	114		120

General operations					
Copier		\$ 5,000		\$ 4,887	\$ 5,000
Office expenses		4,700		4,211	4,700
Janitorial supplies		850		841	850
Postage		2,500		1,695	2,500
Advertising		4,750		4,511	4,750
Printing & bulletins		4,300		4,426	4,500
Stewardship		1,600		1,319	1,800
Website expenses		970		943	970
Newcomer Ministry		100		0	100
Christian education					
Church school (1763 from MB)		1,600		1,270	1,600
Explorations/Adult Ed/Fam.		1,600		1,963	1,600
Compline (in/out)		0		0	0
Nursery		100		18	200
Confirm. Class - move to Youth Min.				0	650
Youth group (incl QUEST, Confirm.)		1,400		1,276	1,400
Workshops/Retreats		350		552	350
Safeguarding Backgrnd. Cks.		400		288	600
Music		750		673	500
Altar supplies (gift \$2000)		2,600		256	500
Altar flowers (in/out)		0		0	0
Rector's Expenses		1,000		506	1,500
Parish life					
Social & receptions		2,000		1,426	3,170
Recognitions		600		340	600
Camperships (donated gifts)		1,577		0	660
EFM Scholarships (donated gifts)		350		350	350
Vestry Retreat		125		0	175
Outreach (from MB)		5,287		5,506	5506
Mutual Ministry		1,500			
Missoula Interfaith Collab.		1,500		1,500	1,500
Rector Travel		2,400		1,504	2,400
Pastoral assistant travel		750		750	750
Seasonal decorations		850		1,103	850
Telephone		2,000		3,310	2,900
Kitchen supplies		2,100		1,691	2,500
Miscellaneous		200		42	200
Continuing Education-Rector (from MB)		900		376	900
Contin. Ed. Others (from MB)		862		525	935
Discretionary funds		1,000		1,000	1,000
Convention expenses		1,600		995	1,800
Vestment clean/replace		500		559	500
Clericus/Clergy Conf. expense		875		656	875
Building & grounds					
Insurance		12,800		12,494	12,000
Utilities		16,000		16,214	16,000
Repairs & maintenance		2,500		4,651	2,500
Cap. Improv.(MB 8812; carry fwd 7646)		16,458		2,760	9,176
Taxes		360		412	360
Lawn care		6,000		4,055	6,000
Organ tuning		600		315	600
Diocesan assessment (19.855% in 2018)		81,685		75,426	75,066
Total operating disbursements		\$ 492,255		\$ 459,901	\$ 474,607
Operating surplus (deficit)		\$ (59,102)		\$ (46,868)	\$ (64,183)

PAROCHIAL REPORT

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 42 members coming into our parish and 42 leaving or becoming inactive. This year again a significant factor in the total number of decreases were the deaths of 10 of our members. That brought our total number of decreases for the year to 52. At the end of the year we had 850 active baptized members at Holy Spirit, a decrease of 10 over the previous year end. Our total number of communicants in good standing reflected a slight decrease also, finishing the year at 664. Our average Sunday attendance for the year showed a decrease as well to 155, down from 171 the previous year. The remainder of the sacraments and services performed during the course of the year remained about the same.

Respectfully submitted,
Judy Parock, Parish Administrator

Membership, Attendance and Services of the Reporting Congregation

Using Last Year's Report:		Using the 2016 Parochial Report, record the Number of Baptized Members Reported as of December 31, 2016. (See your 2016 Parochial Report, Box M16)	
Active Baptized Members of the Reporting Congregation Reported Last Year	Members Reported Last Year = M16.		860
Using the Register of Church Membership and Rites:			
During the Report Year Increases in Membership	1. Increases during year: All members added to the baptized members section of your congregation's Membership Register during 2017 by: baptism, confirmation/reception, or transfer; and those persons restored from inactive status, or not counted in last year's membership count.	Total Increases = 1.	42
Decreases in Membership	2. Decreases during year: 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.	52
Active Baptized Members of the Reporting Congregation At Year-End	M17: Add the increases entered in Box 1 to Box M16. Then subtract the decreases entered in Box 2 for the total active membership as of December 31, 2017	Total Active Baptized Members (end of report year) = M17.	850
Communicants in Good Standing of the Reporting Congregation Adults Youth	Communicants in good standing: 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."	3. Adult communicants in good standing (age 16 and over) =	3. 623
		4. Youth communicants in good standing (under age 16) =	4. 41
		5. Total communicants in good standing (3 + 4) =	5. 664
Others Active	6. Others who are active whose baptisms are not recorded in the Parish Register, or in another Episcopal congregation.	Others = 6.	9
Using the Service Register:			
Average Sunday Attendance for 2017	7. Sunday (& Saturday Evening) Attendance: Divide total attendance by the total number of Sundays when services were held.	Average Sunday Attendance = 7.	155
Easter Attendance in 2017	8. Average Principal Worship Service Attendance on a Weekday (in congregations without Sunday or Saturday evening services)	= 8.	0
	9. Easter Sunday Attendance	(9)	543
Sacraments & Services:			
Number of Holy Eucharists Celebrated During 2017	10. Total Sunday & Saturday Evening Eucharists	(10)	106
	11. Total Weekday Eucharists	(11)	6
	12. Total Private Eucharists	(12)	103
Daily Offices and Other Services Held During 2017	13. Daily Offices Held on Sunday	(13)	38
	14. Daily Offices Held on Weekdays	(14)	5
	15. Marriages conducted in 2017	(15)	1
	16. Burials conducted in 2017	(16)	12
Using the Register of Church Membership and Rites:			
Baptisms in 2017	17. Baptisms 16 years and older	(17)	0
	18. Baptisms under 16 years of age	(18)	1
Confirmations in 2017	19. Confirmations 16 years and older	(19)	1
	20. Confirmations under 16 years of age	(20)	4
Received in 2017	21. Received by a bishop	(21)	0
Education:			
Children and Youth	22. Total Church School Students Enrolled	(22)	36
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		957
Languages in which Worship is conducted:			
	25. English <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> French <input type="checkbox"/> Other <input type="checkbox"/>		
	26. Other (please list)		