

Holy Spirit Vestry Minutes

Monday, September 12, 2016

PRESENT: John Crowley, Carla Mettling, Karen Shelly, Ann Suter, Rev. Terri Ann Grotzinger, Jeannie Warner, Candice Lindsay, Margaret Borg, Scott Jourdonnais, Lance Collister, Phil Mediate, Paul Pozin, Julie Benson

Excused: Tracey Gage

Guest: Bob Deaton

- 1) Opening Prayer – Scott Jourdonnais
- 2) Spiritual Reflection – Terri Ann Grotzinger read from Canoeing the Mountain: Christian Leadership in Uncharted Territory by Tod Bolsinger
- 3) Administration/Business Matters – **Motion to approve the Consent Agenda Items; Seconded; Motion Passed**
- 5) Parishioners’ concerns, correspondence and newcomers – Terri Ann Grotzinger
- 6) Finances The Profit/Loss – YTD money over/under budget was reviewed by Candice. **Motion to approve the Treasurer’s report for later audit; Seconded; Motion Passed**
- 7) The Memorial Foundation Board (MFB)/Vestry – Paul Pozin
 - a) Applicants for the position of financial advisor responded to the RFP and applications were reviewed, and the list was narrowed to two: The Episcopal Church Foundation and D.A. Davidson.
 - b) The two applicants will make presentations in October. Serviss and Candace Lindsay will submit questions per Bill Towle’s request.
 - c) Margaret and Bill will follow up with USB to ensure they understand HSP’s intentions.
- 8) Old Business –
 - a) Capital Campaign for Camp Marshall – Scott
 - i) Recruiting Ambassadors for each Church
 - ii) Lani and Bob Brewer will host for Missoula’s event
 - iii) Each parishioner will get a packet in October
 - iv) Campaign should end in October
 - b) Pictorial Directory – Jeannie
 - i) We are in having the second session which ends Saturday (9/17/16)
 - ii) Terri sent an email to remind families during this busy time at the start of a new school year
 - c) Inventory – Margaret
 - i) Items to be inventoried are identified
 - ii) We are using photos to inventory and we are missing a few photos. We would like to locate the photos before we take more.

- d) Live Feed – Margaret and Terri
 - i) Will look at the Methodist’s audio-visual system
- e) Finance Committee
 - i) 2015 Audit is complete
 - (1) **Motion to officially receive, accept and file the Audit report with Ecclesiastical Authority as well as accept the Audit Findings on Policies and Procedures; Seconded; Motion Passed**
 - (2) **Motion to approve \$200.00 gift card for Lynn Anderson; Seconded; Motion Passed**
 - ii) Annual Review of Insurance Coverage – Paul
 - (1) Costs have gone up. Our options are pay more for existing coverage or change our deductibles and co-pays. It was determined that we would change deductibles and co-pays.
 - (2) **Motion to approve the cloud-based, church management software; Seconded; Motion Passed.**
 - (3) Parking Lot signage – Margaret and Karen
 - (a) Frank Sherman has made us aware of the need to map the sprinkler system. Bob intends to talk to the sprinkler installers to create a map and to advise us on the current leak we have in the older system on our lawn
 - (b) We will look into working with an irrigation company
 - (c) Visitor Parking, this means Newcomers, 3 spots reserved
 - (d) Possibly provide parking for the volunteer volleyball coaches at Hellgate
- 7) New Business –
 - a) Myanmar Dental Program – Bob Deaton proposed a project from the Social Concerns Committee to provide equipment, supplies and a temporary dentist for Phalankone, Myanmar. The goal is to raise \$5000.00.
 - b) Nominating Committee for the New Vestry members to join in January 2018. Committee consists of Carla (lead), Julie, Lance and Margaret. Nominees should be members of the church for a minimum of 2 years.
 - c) Coffee Hour – Margaret. **Motion to approve t\$1,920.00 for coffee hour food for the 2016/2017 church year; Seconded; Motion Passed.**

Respectfully Submitted,

Ann Suter
Clerk of the Vestry

September Rector's Report to Vestry

The summer has flown by! As I look back at the ministries in which I have been involved since our last meeting in July, I can honestly say that there is now as much going on during summer as during the rest of the year – no summer “lull” like I remember not that many years ago.

I continue to be involved pastorally with a number of parishioners: meetings with the Garrick family and planning the memorial for Mike Garrick's wife; getting to know a new couple to the parish (Deserrano); meeting with a couple seeking a church home and possible marriage; and four parishioners dealing with life threatening illnesses and loss of loved ones.

We were able to host the Costa Rican International Choir back in July. Thank goodness I remembered at least a bit of the Spanish I used back in Half Moon Bay! We also enjoyed a choir of young people from Japan that had been with us in the past. It was a joy to have both these choirs with us to enliven our worship and remind us of our relationship with brothers and sisters around the world. I was also involved with staff as we sought to identify lay leadership to begin leading the lay led service of Compline once a month. After meeting with those dedicated to Compline and listening to needs and concerns to support it going forward, I found two parishioners willing to take the lead and who will continue to develop this ministry: Tanya Lodahl and Barbara Barmeyer. They are already addressing the needs and concerns identified and will be ready for Compline to begin again in October. Contacts were made from the Diocese regarding the Camp Marshall Capital Campaign and next steps.

Members of the Staff and I have been meeting to plan not only for this fall but as far out as 2 years from now in order to allow us to consider what programs to offer and then build on in the months following. We continue to call forth laity to lead various Spiritual Formation offerings and to continue to build and deepen relationships in the community through these efforts. Stewardship planning with focus on the fall financial stewardship drive was initiated and will unfold as the Camp Marshall Campaign effort is hopefully winding down.

Contacts were made from the Diocese regarding the Camp Marshall Capital Campaign and next steps. I will continue to be involved as needed and the full push for pledges to the Campaign will come this month. I continue to serve on Diocesan Council and attended the Diocesan Budget Planning meeting held in July as part of that responsibility. I also placed my name in for nomination to serve as a Delegate to the General Convention for 2018, to be determined by vote of Diocesan Convention this October. I continue to meet monthly with the parish Staff, and the Vestry Wardens.

I have taken a few days of my two weeks of Continuing Education for dedicated time to read a number of books related to: church growth in a rapidly changing wider culture; the journey of aging in our day and age, and pastoral care in the area of death and dying. As you know, I left a bit early on my vacation to care for urgent needs related to my parents in Colorado, and continue to spend my free time trying to work with Aging Services and others to help them from a distance. My heartfelt thanks to the Staff and Wardens who kept everything running so well in my absence; the Supply Clergy who led worship (the Revs. Steve Oreskovich, Tom Lee, and Steve Brehe); and the parish as a whole for their prayers and support throughout this time.

Faithfully submitted,
The Rev. Terri Ann Grotzinger
Rector

Vestry Ministry Reports

A) Communications – Lance Collister/Scott Jourdonnais (Judy Parock, Chair)

A great deal of work this past month has gone into getting the church ready for the fall start-up, and that includes the church parking lot. We were made aware earlier in August that Hellgate High School was eliminating much of their student parking and turning it into staff parking only. Since our parking lot is adjacent to Hellgate High School's new staff parking lots, we felt that we would be seeing an increase in student parking in our lot. In order to avoid that problem we met with Kirk Johnson to discuss some sort of temporary parking lot signage. Kirk created a sign that could go on a simple pole on either side of each entrance to the parking lot, and Frank Sherman installed them. We also sent an email request to the principal of Hellgate High School asking that students be notified that student parking was "street only" so that the students would not park in our lot. In his reply to our email the principal noted that they are still working through the process regarding the parking situation and would make changes as the new process is implemented. He did not define what the new process is.

We also worked with Kirk Johnson to develop artwork for home page of the new website. Kirk suggested using the dove logo as a watermark design on the home page, and we liked the look that this created. We can now move forward with the page development for the new pages on the website. The development of the new website has taken longer than we thought it would, and work on the website was interrupted by summer vacations. We hope to have it up and running shortly. In the meantime we have updated the look of our current website with new photos and rotators highlighting our fall schedule.

Gretchen Strohmaier and Kirk Johnson met to discuss signage and how best to display the Church School theme for this year, "Rooted in Faith." Kirk is taking the artwork used in the poster for the Church School theme, "Rooted in Faith," and is creating vinyl wall art for the Church School area downstairs. Gretchen has implemented this theme in the redesign of her "Explorations" bulletin board in the parish hall to give it a more cohesive look.

We worked with Choir Director Nancy Cooper to create three different choir recruitment postcards for Nancy to use during the first week of school to recruit new members to the choir. We created a table sign for her also with the church name and address and "The Episcopal Church Welcomes You" on it.

We continued to promote church events. A photo from our Vacation Bible School was sent to the National Church for display on their website, and a Youth Group swim party was highlighted on the church Facebook page. We created a "Church Picnic" event on the church Facebook page and invited parishioners to it as a way of promoting the event. The plans for the start of Church School, the beginning of the Sunday morning Book Study, the promotion of the new Old Testament Study Group, the preparations for Compline, the organizing of Supper Club, and the Blessing of the Animals were all promoted through the Sunday bulletin, the Spirited Times, and the church Facebook page. The office created posters promoting each of these events, and we featured each on the website rotator and calendar. We think that the website home page presents a picture of a lively, vibrant parish with lots of different ways to get engaged. We hope to carry that feeling over to the new website.

A news release was sent to the Missoulian for Sunday morning Book Study and the Old Testament Study Group, and also included was information regarding the start-up of our fall activities on September 11.
– Judy Parock, Chair

- B) Holiday Market – Tracey Gage (Tracey Gage and Diane Rasmuson, Co-Chairs)
 The 2016 Holiday Market is scheduled for November 11th and 12th. There are needs for handcrafted items, antiques, jewelry, collectibles and holiday decorations. There is a need for volunteers November 7-10th. The co-chairs are Diane Rasmuson and Tracey Gage.
- C) Newcomers – Margaret Borg (Frank and Beverley Sherman, Jim and Jeanne Clark, Co-Chairs)
 The Newcomers group has not met but continues to contact those that are identified as guests, visitors and newcomers, provide Welcome bags, and any other help as asked.
 – Frank Sherman, Co-Chair

- D) Parish Life – Ann Suter (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)
Reception committee report: The Reception Committee provided one memorial reception in July and one in August.
 – Anne Cohen

Coffee Hours: I have started the sign-ups for Coffee Hour hosts and have hosts for many of the Sundays through the end of November. I will work on filling out the remainder of the Coffee Hour schedule when I return mid-September. I polled the group of Coffee Hour hosts regarding what they would like to see changed about Coffee Hour, and I am presenting those ideas for Coffee Hour to the Vestry for their consideration.
 – Kathy Swannack

- E) Properties – Karen Shelly/Grounds; Phil Mediate/Buildings (Chair is vacant.)
Properties/Buildings Report
 No news on Buildings. The parking lot looks great!
 – Phil Mediate

Properties/Grounds	Report
Sprinkler systems: Bob Wattenberg is mapping the parking lot sprinkler system for the church office file, as well as for the Building/Grounds Committee's use. He suggested that system around the church needed mapped as well. However, he was not sure if current parishioners knew the line locations. Bob will contact Jim McDonald about sprinkler and line locations. The system may need some maintenance/repairs; Bob will ask Jim MacDonald if he is interested in looking after the system or if the Vestry should hire a sprinkler/irrigation company for fixing broken heads and continuing maintenance including blowing out the lines in the fall, etc.	
Parking lot plantings: Caras Landscaping has not yet sent the bill for the final planting. They will be sending it out within the next couple of weeks.	
Flowers: Sue Larose planted the lovely mums and dusty miller in the church entry planters.	

– Karen Shelly

- F) Rummage Sale – Tracey Gage (Mary Tromly, Chair)
 No report.
 – Mary Tromly, Chair

- G) Social Concerns – Carla Mettling (Carla Mettling, Chair)

Social Concerns Report from Meetings on 8/2/16 and 9/6/16

1. Heidi announced that the City Council Public Safety Committee is holding a meeting on 9/7 to consider the ordinance requiring criminal background checks for gun purchases. The national Concert Across America to End Gun Violence is on Sunday, Sept 25. In Missoula it will take place at UCC at 7:30 pm. Nancy Cooper is on the organizing team. Choirs performing at this free concert include one high school choir, Dolce Canto, and the Gay Men's Chorus.
2. Dorcie gave an update on HSP's projects with MIC. For the Hellgate project, 5-8 "researchers" will be needed to meet in pairs with contacts at St. Paul's, UCC, and First Presbyterian to find out what worked and what didn't in their earlier work with Hellgate. Then those "researchers" will get information from Hellgate on what is currently needed. Next, 3 "strategizers" will be recruited to develop a few workable projects out of the various needs that the researchers identify. A similar approach will take place with Parenting Place, minus contact with other churches, since no other churches have previously worked with Parenting Place. Dorcie has asked HSP members who interviewed parishioners to suggest names among these or others they think would make good researchers or strategizers. These people will then be asked to help.
3. Bob described the needs of a projected Phalankone Monastery dental clinic in Myanmar. Under the auspices of Studer Trust, the clinic can be established as soon as \$5,000 is raised. It will serve 17 poor villages which have virtually no access to dental care, as well as the students, teachers, and monks at this monastery. Social Concerns voted to support this project and decided to ask parishioners privately for donations, and not advertise it to our members, since Terri has concerns about this project's competing with our Camp Marshall Campaign and general stewardship drive. But if the Vestry agrees to make the clinic a Holy Spirit project, then privately-solicited donations could be made to HSP and be tax-deductible. Other projects have been completed by last year's teachers, individually and as a group. The Swannacks installed a urinal, Lance and Karen will put in a baseball diamond, and the teachers paid for dual-language sets of books for various Studer schools. Other projects, such as funding field trips for meritorious schools, will be considered next year after the dental clinic is up and going.
4. Next year, there will be a second group of volunteer teachers of English going to Myanmar monastery schools, under the aegis of Studer Trust. Two groups of 8 teachers would go at separate times in the late fall of 2017, instead of one group of 16. There would be more focus on teaching the teachers to understand spoken English and speak it themselves, rather than on sharing pedagogical materials for their teaching of children. Clem reported on this.
5. Bob spoke about the success of the special summer blood drive, which HSP was asked to do by the Red Cross because of the current lack of blood. At Bob's request, the Red Cross sent a certificate honoring Orson Murray's 16 years of service doing blood drives. Bob would like to have a presentation of it to Orson, during church some Sunday in September.
6. Clem provided an update on the work of Soft Landing Missoula. The first refugee family of six is here from the Congo. The oldest child is a student at Big Sky and the family seems to be settling in well. But their housing near Franklin School is temporary, and permanent affordable housing for them has yet to be found. Upcoming events include a Sept. 12 public hearing at City Council on the Resolution Supporting Refugee Resettlement, and a Sept. 20 Soft Landing lecture on the Congo by Dr. Paul Robinson, at 6 pm in the UC Theatre.
7. Lucia and Pat reported that the Back-to-School Bash was a great success. They had 2600 books to give away. The parents and children were thrilled to pick out and take home as many books as they

wanted for free. Only 300 were left over and went to Alberton school and little Missoula park lending libraries. Over 900 backpacks were filled with school supplies and given to poor children, with leftover backpacks being sent down to schools in the Bitterroot. The organizers want Holy Spirit to help again, and plan to include the book giveaway in the event, which was Lucia's innovation.

8. Jesse reported on the work of the NGO he works for, formerly called the National Coalition Building Institute, now renamed Empower Montana. This organization has worked with dozens of Montana schools and other groups to raise awareness of race prejudice, homophobia, Islamophobia, bullying, and built-in privilege or lack of it. It teaches constructive ways to handle controversy and creates and supervises "safe spaces" after school for students feeling threatened and alone. There will be a fundraising luncheon for Empower Montana at Double-Tree on Oct. 6th. Please let Carla know if you would like to attend.
9. Carla reported on the advocacy group Results. She attended their national conference in June and learned that the national Episcopal church has endorsed the Reach Every Mother and Child Act, in support of which she collected signatures from HSP members last summer. Our national church encourages advocacy of specific legislation by churches and individuals that is in line with the policy positions it has taken on a host of issues. Anyone interested in RESULTS should have a look at their webpage—Results.org.

– Carla Mettling, Social Concerns Chair

H) Spiritual Formation – Julie Benson (Gretchen Strohmaier, Chair)

Church School and Spiritual Formation:

August was spent planning for the fall kick-off events, thinking about over-arching themes within the parish, considering social and cultural needs in our community, and scoping out plans for education within the parish over the next two years. Our theme this fall is *Rooted in Faith* and the aim is to assist all of us to draw strength, courage and comfort from these roots as we stand together in uncertain times.

Adult Class--Sunday morning at 9:00 am Jocelyn Siler will lead a book study of, *Life Together*, by Dietrich Bonhoeffer. Seven people have signed up for this class, including some who have never attended an adult class and 1 new person to our parish. This class begins September 18th.

Adult Class--Tom Lee is teaching a course on Old Testament personalities starting on Wednesday evening September 25. We've had 14 people already sign up for this course. Both of these courses are generating significant interest and enthusiasm.

Women's Retreat--Plans for the women's retreat (happening October 28 – 30) are underway. New member, Willie Hoffer, has joined Gretchen Strohmaier and Julie Benson in these planning and leadership efforts.

Church School--Church School kicks off on September 11th. The format for church school has significantly changed this year allowing for more volunteers to get involved over shorter periods of time. The parish has enthusiastically embraced this new model. Twelve volunteers, mostly new Church School volunteers, have signed up to shepherd our children over this first semester. Week to week we have other volunteers lead special activities. Please keep church school in your prayers as we make these changes.

Knitting Class--We put the call out for knitters who would be willing to teach others to knit and we were pleasantly surprised by 12 people volunteering to share their skills. Knitting 101 will be offered later this fall.

Childcare—We are going to provide, on a trial basis, early morning childcare, starting at 8:30 on Sundays, for those in choir and for those interested in taking the Sunday morning adult classes. We are attempting to meet the needs of families with young children, providing more opportunities for them to participate.

– Gretchen Strohmaier, Director of Spiritual Formation

Youth Ministry:

This fall, youth ministry is back into our full complement of programming, with monthly Youth Group, weekly QUEST and monthly Youth Pack (our partner church youth gathering for high school students). In addition to these offerings, we have a diocesan youth retreat scheduled for Sept 30- Oct 2 at Camp Marshall, and a middle school overnight coming up with our Missoula Youth Pack churches. Additionally, we are working with Emmaus Campus Ministry to create a fall event for our high schoolers.

Confirmation will resume in October. This year we are redesigning the program with the goal of better connecting our confirmation students with the parish. The Confirmation program will consist of class time, service, connection with a sponsor, and attendance at youth retreats. Feel free to contact me if you have questions about this redesign.

As always, thank you for your continued support of our parish youth!

– Lindsay Iudicello

I) Stewardship – Paul Polzin/Scott Jourdonnais (Paul Polzin, Chair)

The stewardship committee has met several times during the late Summer. We have concentrated on identifying speakers for the five Sundays in stewardship and assisting in the design and content of the mailers. To date we have four of the five speakers committed. The design and content of the mailers continues on schedule. In general, we are emphasizing shorter text with brief summaries. There will also be a number of photos and other design elements.

– Paul Polzin