

Holy Spirit Vestry Minutes

Monday, November 14, 2016

PRESENT: John Crowley, Carla Mettling, Karen Shelly, Ann Suter, Rev. Terri Ann Grotzinger, Jeannie Warner, Candice Lindsay, Lance Collister, Paul Pozin, Julie Benson, Tracey Gage

Excused: Margaret Borg, Scott Jourdonnais and Phil Mediate

- 1) Opening Prayer – Ann Suter
- 2) Spiritual Reflection – Terri Ann Grotzinger
- 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. When we receive a pre-paid pledge, we pay the assessment when it is transferred to a regular pledge. **Motion to approve the Treasurer's report for later audit; Seconded; Motion Passed**
- 7) The Memorial Foundation Board (MFB)/Vestry –Paul Pozin
 - a) We have decided to use the Episcopal Church Foundation as our financial advisor. We will have a meeting on Wednesday, November 16 at 2:00 pm with a small group representing the vestry and on representing the MFB. Candace, Terri, Ann, Paul, Margaret and John. Before this meeting Paul, Candace and Terri will meet. We won't transfer any monies until after the New Year.
- 8) Old Business –
 - a) Capital Campaign for Camp Marshall – Terri
 - i) Approximately \$410,000.00 has been raised so far toward the goal of \$750,000.00
 - b) Live Feed – Terri
 - i) Planning on connecting with the Methodist Church to learn about their set-up
 - c) Parking Lot Signage – Margaret
 - i) New committee (Ann, Lance Margaret and Karen) has not been able to meet yet
 - d) Stewardship Update – Terri
 - i) Vestry members attending this meeting were given their call lists. An electronic call list will also be sent via email.
 - ii) So far we are at about \$220,000.00.
 - e) Consideration of New Vestry Members – Margaret and Terri
 - i) The committee has asked everyone on the list. Two have said yes for 2017 and one has said yes for 2018.
 - ii) Terri will talk with Wardens about additional names to consider for the slate. The Vestry may want to consider revising the HSP by-laws next year regarding the mandatory 2 year membership requirement for members to serve on Vestry.

- f) Pictorial Directory – Jeannie
 - i) Everything was sent to the company on time. We hope to see the directory before Christmas.
 - ii) **Motion to approve \$150.00 gift card each for Elizabeth Serviss and Kirk Johnson to show our appreciation for their hard work on this project; Seconded; Motion Passed**
 - g) Mutual Ministry – Terri
 - i) This has been postponed for now.
 - h) Buildings and Grounds – Lance
 - i) Doug Loskutoff was asked to be Chairman, but does not have the time to put into this project right now.
 - ii) John Gage will be contacted by Paul Polzin as a potential facilitator/lead for this committee
 - iii) Morgan Suter is willing to help.
 - i) The Church Insurance Company is recommending the installation of a vent line on the boiler fuel train gas pressure regulators. Once we get a Buildings Chairman, the Buildings and Grounds Committee will have a meeting to discuss this issue.
 - iv) Paul Polzin is following up on new locks for the main doors from the outside to the nave.
Motion to approve \$2600.00 for new locks for the door to the nave; Seconded; Motion Passed
 - i) Graffiti Information – Paul
 - i) Garage door sanded and repainted. Hellgate H.S. maintenance man helped us with pressure-washing the graffiti off the brick.
 - ii) We need to keep vigilant and watchful so as to remove any new graffiti promptly.
 - j) Gretchen as a postulant – Terri
 - i) Gretchen will need some financial assistance from HSP for tuition, fees, housing, food, travel, books and liturgical garments. She will make three trips to Wisconsin for 2 weeks at the start of each of three semesters as required by the seminary.
 - k) Holiday Market/Silent Auction – Tracey
 - i) The total brought in is \$13,854.00. We had 598 people come to the market this year. We had 375 in 2015. Many people asked about our church and were given tours.
 - ii) Diane Rasmuson worked very hard to make this market a success
 - iii) The vestry presented Terri with a gift purchased from the Holiday Market
- 8) New Business –
- a) Windows in the Parish Hall - Terri
 - i) The storm windows in the Parish Hall are in need of repair and leading in the windows needs maintenance. Once we get a Buildings Chairman, the Buildings and Grounds Committee will have a meeting to address this.
 - b) Christmas decorations and decoration – Terri
 - i) Leadership is in place and date for decorating is Thursday, Dec. 15th.
- 9) Other – Next Vestry Meeting
- a) Scheduled for December 12th at 12 noon

Respectfully Submitted,

Ann Suter
Clerk of the Vestry

November Rector's Report to Vestry

It's the time of year for personnel meetings, budget planning, financial stewardship, and on-going pastoral care.

Pastoral Care: Held two memorial services, one for Robin Pierson, the other for Lexi Rudh, which included meeting with family members and coordinating planning for each service. Made eight home and hospital visits since last month; had three office pastoral visits; and prepared and offered a formal confession for another (The Reconciliation of a Penitent, pg. 447 in the Book of Common Prayer). Also met with parents to prepare them for the baptism of their child, and with the parents of another who wanted to make his own baptismal commitment (both Baptisms happened on All Saints Sunday, Nov. 6).

Since the last Vestry meeting I held two Personnel Committee meetings in preparation for budget planning efforts, and held another meeting to give input to the initial draft of the 2017 budget. The Personnel Committee will set a time soon to prepare a Personnel Manual for the parish, working from the Diocesan Personnel Manual prepared earlier this year. Met with Youth Director, Lindsay Iudicello, regarding planning for Youth Group and Confirmation as well as budget needs for 2017. I held our regular monthly Staff meeting as well as a separate meeting with our deacons to help coordinate our many ministries.

The Bishop held his annual meeting with the Clericus at Holy Spirit and clergy from Troy to Hamilton gathered to attend. The Diocese also offered a day long workshop here during Open Enrollment for Health Benefits Plans (Judy Parock and I attended).

Lastly, I want to be sure to mention that I was elected at Diocesan Convention to serve as one of the four Clergy Delegates to General Convention in 2018 from this Diocese. I am excited to have the opportunity to serve the Diocese in this way. The Bishop has also asked me to serve on the Diocesan Board of Examining Chaplains. This means that I will assist with others to review ordination exams and offer support to any seminarians from this Diocese as requested by the Bishop.

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 promoting interest in the Women's Retreat at Camp Marshall. I used original artwork supplied by Julie Benson of the Women's Retreat planning group to make a poster for the event. We then used that art theme to create a coordinating application form and a rotator for the church website. Additional ads were purchased to highlight the event on KUFM, and Gretchen Strohmaier placed a news article on the Religion Page of the Missoulian regarding the retreat. Because of those efforts to reach out to the community beyond our parish we had some women from the community and from Polson sign up to be a part of the retreat weekend. We also promoted the event in our church bulletin and electronic newsletter and had a good response from the congregation as well.

I met with the Holiday Market Committee to discuss their publicity needs. As a result of these conversations we developed a schedule for news items about the Holiday Market for use in the Spirited Times and the Sunday bulletin, and I created a poster that we can also use as a bulletin insert for the event. The group also planned to "market the Market" with a bookmark that we made for them in the church office. I also created a "Holiday Market event" on Facebook which has been shared by Facebook friends to promote the event around the Facebook community.

Lindsay Iudicello of the Holy Spirit Youth Ministry has created a Holy Spirit Youth Ministry Facebook page. She plans to use this page to promote Youth Events. We tried to increase interest in the page by featuring the link to the page in the Youth Ministry column in the Spirited Times and sharing their events on the church Facebook page. We encourage the Vestry to take a look at their page and see what's happening in Youth Ministry at Holy Spirit. The link to the page is <https://www.facebook.com/groups/1203931416315928/>.

We continue promoting church events. Posters and rotators have been created for the discussion group, the Knitting 101 class, the Advent retreat, and the Advent crafts and soup event on November 27. We also sent photos from our Blessing of the Animals service to the national church for use on their website and Facebook page.

We recently had an Open Enrollment meeting here at the church regarding the church health insurance. I was showing our visitors from Helena around the church building prior to the start of the meeting, and both of them noticed the internal signage on the walls by the stairwells. They complimented us on the signage, noting how attractive and informative it was.

– Judy Parock, Chair

B) Holiday Market – Tracey Gage (Tracey Gage and Diane Rasmuson, Co-Chairs)

Preparations for the Holiday Market are underway this week, and the sale will take place on Friday, November 11, and Saturday, November 12. An oral report will be given at the Vestry meeting on Monday, November 14.

– Tracey Gage, Co-Chair

- 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: There were no receptions held in October.
– Anne Cohen

Coffee Hours: In addition to the regular Coffee Hour Committee, sign-up sheets have been put out at the Coffee Hours to recruit more volunteers. We currently need more help for many of the Sundays in January.

– Kathy Swannack

- E) Properties – Karen Shelly/Grounds; Phil Mediate/Buildings (Chair is vacant.)

Properties/Buildings Report: No report.

– Phil Mediate

Properties/Grounds Report: No report.

– Karen Shelly

- F) Rummage Sale – Tracey Gage (Mary Tromly, Chair)

No report.

– Mary Tromly, Chair

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

In attendance: Carla, Pat, Bob, Jesse, Dorcie, Ung Hanty from Cambodia, Aung Lwin from Myanmar, Heidi

Dorcie reported on the Diocesan Convention, where the deacons offered two resolutions: one encouraging individual congregations in our diocese to have discussions about the historical and current implications of the Doctrine of Discovery for charting stronger future relationships with Native Americans and others. Bishop Carol is convening a statewide task force to address these issues, and their first meeting is November 18 in Bozeman. The second resolution was in support of the Freedom in Christ prison ministry. The Convention approved \$1000 in the Diocese's 2018 budget in support of this ministry.

Dorcie also told us about the Montana Association of Christians, who met in Butte and decided to focus on four legislative areas. These are on the MACMT.org website. The first is supporting children and strengthening families, along with mental health and crisis/suicide prevention. The second is welcoming vetted & documented immigrants. The third is abolishing the death penalty. And the fourth is helping reintegrate into society those released from prison. MAC day at the Montana Legislature will be Monday, Jan. 23.

Finally, we heard from Dorcie on the progress in getting research and synthesizing teams together for HSP's 2 MIC projects. Regarding the Hellgate project, five people have committed to working on it and eight have declined. A few have not been contacted yet. Terri is still waiting to hear back from Hellgate's new principal. Regarding Parenting Place, there is a former board member who has created a volunteer manual, which will help guide our work with them. Holy Spirit's new focus is on at-risk children, youth, and families. Empower MT and the Salvation Army are working to help homeless youth. LGBTQ youth are particularly at risk for homelessness. Empower MT is organizing a "sleep-out" to educate young people on homeless youth, according to Jesse. And Margaret Watson wants to put together a panel on poverty to be held at HSP.

Bob informed us that there is a need for two volunteers, one each on Thursday and Friday afternoons, at the Partnership Health Center, to do reminder calls. Dorcie suggested looking at the list of people contacted for the Hellgate and Parenting Place research teams.

The Committee voted unanimously to allocate the remaining \$1217 in charity funds as follows:

- \$200 for Soft Landing refugee welcome kits (Pat will purchase them.)
- \$375 for one scholarship to Grace Camp (Bishop Gallagher's suggestion)
- \$100 for Empower MT (fighting social hatred, bigotry, and bullying in schools)
- \$200 for Sandy Hook Promise (educates the public about gun safety)
- \$142 for RESULTS (anti-poverty advocacy group)
- \$200 for Native Generational Change (legal defense for the water protectors at Standing Rock)

Carla invited us to attend part of an MIC training program in leadership for volunteers from MIC churches. That part will focus on advocacy—its importance and how to do it effectively. Deb Frandsen, John and Sue Talbot's daughter, who manages Senator Tester's Missoula office, will be the featured speaker. Carla will also introduce the citizen, anti-poverty lobbying group RESULTS. This event will take place on Dec. 5, at 7:30, at St. Paul's Lutheran Church, and any SCC members or HSP members are cordially invited to attend.

Dorcie and Jesse brought the Mansfield fellows they are hosting to our meeting--Ung Hanty from Cambodia and Aung Lwin from Myanmar. Both spoke about the work they do in their communities and thanked us graciously for allowing them to be at our meeting.

Our next meeting will not be the first Monday in December but the 2nd Monday, December 12, at 7 p.m. to allow people to attend the MIC presentation on advocacy.

– Carla Mettling, Social Concerns Chair

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

Church School and Spiritual Formation:

Adult Education:

Our Sunday morning book study on Dietrich Bonhoeffer's book, *Life Together*, came to a close in October. The approximately 9 participants had rave reviews for Jocelyn Siler's leadership of this group. The group made great connections to one another, noting it was lovely to actually hear what other members of the church were thinking about these theological issues. The group made plans to meet again in the spring to study a subsequent Bonhoeffer book.

Tom Lee wrapped up his Wednesday evening Old Testament class as well. As many as 20 people participated in this 6 week study of Old Testament personalities. Participants noted their appreciation of Tom's scholarship and vast Biblical knowledge.

The Women's Retreat had 19 participants and the women gave very positive feedback about their two nights at Camp Marshall. A variety of women attended from their 40s to their 80s. One of the goals many women named in attending was to build deeper connections with other women of faith.

The weekend certainly did facilitate these relationships. Many women indicated an interest in forming small groups to meet regularly as a result of the weekend. The retreat leadership team (Julie Benson, Gretchen Strohmaier and Willie Hoffer) will be working to initiate these groups.

Church School:

In October we had Jesse Jaeger, Steve Zeiller, and Bob and Lani Brewer facilitate activity stations in church school. Shepherds for the two different age groups are beginning to give initial feedback about the new format for Church School. We'll work to make some adjustments for our second semester starting in January. Church school attendance numbers are lower than last year. We have fewer families with children of church school age. The nursery has seen a recent uptick in the attendance of babies and toddlers.

– Gretchen Strohmaier, Director of Spiritual Formation

Youth Ministry:

In October youth ministry held our regular youth group and QUEST classes. We also kicked off the re-design of the Confirmation Program. For a complete explanation of that re-design, please see below. To date, we have four returning Confirmation students and nine new Confirmation students registered.

November promises to be a busy month for youth ministry. In addition to our regular Sunday morning QUEST classes, we have a Middle School Confirmation Retreat with our partner churches and Emmaus Campus Ministry on November 10th. We'll hold our annual trip to volunteer at City Foods, the food pantry of Clark Fork City Church on Saturday Nov 19th. Our pumpkin bread sale will be during coffee hour on Sunday Nov 20th. Also, Nov 20th is Youth Pack for High School. This month Youth Pack will be sponsored by Emmaus Campus Ministry and will combine service and discussion.

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

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

Last Sunday was the initial in-gathering of pledges. As of November 6 we have 104 pledges totaling about \$199,004. This translates into a little more than halfway (52 percent) of our goal of approximately \$384,000. The Committee decided to personally call and thank each of the pledgers. The Vestry will be given the names and numbers of those pledges not yet received in a few weeks.

– Paul E. Polzin

J) Pictorial Directory – Jeannie Warner

The roster, activity pages and cover art were all submitted to Lifetouch on November 1 for our pictorial directory.

– Jeannie Warner