

Vestry Meeting Minutes – 8/14/17

Present: Terri Ann Grotzinger, Karen Shelly, Helen Matveyeff,

John Crowley, Jesse Jaeger, Glenn Hladek, Jeannie Warner, Candice Lindsay, Phil Mediate, and Tracey Gage

Excused: Scott Jourdonnais, Ann Suter, Paul Polzin and Don Gisselbeck

Guests: Casey Dunning from MIC, Jim Clark, Elizabeth Serviss, Anita Rognas, Anne Cohen, Bob Deaton, Margaret Borg and Pat King

- 1) Opening Prayer – Terri
- 2) A. Administrative matters – Jesse made a motion to approve the consent agenda, seconded and approved.
B. Terri presented MIC Ministry update for Dorcie Dvarishkis. The Parenting Place has prioritized and financial and volunteer support are two of the priorities. It was suggested to have a once a month donation like the food bank process. There was some discussion regarding this. A need to educate the congregation and promote it was also mentioned. Jesse suggested share the offering plate as another option. No decision was made at this point. Glenn voiced concerns regarding coordination of the volunteers and how that process would work. Terri highlighted some of the ideas that the team working with Hellgate was promoting, along with Pat King. There is a need to help staff the library before and after school. Background checks would be needed. **Action Item: Hellgate team to prioritize the needs/ideas.** Dorcie will be back on 8/15 to help with getting this ministry going before school starts. Casey spoke of gratitude for all the work and effort that these committees have done.
- 3) Terri read several thank you notes from parishioners who received scholarships from the church to attend Camp Marshall. Newcomers: Barry and Candace Kaye, Nancy Ann McCoy, and Dennis and Joanna E.S. Campbell.
- 4) Candice reviewed financials. Jesse motioned to accept; it was seconded and approved.
- 5) Memorial Foundation – Terri spoke of the meeting and that Paul had expressed that the ECF is creating more work for Candice and Elizabeth and not allowing for timely reporting; generally, not working well. **Action Item: Terri, Paul and Candy will speak with Ken Quigley from State Street to try to resolve these issues.**
- 6) Old Business –
 - a) Jesse presented a Holy Spirit Policy on Parish-wide Social Concern Ministries. He spoke of how the process works. He suggests that the vestry would approve the ministries, however the details and specifics will go through the Social Concerns Ministry. Margaret questioned the 501-c3 status. Terri explained that is one of the reasons we are developing a policy regarding the ministries. Jesse suggested that an income and expense line be made for each ministry that is approved. Discussion regarding the types of ministries and when and where we can talk about the Gospel in serving other groups (for example, public schools) needs further consideration. **Action Item: Terri will send out the policy draft along with a draft sheet from Glenn about what is considered a ministry of the parish for Vestry to consider more fully. Vestry should be ready to bring**

questions to the next meeting so that we can discuss and decide on a policy/direction to Social Concerns ministry so they can move forward.

- b) Margaret presented information regarding the broken freezer. She had consulted with Altar Guild as well as freezer professionals and recommends that we only replace the freezer. The freezer (over 12 years old) cannot be fixed due to parts being unavailable. Jesse made a motion to allow \$2500 for purchasing a new freezer and to pay an electrician to wire it to a new outlet. **Action Item: Margaret to order and make arrangements for the new freezer to be installed.**
 - c) Margaret updated the inventory with Judy Parock.
 - d) John Crowley reported on the insurance findings. Jeannie made a motion to raise the deductible to \$5,000 and to add earthquake insurance at a cost of \$651 annually. It was seconded and approved. With the increase in the deductible we will save \$972 per year.
- 7) New Business – Acknowledge receipt of the 2016 Audit and recommendations
- a) Karen made a motion that we received and accept the Audit and its recommendations, as well as the Audit Findings on Policies and Procedures. The 2016 Audit and the Audit Findings on Policies and Procedures will be filed with the Ecclesiastical Authority by September 1 as required by canons. This was seconded and approved. Glenn asked about the computer back up. **Will put this on the agenda for next month.**
 - b) Terri suggested a \$200 gift card to the auditor. Jeannie motioned to get a \$200 gift card for Lynn Anderson the auditor. It was seconded and approved. Tracey will obtain the gift card.
- 8) Other
- a) The next vestry meeting to be held on September 18, 12:15-2:15
 - b) A request for use of the parking lot has been made.
 - c) We are asked to pray about the issue regarding talking about the Gospel with the various ministries.
 - d) **Mutual Ministry Review – Need to set a date and time.**

Respectfully submitted,

Tracey Gage,
Acting Clerk of the Vestry

August Rector's Report to Vestry

July and early August have been times of continued pastoral care and the beginning of planning for the fall.

Pastoral: I have continued with pre-marital counseling for two different couples, one to be wed this September and the other to be wed next June. All is going well there, despite the challenges of all of them having work that involves travel out of town on varying schedules. I offered pastoral visits at Community Hospital, Community Rehab, St. Patrick's Hospital, and Brookdale Senior Residence, as well a few in-home visits; 11 visits all told. I also offered last rites for Gretchen McBroom, pastoral care to her two sons and prepared and offered the memorial service and burial for her. My thanks to all those who assisted in preparations for the service, and the lovely reception afterwards.

Newcomers: I have had visits with the Rev. Lynn Peterman who has moved here with her husband from eastern North Carolina; Joanna ES Campbell and her husband, the Rev. Dennis Campbell, from Arkansas; and Mary Jennings for a second visit regarding discernment of where she feels drawn to participate more fully. I invite you to look for them and introduce yourselves to them soon.

Camp Marshall: I changed things up just a bit this year. I took a day a week for Jr/Middler 1 and 2 camps and Senior Camp to drive up and spend a few hours with campers and staff at each camp. I had a chance to see our campers from Holy Spirit as well as campers from other congregations that I have known from previous times at camp, and was able to visit with several of the staff and encourage them in their work as well. Thanks again to everyone who contributed to scholarships, backpacks, knitted caps, and whatever else I am likely missing. It makes a wonderful difference and the youth love it!

Planning: I was involved with various planning meetings and discussions, for example the John Ellis Board meeting; an initial meeting regarding strategic planning for the vestry; the monthly Wardens meeting and staff meeting, as well as a day at the Diocese for the Diocesan Council meeting to determine the 2018 Diocesan Budget. I also recently met with the Stewardship Committee to begin plans for the fall.

The Diocese has begun the search for a new bishop. This required a meeting with our Deanery Delegates from the parish (the same folks as our Diocesan Convention Delegates) followed by a full Deanery Meeting in Polson of all the delegates from congregations in the Lake Missoula Deanery (Troy down to Hamilton). We elected one clergy and one lay person to the Nominating Committee. The Standing Committee of the Diocese will direct the Nominating Committee with their tasks soon.

Faithfully submitted,

The Rev. Terri Ann Grotzinger
Rector

August Vestry Ministry Reports

A) Communications – Scott Jourdonnais (Judy Parock, Chair)

With Judy on vacation for most of July, much of the work for the Communications Ministry focused on producing the weekly Spirited Times and bulletin and keeping the website updated.

We continued to promote church events. Meaningful Movies, the Stay Home for Habitat fundraiser, the visit from the Japanese students, the Church Picnic, the Sock and Underwear Drive, the Book Drive for the Back-to-School Bash, Summer Choir, the Groundbreaking Ceremony for Brewer Lodge at Camp Marshall, the selection of the Holy Spirit Choir as first place church choir and Rev. Terri as second place in the “Religious Leader” category in the Missoula Independent’s “Best of Missoula” voting, the upcoming September Red Cross Blood Drive at Holy Spirit, selection of delegates for the Bishop Nominating Committee, and the upcoming fall book study on *The New Jim Crow: Mass Incarceration in the Age of Colorblindness* were all promoted through the Sunday bulletin, the *Spirited Times*, and the church Facebook page. Through the *Spirited Times*, we shared updates on the ongoing Madison Street Bridge construction project and the Missoula Marathon, to help parishioners with their plans to reach church on Sundays.

We created a Facebook event for the Church Picnic, promoted the visit from the Japanese students, and shared photos from both the Church Picnic and Camp Marshall on Facebook, as well as a video from Camp Marshall celebrating the groundbreaking for Brewer Lodge and 70 memorable years for Camp Marshall. Our sandwich board was used to promote the Church Picnic, Meaningful Movies, and the Sock and Underwear Drive. Our website featured Meaningful Movies, the Book Drive, and the Summer Choir. The website calendar featured updates on those events and also *The New Jim Crow* book study and the September Blood Drive.

– Elizabeth Serviss

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

Diane Rasmuson and Tracey Gage will be co-chairing the market for the third and final year. Betsy Holmquist continues to work with the announcements, and we have an entire awesome team that is making this happen. The dates are set for November 10 and 11. Please remember that the vestry in the past helps with the pack up and clean up on Saturday afternoon.

– Tracey Gage

C) Newcomers – Helen Matveyeff (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 – Don Gisselbeck (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)

Reception committee report: One memorial reception was held in July.

– Anne Cohen

Coffee Hours: Summer Coffee Hours are continuing throughout the summer with our Sexton Lori Cordis taking care of the set-up and setting out the treats and beverages and Tracey Gage and Helen Matveyeff buying the cookies. Our thanks to them all.

– Kathy Swannack

E) Properties – Karen Shelly/Grounds; Phil Mediate/Buildings (Margaret Borg and Kevin Borg, co-chairs)

Properties/Buildings Report: Margaret Borg has been investigating replacing the refrigerator/freezer

in the church kitchen and will have a separate report to the Vestry regarding the options available and costs. The graffiti on the kitchen alley wall was cleaned off with the assistance from the janitor from Hellgate High School. A representative from the Graffiti Task Force from the police department called to compliment the church on the good job that was done on the graffiti removal.

Properties/Grounds Report: The parking lot sprinkler system was turned off by a unknown entity sometime in the past couple of weeks resulting in brown grass. According to Sean Sandeau, Terri worked with Joe Chalmers to turn the system back on and increase the run time on sections that needed more water. I thoroughly hand-watered all trees twice in the past month to get them through this dry spell and will continue to deeply water as needed. I weed the shrub and perennial beds and sweep the rock of the sidewalks weekly. The irrigation in the sign bed and pots adjacent to the door ways was to be improved with larger emitters by Joe Chalmers but I have not heard whether that has been accomplished.

– Karen Shelly

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

No report.

– Mary Tromly, Chair

G) Social Concerns – Jesse Jaeger (Carla Mettling, Chair)

1. Lucia reports that the Back-to-School Bash is now scheduled for August 15 instead of August 17. Twelve interfaith communities have participated in the book drive and Lucia has 1,200+ books. She is very happy with this response, has begun the long process of sorting, and will advise what help is needed for 8/15 set-up and event, which will begin at 10 a.m. August 15 at the Salvation Army Building.

She also led our discussion of the draft for a HSP advocacy policy, which Gretchen had drawn up.

Several suggestions, noted by Lucia, included:

- Naming specific actions for advocacy (letters to newspaper and politicians, educational panels, etc.)
- Identifying specific actions not appropriate for HSP
- Clarifying the discernment process
- Expanding the concept of education beyond the congregation, to the community, state and nation
- Emphasizing joining likeminded coalitions to profit from their materials and expertise
- Stressing the low cost of advocacy

Lucia will pass these comments on to Gretchen and call for further sub-committee meeting(s).

2. Dorcie reports that the MIC projects at Holy Spirit—Parenting Place and Hellgate HS—are complete. The research and strategy work is finished for presentation to the Vestry, where Anita will field questions on the prioritization of work at the Parenting Place and Elizabeth Serviss on work at Hellgate, that the strategy committees decided on.
3. Jim presented the latest on the Anaiih Nakoda Nursing School Project. This Project Proposal was presented to the Vestry and we are awaiting a response (see notes below on HSP Outreach Ministry Policy). ANC's LaVerne Parker will not participate at the Diocesan Convention but will still come to HSP to speak about the Nursing Program on October 8th. Jim will generally follow-up with the Vestry, ANC and Diocese.

4. SCC discussed Bob's request to the Memorial Foundation to increase our yearly allocation. It was agreed to contact the head of the Memorial Fund to explore this. Key suggestions included emphasizing how SCC uses funds to leverage more support and using the cash plate offering (or a % thereof) on a regular basis to support various efforts (as currently happens with Emmaus at Easter, for example). Clem will contact someone on the Memorial Fund Board regarding this matter.
5. Anita reported that she will direct a Red Cross Blood Drive at HSP on September 28. She passed around a sign-up sheet and SCC members signed up to help.

As agreed at our June meeting, Anita investigated the current state of Family Promise with an eye to the possibility of HSP participating again as a helper church. She found that under MIC, it has been reorganized, with a new effective coordinator, who would definitely welcome HSP support. And Anita offered to help with the coordination of this project at HSP. But it was agreed to wait and see how Parenting Place and Hellgate HS programs will use up volunteer support and then revisit potential participation to see if HSP has enough gas left in the tank to take on FP.

6. Jesse presented a draft of a policy proposal about the process involved in approving any outreach ministry that might become a church-wide endeavor, like the Myanmar project or the nursing school project, and need Vestry approval. It was discussed at length with several suggestions made, including the calling for evaluation reporting after any project is underway. Jesse will revise the draft for discussion at the upcoming Vestry meeting.
7. Carla encouraged SCC members to attend the upcoming Meaningful Movie--"A Path Appears." The final film will be "Homestretch" on August 23rd.
8. Our next meeting will be on September 11th, as the first Monday is Labor Day.
– Carla Mettling, Chair

H) Spiritual Formation – Glenn Hladek/Phil Mediate (Gretchen Strohmaier, Chair)

Spiritual Formation:

Young Adults Supper Club. During July plans began for a young adults' supper club. Elizabeth and George Ettenger will host this group as a way for young adults to connect within the parish. This group will "kick off" in the fall when the other supper clubs are formed.

Men's group. Phil Mediate has expressed interest in forming a small group for men to read and discuss Scripture and its intersection with modern life. Initial organization for this group has begun.

Meaningful Movies. Carla Mettling, and others from the Social Concerns Committee, have hosted several Wednesday evening documentaries, followed by discussion. Despite summer weather and travel schedules, these events have been popular with often a dozen + participants.

Women's Retreat. Plans have been made for the annual women's retreat. This fall the retreat will happen here at Holy Spirit due to renovations underway at Camp Marshall. We will host a Friday evening gathering on October 13th and women will return the following morning, Saturday October 14th for a full day with author and retreat leader, Reverend Dr. Bonnie Ring. The retreat will be based on her book, "The Women Who Knew Jesus."

Picnic. Fifty-five+ parishioners enjoyed the annual church picnic at Silvers Park. Kathy Lundman set the mood with her accordion music, and several volunteers made home-made ice cream. A host of volunteers worked together to pull this event off, making it fun and easy for everyone.

Camp Marshall. About 30 kids and adults from Holy Spirit participated at Camp Marshall this summer as campers or staff members and volunteers.

– Gretchen Strohmaier, Director of Spiritual Formation

Youth Ministry:

No report.

– PJ Willett, Director of Youth Ministry

l) **Stewardship – Paul Polzin (Paul Polzin, Chair)**

The Stewardship Committee met on August 9th and began plans for the Fall campaign.

– Paul Polzin, Chair