

## Holy Spirit Vestry Meeting Minutes

Wednesday, August 10, 2022

Members present via Zoom: Pat Cole, Mark Dvarishkis, Clem Work, Rev. Terri Grotzinger, Audrey Murray, Tanya Lodahl, Kara Hanson, Nancy Errebo, and Caitlin Sherman

- 1) Opening prayer led by Pat
- 2) Consent Agenda
  - a. **Motion to accept the consent agenda items, seconded, approved.**
- 3) Parishioner correspondence
  - a. The Steinbrenner Estate is making a \$25,000 gift to the church. Going forward how can we communicate to the rest of the congregation about these kinds of gifts? Can the vestry start sending thank you notes?
  - b. We also received thank you notes from Rio Grande Border Ministry, Calvary Church in Red Lodge, and Empower Montana for our donations.
- 4) Memorial Board
  - a. Our investments are continuing to follow market trends and improving.
  - b. The board has set up meetings with firms that have a local presence to manage our investments.
- 5) Financial report
  - a. We had budgeted to be -\$20,000 at this point in the year but are only -\$4,000.
  - b. We need to revisit the documentation on the refund from Northwestern Energy for the solar panel project. At our previous meeting we had agreed to classify that incoming money as available moneys and not allocate it back into Mary Blair funds. Depending on the wording in the documents from NWE we may need to reverse that decision.
  - c. The Diocese has decided not to include the PPP Loan forgiveness money in the Diocesan Assessments.
  - d. **The Vestry acknowledges that they have seen and reviewed the numbers for the 2023 monthly assessment.**
- 6) Old Business
  - a. Affordable housing exploration
    - i. The committee approached MCPS about the possibility of a joint venture combining our 2 parking lots and they were interested. They have been having trouble finding housing for new staff. By combining the 2 parking lots and doubling the footprint then underground parking could be added.
    - ii. The Senior Center's Board narrowly voted not to explore a any kind of housing project on their property for now.
    - iii. This is all still in the exploratory stage.
  - b. Properties
    - i. The contractor would like to begin work on the re-sealing of the exterior of the church this coming week. There is a memorial in the church on Aug 19, so interior work will have to wait until after that to begin.
    - ii. The same contractor has agreed to repaint the parish hall with a similar payment arrangement.

- c. Convention Planning
    - i. Registration has begun and the big pieces of the convention are all in place.
    - ii. This convention is very trimmed down from previous conventions and the Diocese as a whole may need to start talking about if the model we have always followed is realistic moving forward.
  - d. Landscape master plan – no update
  - e. Directory
    - i. Is it time to go for it and roll it out? Terri will get with Kirk about moving forward.
  - f. Stewardship
    - i. There is no current chair of the Stewardship committee so Terri will assist for the fall.
  - g. Building inventory
    - i. Connie has updated the inventory for all new purchases.
- 7) New Business
- a. Marva Gallegos reached out on behalf of the Rummage Sale and Holiday Market committees and requested that we purchase an additional 12 tables.
    - i. **Motion to ask Mark to order 12 more tables, seconded, and approved.**
    - ii. We will work out what to do with the old tables at a later date.
  - b. **The Vestry acknowledges that we have received and accepted the audit materials and recommendations. Thank you, Lynn.**
  - c. The Fellowship committee has sent in a proposal to purchase and install a commercial coffee maker.
    - i. **Motion to approve the proposed project of purchasing the coffee maker and hiring a plumber to install not to exceed \$1800, seconded, and approved.**
  - d. The computers in the church office have been having increasing issues due to their aging hardware. They also do not have the camera setups needed for Zoom calls.
    - i. **Motion to begin replacing office computers, beginning with Judy's and Connie's, and authorizing Terri to move forward without exceeding \$2500, seconded, and approved.**
- 8) The courtyard sale is Aug 27, and the Vestry will assist with clean up afterwards.
- 9) The next Vestry meeting is scheduled for September 14 at the church.

Respectfully submitted

Caitlin Sherman  
Clerk of the Vestry

## August Rector's Report to Vestry

As I reflect on June and July, one thing in particular stands out: pastoral care. Behind everything I engaged in; pastoral care was at the center. I will speak to that in a moment. The vestry was part of this as well. When our part-time staff were offered up to one month off with pay, you cared for them with renewal and blessing, especially after the initial Covid years: Nancy Cooper (Organist), Lori Cordis (Sexton), Connie Gerke (Bookkeeper), Jean and Don Hauge (Janitorial), Elizabeth Serviss (Website), James Gartner (Videographer), and Lewis Myers (Youth). This one-time offering has been well received by all and I want to thank all of you for having the vision and the will to make this happen. My thanks to the parish for their understanding when things were done a bit differently during their absence as well.

Since our last meeting, I have been involved with the pastoral care and memorial planning for four families who lost loved ones during that time. This involves meeting with loved ones to support them in not only planning the memorial, but also pastoral care for the challenges that bubble up within families during stressful times such as a death in the family. The continued presence of Covid has necessitated several on-going changes and adaptations for each service depending on need, and to date, all has gone well. A hearty thanks to Anne Cohen and her memorial hospitality folks for all their support to everyone as well: preparing a loving, welcoming place in the Parish Hall for receptions held after services. Being present in relationship, one to another, is especially important during a time of loss and this care does not go unnoticed by the families or by me. Thank you.

Amid all the memorials, I also had the blessing of offering pre-marital counseling and planning for a small, family and friends-like-family, wedding. This was a joy of its own and blessing to be a part in it. Unlike exceptionally large weddings or large memorials, this was simple and beautiful all the same.

Beyond pastoral care, I have been involved with the planning for Diocesan Convention to be held here in late September as well as supporting the ramping up of leadership needed because of several years of the pandemic. Molly Bowler and Sue LaRose are taking the lead on this, and we are encouraging everyone to consider where they will re-engage in ministries on-site and beyond our walls. Hopefully this summer has brought renewal and recreation to those in the parish. We are looking to return to two worship services, 8 a.m. and 10:15 a.m., starting the Sunday after Labor Day. This will depend on lay volunteers stepping up to share the ministries involved by becoming a licensed lay reader or Eucharistic Minister, a leader of the Prayers of the People (Intercessor), serving on Altar Guild, or becoming an Usher/Greeter. And these are only ministries associated with worship. There are other leadership needs as well; to be expected when so much has impacted members of the parish over the past several years. We'll use our learnings about adaptation and flexibility to help us as we go forward.

May all of you continue to enjoy some down time and recreation during August so that we are ready to dive in when fall comes around. I appreciate collaborating with you and the leadership you provide the parish week to week. Thank you!

Faithfully,  
Rev. Terri Ann Grotzinger, Rector

## August Assistant Priest's Report to Vestry

**Pastoral Care.** I provided pastoral care 15 times in July.

**Communication.** I worked with Connie on increased communication during this month while Judy, Dorcie and Terri (for part of the month) were away. I did more coordination around facility needs and was on-call while Terri was away.

**Community.** I helped to host alms Sunday for All Nations Health Center, working with Skye McGinty, the Executive Director.

**Worship.** I presided at Sunday worship once in July and I preached once.

**Memorial.** Participated in Bob Tromly's memorial service.

### **Spiritual Formation:**

**Adult Ed.** Began some initial discussions with volunteers interested in facilitating small groups.

**Social Concerns.** I worked with Carla Mettling and Bonnie Lee to pass over the coordination of an ongoing micro finance loan we have been participating in for years through the organization, Kiva.com.

**Children's Ministry.** Reviewed our first Family Worship service. Coordinated plans for second one and had the second service on July 24<sup>th</sup> with more participation from a larger number of children.

**Continuing Education & Self Care.** I took a week off in July and spent time with my family. I had a week off the end of June as well and it was terrific to have two weeks together. It gave me a chance to truly rest from work. I am participating online (at my own speed) in the Festival of Homiletics as Continuing Education.

Submitted by: Rev. Gretchen Strohmaier

## August Vestry Ministry Reports

### A) Communications – Clem Work (Judy Parock, Chair)

I wish to thank Connie Gerke and Elizabeth Serviss for taking care of the communications needs of the parish while I was on vacation. Connie updated the information on our church app, created the push notifications for Sunday services, and took care of our online Sunday service announcements.

Elizabeth oversaw finalizing the Sunday service leaflets and taking care of our online communications in the *Spirited Times*. They both did a wonderful job.

A number of activities have been happening this summer, and I set the communications up for those events before I went on vacation. Here's what has been happening this past month.

- **A Note from the Rector:** Unfortunately, we have lost a number of our church family during the month of July, and Rev. Terri used the "Note from the Rector" to update the parish on the times of the memorial services for two of those members. She also included information on the abbreviated General Convention and let parishioners know where they could find the details concerning the resolutions being brought forward at Convention.
- **Family Worship:** A Family Worship service for all ages is being held once a month starting in June. The service is designed especially for families with children, and the service has a very kid-friendly approach. We have tried to convey that idea in the images that we've chosen to use in the posters and other materials used to promote the event. Gretchen and Dorcie have also been really good at taking photos at the two services held so far, and I've featured them on the church Facebook page and will use some of those images in future promotional materials. We've also used the sandwich board sign with the Family Worship poster on it by the sidewalk to attract passersby.
- **Facebook posts:** I set up events for Family Worship, the Sock and Underwear Drive, Centering Prayers, the church picnic, and the Summer Yard Sale. Before I left on vacation, I scheduled posts for these various events throughout the month of July so that something new appeared on the church Facebook page every day. I included a weekly post with the change in office hours for my vacation time.
- **Summer of Good News and Powering Up at Holy Spirit:** Sue LaRose and Molly Bowler worked with Rev. Terri on this campaign. They are trying to do two things with this program – share some of the good news at Holy Spirit about various initiatives and also invite people to get involved in key ministries. The first is called Our Summer of Good News. The second is Powering up at Holy Spirit. Kirk Johnson help them develop a look for materials on both of these related messages. The two stories were made into a handout that was placed in the pews for Sunday, July 31. An associated poster was also displayed around the church buildings on that Sunday. Elizabeth Serviss featured the material in the *Spirited Times* for July 28. When I returned from vacation, I created a rotator for the homepage of the website featuring the Powering Up at Holy Spirit image. Clicking on this image connects to the "Get Involved" page of the website where the copy from the Powering Up material is featured.
- **Website Updates:** With the start of fall programming on the horizon, our website will need to be updated to show all that is happening at Holy Spirit. We will be reviewing a number of the website pages to make sure that their information is up to date, but we can always use another pair of eyes to look at it. Please check out your area of interest on the website and let us know if there is information that needs to be updated.

– Judy Parock

### B) Holiday Market/Outdoor Fall Festival – Caitlin Sherman (Marva Gallegos)

The Holiday Market is back! We have set November 11-12 as the dates for the Market this year, inside and in person as long as things are stable in the Covid arena (I hope I didn't jinx us).

– Bob Wattenberg and Sue Lowery, Co-Chairs

- C) Parish Life – Mary Beth Jourdonnais (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)  
**Reception committee report:** Two memorial receptions were held in July.  
– Anne Cohen

**Coffee Hours:** A brand-new coffee hour ministry led by Sue Lowery and Diane Rasmuson, will start up soon in September. During July and August, Lucy Deaton has been overseeing a simplified fellowship time following the 9 a.m. service.

– Sue Lowery and Diane Rasmuson, Coffee Hour Coordinator

- D) Properties – (Margaret Borg and Kevin Borg, co-chairs)

**Properties/Buildings Report:** Frank Sherman put up the Summer Worship sign for the 9 am Sunday worship service. He also decided to retire from office air conditioner installation. Thank you, Frank, for taking care of the air conditioners for us for so many years. Before retiring completely, Frank purchased a new air conditioner for Judy's office which is much easier to take in and out of the window. Frank also showed John Hess how to install the air conditioners in Terri and Connie's offices. John has graciously agreed to take on this job in Frank's place. Thank you, John! John Hess took down the storm windows on the parish hall and let us know about two spots of graffiti on the church buildings. He is continuing his work on maintaining the exterior doors. SBS Solar noticed a disruption in the reporting from our solar array in July. Upon further investigation they discovered that someone had cut one of the wires from the solar array in the alley. That has been repaired. A plumber was called to address a no hot water issue in the church kitchen and low water pressure in the sacristy bathroom. A new aerator was installed on the hall bathroom fixing the low water pressure issue there. The no hot water in the kitchen was caused by a failed re-circulating pump. A new pump has been ordered, but will take a bit of time to get here. In the meantime, we will need to let the water run for a while to heat up since the hot water heater for the kitchen is located in the furnace room, a considerable distance from the kitchen. Terri was going to contact the person who did such a good job with doing the weeding around the church parking lot last year to have him come and do it again this summer.

- E) Rummage Sale – Holly Swartz (Marva Gallegos, Chair)

The Rummage Sale Group meet August 1 to finalize details for the sale. The sale will be held Saturday, August 27, 9:00 - 2:00. Donations can be dropped off after church on Sunday, August 21 and August 23 and 24, 9:00-2:00. Look for more information coming in the Spirited Times. We appreciate help during the week for set up but it is especially needed during cleanup on Saturday at 2:00.

– Marva Gallegos, Chair

- F) Social Concerns – Audrey Murray (Jim Wiley, Chair).

**Social Concerns Committee Report  
From Meeting on July 5, 2022**

The meeting opened with prayer led by The Ven. Dorcie Dvarishkis.

- 1) Report on Borderland Ministry of the Diocese of Rio Grande

- The June 1<sup>st</sup> fundraiser at Holy Spirit plus presentations at St. Paul's Hamilton and St. James Lewistown (see below) raised more than \$4,000 for the Borderlands Ministry, plus \$450 for the Women's Coop in Palomas!
- Several Holy Spirit pilgrims made well-received presentations at St. Paul's Hamilton (June 5) and St. James Lewistown (July 12), to spread education about the Borderlands Ministry and the situation at the border.
- A third pilgrimage is being planned for early 2023, as more people have expressed interest.

- Further education efforts will continue, with special emphasis on the coming (end-September) Diocesan Convention in Missoula, including a 30 minute presentation and a table at the convention site.
- 2) Outreach Project for the Diocesan Convention  
Several alternatives were discussed, including possibly winter or hygiene kits for the Poverello Center or a similar charity and. As an alternative, letter writing to various politicians. Several SCC members agreed to investigate further.
- 3) Community Ministries  
Dorcie provided the following report:
- Parenting Place  
Parenting Place will be focused on their strategic planning for this month. They have received support from United Way and the facility is looking good... they are starting the Parent Aide program once again.
- Hellgate High School  
No activity during school vacations, but a Sunday in October is scheduled for celebrating this ministry.
- MIC/Common Good  
The Father Boyle dinner to support re-entry for returning citizens was a great success, very well attended by Holy Spirit members. More than \$70,000 was raised to support this cause. Dorcie will follow-up with Gretchen and Terri to consider his book for a fall/winter book study.
- 4) Plans to Celebrate Social Concerns 20<sup>th</sup> Anniversary  
The date for this is confirmed as October 30, 2022.  
There was no discussion due to absence of some members. However, Bob Deaton confirmed that he has notes and reports for many of SCC's early years and he will contact Glenn Hladek to provide this material.  
Reminders from an earlier report:
- Tying the celebration with a service opportunity
  - Possibly tying services opportunities to Alms Sundays ("A Year of Celebration")
- In any event, it was agreed that the purpose of the event would be two-fold: celebration and awareness.
- 5) Creation Care Update
- Plans are underway to take advantage of the Diocesan Convention being in Missoula, including a Friday demonstration of Holy Spirit's solar project, a table at the Convention site and a Saturday morning bird walk along the Clark Fork River
  - Creation Care is discussing "Holy Hikes" with Gretchen
  - August events include a Travelers Rest visit and the church picnic
  - September: a visit to the labyrinth near Victor
- 6) Other Business:
- Bob Deaton reported on two successful days working with Habitat for Humanity
  - Lucia Work gave a brief review of set up for the fall Sock and Underwear Drive.

The next Committee meeting is scheduled for **August 2, 2022**.

The meeting closed with a prayer for the Church and for the upcoming 80<sup>th</sup> General Convention.

## **Social Concerns Committee Report From Meeting on August 2, 2022**

The meeting opened with prayer led by The Rev. Gretchen Strohmaier.

### 1) Report on Borderland Ministry of the Diocese of Rio Grande

- Update:
  - The transition shelter at St. Christopher's Church in El Paso has assisted over 300 immigrants as they have received permission to enter the US
  - At the same time, the shelters in Ciudad Juarez have been temporarily closed, as residents have either come to the US or decided to move elsewhere
  - As a result, the new Bishop of Northern Mexico has reassigned Fr. Hector Trejos to a new role in efforts related to healthcare
- Next Steps:
  - September: preparing for Diocesan Convention; zoom meeting with Mike Wallens and others regarding possible work pilgrimages to install solar panels; zoom meeting with Laura Tuell, an immigration lawyer
  - October: follow up on possible event with the Florence Project (also immigration attorneys)
  - November: planning for a third pilgrimage; planning a "road show" for other Episcopal parishes in Montana
- Convention:
  - Audrey, Clem and Jim to plan 30-minute presentation
  - Table at Convention to include info pamphlets, video from James, sign-up lists for third pilgrimage and for "road show"

### 2) Outreach Project for the Diocesan Convention

The Poverello Center is assisting in planning warming bundles project - will move forward with a couple local business explorations, discretionary fund and parish contributions (as clergy invite), a few grants, and bulk purchases. (blanket, poncho, water bottle, hat, gloves, socks, stuff sack, note of encouragement.) Also will feature houselessness/issue factoids for assembly tables.

Audrey will focus letter-writing advocacy opportunity on homelessness

### 3) Community Ministries

Dorcie provided the following report:

#### Parenting Place

- In the midst of Parent Aide interviews; Parent Aide is a home visitation program with fewer age restrictions than most others, born out of the National Exchange Club's national project of the prevention of child abuse and neglect.
- Approaching County to renew support for work at detention and pre-release centers
- Participating in Child Abuse Prevention (CAP) Center reaccreditation, and deepening connections with other CAP Centers
- Donation Warehouse is undergoing some facelift work – go by and check it out!

#### Hellgate High School

- Plans are cooking for a parking lot welcome back station for our Hellgate neighbors.
- We have lifted up either October 16<sup>th</sup> or 23<sup>rd</sup> for Hellgate Sunday for A'Lisa and Tracy's consideration.

#### Missoula Interfaith Collaborative



- Next Leadership Intensive October 1-3, 2022; next Wrestling session begins October 17<sup>th</sup>.
- The Father Boyle event ended up raising more than \$70,000 for this year's MIC work, and \$100,000 for future years.

4) Plans to Celebrate Social Concerns 20<sup>th</sup> Anniversary

The date for this is confirmed as October 30, 2022.

Glenn Hladek distributed an outline of the proposed report (please contact him for a copy:

[gahtrek@bresnan.com](mailto:gahtrek@bresnan.com)) and we agreed to provide feedback/suggestions by August 9. **Those not attending the meeting are urged to follow up on this as well.**

Reminders from an earlier report:

- Tying the celebration with a service opportunity
  - Possibly tying services opportunities to Alms Sundays ("A Year of Celebration")
- In any event, it was agreed that the purpose of the event would be two-fold: celebration and awareness.

5) Alms Sundays Update

All Nations Alms Sunday raised \$601; Connie will mail out the check this week. She also had totals for May's Borderlands (\$150, before the fundraiser/sales), and \$85 for June's Habitat.

To date, our 2022 Alms Sundays have generated nearly \$2,100 in special collections (doesn't include RGBM fundraiser/sales) and additional awareness. Thank you for your commitment to making these a reality at HSP this year!

Next is August 28 – Creation Care, with Gartners coordinating.

6) SCC Budget

After a review of the status of our budget, the Committee approved funding for four items:

- \$500 to support 549-HOPE, to the Hope Rescue Mission
- \$500 to support the international KIVA micro-funding project, which has been on-going for the past several years, coordinated (for Holy Spirit) by Carla Mettling
- \$200 to ERD for relief work in Kentucky
- \$300 for a Butterfly Grant to be submitted by Dorcie, to help fund the Convention Outreach Project

7) Oher Business:

- Lucia Work reported that Holy Spirit donated 30 lbs. of clothing for the fall Sock and Underwear Back-to-School Drive.

The next Committee meeting is scheduled for **September 7, 2022.**

The meeting closed with the Lord's Prayer.

– Jim Wiley, Chair

G) Spiritual Formation – Nancy Errebo (Gretchen Strohmaier, Chair)

See Assistant Priest's report.

**Youth Ministry:** No report for July as I was off this month.

– Lewis Myers, Youth Director

H) Stewardship – Pat Cole ( , Chair)

No report this month.

– Stewardship Committee

- l) Creation Care Ministry – Warren Gartner (Karen Simons Gartner, Chair)  
Creation Care didn't meet in July so there really isn't a report. We do have the tour at Travelers Rest in August and the Labyrinth walk in September coming up.  
– Karen Simons Gartner