

Holy Spirit Vestry Meeting Minutes

Wednesday, March 11th, 2020

PRESENT: Barbara Barmeyer, Kevin Borg, Torian Donohoe, Mark Dvarishkis, Terri Ann Grotzinger, Mary Jennings, Jeff Serviss, Caitlin Sherman, Kent Watson, Jim Wiley, Clem Work

- 1) Opening Prayer – Clem Work
- 2) Spiritual Reflection – Terri Ann Grotzinger
- 2) Administrative/ Business Matters
 - **Motion to approve Consent Agenda; Seconded, Motion Passed**
- 4) Parishioners' concerns and correspondence
 - Newcomer information was received from a couple looking for a new church home. There was some discussion about we follow-up with newcomers and whether a newcomer ministry should be revived. This will be added to next month's agenda.
 - Marva reached out on behalf of the Rummage Sale Committee, asking that rummage sale set-up begin on Saturday, April 25th with the conga line following on Sunday, April 26th. All were fine with this – it will streamline the process and coffee hour can work around the set-up.
 - We were notified that an additional \$35,000 has been released from the Blair Trust. More discussion re: this disbursement to follow in the Finance Report.
- 5) Memorial Board Report
 - Clem discussed the possibility of joining with other churches to pool funds for affordable housing. An expert from Homeward is attending the next meeting of the board for further discussion. Mark inquired if the funds would be coming from the Memorial Board or from the Vestry, or both. Terri requested that the meeting be recorded.

6) Finance Report

- Mark reviewed the February financials. A few small errors in the budget worksheet were identified and corrected – no major implications, and everything will even out by the end of the quarter.
- Investments were down but our position is fine and we won't look to liquidate any holdings.
- Proposal to hold the disbursement from the Blair Trust and not immediately invest it. Discussion will continue re: how this money will be allocated.
- **Motion to Approve the February Financial Report; Seconded, Motion Passed**

6) Old Business

- Discussion of the draft policy for building usage.

What can we do about keys to the building, as they are very expensive to replace. We could re-key one door. HSP administrators will discuss this approach and make a decision.

We should approach the policy as a living document and make adjustments as needed. For example, the language “socially redeeming” should be replaced with “for the common good,” etc.

The building usage sub-committee will be the first to review and filter applicants.

- **Motion to Approve the Policy for Building Usage and the Application for Building Usage; Seconded, Motion Passed**
- Update on the Sound System. The new microphone is working well, there are no dead spots around the church and the volume adjustment is functioning. Antennas will work with speakers in the parish hall and we are still looking into a hand-held microphone.
- Safeguarding policies and training was reviewed. Vestry members who completed the training signed off on it, others must do so ASAP.

- Update on Kate Laney's request for Holy Spirit to adopt sustainable practices. Terri would like to form a ministry to explore the stewardship of creation – Kent and Mark kindly agreed to take the lead on this, possibly collaborating with the Stewardship Committee.

7) New Business

- Plans for the Easter Sunday brunch were reviewed. The Vestry will gratefully accept help this year with preparing and serving the brunch. Thanks to Kevin and Barbara for heading-up the event.
- The Social Concerns Committee is finding it difficult to set up a core team to examine how Holy Spirit might align with the broadening outreach of the Missoula Interfaith Collaborative. The Vestry needs to be listening to parishioners to learn what is really important to our evolving community. Jim, Dorcie, and Terri will craft questions and each Vestry member will have discussions with a number of parishioners.
- Lance Collister offered to make a short presentation to the Vestry about the benefits of -- and grant funding for -- solar panels. We appreciate his expertise in this and will discuss further when we have more information.
- Update on COVID-19. This is an evolving situation – Terri will work with the staff, the Bishop and the Diocese to make informed decisions about coffee hour, communion, services, etc.
- Please mark your calendars – on Saturday, May 2nd at 12:30 p.m. the Vestry will help with Rummage Sale clean up.
- Date and time for next Vestry meeting; April 8th at 5:30 p.m.

Respectfully submitted, with special thanks to Caitlin Sherman,

Ann Wiltse
Clerk of the Vestry

March Rector's Report to Vestry

Bishop Marty Stebbins made her first official visitation on Sunday, March 1st. She confirmed eight youth and received one adult. In addition to the services, she and her husband, Bob met for a brief reception with those who attended the early service, as well as the reception following the second service, and attended Compline that evening. My thanks to you who tended to the numerous things that happened behind the scenes in preparation for her visit and to the vestry and clergy for making time available to visit with the bishop on Saturday. It was a wonderful time and well received by all!

Pastoral care continues with visits as requested and several follow-up and check-in calls. Gretchen and I are regularly reviewing needs and follow-up. Monthly worship service for The Springs is being handled by Gretchen, and I am tending the monthly service for The Village.

The news of the COVID19 virus in nearby western states has caused us to identify and implement preparedness and prevention efforts to reduce exposure overall. Bishop Marty addressed specifics during her visitation, and I am in the process of discussing just how we will adjust during this time with staff, ministry leaders and the parish overall. This is a time to be most mindful of the needs of others and everyone doing what they can to reduce exposure and prevent spread of this virus.

Planning for worship has been top of mind for the staff this past month for Ash Wednesday services, Confirmation/Reception during the Bishop's visitation, and looking ahead to Holy Week and Easter. We will be cognizant of our COVID19 planning as we enter the various services. We are excited for Maundy Thursday with the soup dinner and worship service having our newly confirmed youth (those 16+ years old considered adults in the Episcopal Church) participating in various ways. I met with the Altar Guild to share Eucharist and to prepare for the bishop's visit, Holy Week and Easter. A special thanks to all those who support our worship services: The Altar Guild, Choir, Ushers, Readers, Eucharistic Ministers, Acolytes, Intercessors, the Staff and Volunteers who assist in preparing the worship space and materials week to week! Thanks also to those who cared for the Pancake Supper – it was delicious!

I also met with the Stewardship Committee to brainstorm how we can better communicate stewardship as a year-round ministry beyond the annual financial pledge effort. I also attended the monthly Clericus in Polson, handled diocesan Standing Committee work via GoToMeeting, and have been of support to the bishop as needed.

Faithfully submitted,

The Rev. Terri Ann Grotzinger
Rector

March Assistant Priest's Report to Vestry

I preached and celebrated once in February and I continue to participate in group and individual spiritual direction. I continue doing some pastoral care. This month I facilitated one counseling session and made 6 visits. I met with the home visitation team. I continue to meet with Terri to do planning and coordinating for ministry opportunities at Holy Spirit. I am working with Terri and church volunteers to create mechanisms in the church to hang banners and other visual materials for liturgy. I presided and celebrated at a monthly worship service at The Springs. In February I met with the assistant pastor at UCC to discuss potential collaboration on a youth sexuality class. I participated peripherally with MIC events. I attended two community events in February--a climate event and a flag ceremony. I took a training through Empower Montana on conflict management. I met with the vestry and the bishop during her annual visit.

- The Rev. Gretchen Strohmaier
Assistant Priest

March Vestry Ministry Reports

1) Communications – Judy Parock, Chair

Planning has been underway throughout February and into March promoting the start of Lent and our Lenten programs. We have a number of offerings this Lent including the 2020 Lenten series, “Race and Faith: Respecting the Dignity of Every Human Being, and the Centering Prayer Lenten gathering, Lenten Compline, the Sunday morning study group, “Plenty Coup’s Story: A model for spiritual wisdom and healing,” and a study to wind up Lent entitled, “Listening for God.” We developed posters for the Lenten Series, and Gretchen utilized her group of volunteers to deliver these posters to locations around town. The Lenten Series was also featured in an article in the Missoulian, and the information was sent to the Missoula Ministerial Association for distribution among their members. We put together a bulletin board in the parish hall featuring all of these Lenten offerings as a way to highlight them to the congregation. We also have a Lenten resources table in the parish hall where there are materials for parishioners to take home to help them in their Lenten journey. Following a suggestion from a parishioner, we included half sheets with a description of the Plenty Coup study on them for people to pick up and give to their friends. The parishioner’s comments were, “Unlike so many of our other Sunday classes that involve Bible study, this one is so ecumenical and would be a great way to introduce our church to others.” Gretchen has also been utilizing the sandwich board sign to highlight our Lenten program to sidewalk traffic.

We developed posters for the Centering Prayer Lenten gathering, the Plenty Coup Study, the Listening for God workshop, in addition to posters for Ash Wednesday services, the Pancake Supper, Episcopal Relief & Development Sunday and Bishop Marty’s visitation to Holy Spirit. We used that artwork to advertise the events on our church Facebook page, and posted pictures from these events to our Facebook page. We created Facebook events for each of these events as well and used them to help spread the word about those functions.

The website homepage has been updated with an invitation to participate in our Lenten programs. Including rotators for each of our Lenten events and a general invitation to our Lenten Sunday services, we also have a panel on the homepage entitled, “Lent at Holy Spirit,” inviting the reader to join us at Holy Spirit for the Lenten journey from Ash Wednesday to Easter. It links you to the Lent landing page where our offerings from Ash Wednesday services through the contemplative Lenten programs are listed, all in one location on the website. The sidebar on that page lists the Holy Week and Easter services. Closer to Easter we will create a Holy Week and Easter services landing page as well. This is an easy way for a visitor to the website to connect with all the various Lenten activities at Holy Spirit this Lent, and again following the suggestion from another parishioner, we’ve added the words, “The public is welcome,” so that people know that these events are not just limited to church members. More information about the Lenten series is available from that location by clicking on the link at the bottom of the description. For a person looking on the Worship page of the website, we’ve included links on that page to our special programs during Lent and a link to our Holy Week and Easter schedule. For a visitor just looking at events on the Calendar of the website, clicking on the event on the calendar takes you to a more detailed description of the event as well. We’ve tried to provide multiple ways for a person to access information about our Lenten programs and activities.

We continue to make use of the free service that Google My Business provides. When someone googles “Holy Spirit Episcopal Church,” our listing comes up and includes events in addition to a description of our faith community and the times of our services. We make use of this service to highlight our Christmas services and will do the same for Holy Week, but in the meantime, we will focus on our Lenten programs and activities.

We continue to update weekly the content on our Pushpay app so that it is fresh. Currently there have been 169 downloads of the app. To date we have had 302 transactions totaling \$30,945.63. We have a total of 46 current donors on Pushpay, 20 of which are recurring donors. Most all of these donors are giving through their personal Pushpay accounts. It is good to see people using the app or the giving link to make payments on Pushpay for other needs such as donations to Bishop's Discretionary Fund, in addition to the General Fund. We continue to make available information about the different ways to access Pushpay for giving in both the Sunday bulletin and in the Spirited Times.

– Judy Parock

- B) Holiday Market – Caitlin Sherman (, Coordinator)
- C) Parish Life – Don Gisselbeck (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)
Reception committee report: The Reception Committee provided the reception for Confirmation and the bishop's visit in February.
– Anne Cohen

Coffee Hours: After a dearth of Coffee Hour hosts for February, our requests for hosts produced a number of volunteers, and our schedule is now set until after Easter. I will send out emails to round out our Spring schedule through the end of May.

– Kathy Swannack, Coffee Hour Coordinator

- D) Properties – Kevin Borg and Kent Watson (Margaret Borg and Kevin Borg, co-chairs)
Properties/Buildings Report: The delivery of our new microphones has been delayed due to disruptions in international trade from China, but we have received word from Acoustic Vision that the microphones are ready for installation. That will be done on Thursday, March 5. The backflow prevention valve was tested, and the report sent to Missoula Water as required. Kevin assisted Terri in locating disinfecting wipes for use in the church and hand sanitizer for hand sanitizer stations at the entrances to the church and parish hall.
– Margaret Borg

- E) Rummage Sale – Ann Wiltse (Marva Gallegos, Chair)
The Rummage Sale Committee met March 4 to plan and organize the sale on May 1-2. We would like everyone to bring items for the sale April 26-28. It is difficult to find space to store these items if they are received earlier. Check the Spirited Times for things we can accept. The group formed subcommittees, modeled after the Holiday Market, in order to keep the sale going without a chairperson in the future.

Two things came up that we need the Vestry to consider. At the end of the sale many people are needed to help with cleanup. If the vestry could please step in to help bag up the leftovers after the sale ends at 1:00, Saturday May 2, that would be great. We would like to use the garage for storage and possibly sales space if the weather is bad. Could the Vestry approve our selling or disposing of unneeded items in the garage? We would be happy to clean it out so there would be useable space.

The committee looks forward to a terrific sale and appreciates all the Vestry's help!

– Ann Wiltse, Vestry Liaison

- F) Social Concerns – (Jim Wiley, Chair)

**Social Concerns Committee Report
From Meeting on 3/2/2020**

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

1) Habitat for Humanity

Bob Brewer informed the Committee that Habitat is planning two new homes in 2020, one for a refugee family from the Congo and the second for a single mother. As in the past, Holy Spirit is asked to consider donations of funds, manpower and meals. Material will be sent to the Committee and a decision taken at our April meeting.

2) Advocacy Effort (Clem Work)

- Clem reported on the initial discussion of a potential partnership with other churches to build affordable housing, with the Memorial Foundation Board. Much remains to be done to educate ourselves and the Board members on this subject, and this will start with an April 29th meeting with Andrea Davis of Homeward, Inc.
- Clem also mentioned that we have asked to be included in the Missoula Home Coalition, a new organization in the process of formation.
- Carla suggested some intermediate activities, such as letters to the newspaper and local officials; Jim suggested that the Housing Advocacy Subcommittee re-form to focus on this.

3) Parenting Place / Hellgate HS Ministries (Dorcie Dvarishkis)

Parenting Place:

- Parenting Place Sunday will be May 3rd
- Parishioners are urged to support Donations Warehouse, as this is a major source of funds for Parenting Place
- Dorcie will re-join the Board in June

Hellgate High School:

- We clarified that the 42 “homeless” students at Hellgate High School are in fact housed, either with friends, non-parent adults or Family Promise
- Holy Spirit funds are being used to help students at Sparkle Laundry

Beacon on Deacons

- The Deacon School will be starting in April with 3 students; other interested Episcopalians can take these classes, if they wish (possibly as they are considering the Deaconate)

4) Spring Book Study (Carla Mettling)

- The spring book study will focus on climate change and the environment, with six dates reserved (April 15, 22 and 29 and May 6, 13 and 20).
- The Committee evaluated seven books and settled on the well-recommended *This Changes Everything* by Naomi Klein.
- The agreed format is as follows:

Week 1 – Speaker and video, possibly from the presentation given by Dr. Rob Davies

Weeks 2-5 – Book Study / Discussion of *This Changes Everything*

Week 6 – One/two speakers focusing on specific steps we can take to help

5) Missoula Interfaith Collaborative/Core Team (Jim Wiley)

Dorcie provided an update on the formation of a new “Core Team” for Holy Spirit. Unfortunately, the effort to reach into the Congregation for additional support was not successful. It has been agreed that the existing small Core Team will work with the Vestry to initiate relational listening at Holy Spirit.

6) On-going Projects: Red Cross Blood Drive

The Spring Blood Drive was very successful – gathering 25 pints of blood vs. an expected (by the Red Cross) 18 – nearly 40% over target!! Many thanks to all Holy Spirit donors! The Fall Blood Drive is scheduled with the Red Cross for September 24th.

7) Butterfly Grants:

Two Butterfly Grants were approved at this meeting:

- \$250 for truck rental to take excess Rummage Sale items to Lodge Pole, on the Fort Belknap Reservation
- \$300 for scholarships to the "Adult and Child Naturalist Days" program of the Montana Natural History Center

8) Other Business – Bob Deaton reminded the Committee of the March 22-24 event/training by Phoenix Rising, a Portland, OR support group for those leaving incarceration.

The next Committee meeting will be Tuesday April 7, 2020 at 7:00 pm, in the Guild Room.

The meeting closed with the Lord's Prayer.

– Jim Wiley, Chair

G) Spiritual Formation – Glenn Hladek and Mary Jennings (Gretchen Strohmaier, Chair)

Spiritual Formation:

Adult. I did planning for spring classes. I continue to attend monthly Social Concerns Committee meeting to help facilitate church-wide planning and collaboration. I work with volunteers on a weekly basis to supplement staff duties and responsibilities. In February I used volunteers to help publicize the Lenten programs. Anita Rognas led a book study (Themes of the Old Testament by Richard Rohr) that finished up in February. She had up to 12 participants over 6 weeks. I prepared and publicized resources for Lent and communicated with Lenten speakers in preparation for our series.

Children & Youth. I coordinated a service project for Church School families at the Missoula Food Bank on the last Sunday of the month. And I continue to oversee the nursery personnel and the Church School Shepherds. I taught one Confirmation class and worked with PJ and Terri to plan the Confirmation service and the three remaining classes.

– The Rev. Gretchen Strohmaier, Assistant Priest

Youth Ministry:

This month was a strange month in terms of scheduling, but a good one nonetheless! We had no Youth Group this month due to scheduling conflicts, however we had Confirmation, QUEST, and a few events.

QUEST has had low attendance; however, this next month should have more consistent scheduling than last month, which should help quite a bit.

The first set of Confirmation Classes ended, and 8 kids were confirmed on Sunday! We still have 3 follow up classes coming up next month to finish up their Confirmation education.

QUEST and Church School volunteered at the Food Bank one Sunday this month, and we had more people volunteer than expected, which is always a pleasant surprise!

Thank you for all your support and what you do!

– PJ Willett, Director of Youth Ministry

H) Stewardship – Torian Donohoe (Barb Hosier, Chair)

The stewardship committee met on Thursday, February 27, 2020.

At the meeting we reviewed how we might proceed with this ministry in the coming months, focusing on making this a year-round effort.

We believe that we need to develop a plan to continue to education our parishioners about sources of funding for the budget. This would, perhaps, include talks or informative gatherings to learn more about estate gifting to the church, funds from the Memorial Board, ways to utilize IRA's for giving, and gifting stock.

We hope to incorporate the concepts of sustainability into our efforts as good shepherds of our earth.

Getting input from parishioners seems vital to all efforts; to that end we need to provide vehicles and venues for people to present their questions to us and learn their priorities.

It is our hope that our vestry will join in these efforts and help guide us in the implementation.

Our next meeting is scheduled for Thursday, March 12 at 2:30 pm in the guild room.

– Barb Hosier, Stewardship Chair

Torian Donohoe, Stewardship Committee Vestry Liaison