

VESTRY MEETING – 02/10/2021
AGENDA

*** Indicates item is on Consent Agenda**

- 1) Opening Prayer (1 min.)
- 2) Terri Spiritual Reflection
- 3) Jim Administrative/Business Matters (5 min.)
 - a) Review (read before meeting); Approve at meeting
 - Agenda 02/10/2021 *
 - 01/13/2021 Minutes and 01/31/2021 Minutes *
 - Ministry Reports *
 - Credit Card Statement *
 - Diocesan Assessment (Quarterly) *
 - b) Vote on Consent Agenda
- 4) Terri/Jim Parishioners' concerns and correspondence (5 min.)
 - a) Correspondence
- 5) Memorial Foundation Report – No Report
- 6) Mark Finance/Investment report (5 min.)
 - a) Hold off on Counting Schedule until in-person services resume
- 7) Old Business Vestry Actions/Activities Requiring Approval (15 min.)
 - a) Update on Master Landscaping Plan for church grounds - Kent
 - b) Updates from Properties Committee/ending maintenance projects – Jeff
 - Parish Hall floor refinishing – on hold
 - Shingle repair
 - External fire alarm system
 - Ceiling and new paint in parish hall
- 8) New Business Vestry Actions/Activities Requiring Approval (10 min.)
 - a) Approval of 2020 Parochial Report (approval needs to appear in the Vestry minutes)
 - b) Approval of Signature Authority (names must appear in the Vestry minutes)
 - c) Ministry Liaison Assignments – discussion
 - d) Vestry retreat/time
 - e) Discussion of Mutual Ministry Review
 - f) Messaging about Planned Giving
 - g) Discussion regarding parking lot and rental of spaces
- 9) Terri Ministry Reports – check in with liaisons (15 min.)
- 10) Other
 - a) Review and sign off on having read and understood the Model Policy for Safeguarding God's Children by March meeting

- Reading and understanding our diocese’s approved policies for Safeguarding God’s People & Children is required for church leadership.
 - The Policies are attached to this email and are also available at <https://diomontana.com/safeguarding-gods-childrenpeople/policies-for-safeguarding-gods-people/>.
- b) **Online Safeguarding Classes**—*Safeguarding God’s People* is required training for all church leadership. This includes but is not limited to clergy, supply clergy, vestry leaders, employees, volunteers, lay leaders and child/youth workers. The Standing Committee of the diocese made this a requirement for church leadership, and Bishop Marty stands behind it. The following 3 classes are required by the March meeting:
- *Preventing Sexual Exploitation in Communities of Faith for Ministries*
 - *Preventing Sexual Exploitation in Communities of Faith for Congregations*
 - *Your Policies*
 - Here is the link to the online classes: <https://diomontana.com/safeguarding-gods-childrenpeople/online-classes-for-safeguarding-programs/>.
- c) Bishop Marty Stebbins’ official Visitation to Holy Spirit will take place April 18. The bishop usually meets with the Vestry and clergy on the Saturday before her Visitation, April 17, 5 p.m. (Please hold time open.)
- d) Vestry sign-up sheet to lead opening prayer for Vestry meeting
- e) Audit information has been requested and will be sent to Auditor Lynn Anderson
- f) Upcoming diocesan training session set for Tuesday, March 2 at 6:30 p.m.
- This is a chance for the newly elected Vestry to learn more about their roles, responsibilities and resources. Even if you are not new, you may learn something and you are welcome too.
 - The diocese also has a training video for Vestry training on their website. Here is the link: <https://diomontana.com/training-videos/>.
- g) Next meeting date – March 10 at 5:30 p.m. via Zoom and in parish hall

11) Terri Closing Prayer