

**VESTRY MEETING – 04/14/2021**  
**AGENDA**

**\* Indicates item is on Consent Agenda**

- 1) Warren Gartner                  Opening Prayer    (1 min.)
- 2) Terri    Spiritual Reflection
- 3) Clem    Administrative/Business Matters    (5 min.)
  - a) Review **(read before meeting)**; Approve at meeting
    - Agenda 03/10/2021 \*
    - 04/14/2021 Minutes \*
    - Ministry Reports \*
    - Credit Card Statement \*
    - Diocesan Assessment (Quarterly) \*
  - b) Vote on Consent Agenda
- 4) Terri/Clem                  Parishioners' concerns and correspondence    (5 min.)
  - a) Correspondence
- 5) Memorial Foundation Report – No Report
- 6) Mark    Finance/Investment report    (5 min.)
- 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
    - Update on replacement water heater for church office
    - Update on replacement flooring quotes for parish hall
    - Update on resealing of mortar for outside bricks
    - Parish Hall floor refinishing – on hold
    - Shingle repair
    - External fire alarm system
    - Ceiling and new paint in parish hall
    - Solar panels on the roof of parish hall
    - Review of the rug/mold cleaning needs in the Parish Hall with cost estimates
  - c) Ministry Liaison Assignments – final assignments
  - d) Mutual Ministry Review – discuss in July for some time in September or October
  - e) Update from the Planned Giving committee
  - f) Update regarding rental of space to Montessori school
  - g) Update on Safeguarding God's Children
    - Model Policy – read and verify by signing Vestry form for diocese
    - Who needs to complete online training?
- 8) New Business                  Vestry Actions/Activities Requiring Approval    (10 min.)
  - a) Continuation of discussion of possible re-opening steps – sharing Bp. Marty and diocesan-wide clergy thoughts

- Upgrade video/audio system in church so that we can develop live recording/streaming capabilities
- b) Discussion of letter in support of renaming Higgins Street Bridge to Beartracks Bridge
- c)

9) Terri                      Ministry Reports – check in with liaisons                      (15 min.)

10) Other

a) Requirements for Safeguarding God’s Children

- Review and sign off on having read and understood the Model Policy for Safeguarding God’s Children by March meeting
  - (a) Reading and understanding our diocese’s approved policies for Safeguarding God’s People & Children is required for church leadership.
  - (b) The Policies are attached to this email and are also available at <https://diomontana.com/safeguarding-gods-childrenpeople/policies-for-safeguarding-gods-people/>.
- **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:
  - (a) *Preventing Sexual Exploitation in Communities of Faith for Ministries*
  - (b) *Preventing Sexual Exploitation in Communities of Faith for Congregations*
  - (c) *Your Policies*
  - (d) Here is the link to the online classes: <https://diomontana.com/safeguarding-gods-childrenpeople/online-classes-for-safeguarding-programs/>.

b) Bishop Marty Stebbins’ official Visitation to Holy Spirit will take place April 18, either in-person or via Zoom. The bishop usually meets with the Vestry and clergy on the Saturday before her Visitation, April 17, 4-5 p.m. (Please hold time open.)

c) Audit materials prepared and Auditor notified; audit needs to be completed by September 1
 

- Notified Auditor that Vestry will need to review the Audit at its August meeting prior to it being submitted to the diocese.

d) Next meeting date – May 12 at 5:30 p.m. via Zoom and in parish hall

11) Terri                      Closing Prayer