

Holy Spirit Vestry Meeting Minutes

Wednesday, July 14, 2021

Members present via Zoom: John Crowley, Mark Dvarishkis, Kent Watson, Jeff Serviss, Nancy Errebo, Holly Swartz, Mary Beth Jourdonnais, Kevin Borg, Terri Grotzinger, Warren Gartner, Caitlin Sherman.

- 1) Opening prayer lead by John
- 2) Administrative/business matters
 - a. **Motion to accept the material on the consent agenda, seconded, and approved.**
- 3) Audrey Murray came to the meeting to introduce the Rio Grande Borderlands Ministry which supports shelters on both sides of the border in New Mexico and far west Texas. We are the first parish to look into partnering them, so they sent a draft partnership letter to us to get our feedback on. The partnership would include a financial commitment, prayer commitment, and a time commitment – either in person or virtual,
 - a. The partnership would be informal, not a binding contract.
 - b. Our partnership could be diocese wide as other churches have also expressed interest.
 - c. There will be an informative learning evening in September with people from RGBM available to talk to.
- 4) No concern/correspondence from parishioners to discuss.
- 5) Memorial foundation
 - a. While working on the request for proposal to explore who we want to work with on our investments the board realized that we should also be re-evaluating how our money is being invested. Is it being invested in ways and places that reflect our values and who we are as a church community?
 - b. Transparency – we would like our financial advisors to be able to clearly present to us how our investments are working on more than an annual basis. Paul Polzin did a lot of work to collate a document for the board to see how our investments are currently sitting.
- 6) Financial report
 - a. We are effectively about on budget. Things are a little behind where Mark had hoped but we are still in good shape.
 - b. **Motion to accept the financial reports, seconded, and approved.**
- 7) Old business
 - a. Landscape Master Plan
 - i. The tree pruning is scheduled for next week and the fertilizer treatment for the root system has been applied. Kent will set up stakes and signs to keep people outside the perimeter and off the roots.
 - b. The city's Historic Preservation Officer is going to start working on the forms to register the church buildings and campus to the National Registry. Kent believes the process should be completed by September or October.
 - c. Properties update
 - i. Temp Right is scheduled to come out on Monday to quote the water heater replacement for the office.

- ii. Garden City is scheduled to come out to test the indoor air quality.
 - iii. The deteriorating metal fire door into the basement will need to be assessed by a contractor for repair so that it could be the dedicated entrance for the Montessori School.
 - iv. No update on the solar panel project.
 - v. Jeff has calls into multiple companies about an external fire system but is not getting any call backs.
 - d. Mutual ministry – Terri is working with the new Canon to the Ordinary, Rev. Mikayla Dunfee.
 - e. Plans for further re-opening – Terri is playing phone tag with Jake Riggs to discuss a proposal. The next step in reopening would be moving towards regular communion. We are holding off on that as there are still many people who are not yet comfortable coming back inside.
 - f. Planned Giving – Betty DuPont had laid the groundwork years ago and now Clem is bringing it back to the forefront. The idea is to shift the thinking of giving to the church just in present tense and looking further into the future.
 - g. Lease agreement – Terri will meet next week with Mary Beth and Nancy to iron out the specifics.
 - i. Doug Harris has agreed to review the agreement.
 - h. The Dean of the College of the Arts and Media, Laurie Baefsky, wants to meet with Terri and Nancy Cooper to learn more about the history of the organist/choir director relationship between Holy Spirit and the University of Montana.
 - i. The draft of the usage agreement we've been working on is not church specific, so Terri has reached out to Helena to get an example of what they use to tweak ours.
 - j. The annual review of insurance coverage has been addressed and can be removed from the next agenda.
- 8) New business
- a. The Diocesan budget includes annual allocations for clergy sabbaticals and Mark would like to start doing the same with Holy Spirit's budget. Especially as Terri is overdue for a sabbatical and taking one every 7 years is included in the letter of agreement.
 - b. Mark would also like to explore the Vestry using Microsoft Teams to share documents.
 - c. Report on the Rummage sale – Holly reported that the sale made a total of \$6,498.55. Having the sale outside was refreshing and many comments were made about it being a great way to reconnect with the community.
 - d. Approximately 60 people attended the service and annual picnic at Silver Park.
- 9) There will not be a Vestry meeting in August so our next meeting will be September 8 at 5:30 pm.

Respectfully submitted

Caitlin Sherman
Clerk of the Vestry

July Rector's Report to Vestry

No report this month.

The Rev. Terri Ann Grotzinger
Rector

July Assistant Priest's Report to Vestry

Spiritual Formation: I met with the Social Concerns Committee for coordination purposes. Met with the Spiritual Formation Committee to make final preparations for implementing our survey work. Set up a plan for surveying staff first. Began work towards scheduling this meeting. Had a meeting with Terri to discuss needs for youth in our parish. Coordinated meeting for Native American Task Force.

Church School: I hosted an end-of-the year celebration for church school families. I began brainstorming and planning for a church school kick-off theme (with Nancy Cooper to coordinate).

Worship. I preached and presided at one worship service in June. I facilitated two Wednesday noontime, outdoor Eucharist services. I presided at a wedding for Alisa Dvarishkis Hock.

Communication: I covered for Terri for two weeks while she was away on vacation, working with staff, committees, and checking for emergency needs/messages regularly.

Pastoral Care: During June I provided pastoral care for 7 individuals/families.

Parish Life: During June I began coordination of church picnic.

Community. I coordinated with Carla Mettling to provide lunches for our Habitat volunteers. I met with a church school parent to brainstorm about ways our children could be involved in Habitat for Humanity over this next year. Provided support to a couple of community members needing financial assistance. Provided phone support to a community member needing spiritual assistance.

Diocese: I met with Bishop Stebbins while I was in Helena doing research and we discussed the history of the diocese's relationship to Native Americans. Participated in a zoom meeting with other priests in the diocese providing Cluster Ministry.

Study & Self-Care: Went to the Montana Historical Society in Helena to research Bishop Brewer (our second bishop) and learn about his response to the removal of the Salish Indians from the Bitterroot. Met with my Spiritual Director for individual support. Began researching the first ordinations of women within the Episcopal Church. Began researching church history for preparation for teaching a Deacon School course later in the year. Enjoyed some time with my family at Glacier Park.

The Rev. Gretchen Strohmaier, Assistant Priest

July Vestry Ministry Reports

A) Communications – Judy Parock, Chair

With the return to the office and the start of summer, in-person activities at the church have been picking up, and I have also begun preparing for my absence from the church during my vacation beginning in mid-July. Here's what has been happening this past month:

- **Website Updates: Information about these events was also shared in the weekly Spirited Times and on the church app.**
 - **Promotion of the Creation Care Field Trip to Missoula Urban Demonstration Project:** We created a rotator for the homepage of the website that linked to an event page with detailed information about the field trip and how to sign up. Warren sent me a number of photos from his own visit to MUD, and I included them on the app and on the field trip page of the website. I also created a poster for this event which I have posted in the church entryway and in the parish hall.
 - **Promotion of Summer Yard Sale:** Betsy Holmquist of the Rummage Sale Committee provided a lively description of this year's scaled down yard sale for the Spirited Times, the app, and the website. We created a rotator for the homepage of the website that linked to an event page with more detailed information, including the request for volunteers for the sale. We also have a "Summer Courtyard Page" on the website with similar information. I have created a poster for advertising the sale that is on the Parish News bulletin board in the parish hall and in the entryway of the church.
 - **Sock and Underwear Drive:** The parish is once again participating in the Gary Turbak Memorial Back-to-School Clothing Project run by St. Paul Lutheran Church. Churches in the community provide packages of new socks and underwear for children ages 4-12 in need in the Missoula valley for this clothing project. A rotator and event image were created for the drive, and we have been advertising the drive in the weekly Spirited Times. The donation box is placed on the porch of the church office so that people can donate throughout the week and not just on Sundays. That information is reflected on the event page for the drive on the website and on the poster we created for the event.
 - **Church Picnic and Worship Service:** On Sunday, July 11, we are taking the opportunity to gather as a community outdoors for worship, food and fun at Silver Park. We have created a poster for the event and also a rotator for the website that connects to an event page with the detailed information about the picnic. We've noted the change in worship time for that particular Sunday. We will also have the opportunity to utilize the new feather banners with our church information on them at this event.
 - **Habitat Video:** On the Habitat workdays in June, James Gartner filmed a video featuring Abigail Carey talking about their home that is being built with the help of Habitat for Humanity. We posted that video on the Habitat Workdays event page on the website, on the church Facebook page, and we also linked to it from the Spirited Times. It's a wonderful opportunity to see our volunteers helping one of our own church families realizing their dream of home ownership.
- **Google My Business:** Currently we have the Wednesday Gatherings, our Summer Worship time, the church picnic, the Sock and Underwear Drive, the Creation Care field trip to Missoula Urban Demonstration Project, the Summer Courtyard Sale, and the Habitat workdays on this site. I've been updating the Sunday service information as it has evolved regarding the wearing of masks and how we are taking Communion.
- **iContact Newsletters:** We continue to use iContact to send out our weekly e-newsletter, the Spirited Times, to the congregation and for our weekly service announcements. I have updated the Sunday service information as it has developed from week to week so that people know what to expect when they come for services or when we have been unable to record a Sunday service.
- **Facebook Updates:** We've created Facebook events for the MUD Field Trip and the Summer Courtyard Sale and the Church Picnic. We've sent out invitations to church members as a way of

encouraging participation in those events. We updated the look of our Facebook page with changing cover banners that feature these events.

- **Signage:** Our two feather flag banners finally arrived, and Kirk Johnson set one up in the parish hall so that we could better look at it. The feather flags come with both a heavy base that can be used indoors and a stake that can be used for outdoor display. The design turned out really well, and our thanks to Kirk Johnson for creating these informative and colorful banners.
 - **Scheduling Issues:** With the return to more in-person activities at the church, we have encountered some scheduling issues. We ended up with the Creation Care MUD Field Trip and the Summer Courtyard Sale on the same day, and that is not an ideal situation. We need to better communicate when events are scheduled. I did not have an exact date for the Creation Care Field Trip until I received the information for event, and the same is true for the Summer Courtyard Sale. Both events happened to pick the same date, and dates are difficult to change once plans are made. When an event is planned, we need to have that information for the Master Calendar as soon as possible so that conflicts can be avoided.
 - **Preparations for Vacation:** In anticipation of my vacation in July and the first part of August, I have prepared the service leaflets for Sunday services through August 15 to make it easier for those filling in for me while I am away. Connie Gerke will take care of the weekly service announcements while I am gone, and Elizabeth Serviss will do the Spirited Times while I am away.
- Judy Parock

B) Holiday Market – Caitlin Sherman (Bob Wattenberg, Online Sale Coordinator)
No report.
– Bob Wattenberg, Chair

C) Parish Life – Don Gisselbeck (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)
Reception committee report: There were no receptions this month.
– Anne Cohen

Coffee Hours: An informal visiting time is taking place in the church courtyard following our in-person service, but no refreshments are being served at this time.
– Kathy Swannack, Coffee Hour Coordinator

D) Properties – Kevin Borg and Kent Watson (Margaret Borg and Kevin Borg, co-chairs)
Properties/Buildings Report: Please refer to Jeff Serviss and to the items that he is overseeing. Our thanks to Frank Sherman for ordering and installing a new hose and window attachment for the air conditioner in Rev. Gretchen’s office.

E) Rummage Sale – Holly Swartz (Marva Gallegos, Chair)
The Courtyard Sale is being held July 10 from 8:00 -3:00. We might have an update on how it went before the meeting.
– Marva Gallegos, Chair

F) Social Concerns – (Jim Wiley, Chair)

**Social Concerns Committee Report
From Meeting on July 6, 2021**

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

Paul and Lynda Nelson from St. Paul’s Hamilton joined the Committee for this meeting, especially interested in the first topic discussed.

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

Audrey Murray brought the Committee up to date on additional discussions with representatives of the Rio Grande Borderland Ministry (RGBM), including a Zoom call with Nellie Fagan and a proposed “partnership agreement” they are drafting. Based on this and previous SCC suggestions, our next steps would be:

 - A **September 16th** congregational gathering combined with a Zoom call to inform more members of Holy Spirit and St. Paul’s Hamilton...
 - Also inviting St. Stephen’s from Stevensville
 - Focused primarily on awareness-building in a completely non-political manner
 - With some refreshment (TBD, but including snacks such as tamales, nachos, guacamole/salsa, possibly Mexican beer)
 - With limited fund-raising, limited to voluntary donations to cover meal expenses and possibly a raffle (after much discussion)
 - Items to be raffled might be “story clothes” from Multicolores in Guatemala and a modern migrant-focused icon from Kelly Latimore (recently featured in a Zoom discussion with Bishop Michael Curry)
 - Participation in a Borderlands Ministry Conference scheduled for October 21-23
 - Border visits by several HSP parishioners in the January-February time frame, possibly with video recording or write-ups of stories
 - Several SCC members and the Nelson’s expressed interest in a visit
 - Audrey will advise RGBM that we can likely plan two visits (6-8 people/visit)
 - Possible future fund-raising at one or both parishes
 - Further exploration on extending this effort to other Montana Parishes

As noted above, it was agreed that the focus will be needs, not policy... helping those in need and fellow Episcopalians... ensuring that nothing should be taken “politically.”

A sub-committee will focus on planning the September 16th event: Audrey Murray, Whitney Rimel, Elizabeth Drummond, Lucia Work and Jim Wiley. (In addition, Dorcie Dvarishkis will contact Chuck Teague to explore possible interest and names of other parishioners who might be interested.) In addition, Whitney and Lucia will draft announcements of the September event for the *Spirited Times* and the *Paraclete*.

- 2) Community Ministries (Dorcie Dvarishkis)
 - Hellgate HS – planning “back to school” activities with A’Lisa Scott and reported that one student has received a Drivers’ Ed scholarship
 - Parenting Place – Many events are being planned to celebrate the organization’s 40th Anniversary, including:
 - July 13 Open House at Parenting Place
 - July 17 and July 20 events at Donation Warehouse (12 Noon to 3 PM)
 - August 5 showing of the movie Jacinta, at Paddleheads field

The dates above will be announced in the *Spirited Times*.

Parenting Place Sunday at Holy Spirit will be September 19th.

- 3) Habitat for Humanity

Bob Deaton reported on the successful June build activities and reminded us of the build dates set for July 14 and 15. He confirmed that much of the work being done by Holy Spirit parishioners included the Carey home.

Warren Gartner reported that James Gartner has videoed some of this work, and will make the video available for future use promoting our relationship with Habitat.

4) Racial Reconciliation

Glenn Hladek reported on a meeting to coordinate Sacred Ground training with the group considering how we might focus more on how racism has affected Native Americans in Montana. Audrey and Carla agreed that there should be no problem coordinating, and suggested that more personal contact with Native Americans affected would likely be more meaningful. How and when this might happen is still to be determined.

5) Other Business

Glenn Hladek reported receiving a Facebook message from one of our Myanmar teachers asking for information about the possibility of coming to the U.S., or seeking refuge elsewhere in Southeast Asia. He and Clem Work will have further discussions about what (likely little) we might be able to do to provide guidance.

The next Committee meeting will be Tuesday August 3, 2021 at 5:30 PM, in the Parish Hall. (Note the slight change in time, occasioned by my return to volunteering at the Food Bank.)

The meeting closed with the Lord's Prayer.

– Jim Wiley, Chair

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

See Assistant Priest's report.

– The Rev. Gretchen Strohmaier, Assistant Priest

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

No Report.

– Barb Hosier, Stewardship Chair

Torian Donohoe, Stewardship Committee Vestry Liaison

I) Creation Care Ministry – Warren Gartner (Karen Simons Gartner, Chair)

The Creation Care group didn't meet this month, but our trip to see the camas flowers at Lolo Pass was fabulous. 12 people came met at the pass on June 19th and had a beautiful day up at Packer Meadows! We had 12 people participate as well as James and Warren. After meeting at the Visitor Center, they then drove out to the camas Meadow where Warren explained about the flower and their importance to indigenous people. He also shared some stories about the flowers from the Lewis and Clark journals. We wandered through the Meadows and then 9 of them went on to the trail to the overlook of Glade Creek Lewis and Clark campsite.

The July field trip is this Saturday (July 10) to the Missoula Urban Demonstration Area where we will explore ways to make our homes more environmentally friendly. On August 11 we are offering a night time sky viewing party to see the Perseid meteor showers.

– Karen Simons Gartner