

Holy Spirit Vestry Meeting Minutes

Wednesday, November 9, 2022

Members present via Zoom: Audrey Murray, Nancy Errebo, Pat Cole, Mark Dvarishkis, Clem Work, Rev. Terri Grotzinger, Kara Hanson, Mary Beth Jourdonnais, Warren Gartner, John Crowley, Holly Swartz, and Caitlin Sherman

- 1) Opening prayer led by Caitlin
- 2) Consent Agenda
 - a. **Motion to accept the consent agenda items minus the agenda, seconded, approved.**
- 3) No parishioner correspondence
- 4) Memorial Board
 - a. After interviewing representatives from S.G. Long, D.A. Davidson, and Stockman Wealth Management, the Memorial Board decided to go with S.G. Long. They have a meeting scheduled for tomorrow (November 10) to discuss the transfer of funds.
 - b. Part of the reason that this firm was chosen is to not have both our investment accounts at the same firm.
- 5) Financial report
 - a. Our actual year to date income is ~\$415,000, which is \$20,000 over what was budgeted for.
 - b. Our actual year to date expenses total ~\$405,000, around \$13,000 lower than expected.
 - c. We have lost around \$57,000 in our investments but Mark still believes our finances are looking very good.
 - d. A couple of stock gifts have come in recently and, as per Holy Spirit's policy, will be liquidated immediately.
 - e. The initial numbers from the ingathering of pledges has been very good. The same number of pledges has been received as this time last year but the total amount is higher.
- 6) Old Business
 - a. Stewardship
 - i. Thank you to Kirk Johnson and Molly Bowler for their excellent work on the mailing material that was sent out.
 - ii. The names for follow-up calls will be distributed to the Vestry and Stewardship Committee before Thanksgiving.
 - b. Work on the 2023 budget will begin soon.
 - c. Affordable housing/parking lot exploration – nothing to report
 - d. Properties
 - i. Gutter guard installation is on-going. Terri reported that she had seen ladders left up when workmen were not on site which poses a safety hazard. Mark will check in with the contractor about that and concerns about access to the kitchen being left open.
 - ii. Discussions about a main sign for the parking lot is needed.

- iii. Sue LaRose has volunteered to take over decorating the spruce tree and hedges as well as taking the lead on the re-painting of the Parish Hall. The contractor, Ben Tripp, is still working on a bid for that painting project.
 - e. Vestry check in calls
 - i. We don't want to overlap these calls with Stewardship calls, so when would be an appropriate time to make them? Pushing them back to January would allow us to include a thank you message for pledging.
 - f. Pictorial Directory
 - i. Kirk is still available after services to help get people set up. He is still waiting to go live with the directory.
 - g. Nominating Committee
 - i. Terri will set up a time to meet with the wardens, Clem and Mark, to go over the compiled list of potential Vestry nominees.
- 7) New Business
 - a. Holiday Market takedown will start Saturday, November 12 at 1 pm and the Vestry will assist with cleanup.
 - b. Bishop Stebbins will be visiting on December 4th and would like to meet with the Vestry on Saturday, December 3rd, at 4pm in the Guild Room.
 - c. Clem designed and had printed the anniversary booklet for the Social Concerns Committee.
 - i. **Motion to repay Clem from Vestry funds instead of from Social Concerns Outreach funds, seconded, and approved.**
 - ii. Terri reminded the Vestry that use of funds like this should be given vestry approval before going forward.
 - d. The Creation Care Committee would like to explore Holy Spirit joining the Montana chapter of Interfaith Power and Light. Vestry Members will all do their own research into this coalition and discuss further next month.
 - i. **Motion to table this discussion until our December meeting, seconded, and approve.**
- 8) The next Vestry meeting is scheduled December 14th at 5:30 pm in person.

Respectfully submitted

Caitlin Sherman
Clerk of the Vestry

November Rector's Report to Vestry

The past month has flown by, and the Staff and I are already planning for Advent, Christmas and beyond. As I write, we may get our first real skiff of snow. Unfortunately for me, I managed to get a version of the flu not covered by this year's vaccine and was out of commission for just over a week. I am in the midst of catching up right now.

I offer a summary of what happened over the past month:

- 1) Staff Planning for Seasons ahead – met with Rev. Gretchen to address initial plans for a second year outdoor Advent Festival on November 27th. Also met with the Staff to discuss the Advent and Christmas seasonal planning. We will be offering a coordinated sermon effort throughout Advent as well as hosting Bishop Marty for her annual visitation (Dec. 4th). On Dec. 11th there will be a Carols Sing late afternoon in the Parish Hall. Lessons and Carols will be the evening of Dec. 18th. There will be three Christmas Eve services this year: Early indoor service with Eucharist, children of all ages friendly; Outdoor Service with Carols and Eucharist; and then the Traditional Choral Eucharist in the Nave (times still being determined). Since Christmas Day falls on a Sunday, we will offer a quiet Morning Prayer service at 9am.
- 2) Pastoral – visited Don Nicholson in the hospital and family members for prayers for the dying and have begun planning his memorial for Nov. 18th. I also attended the Rev. Steve Yurosko's memorial service at St. Andrew's, Polson (where our Clericus meets monthly), with Bishop Marty Stebbins presiding.
- 3) Stewardship – completed the Letter from the Rector in coordination with Kirk Johnson and Molly Bowler. The Ingathering of pledge cards will be Nov. 6th followed by a celebrational brunch offered by the Stewardship Committee. Follow up will continue.
- 4) Book Study preparation – I will lead *Love is the Way* by Bishop Michael Curry, a small book study group of 10 for prayer, conversation, and fellowship meeting in the home of Sue Talbot the four Monday evenings of November.
- 5) Diocesan Convention - follow up on the convention; passing on my President of Standing Committee duties to the new S.C.; getting on-board as a new member of the Diocesan Council (training meeting and first regular meeting were held).
- 6) Teaching at the Deacons' School – preparation to teach the Gospel of Matthew to six students from across the diocese, 1-4pm on November 5th, via Zoom. I am honored to once again be asked to help serve the future deacons of the diocese.

May you all have a blessed Thanksgiving,

Faithfully,

Rev. Terri Ann Grotzinger, Rector

November Assistant Priest's Report to Vestry

Pastoral Care: I provided pastoral care and support for 5 individuals/families in October.

Spiritual Formation: Researched and purchased Advent curriculum for the parish from Sanctified Art. Spent time learning how to use the resources and sharing the materials with staff. Worked with Judy to make a plan for copying the Advent booklet and recruited volunteers to help with that. Began plans for the Advent festival and began recruiting volunteers to assist. I facilitated a family worship team meeting and served communion at family worship. I continued to follow up with Sacred Ground teachers to determine the best path for that on-going course.

Worship: I preached at services once in October and presided twice.

Diocese. I participated in the diocese annual convention. I participated in the memorial service for Steven Yurosko in Polson.

Communication. Terri and I have resumed weekly meetings to enhance planning and communication. Terri and I had a zoom meeting with a clergy couple for some consultation about staffing. I did regular monthly reports. I participated in a staff meeting to do Advent and Christmas planning.

Self-Care: It was a busy month with some extra hours at work. I did meet with my spiritual direction group. And I am taking some steps to care for my physical health.

Study: I continued participating in a pastor's coaching group that will meet over the next 9 months. I have now finished the weekly sessions and will move into monthly meetings.

Submitted by: Rev. Gretchen Strohmaier

November Vestry Ministry Reports

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

In addition to our continued promotion of upcoming church events and communicating our plans to the congregation, a great deal of work has gone into the 20th Anniversary celebration for Social Concerns, Stewardship, and the Holiday Market. Here are the highlights of what has been happening this month:

- **20th Anniversary of Social Concerns:** The writers for the Social Concerns poster project did a great job of providing the written material and their choice of photos to me by the October 7 deadline. I assisted some of the authors with help in finding appropriate photos for their projects from our church photo collection, and then I began creating the posters for the featured projects. After the posters were created, I sent them to the author of each project to get their input and implemented any suggested changes or corrections to the posters. After receiving approval, the posters were printed and mounted on foam core for display in the parish hall on October 30. They made an eye-catching display.
- **2022 Holiday Market:** The committee overseeing the Holiday Market made the decision to host an indoor Holiday Market this year, our first in three years! I met with Diane Rasmuson of the Holiday Market committee to discuss publicity for their event. We updated our current posters and signage with the new dates and times and made Holiday Market bookmarks available for promoting the event, both at our Diocesan Convention and in the parish. We created a Holiday Market page on the website with loads of information regarding what and when to donate, information about the Silent Auction and Raffle, and an invitation to join in making crafts for the Holiday Market Sale. We created a Facebook event for our Holiday Market and posted pictures of the raffle and silent auction items on both the event page and on the church Facebook page. Diane Rasmuson asked that we “boost” the event on Facebook, which we did for the nominal cost of \$32 to the greater Missoula area. That cost will come out of the Holiday Market proceeds.

Betsy Holmquist of the Holiday Market Committee has provided me with weekly information to post in the Spirited Times and in the service leaflet. She has also been exploring a number of options of free advertising online venues and has posted information about the Holiday Market on those sites. I assisted her in providing photos and a more complete description of the Holiday Market to the Missoula Events website calendar and posted the event for her to the Missoulian’s free calendar of events. They will also have a paid ad in the classified ads in the Missoulian for the event.

- **2022 Stewardship:** Molly Bowler of the Stewardship Committee has been providing me with weekly material regarding Stewardship and Ingathering Sunday that we are posting in the Spirited Times, the Sunday service leaflet and on the church Facebook page. I have also been in contact with her regarding the follow-up letters for the Stewardship campaign. She is in the process of updating those letters for mailing out later this month. Here is the overview of the follow-up plan:
 - **November 11-14**
 - The finalized list of callers from the Vestry and Stewardship Committee will be given to Judy.
 - Call lists will be made and sent to the Vestry and Stewardship Committee callers by November 14. These will be lists of past pledgers who have not yet responded to this year’s pledge drive.
 - A list of talking points will be provided for each caller, both to check on how people are doing and to encourage getting pledges in the mail by November 15-19.
 - **November 14-19**
 - Calls are made to those who have not yet responded to the pledge drive. Results of each call noted and sent to Judy.

- **November 21**
 - Follow-up letters are sent out to encourage those who have not pledged to do so by December 11 in time for the December 14 Vestry meeting. Two different letters will be sent out, one for past pledgers and one for those who do not pledge.
 - Because we are trying to keep costs to a minimum but still want to provide an attractive and inviting communication for the parish, Kirk Johnson will design the follow-up letters to include the color header that he designed for the Stewardship campaign. We will be able to run these off in-house.
- **Updates to the website:** We wanted to draw attention to our Stewardship campaign. In addition to including information about Stewardship on the website, we created a panel on the homepage using one of the images Kirk Johnson used in the Stewardship postcards. That panel provided a direct link to the Stewardship page of the website and the link to the online pledge card which makes it easy for someone looking to pledge.

The website has also been updated with information regarding a class by The Rev. Steve Oreskovich, “God is in the world or nowhere,” Rev. Terri’s book study, “Love is the Way,” Prayer for the Common Good (offering prayer time in the church during this election season), November Family Worship, Missoula Food Bank Alms Sunday, and our Advent Festival happening at the end of the month. These events are also posted on our app and on our Google My Business listing.

– Judy Parock

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

The market is ramping up for the Holiday Market week! We are starting with a luncheon for all volunteers on Friday, Nov 4th. Setup will begin on Sunday by arranging tables after coffee hour, then the craziness and fun begins on Monday! We are very excited to be back in person and hope the public and fellow parishioners agree! We have already begun the raffle and silent auction after coffee hour.

–Sue Lowery, Co-Chair

C) Parish Life – Mary Beth Jourdonnais (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)

Reception committee report: No memorial receptions were held in October.

– Anne Cohen

Coffee Hours:

We are anxiously waiting for the arrival of the new coffee machine. Anticipated delivery around 7th or 8th November. Coffee hour is still a work in progress, it is well attended but we still need to spread the word about signing up to do it. Sign up sheets are on the kitchen door.

– Sue Lowery and Diane Rasmuson, Coffee Hour Coordinator

D) Properties – (Mark Dvarishkis, chair)

Properties/Buildings Report: Spartan Home Services began the gutter guard installation on the church the week of October 13. Temp Right was here for the inspection of the boilers and changing out the filters in the air handlers. Jim Clark repaired a broken toilet handle on the downstairs toilet in the church office. Thank you, Jim! The annual servicing of the fire extinguishers took place on November 3.

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

Rummage Sale Group has nothing to report at this time.

– Marva Gallegos, Chair

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

Holy Spirit Parish Social Concerns Committee
Minutes from November 1, 2022 Meeting
In Guild Room at 5:30 PM

In attendance:

Jim Wiley, Clem Work, Lucia Solorzano, Dorci Dvarishkis, Carla Mettling, Pat King, Warren Gartner, Glenn Hladek, Anita Rognas, Bob Deaton

Opening Prayer Dorcie - Prayer for an election, from Prayer Book

1. All **Wrap-Up of 20th Anniversary Celebration – THANKS TO ALL!**

Special thanks to Jeanne Twohig for her oversight of the project. Anniversary books are still available. Thank you to Judy Parock for her excellent work on the posters capturing the past projects.

2. Audrey/Clem **RGBM Partnership Next steps**

Road Trip plans - at Diocesan Convention some churches expressed interest in a presentation but have not followed up.

Third Pilgrimage - planned for early February. Room for 7 people. Informational Zoom meeting planned for Nov. 20 at 4:00 pm. Invitations will be in the Spirited Times.

A Service Trip is planned for the week after Easter in May. There is room for 10 and 7 have expressed interest. An informational Zoom meeting is planned for November 20 at 6:00 pm. Participants will meet in Marfa TX with Father Mike Wallins, Anna Resa and Rusty. From Marfa workers will go to Boquillas del Carmen, Mexico where they will help by installing solar panels, painting, running water pipes, or some other work project.

Additional educational efforts

Possible presentation by Kari Hong, a local immigration lawyer.

Audrey **Blood Drive**

Elizabeth Drummond will coordinate the Feb. 2 drive and the fall drive has been moved to Sept.14 by the Red Cross.

3. Dorcie **Parenting Place/Hellgate HS Ministries/MIC-Common Good**

Parenting Place

PP is now staffed for parenting classes, parent aide support, and operations, and is exploring how they can expand services to Ravalli County. The classes in the jail and pre-release are set to begin soon.

We are looking to recruit a Board member, as one has needed to step away. Please consider those with some lived experiences who would be good in this role. I'd appreciate your recommendations.

Hellgate High School

A few of the Bundles of Warmth delivered to the Hellgate FRC have already been put to good use with a student and parent who are living in their car.

The Hellgate Alms Sunday on October 16 raised \$1,170!

There is an application in process for a Traffic Ed scholarship.

Missoula Interfaith Collaborative /Common Good

Holy Spirit is working with MIC and Youth Homes on some foster parent recruitment/training for MIC church families on December 6, 2022, at 7PM. A decision re: in-person or virtual format will be made this week, and event marketing will be out soon. MIC will be managing the registration.

I have reached out to Terri and Gretchen to consider re-connecting with their Ministerial Association colleagues on an ecumenical Thanksgiving service.

Common Good's first civic academy will be Tuesday, December 13th, 6-8 pm in the Commercial Building at the Missoula County Fairgrounds. It will focus on working toward the goal of a growth policy vision and zoning code for Missoula that is climate and housing friendly.

Alms Sundays

The final Alms Sunday for this year is for the Missoula Food Bank and Community Center on November 20 (Jim Wiley coordinating).

Social Concerns would like this project to continue in 2023. Dorcie will connect with the Vestry about it. With the return of Coffee Hour the Alms Presentations should continue with a table with possibly a display during Coffee Hour. The coordinator would assist the presenter during that time.

4. Bob UTC Grant Proposal

Bob presented information on 2023 UTO Grants' focus on corrections and a draft grant application to expand the Welcome Back program. For the past 5 years Welcome Back has been assisting people getting out of prison to reenter society, primarily through housing and employment assistance. This grant would greatly expand the ability to recruit and train volunteers to work one on one with these returning citizens. The Social Concerns Committee voted to provisionally support this grant application.

5. Jim Funding

Jim reviewed the current Social Concerns' budget status:

- Butterfly +\$175
- Local +\$505 (PP and HHS \$750?)
- State +\$100
- National -\$50
- Int'l +\$350

Butterfly Grants:

Two applications for Butterfly Grants have been received. One for \$435.20 to cover the printing of 20th Anniversary Booklets. Another for \$300 from the Creation Care Committee to cover the Annual dues to join Interfaith Light & Power

Both applications received general approval, however discussion followed that neither one exactly fit the purpose of the Butterfly Grants. The committee voted to grant both requests with the stipulation that Clem approach the Vestry about covering these costs.

6. All Other Business

New Members for SCC: Lucia expressed concern that the committee needs to get more of the congregation involved in Social Concerns, especially younger members, since the current members are of a similar "mature" age. Glenn suggested that a subgroup of Social Concerns be formed to consider experience and gifts needed by the committee and to approach individuals in the congregation who have those gifts to join Social Concerns. Two new people expressed interest in the committee at the ministry fair but have not yet attended a meeting. There was a discussion as to whether the congregation see the Social Concerns committee as "their committee", working for them. It was also brought up that a group of folks with so much time and history at the church can be seen as intimidating and difficult to break into. All agreed that there is a need and the discussion will be continued at the next meeting.

Advocacy Policy: Clem introduced a discussion of our advocacy policy, which was created five years ago. The policy relies heavily on education and consensus building and has clear steps to follow, including the clergy and vestry when advocating for a topic. Although this is well and good for long term issues, it does not allow for the flexibility to respond to rapidly changing political, non partisan issues. Discussion followed on the relationship to the positions taken by the national church and is

there a way to adapt the policy to be able to rapidly address pressing issues, such as pending legislation. The decision was made for members to review the existing policy and think about suggested adaptations or additions to the policy which can be passed on to the clergy and vestry for discussion. Carla also offered to write an article for the Paraclete discussing the work of the national church on social issues and how to learn more about their positions.

Creation Care Update: Warren shared that Creation Care will have some “green” items for sale in the Holiday Market. Karen Shelley did a great job of the tree walk at the University on Oct. 9. Blake Lineweaver of the Peas Farm will be sharing about his work at an upcoming meeting and a tour of Peas Farm is planned for the spring.

Closing Prayer The meeting was closed with the Lord’s Prayer
– Warren Gartner

- G) Spiritual Formation – Nancy Errebo (Gretchen Strohmaier, Chair)
See Assistant Priest’s report.

Youth Ministry: No report as Lewis Myers has stepped down from this position.

- H) Stewardship – Pat Cole (The Rev. Terri Ann Grotzinger, Interim Chair)
Thanks to the wonderful efforts of Rev. Terri, Molly, Kirk, and the Holy Spirit staff, pledge mailings went out during the month as planned. Sunday services also featured a “What Holy Spirit Means to Me” moment. Judy will be making assignments to vestry and Stewardship Committee members soon for important “reminder” phone calls to parish members who have made pledges in the past but have not yet returned a pledge card this year. As discussed at the last vestry meeting, starting the phone calls with a sincere thank-you for past support is a great beginning! Stewardship committee members will be hosting a quiche and fruit breakfast following the November 6 Ingathering service. Kirk Johnson has also been moving ahead with the online directory. We currently have 63 members registered and showing in the directory, and Kirk reports he continues to work to get the next 34 who have expressed an interest registered. Kirk says he has found working with a few people at a time is best for those who have needed help because of differences in operating systems, browsers, etc. Kirk has also been taking photos for listings in the Guild Room and uploading those for people. Thank you, again, Kirk!
– Stewardship Committee, Pat Cole

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

Creation Care Agenda
20 October 2022 noon Via Zoom
In attendance: Warren Gartner, Sue Lowery

Opening prayer

Holy Spirit Sustainable practices

1. Recycling
 - a. Nancy Simons is sorting medicine bottles from bin.

Education for Sustainable Living

1. Check with Diane Rasmuson about a butterfly program from a North Dakota church.

Community voice

1. Follow up on Interfaith Power and Light. Cost to join is \$300 per year. Karen will write a Butterfly grant for membership dues.
2. Review of participation in Diocesan Convention.

- a. Helena is applying for a solar grant from Northwest. Methodist Church offered to share their experience with solar but no other Missoula churches attended.
- b. Creation Care Table at registration was very busy sharing what we do with other churches.
- c. Birding hike had several participants

Fun opportunities

1. October 9 - Karen Shelley walking tour of the U of M campus. Karen did a great job. Well attended, beautiful day.
2. October 10 Bear Tracks bridge dedication Warren & Kent attended
3. October 19 - Book Talk at Chapter One in Missoula, Wilted Wings Warren and Nancy Simons attended.
4. October 25 - Raptor survey at MPG Ranch. 5 signed up.
5. Holiday Market Creation Care items. Karen donating recycled rugs, Warren will build 2 birdhouses. Sue has cloth shopping bags and produce bags.
6. Nov. 3 Steve Oreskovich class - God is in the World or Nowhere 7:00 - 8:30
7. Nov. 27 - Advent Festival – creation-friendly craft or activity. Have done pinecone bird feeders. Sue shared several other craft ideas.
8. Possible future trips:
 - a. Taser gardens - Kate to find out more - open from 10-6, have herbs and medicinal plants. Have a high tea. Quite a drive.
 - b. Milltown dam
 - c. Peas Farm - spring - Warren talked with Blake but they have not set a date.
 - d. Blake Lineweaver is willing to talk at one of our meetings about the Peas program. We would need to meet at another time because he has a standing conflict at our meeting times.
 - e. Organic gardening in Missoula
 - f. CSA - Garden City Harvest - January speaker at church? Gretchen to contact ?
 - g. Community gardens

New business: Possible new projects:

1. Food Security Seminar? Possible presenters from Garden City Harvest, Food Bank, Peas Farm, MIC, others?
2. Retreat at Camp Marshall? Spirituality of Nature - speakers live and by Zoom, possibly Father Steve O., Bishop Marty, our clergy, Iron Shield Creative, others? - outdoor activities, night hike, bird hike, artwork, observation activities, campfire, journaling, more?

Next meeting November 17, 2022

– Warren Gartner