

**Holy Spirit Vestry Meeting**  
**Minutes for Wednesday, October 6, 2024**  
**5:30 p.m., Parish Hall**

**Present:** Terri Ann Grotzinger, Co-Rector; Gretchen Strohmaier, Co-Rector; Molly Bowler, Sr. Warden; Charlie Swannack, Jr. Warden; James Wiley, Treas.; Alice Caplins; Bill Drummond; Mark Dvarishkis; Kara Hanson; Glenn Hladek; Lance Collister; and Kate Laney

**Absent:** Blake Lineweaver; Audray Murray, Clerk; and Glenn Hladek

Kate opened the meeting with prayer at 5:36.

*A motion was made and approved to accept the meeting minutes from September 11, 2024 with the following correction: under courtyard revitalization to change “mission led” to “vestry led” parish informed process.*

**Financial Report** — The Treasurer’s Financial Report is attached below. *A motion was made and approved to accept the Financial Report.*

**Note on Finance (Budgeting) and Nominating Committees** — Jim is going to form a Finance Committee to create the budget for next year. A draft budget will be presented to vestry in December. Additionally, Molly welcomed the outgoing slate (Bill Drummond, Kara Hanson, and Audray Murray) to form a Nominating Committee to develop a slate of candidates for the next class on the vestry. Gretchen is happy to work with the Nominating Committee to look at prospective candidates. Mark recommended looking for candidates who would diversify the vestry’s composition, such as age or which service they regularly attend.

**Inventory Review** — The inventory has been reviewed as required.

**Diocesan Convention** — Terri shared that there was a resolution put forward by Holy Spirit that looks at our diversity and inclusiveness. There were discussions around amendments that ultimately didn’t pass, but it built momentum behind the resolution for it to pass. The resolution was to recommend that parishes consider their support for legal immigrants and asylum seekers in Montana. Great conversation was had around faith stories at the HSP table. Jim shared a general convention report on congregational development, specifically about building small churches, in Montana. Montana has lost 40 churches in the last 40 years; there are currently 32. Most are based in towns of less than 10,000 people.

The Bishop’s message focused on story development for building strong relationships and its thematic focus for her upcoming sabbatical.

**Building and Grounds Report** — On the courtyard, mulch has been laid, and the handrails are next to be put in at a total cost of \$14,285. Timeline for installation will be two to three

weeks. Sprinklers will be put in next spring. The gutters will be high-end copper and there is only one firm in town (Millworks Montana) that supplies them. We will submit a bid in the near future. There is a hole in the gutter by the house, and Charlie is working on getting this repaired. The inspector recently visited to clean these but couldn't do the repair.

The wire connecting the boiler room to the thermostat on the sanctuary's west wall has been replaced. A thermostat in the choir room has been replaced. All three of the entry ways have thermostatic controls on the radiators. Jim recommended that after the courtyard project, the vestry should consider bringing in an inspector to look at our boiler system and recommend a more reliable solution.

We have not yet received a bid for roof repair. The bid for fixing the columbarium bid came back to \$2,100 and insurance will cover \$1,224. There are lights in the choir area that may need replaced while scaffolding is up for the chandelier. Insurance has sent a \$56,000 check, but we are on hold until the roof repair bid comes back.

### **Reports from Vestry Committees —**

- **Families:** Sunday Family worship continues, and Terri is working on an idea to integrate children into carrying a size-suitable cross during the procession. Godly Play training is October 26.
- **Under 40s:** The group is shifting their strategy from event planning to cultivating one-on-one relationships with members in this demographic and connecting them with the broader congregation.
- **Marketing/Social:** We're finding success with social media and blog postings and seeing positive feedback from events like the picnic and blessing of the animals.
- **Admin/Accountability:** Emphasized the importance of vestry supporting the ministries, creating metrics for evaluating ministries, and planning another All-Ministries meeting for November 20<sup>th</sup>.
- **Courtyard Revisioning:** Nothing formal yet, but the committee is coming together with a potential survey as a first step.

### **Brief Items and Updates —**

- Blessing of the Animals went well! Terri shared that several new connections came out of this. Several said they noticed the posters around town or heard about it from word-of-mouth at the dog park.
- Terri will be offering a confirmation class in November for newcomers ahead of the Bishop's visit in December.

- The book study on citizenship went well despite being only three short sessions. Terri will look at offering something like this again at a different time of day for those who couldn't attend.
- Holly is doing a Bible study and has a good number of signups already.
- We will be offering a day of prayer a week before election and that the church would be open on Election Day.
- Gretchen and Terri are organizing a celebration for Kent to celebrate his work on Holy Spirit's courtyard; they would appreciate a speaker to announce the event during Sunday announcements.
- A second meeting of the 8am attendees recruited new ushers, readers, and alter guild to support the ministry. A once-a-month coffee hour after the 8am service has also started up to deepen connections.
- Vestry traditionally takes a role following up on pledges to offer gratitude. Emails worked best last year for this, and many vestry members expressed interest in supporting this.

The meeting was adjourned at 7:02 with a closing prayer. The next vestry meeting will be held on Wednesday, November 13 at 5:30 p.m. in the Guild Room.

Respectfully submitted via meeting recording,

Blake Lineweaver

## Financial Report – Vestry Meeting Oct. 9, 2024

As a reminder, we need to keep one thing in mind: operational income and expense is different from what we call non-assessable income and expense. And we have tried to make that clearer on this month's statements. Non-assessable expense includes outreach and capital improvements/major maintenance projects (such as our courtyard/sewage work); non-assessable income is what pays for this. So, on the Income side of our P&L report you will see the Blair Fund mentioned twice, once in account 40013 and again in account 40024. This also happens with the Memorial Foundation (40010 and 40022). In both cases, we are distinguishing between regular maintenance or expenses (accounts 40010/40013) and capital improvement/major maintenance (40022/40024). All of the problem toilets that Charlie has discovered, plus furnace/boiler repairs and such, are regular maintenance... as distinguished from the courtyard/sewage work.

At Holy Spirit, the income for our non-assessable expense is now coming from our investment account and specifically from either the Blair Fund or Memorial Board funding (including both outreach and capital expense/major maintenance). Thus, you will see withdrawals from our investment accounts with D.A. Davidson -- \$71,000 year-to-date.

For this report I want to focus primarily on our on-going operational items. (Once we finish the courtyard/sewage project we will have a full accounting of those expenditures.)

Operational income for September was above budget, \$40,500 vs a budget of \$32,053... great news! Pledges were over budget for the month and are, as of right now, over budget for the year! Plate offerings are nearly three times more than budgeted! Holy Spirit parishioners are really coming through with their support!

And on the expense side, operating expenses are below budget for September, which is also great news! Staff compensation is what we expected, given Terri's generous decision, and office and other general operating expenses were also below budget, even including our renewed advertising expense (\$500 for the month). Excluding the courtyard project, buildings & grounds expenses were just slightly over budget due to routine maintenance expenses.

Through September, our budgeted income was expected to be \$337,612; our actual income is \$358,952 (again, excluding funds directly related to the courtyard/sewage project). And our budgeted operational expenses (using the budget revised in April for our Co-Rectors) were expected to be \$372,669, while our actual operational expenses through September have been only \$367,855.