

Holy Spirit Vestry Meeting Minutes

Wednesday, January 11, 2023

Members present via Zoom: Audrey Murray and Holly Swartz

Members present in the Parish Hall: Nancy Errebo, Pat Cole, Mark Dvarishkis, Rev. Terri Grotzinger, Kara Hanson, Mary Beth Jourdonnais, Warren Gartner, Tanya Lodahl, and Caitlin Sherman

- 1) Opening prayer led by Mark
- 2) Consent Agenda
 - a. **Motion to accept the consent agenda items as discussed, seconded, approved.**
- 3) Parishioner correspondence – none to report
- 4) Memorial Board
 - a. Our investments declined ~14%, which is not too bad considering the turbulent year.
 - b. The Memorial Board received a \$25,000 gift from the Steinbrenner family.
 - c. The change over to S.G. Long was completed and all money has been transferred. They have been very responsive and are willing to meet in person any time.
 - d. Multiple spots on the board will need to be filled this year.
- 5) Budget
 - a. 2022 was budgeted to end with a \$60,000 deficit but instead the year finished with a \$32,000 surplus.
 - i. Pledges and plate offerings were up, and the church received large monetary gifts.
 - ii. It wasn't clear if we would have a rummage sale so there was nothing included in the budget for one.
 - iii. We did not need to tap into our investments, but they did go from \$738,000 down to \$700,000.
 - iv. Around \$30,000 of our funds from Mary Blair was used on physical plant projects.
 - b. The 2023 budget projects a \$10,000 decline in projected income as well as increases in cost-of-living expenses and need for supply clergy during Terri's sabbatical.
 - i. The projected shortfall for 2023 is \$72,000.
 - ii. We have not seen any savings yet from the solar panels.
 - iii. The \$10,000 shortfall in pledging is a pastoral issue that Terri is working on due to health reasons, no disgruntlement. She will continue exploring decreasing pledges to see if there are any issues that can be addressed.
 - c. **Motion to accept the proposed budget for 2023, seconded, and approved.**
 - d. Thank you to Mark and Connie for all their hard work.
- 6) Old Business
 - a. Properties
 - i. The rain gutter project isn't complete yet due to the poor weather. One of the original copper downspouts plugged up, froze, and cracked. They were

able to find a replacement and will not be charging for it. Once the new spout arrives, they will rent a lift and complete the project.

- ii. Painting of the Parish Hall is completed and there is some unexpected bubbling that will have to be investigate. If they are not needed, then not all of the bulletin boards will go back up. Perhaps quilts or art could be displayed instead? The sliding curtain panels look dingy next to the new paint, Terri will ask the janitor crew if they know any tricks to clean them.
- iii. One of the pumps on the boiler went out right before Christmas. A Temp Right technician came out and got the secondary pump running for now. A boiler specialist will need to quote repairs.
- b. Vestry check in calls will happen in February before the Vestry retreat. Vestry members will meet with member of the Stewardship committee next week to write thank you cards to pledgers.
- c. Pat Cole is moving to Tennessee in June.
- d. Directory
 - i. Kirk is still working with parishioners to get set up. A possible issue with an update to Realm is causing issues for some and he is looking into it.
- e. Nominating committee
 - i. **Motion to approve the slate of Alice Caplins, Kate Laney, Jim Wiley, and Tonya Lodahl for Vestry, seconded, and approved.**
 - ii. Thank you to the outgoing vestry members.

7) New Business

- a. The 2022 Parochial Report is very different to past years. Clem has offered to compile thoughts on the questions from the vestry's portion. All thoughts and ideas need to be emailed to him asap.
 - i. 2022 highlighted the many challenges of age and loss within our community and the struggle renew. There were also many opportunities with our strong finances and growing outreach in social concerns.
 - ii. Looking forward, how can we refresh our sense of community? How do we communicate with families and build new communities? The Family Worship group has been exploring these same questions.
 - iii. There will be a training on how to fill out the report on Wednesday 1/18 at 7pm.
- b. Election of a Senior Warden for 2023
 - i. **Motion to elect Warren as Senior Warden, seconded, and approved.**
- c. We will have a Pancake Supper on Shrove Tuesday.
- d. Lori Cordis update
 - i. Lori has had successful surgery, her spirits are good, and she starts physical therapy this week.
 - ii. We will continue paying her salary while she is recuperating.
 - iii. Volunteers can cover some of her duties, but do we need to hire someone short term to cover? Maybe James would be a good fit.
 - 1. **Motion to approach James about hiring him to cover Lori's duties, seconded, and approved.**
- e. Terri is working on planning her sabbatical.

- f. The new vestry will meet after the Annual Meeting to decide when they will meet during the coming year and elect a Junior Warden, Treasurer, and Clerk.
- g. Liturgy leaflets
 - i. On Sundays with liturgy from the Prayer Book only a single page bulletin will be printed in an effort to use less paper. The full program will still be available online.
- h. Another important project for 2023 will be renewing leadership across the ministries.
- i. There will be an all-day vestry retreat at Warren's house. The date will be set with the new members.

Respectfully submitted

Caitlin Sherman
Clerk of the Vestry

January Rector's Report to Vestry

No report for January.

Submitted by:

Rev. Terri Ann Grotzinger, Rector

January Assistant Priest's Report to Vestry

Pastoral Care: I provided pastoral care and support for 8 individuals/families in December, making a number of home visits before the holidays.

Spiritual Formation: Coordinated volunteers to copy more Advent resources for the congregation. Firmed up details with the leaders of the small group on Simplicity that begins in January.

Parish Life. I collaborated with Valerie Hess for the Carol Sing, and we folded Family Worship and the Advent Festival into this event as well. We spent time singing, learning, enjoying a Bible story for kids, and we had craft stations and holiday refreshments afterwards. We had about 35 in attendance.

Worship: In December I celebrated communion once.

Diocese. I attended the ordination to the priesthood for Sadie Koppleberger in Kalispell, and I attended the deacon ordinations in Billings for Hank Tuell and Corine Dahgne.

Community. Have provided some assistance to a family, recently evicted, with transportation and shopping and setting up other household systems.

Communication. Terri and I continue to meet to enhance communication, planning, goal setting and efficiency around the office.

Self-Care: I had some brief time in retreat by myself at a Forest Service cabin to prepare my heart and mind for Christmas. I met with my spiritual director once. I enjoyed a restful week off after Christmas.

Study: I continue to participate in a clergy coaching group that meets once a month. This group is reading, "How to Lead When You Don't Know Where You're Going: Leading in a Liminal Season." I am finding the book and the group quite helpful for ministry development. I have begun some study around the craft of preaching.

Submitted by: Rev. Gretchen Strohmaier

January Vestry Ministry Reports

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

It has been a very busy month preparing for the Christmas season and looking ahead to events happening in January and February. Here are the highlights of what has been happening since the December Vestry meeting:

- **Christmas Events:** Much of our work this past month focused on getting out our message about our Lessons and Carols service, our Christmas Eve services, and our Christmas Morning service. We updated our homepage on the website to make sure that it contained all the information regarding our services in an easy-to-find format. The links on the homepage led to more detailed information on our interior pages and calendar, including a special landing page devoted to just our Christmas services. Frank Sherman put up the banner in the church courtyard for Christmas. We also changed out the message on our voicemail to list the Christmas Eve services and the change in Sunday service time for Christmas Day and then changed it back after Christmas. The Google My Business site also provided us with another site to advertise our Lessons and Carols and Christmas services, and our Christmas posts received many views on this free site throughout the month of December.
- **iContact:** In addition to our regular Sunday service announcements that are sent out weekly, we used it during December to send out notices for the Lessons and Carols service and Christmas Eve and Christmas Day services. We sent out two notices for the Lessons and Carols service and the Christmas Eve services, one a reminder a day or two ahead of time concerning the event and one the day of the event in the afternoon before the event was to take place with the direct link for the online service.

Since we only had one in-person Christmas Eve service last year, this was our first time in three years of having in-person services for Lessons and Carols and our Christmas Eve services. We were pleased with the in-person attendance at these services. We had 88 attend the Lessons and Carols service. The 4 p.m. Christmas Eve service drew 120, and the outdoor Christmas Eve service was again warmly received and drew 100 persons. The 10 p.m. Christmas Eve service drew 78 people in person and has had 77 views online. The Christmas Day Morning Prayer service drew 11 persons, similar attendance to an 8 a.m. Sunday service.

In response to feedback relayed by Rev. Terri regarding the Spirited Times, I have updated the format of the Spirited Times so that only a select number of items are featured each week, and some of the items are linked to fuller descriptions elsewhere, thereby shortening the length of the Spirited Times. The older format that I was using, started by our Interim Rector Lydia Speller, is no longer supported by iContact, so it was time to make this change.

- **Facebook Events:** We created Facebook events for each of the special seasonal services: Lessons and Carols, the 4 p.m. inter-generational service, the 6:30 p.m. outdoor service and the traditional Christmas Choral service at 10 p.m. We used the Facebook events to invite parishioners to participate in the events and to create interest on our Facebook page.
- **Upcoming Events:** We've been busy developing posters and rotators for upcoming events in January and February including the Annual Meeting, the request for Diocesan Convention Delegates, the return of Choral Compline, our "Warm Hands, Warm Feet" annual winter sock collection for clients of the Poverello Center, our Family Worship service on January 22, and the winter blood drive in February. We've kept the website up to date with information about these activities, and we've also shared that information in the weekly Spirited Times, in the Sunday service leaflet, and on the Pushpay app. We have created Facebook events for each of these events as well.
- **Sunday Service Leaflets:** After discussion with Rev. Terri, we have decided to go to a single sheet service leaflet, unfolded, with announcements on the reverse side. This service leaflet, much like our pre-pandemic bulletin, will have the Order of Service for both the 8 a.m. and the 10:15 a.m.

services, and service participants will use the Prayer Books and Hymnals in the pew racks. We will not have a lectionary insert, since we discontinued that service at the start of the pandemic. People will not have the readings to refer to and will have to use the Prayer Book for the Psalm. We will make copies of this single page so that each person in the congregation can have one, but that will be considerably fewer copies that we currently make with the service leaflets. I will still produce a service leaflet with the readings and prayers and music included for the online service for posting on the website. We plan to make this change on the Sunday that Rev. Terri returns to work, January 15. Rev. Terri has written a piece for the Spirited Times explaining this change which will be in the January 12 Spirited Times.

– Judy Parock

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

–Diane Rasmuson, Co-Chair

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

Reception committee report: There were no memorial receptions in December. Planning is underway for the in-person Annual Meeting lunch.

– Anne Cohen

Coffee Hours:

After two years without coffee hour, the tradition has been resurrected, much to the delight of parishioners. Lucy Deaton facilitated organizing summer coffee hours to get things going. Then new coffee hour 'leads' Diane Rasmuson, Sue Lowery and later Kate Laney got things rolling for the fall inside coffee hour. A commercial type plumbed-in coffee maker was installed in the kitchen in November. New sugar and creamer dispensers were purchased. The coffee hour supplies were rearranged in the kitchen and easy to follow directions were typed up to make everything easier for anyone who signs up to host coffee hour.

Hosts are needed for some of the Sundays in January.

– Sue Lowery and Diane Rasmuson, Coffee Hour Coordinator

D) Properties – (Mark Dvarishkis, chair)

Properties/Buildings Report: During the recent cold snap right before Christmas we lost heat in the main church building and in the parish hall. Temp Right was called, and this is the technician's report: "Pump motor seized up. Pump will need to be replaced. Put secondary pump in operation so heat has been restored to zone. However primary pump will require replacement. Will provide customer with pricing and availability on parts. Pump replacement will need to be performed by a boiler specialist or with the on-site help from a boiler specialist due to the size and complexity of the system as well as the weight of the pump motor itself may require 2 technicians for removal of the existing one and installation of the new one." Follow-up with Temp Right will be needed to authorize this work. See attached report.

The painting in the parish hall was completed the week after Christmas, and it looks great! The small entryway to the parish hall was also painted, as was the area outside the kitchen.

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

Rummage Sale Group has nothing new to report.

– Marva Gallegos, Chair

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

**Social Concerns Committee Report
From Meeting on January 3, 2023**

Present: Clem Work, Glenn Hladek, Bob Deaton, Dorcie Dvarishkis, Warren Gartner, Jim Wiley

The meeting opened with prayer led by Jim Wiley.

1) Update on Borderland Ministry of the Diocese of Rio Grande (Clem Work/Jim Wiley)

- There has been a considerable drop in enthusiasm for the February Listening Pilgrimage, and it may not happen. In this regard we discussed possibly contacting Bishop Marty and see if we can get dates from her, then “build” a Pilgrimage around her being involved?
- The Work Trip in April to the Boquillas area is still expected to happen. Bob Deaton will send Clem the list of Habitat volunteers as they might be interested in this trip.
- The Social Concerns Committee should reach out to the local community (service organizations) to expand the reach of our witnessing and possibly recruit interested parties:
 - Dorcie will contact MIC
 - Jim will contact Sentinel Kiwanis
 - Clem will contact Missoula Medical Aid
 - Others?

2) Short Term Activities (Jim Wiley, with emails from Lucia and Elizabeth)

- Lucia confirmed that the **sock-hat-scarf-glove drive for the Poverello Center** begins this Sunday, Jan. 8. She has submitted an updated Spirited Times article to appear this Thursday and will bring the indoor collection box and outdoor collection bin to the church this afternoon. Two SCC members, Glenn Hladek and Audrey Murray, have graciously agreed to have collection bins on their porches.
- Elizabeth Drummond confirmed that she had submitted items about the **Feb. 2 blood drive** for the January Paraclete & this week’s Spirited Times. She is asking to hear from folks willing & able to assist with registration, hospitality & the supply of treats.

3) Community Ministries (Dorcie Dvarishkis)

Parenting Place

- January will find PP classes in full swing, as they return to being able to offer parenting classes in the jail on Tuesdays and Thursday beginning January 17, as well as continuing with classes at the pre-release and a community parenting class in Missoula. New offerings beginning this month include a parenting class via Zoom in Hamilton; parenting classes for any residents of the Meadowlark; a PASTA (Parenting a Second Time Around) class for Missoula Aging Services’ Kinship Program; and four months of Trauma 101 for the YWCA for their professional development. Their instructors are also making connections for possible parenting classes for All Nations Health Center and for the state prison in Deer Lodge. All classes offered, with the exception of the in-person community parenting classes in Missoula, are operating at capacity (80-85% or more). The Board’s investment in instructors for growth of the program is bearing fruit!
- Another \$5,500 was gifted at year-end to the PP Endowment at the Montana Community Foundation

- Donors filled all 112 Giving Tree tags for foster care families; there was a waiting list of donors who could be called on for more tags, and PP is going to reach out to them for other ways to support Missoula families in need (class scholarships, etc.)
- PP will be working with the Missoula Exchange Club on a family-friendly bowling tournament fundraiser to be held April 23, 2023. If you know of a parishioner or two who would like to work on the event committee, please share their name with me. Thank you!

Hellgate High School

- Holiday gift cards valued at \$2,000 were purchased at Holiday gas stations, Walmart, and Target.

Missoula Interfaith Collaborative /Common Good

- Jim and I met with Casey Dunning December 22 to talk about parish concerns re: MIC communication and clarity for future support and direction. Casey committed to renewing MIC congregation connections beginning late January/February once Common Good Missoula completes their spin-off as a 501(c)3 and 4 (for lobbying). He asked us to be considering the following questions for our new season of engagement with MIC:
 - What MIC efforts would now be most value-added to the congregations for moving forward?
 - What do the congregations see as the best ways to engage in systemic change? Would they choose to become direct organizational members of CGM, become members of CGM as a collaborative through MIC, or ?
 - What channels of MIC communication/meetings (and frequency?) would be most helpful to the congregations?
- For context, Casey reminded us of the ways that MIC engaged with congregations in the past:
 - Convened congregational leaders on a regular basis to share social ministry passions and projects and facilitate collaboration.
 - Provided a regular convening of faith communities where various community projects (i.e., foster care efforts, substance abuse reduction efforts...) could come to share with congregations
 - Trained and guided congregations in the methods of community organizing to bring people together and create energy and power for systemic change.
 - Convened congregational leaders to learn and apply organizing methods toward transforming their congregations to engage modern culture.
- Common Good Missoula will have their next Leadership Intensive Fundamentals of Community Organizing on Friday, January 27th: 5:30-8:30pm, and Saturday, January 28th: 9 - 4pm.
- Signing up for e-alerts or checking in on the MIC and Common Good Missoula websites is a good way to stay in the loop: micmt.org and commongoodmissoula.org
- We are working with Youth Homes' Dan Fox Program to offer another Zoom/in-person foster care parenting informational session in March, ahead of their next quarterly training. We plan to invite a presenter from the state's CFS program for foster care as well.

We spent some time discussing MIC and our relationship with them, and we are still awaiting responses to two questions we have been asking, about the change in the MIC logo (copying the Common God logo) and the change in the status of Recycling Works (spun off as a separate entity). Several SCC members have concerns and we agreed to wait for February/early-March to hear more from Casey and the MIC leadership group.

4) UTO Grant Budget Update (Bob Deaton)

Bob Confirmed that there is a team working on this grant, including Clem Work, Jana Stanton, Doug Anderson, Zeke Campfield and himself. The focus is on:

- Funding of two half-time positions, one as Welcome Back Coordinator and the second on Community Involvement with Welcome Back (working with volunteers, service organizations and property managers)
- Purchase of 10 tablets for use by prisoners about to be released as returning citizens, to facilitate their transition

5) New SCC Members

Continuing a discussion started several meetings ago, we concluded that we need to focus on:

- Promoting the use of an Activities Calendar for the congregation, to make them aware of all of the goings on at Holy Spirit, including SCC events/projects
- Treating SCC activities more as projects, which we believe will attract people more easily than asking them to be on a committee

6) Alms Giving Sundays

Dorcie confirmed that the Vestry has approved continuation of this program and the Committee agreed that we should continue to include our three key ministries in 2023 – Parenting Place, Rio Grande Borderlands Ministry and Hellgate High School Family Resource Center. Six remaining Alms Sundays will focus on a different group of local charities, to continue to expand our congregation's awareness of our local community.

Below is a list of the organizations supported in 2022 and a second list of ideas for 2023. When available, the list includes information from Guide Star Charity Navigator about these organizations.

Please review these lists, add to them any ideas that you might have (please send Jim those ideas before our next meeting!!), and be prepared to make decisions at our February meeting.

7) Other Business

The 2023 Budget is still being reviewed by the Vestry and must be approved at the Annual Meeting, but Clem confirmed that the budget should be \$9,505 for 2023. We did NOT discuss this further, but our normal "distribution of these funds would be:

- \$1,500 for Butterfly Grants and \$1,500 for MIC (plus \$1,500 from Vestry)
- 50% Local – 20% State – 20% International – 10% National for the remainder

We will confirm this at our February meeting.

The next Committee meeting is February 7, 2023.

The meeting closed with the Lord's Prayer.

Guide Star Charity Navigator

	Receipts (\$M)	Assets (\$M)	Rating
Poverello Center	4.6	7.4	Gold
EmpowerMT	0.5	0.3	
Parenting Place	0.3	0.4	
Borderlands Ministry			
Habitat for Humanity	1.4	2.3	
All Nations Health Center	7.1	6.4	
Creation Care			
Hellgate HS FRC			
Missoula Food Bank and Community Center	7.0	10.3	
MIC (a return from the past)	1.0	0.4	Silver
Prison ministries			
Ronald McDonald House	0.7	4.2	
Friends of the Children MT (HSP connection) – <i>Portland, OR?</i>	0.6	0.5	
Youth Homes	7.1	6.2	Gold
Mountain Home Montana	2.2	2.7	
Childcare Resources	4.6	1.7	Gold
Watson Children’s Shelter	2.9	9.6	Gold
CASA	0.5	0.4	
Soft Landing	n/a	n/a	
Montana Food Bank Network	27.3	7.0	
YWCA – Meadowlark, etc.	6.2	15.5	Platinum
United Way	1.7	2.8	Gold

– Jim Wiley, Chair

- 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)
No report.
– Stewardship Committee, Pat Cole

- I) Creation Care Ministry – Warren Gartner (Karen Simons Gartner, Chair)
No report as no meeting was held in December. The next meeting is January 19.
– Warren Gartner