**The Episcopal Diocese of Montana**

Report to the Diocese of the Activities of the Convention, Boards, Committees and Staff as of December 31, 2020





**2020**



The Episcopal Diocese of Montana,

515 North Park Avenue

Helena MT 59601-2703

PO Box 2020

Helena MT 59624-2020

Telephone: 406.442.2230

Fax: 406‐442‐2238

Toll Free: 800-247-1391

Email address: [admin@diomontana.com](mailto:admin@diomontana.com)

On the web at https://diomontana.com

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**2020-2021 Committees**

**Board of Examining Chaplains**:

Required by General Convention Title III, Canon 25.

Supplemented by Diocesan Canon 9, Section 1b. Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Janis Hansen | PO Box 152  Sheridan, MT 59749 | 842-7713 | 2021 |
| The Rev. Terri Grotzinger | 130 S. 6th St. E.  Missoula, MT 59801 | 542-2167 | 2022 |
| The Rev. Gretchen Strohmaier | 130 S. 6th St. E.  Missoula, MT 59801 | 542-2167 | 2021 |
| The Rev. Canon Gary Waddingham | 1426 Teton  Billings MT 59101 | 259-7133 | 2022 |
| The Rev. Canon Bradley Wirth | PO Box 1923  Whitefish MT 59937 | 862‐2863 | 2022 |

**Board of Trustees of the Episcopal Diocese of Montana Foundation:**

Required by Diocesan Canon 19. Four-year elected term for non-officers.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Connie Campbell-Pearson | 1715 S. Black Ave.  Bozeman, MT 59715 | 579-5408 | 2024 |
| The Rev. Jean Collins as  Standing Committee President | PO Box 3588  Lewistown, MT 59457 | 396-0920 | \_\_ |
| Mr. Mark Dvarishkis as  Diocesan Treasurer | 4323 North Ave. W.  Missoula, MT 59804 | 543-3532 | \_\_ |
| Mr. Brad Foster as  Chancellor | 3075 Star Ridge Rd  Bozeman, MT 59715 | 901-482-8029 | \_\_ |
| Mr. Don Gimbel | 22 Sunset Trail Livingston MT 59047 | 222‐2727 | 2022 |
| Ms. Barb Hagen as  Secretary to Foundation | PO Box 2020  Helena MT 59624 | 442‐2230 | Staff |
| The Rev. Charlie Knuth | PO Box 1923  Whitefish, MT 59912 | 862-2863 | 2024 |
| Mr. Keith Kuhn as  Vice President of Diocesan Council | 810 Evans Ave.  Missoula, MT 59801 | 541-0233 | \_\_ |
| Mr. Michael Moffitt | 1250 Whitefish Hills Dr. Whitefish MT 59937 | 270‐2376 | 2022 |
| Rt. Rev. Marty Stebbins as  Bishop and President | PO Box 2020  Helena, MT | 442-2230 | \_\_ |

**Chancellor to the Bishop:**

Required by Diocesan Canon 5, Section 4. Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| Ms. Julianne Burkhardt  Vice Chancellor | PO Box 53  Elliston, MT 59728 | 459-7497 | -- |
| Mr. Brad Foster  Chancellor | 3075 Star Ridge Rd  Bozeman, MT 59715 | 901-482-8029 | -- |

**Commission on Ministry:**

Required by General Convention Title III Canon 2.

Supplemented by Diocesan Canon 9. Four-year appointed term.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Ray Brown | 6162 Lazy Man Gulch  Helena, MT 59601 | 431-4199 | 2023 |
| The Rev. Pattiann Bennett | 324 Terning Drive W.  Eureka MT 59917 | 890-3081 | 2021 |
| The Rev. Mikayla Dunfee | 641 Riverside Ave.  Whitefish, MT 59937 | 605-484-2166 | 2024 |
| The Rev. Glen Gleaves | 7580 Kingpost Loop  Helena, MT 59602 | 223-9624 | 2021 |
| Ms. Sharon Hatley | PO Box 345  Miles City, MT 59301 | 853-2235 | 2023 |
| The Rev. Marcia Lauzon (Chair 2021) | 325 Hylande Drive  Great Falls, MT 59405 | 899-3210 | 2022 |
| Mr. Terry Montgomery | 310 WalnutAnaconda, MT 59711 | 560-2296 | 2022 |
| Mr. Richard Pate | 1004 10th Ave. N. #3  Great Falls, MT 59401 | 868-9243 | 2024 |

**Congregational Development Task Force:** Appointed

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Connie Campbell-Pearson | 1715 S. Black Ave.  Bozeman, MT 59715 | 579-5408 | N/A |
| Mr. David Campbell | PO Box 2020  Helena, MT 59624 | 442-2230  Ext. 104 | Staff |
| The Rev. Dr. Dennis Campbell | 1335 Mitchell St.  Missoula, MT 59802 | 501-681-7284 | N/A |
| The Rev. Steve DeHart | 3300 Carrigan Lane  Dillon, MT 59725 | 683-4129 | N/A |
| The Rev. Dr. Janis Hansen | PO Box 152  Sheridan, MT 59749 | 842-7715 | N/A |
| The Rev. Adam Linton | PO Box 1946  Columbia Falls, MT 59912 | 230-0237 | N/A |
| The Rev. Canon Chris Roberts | PO Box 2020  Helena, MT 59624 | 580-1783 | Staff |
| Mr. James (Jim) Wiley | 4962 Hugo Way  Lolo, MT 59847 | 880-4985 | N/A |

**Diocesan Council:**

Required by Diocesan Constitution Article VI and Canon 6. Three-year elected term.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Very Rev. Scott Anderson | PO Box 819  Helena, MT 59624 | 442-5175 | 2023 |
| Ms. Gayle Archey as  Diocesan Secretary | 2117 8th Ave. S.  Great Falls MT 59405 | 452‐9632 |  |
| The Rev. Stephen Day | 1241 Crawford  Billings, MT 59101 | 304-633-6454 | 2022 |
| The Rev. Dorcie Dvarishkis | 130 S. 6th St. E.  Missoula MT 59801 | 542-2167 | 2021 |
| Mr. Mark Dvarishkis as  Diocesan Treasurer | 4323 North Ave. W.  Missoula, MT 59804 | 543-3532 |  |
| Mr. Rick Harden | 2527 Reardon Road  Helena, MT 59601 | 209-2637 | 2023 |
| The Rev. Mary Alice Jones | 220 Clay Street  Butte, Mt 59701 | 533-9899 | 2023 |
| Mr. Keith Kuhn | 810 Evans Avenue  Missoula, MT 59801 | 541-0233 | 2022 |
| The Rev. Jaime Leonard | PO Box 92  Virginia City, MT 59755 | 843-5296 | 2022 |
| Ms. Cathy Morris | 505 Silverette St  Helena MT 59601 | 431-1851 | 2021 |
| **The Rev. Canon Clark Sherman** | 5 W Olive  Bozeman MT 59715 | 585-1772 | 2021 |
| **Mr. Jerry Southwood** | PO Box 1375  Bigfork, MT 59911 | 837-4557 | 2021 |
| **Ms. Hope Stockwell** | 2222 East Broadway  Helena, MT 59601 | 558-9509 | 2022 |
| **Mr. Henry “Hank” Tuell** | PO Box 1631  Red Lodge, MT 59068 | 425-4875 | 2023 |

**Finance Department**

**(Sub‐committee of Diocesan Council):**

Required by Diocesan Canon 6, Section 4. Three-year appointed term by Diocesan Council.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| Ms. Barb Hagen as  Canon for Finance & Administration | PO Box 2020  Helena MT 59624 | 442‐2230 |  |
| Mr. Mark Dvarishkis as  Diocesan Treasurer | 4323 North Ave. W  Missoula, MT 59804 | 543-3532 |  |
| Ms. Doris Gerstner | 4311 Loma Vista Drive  Billings, MT 59106 | 652-4291 | 2023 |
| The Rev. Rick Johnson | PO Box 819  Helena MT 59624 | 442-5175 | 2021 |
| Mr. Carl Thomas | 163 Falcon Lane  Columbia Falls MT 59912 | 892‐4619 | 2021 |
| Ms. Kathy Thomas (Secretary for Finance Department) | 163 Falcon Lane  Columbia Falls MT 59912 | 892‐4619 | 2021 |

**Standing Committee (Council of Advice):**

Required by General Convention Constitution Article IV, and Title I Canon 12.

Supplemented by Diocesan Constitution Article V and Canon 4. Three-year elected term.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| Ms. Cynthia Benkelman | 1700 Willowbrook Close Whitefish MT 59937 | 261-9636 | 2021 |
| Ms. Laura Catlin | 1626 Buckrake Ave.  Bozeman, MT 59718 | 585-7535 | 2022 |
| The Rev. Jean Collins (President) | PO Box 3588  Lewistown, MT 59457 | 396-0920 | 2021 |
| The Rev. Terry Grotzinger | 509 Westview Dr. #4B  Missoula, MT 59808 | 552-8022 | 2022 |
| The Rev. Melinda St. Clair (Secretary) | 119 N. 33rd St.  Billings, MT 59101 | 252-7186 | 2023 |
| Ms. Sandy Williams | 1328 W. Crawford St.  Livingston, MT 59047 | 222-1488 | 2023 |

**Reference Panel**

Defined by General Convention Canon IV.2

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rt. Rev. Marty Stebbins or designee | PO Box 2020  Helena, MT 59624 | 442-2230 ext. 100 |  |
| The Rev. Jean Collins  Intake Officer | PO Box 3588  Lewistown, MT 59457 | 396-0920 | Appointed |
| Robert Black  Church Attorney | 1021 O’Connell Dr.  Bozeman, MT 59715 | 843-830-0397 | 2021 |
| Disciplinary Board (see below) |  |  |  |

**Disciplinary Board** (in conjunction with the Diocese of Idaho)**:**

Required by General Convention Constitution Article IX and Canon IV.5.3 (i) Supplemented by Diocesan Canon 18. Three-year term Elected.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Very Rev. Steve Brehe | 27 Sand Piper Loop  Helena, MT 59602 | 431-5134 | 2021 |
| Mr. Jim Hunt | 310 Broadway, Helena MT 59601 | 442‐8552 | 2021 |
| The Rev. Kristin Orr | PO Box 835  Livingston, MT 59047 | 222-0222 | 2021 |
| Mr. Tom Todd | 36 Wildground Lane  Missoula, MT 59802 | 829-3670 | 2021 |

**Disaster Coordinator**

Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Mary Alice Jones | 220 Clay Street  Butte, MT 59701 | 533-9899 | --- |

**Ecumenical Officer:**

Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Valerie Webster | 311 S. 3rd Avenue  Bozeman MT 59715 | 587-7202 | --- |

**Episcopal Relief and Development:**

Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| Ms. Barb Hagen | PO Box 2020  Helena MT 59624 | 442‐2230 | -- |

**Historian:**

Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| The Rev. Canon Gary Waddingham | 1426 Teton  Billings MT 59101 | 259-7133 | --- |

**Jubilee Ministries Officer**:

Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Address* | *Phone* | *Term* |
| Vacant |  |  | -- |

**United Thank Offering Coordinator:**

Appointed.

|  |  |  |  |
| --- | --- | --- | --- |
| Vicki Van Rennselaer | PO Box 373  Manhattan, MT 59741 | 282-7035 |  |

**2021 General Convention Deputies:**

**Clergy Order:**

The Rev. Terri Grotzinger

The Rev. Jean Collins  
The Rev. Valerie Webster  
The Rev. Donna Gleaves

Alternate: The Rev. Connie Campbell Pearson

**Lay Order:**Cynthia Benkelman

Brad Foster

James Wiley

Sandy Williams

**CLERGY LIST**

|  |  |  |
| --- | --- | --- |
| **Name** | **Date of Canonical Residency in Montana** | **Residency or Cure as of 12/31/20** |
| **Bishop** |  |  |
| Stebbins, Martha E. | 2019 | Helena |
|  |  |  |
| **Parochial Priests** |  |  |
| Anderson, Scott | 2018 | Helena |
| Baker, Louise | 2012 | Bigfork |
| Bennett, Pattiann | 2002 | Eureka |
| Collins, Jean Griffin | 1994 | Lewistown |
| Day, Stephen | 2016 | Billings |
| Grotzinger, Terri Ann | 2011 | Missoula |
| Hansen, Janis | 2013 | Sheridan |
| Kelley, Theresa | 2014 | Pintler Cluster |
| Knuth, Charlie | 2020 | Columbia Falls/Whitefish |
| Leonard, Jaime | 2018 | Ennis/Virginia City |
| Ljunggren, Timothy Michael | 2004 | Great Falls |
| Orr, Kristin | 2017 | Livingston and Emigrant |
| Pendergraft, Randall Scott | 1999 | Red Lodge |
| Rosen, Carolyn | 2018 | Washington D.C. |
| Schmidt, Miriam (ELCA) | 2015 | Big Sky |
| Sherman, Clark Michael | 1997 | Bozeman |
| Smith, D. Gregory | 2015 | Bozeman |
| St. Clair, Melinda | 2016 | Billings |
| Strohmaier, Gretchen | 2019 & 2020 | Missoula and Hamilton |
| Webster, Valerie | 2005 | Big Sky |
| Yurosko, Steven | 2012 | Polson |
|  |  |  |
| **Parochial Deacons** | **Date of Canonical Residency in Montana** | **Residency or Cure as of 12/31/20** |
| Klingensmith, Roxanne Elizabeth (Archdeacon, Retired) | 1999 | Bozeman |
| Anderson, Douglas Reid | 1995 | Missoula |
| Brown, Sharman | 2018 | Bigfork |
| Campbell Pearson, Connie | 2014 | Bozeman/Manhattan |
| DeHart, Steven | 2016 | Sheridan |
| Dvarishkis, Dorcie (Archdeacon) | 2016 | Missoula |
| Gleaves, Donna | 2011 | Helena |
| Johnson, Richard Edward | 1990 | Helena |
| Jones, James | 2016 | Anaconda |
| Jones, Mary Alice | 2016 | Anaconda |
| Jones-Magee, Heidi | 2020 | Ennis/Virginia City |
| Lauzon, Marcia | 2014 | Great Falls |
| March, Bette | 2019 | Helena |
| Moran, John Jay | 1999 | Helena |
|  |  |  |
| **Non‐Parochial Clergy ‐ Canonically Resident** |  |  |
| Dunfee, Mikayla | 2020 | Whitefish, MT |
| Roberts, James Christopher | 1996/2011 | Virginia City (Diocesan Staff) |
| Rosen, Carolyn | 2018 | Washington DC |
| Rowe, Mary Stone | 2000 | Hugo, MN |
|  |  |  |
| **Retired Clergy ‐ Canonically Resident** |  |  |
| Aker, Edwina Sievers | 1995 | Polson |
| Anderson, Judith Kay | 2000 | Missoula |
| Axberg, Keith | 2012 | Mount Vernon, WA |
| Baumgarten, William | 2000 | Kalispell |
| Board, John Curtis | 2011 | Helena |
| Brehe, Stephen Louis | 1991 | Helena |
| Brookhart, C. Franklin | 2003 | Culver City, CA |
| Brown, Raymond Dutson | 1963 | Helena |
| Champion‐Garthe, Maurice | 2010 | Columbia, MO |
| Conklin, Caroline Elizabeth | 1991 | Seattle, WA |
| Eades, Susan | 2011 | Lewistown |
| Gleaves, Glen | 2004 | Helena |
| Gunderson, David John | 2004 | Livingston |
| Halsall, Michelle | 1985 | Red Rock, TX |
| Jasmer, Jerry | 1990 | Billings |
| Johnson, Marietta | 2002 | Red Lodge |
| Jones, Charles Irving | 1986 | Gulf Shores, AL |
| King, Karen | 2009 | Troy |
| Kinner, Heidi | 2011 | Helena |
| Kuhr, Carolyn Sue | 1984 | Boise, Idaho |
| Lindell, John | 1997 | Naples, Florida |
| McLean, Jean | 2011 | Helena |
| McLellan, Brenda Jean | 1989 | Helena |
| Naumann, John Frederick | 1989 | East Africa |
| Neeley, Harry Edwin II | 1987 | Dillon |
| O’Flynn, Donnel | 2016 | Kalispell |
| Oreskovich, Steven John | 1981 | Missoula |
| Peel, Richard Charles | 1968 | Tempe, Arizona |
| Reynolds, Richard | 2015 | Arkansas |
| Rognas, Anita | 2015 | Missoula |
| Shipp, Mary Jane McCoy | 1992 | Dillon |
| Sisk, Robert Buchanan | 1980 | Wilsall |
| Suhr, Esther | 2005 | Helena |
| Vardemann, Brady Jodoka | 1999 | Helena |
| Waddingham, Gary Brian | 1994 | Billings |
| Warren, John “Wells” | 2018 | Alabama |
| Wirth Bradley | 2000 | Bigfork |
| Yetter, Joan | 1999 | Billings |
|  |  |  |
| **Clergy Serving – Not Canonically Resident** | **Date of Cure** |  |
| Beveridge, Bryan | 2019 | Big Timber / The Anglican Church of Canada |
| Campbell, Dennis | 2019 | Hamilton/Diocese of Arkansas |
| Tardiff, Richard | 2020 | Stevensville/Diocese of Hawaii |
|  |  |  |
| **Licensed, Non-Parochial, Not Canonically Resident** | **Date of License** |  |
| Biffle, Robin | 2020 | Helena |
| Linton, Adam | 2020 | Columbia Falls |
| McNab, Bruce | 2011 | Bozeman |
| Murphy, Warren |  | Cody, WY |
| Price, Sue | 2020 | Columbia Falls |

**CONGREGATIONS**

|  |  |
| --- | --- |
| **Church Name** | **Clergy Serving** |
| Big Sky, All Saints | Pastor Miriam Schmidt (ELCA )  The Rev. Valerie Webster |
| Bigfork, St. Patrick’s | The Rev. Louise Baker  The Rev. Sharman Brown (Deacon) |
| Big Timber, St. Marks’ | The Rev. Bryan Beveridge |
| Billings, St. Luke's | The Rev. Melinda St. Clair |
| Billings, St. Stephen's | The Rev. Stephen Day |
| Bozeman, St. James’ | The Rev. Canon Clark Sherman  The Rev. Greg Smith  The Rev. Connie Campbell Pearson (Deacon)  The Ven. Roxanne Klingensmith (Archdeacon, Retired) |
| Columbia Falls/Whitefish, All Saints | The Rev. Charlie Knuth |
| Dillon, St. James’ | Vacant |
| Ennis/Jeffers, Trinity | The Rev. Jaime Leonard  The Rev. Heidi Jones-Magee (Deacon) |
| Fort Benton, St. Paul’s | The Rev. Tim Ljunggren (reg. supply) |
| Great Falls, Incarnation | The Rev. Tim Ljunggren  The Rev. Marcia Lauzon (Deacon) |
| Helena, St. Peter's | The Very Rev. Scott Anderson  The Rev. Donna Gleaves (Deacon)  The Rev. Rick Johnson (Deacon)  The Rev. Bette March (Deacon)  The Rev. John Moran (Deacon) |
| Kalispell, Christ Church | Vacant |
| Lewistown, St. James' | The Rev. Jean Collins |
| Missoula, Holy Spirit | The Rev. Terri Ann Grotzinger  The Rev. Doug Anderson (Deacon)  The Ven. Dorcie Dvarishkis (Archdeacon)  The Rev. Gretchen Strohmaier |
| Polson, St. Andrew’s | The Rev. Steven Yurosko |
| Red Lodge, Calvary | The Rev. Randy Pendergraft |
| Sheridan, Christ Church | The Rev. Janis Hanson  The Rev. Steve DeHart (Deacon) |
| Virginia City, St. Paul’s | The Rev. Jaime Leonard  The Rev. Heidi Jones-Magee (Deacon) |

**CLUSTER MINISTRIES**

|  |  |
| --- | --- |
| **Cluster Name** | **Priest Serving** |
| ***Bitterroot*** |  |
| Hamilton, St. Paul’s | The Rev. Gretchen Strohmaier |
| Stevensville, St. Stephen’s | Richard Tardiff (interim) |
|  |  |
| ***Kootenai*** |  |
| Eureka, St. Michael and All Angels | The Rev. Pattiann Bennett |
| Troy, Holy Trinity | Vacant |
|  |  |
| ***Lower Yellowstone*** | Vacant |
| Forsyth, Ascension |  |
| Miles City, Emmanuel |  |
|  |  |
| ***Pintler*** | The Rev. Theresa Kelley |
| Anaconda, St. Mark’s |  |
| Butte, St. John’s |  |
| Deer Lodge, St. James’ |  |
| Philipsburg, St. Andrew’s |  |
|  |  |
| ***Yellowstone Episcopal Parishes*** | The Rev. Kristin Orr |
| Emigrant, St. John's |  |
| Livingston, St. Andrew's |  |

**OTHERS:**

|  |  |
| --- | --- |
| **Community Churches** | Served By: |
| Birney, Birney Community Church |  |
|  |  |
| **Yoked** |  |
| Manhattan, Gethsemane/  Bozeman St. James | The Rev. Canon Clark Sherman  The Rev. Connie Campbell Pearson (Deacon) |
| **Mission** |  |
| Togendowagen – Helena | The Rev. Raymond D. Brown |

Episcopal Relief and Development  
Congregational Representatives  
as of **12/31/20**

Church Name

St. Mark’s, Anaconda The Rev. Jim Jones

St. Mark’s, Big Timber *Vacant*

St. Patrick’s, Bigfork  *Vacant*

All Saints, Big Sky Sarah Peterson

St. Luke’s, Billings Noelle Kent

St. Stephen’s, Billings George Kimmet

St. James’, Bozeman Nancy Blake

St. John’s, Butte Jim Fay

All Saints, Columbia Falls Shawn Sloan

St. James’, Deer Lodge Joann Nelson

St. James’, Dillon Ellen Daughterty

St. John’s, Emigrant *Vacant*

Trinity, Ennis/Jeffers Marti Hoag

St. Michael & All Angels, Eureka The Rev. Steve Benson

Ascension, Forsyth *Vacant*

St. Paul’s, Fort Benton *Vacant*

Incarnation, Great Falls *Vacant*

St. Paul’s, Hamilton *Vacant*

St. Mark’s, Havre Anne Sampson

St. Peter’s, Helena Hank Hudson

Christ Church, Kalispell *Vacant*

St. James’, Lewistown The Rev. Jean Collins

St. Andrew’s, Livingston *Vacant*

Gethsemane, Manhattan Bonnie Hammer

Emmanuel, Miles City *Vacant*

Holy Spirit, Missoula Judy Parock

St. Andrew’s, Philipsburg John Hawthorn

Church Name

St. Andrew’s, Polson Liz Couch

Calvary, Red Lodge Karen Hastings

Christ Church, Sheridan The Rev. Janis Hansen

St. Stephen’s, Stevensville Sue Falk

Holy Trinity, Troy Jill Wilson

St. Paul’s *,* Virginia City Kristi Sauerbier

**LAY DELEGATES TO THE 117TH CONVENTION**

|  |  |  |
| --- | --- | --- |
| **Church Name** | **City** | **Delegate(s)** |
| St. Mark's | Anaconda | Katherine Basirico  Terry Montgomery |
| All Saints | Big Sky | Laura Sacchi  William Vetter |
| St. Mark's | Big Timber | Daryl Todd  Suzanne Wilson |
| St. Patrick's | Bigfork | Tom Cahill  Linda Cahill |
| St. Luke's | Billings | Becky Frank  Brian Frank  Lynn Jensen  Beth Tocci |
| St. Stephen’s | Billings | Doris Gerstner  Carol Moore |
| St. James | Bozeman | Deana Bailey  Nancy Blake  Laura Catlin  Sharon Eversman  Bob Farrington  Judi Farrington  Brad Foster  Susan Foster  Carole Haughwout  Helen McCarty  Vicki Van Rensselaer |
| St. John’s | Butte | Frank Pickett  Donna Jean Pickett |
| All Saints | Columbia Falls/Whitefish | Cynthia Benkelman  Barry Boyce  Michael Moffitt  Beth Stamm |
| St. James | Deer Lodge | Sue Dawson  Mary Ann Fraley |
| St. James | Dillon | Ellen Daugherty  Deb Mathis |
| St. John’s | Emigrant | NONE |
| St. Michael’s & All Angels | Eureka | Joann Bristol  James Pettit |
| Ascension | Forsyth | NONE |
| St. Paul’s | Fort Benton | Lloyd Stallkamp  Margaret Stallkamp |
| Incarnation | Great Falls | Sara Quay |
| St. Paul’s | Hamilton | Mary Lyn  Lynda Nelson  Paul Nelson  Ruth Ann Wilson-Jones |
| St. Mark’s | Havre | Anne-Leigh Sampson |
| St. Peter’s | Helena | Beth Demmons  Jennie Ekwortzel  Sam Gilbert  Rick Harden  Mark Kelley  Janet Kirkland  Ruth Ann Massey  Jean O’Connor  Don Reidel  Katie Smith |
| Trinity | Jeffers/Ennis | Barbara Hoag  Burleigh Leonard |
| Christ Church | Kalispell | Deborah Rhodes |
| St. James | Lewistown | Tony Gies  Jim Hamling  Mary Messina  Tom Wojtowick |
| St. Andrew’s | Livingston | Donald Gimbel  Donna Pace  Christine Whiteside |
| Gethsemane | Manhattan | Sandy Osborne  Ann Rauser |
| Emmanuel | Miles City | Mike Archdale  Sharon Hatley |
| Holy Spirit | Missoula | Bob Deaton  Lucy Deaton  Mark Dvarishkis  Mary Jennings  Patrick King  Wendy Kuhn  Susan Lowery  Carla Mettling  Gary Swartz  Holly Swartz  Jeannie Warner  Jim Wiley |
| St. Andrew’s | Philipsburg | NONE |
| St. Andrew’s | Polson | Tanya Ask  Elizabeth Laimbeer |
| Calvary | Red Lodge | Dan Coolidge  James Vorachek |
| Christ Church | Sheridan | Sandra Baril  Darlene Tussing |
| St. Stephen’s | Stevensville | Sue Falk |
| Holy Trinity | Troy | Pat Hanley |
| Youth Delegates | Bishop Tuttle Deanery  Missoula Deanery  Billings Deanery | NONE |

**MINUTES OF THE 117th ANNUAL CONVENTION**

**OF THE EPISCOPAL DIOCESE OF MONTANA**

**OCTOBER 9, 10 & 11, 2020**

**Video Convention via Zoom Media**

The 117th Annual Convention of the Episcopal Diocese of Montana commenced at 7:00 p.m. on Friday, October 9, 2020. In light of current health concerns, the 2020 Diocesan Convention was held virtual-only, via Zoom Media. The Rt. Rev. Martha (“Marty”) E. Stebbins, Tenth Bishop of Montana, led the Convention delegation in Evening Prayer, including the reading of the Necrology list, including the closure of St. Paul’s of the Stillwater, Absarokee. Bishop Stebbins called the business session to order at 7:20 p.m.

Welcome. Bishop Stebbins welcomed all to Convention. Canon for Administration and Finance, Barb Hagen, explained the logistics of the virtual-only convention and how to navigate through Zoom Media. Barb stated voting throughout Convention will be conducted via Zoom Poll, or by Doodle Poll. To commemorate Bishop Stebbins’ first year as Bishop of the Episcopal Diocese of Montana, Barb Hagen presented Bishop Stebbins with a photo album of parishioners’ pets.

Convention Committees. Bishop Stebbins announced the following individuals serving on Convention Committees:

Credentials: Sandy Williams, Jill Sallin and Barb Hagen

Legislation: The Rev. Stephen Day (Chair), The Rev. Jaime Leonard, Pat Sylvia

and Brad Foster.

Nominations: The Rev. Randy Pendergraft (Chair), The Rev. Charlie Knuth,

Wendy Kuhn and Tom Wojtowick.

Resolutions: The Rev. Jean Collins (Chair), The Rev. Terri Grotzinger, Laura

Sacchi and Mike Archdale.

In addition, Bishop Stebbins introduced George Kimmet, Parliamentarian, who will offer council to Bishop Stebbins as Chair of the Convention. The Convention delegation will act on two pieces of legislation to change Canons, which requires a two-thirds majority vote of each order (clergy and laity) for approval. In addition, the Convention delegation will vote on one resolution.

Credentials Committee. On behalf of the Credentials Committee, Sandy Williams stated 31 clergy delegates and 85 lay delegates had registered and were in attendance. All delegates in attendance (lay and clergy) comprise a two-thirds majority, therefore, Bishop Stebbins stated a quorum was present and the business of the convention could proceed.

Election of Diocesan Secretary and Treasurer. Bishop Stebbins announced Gayle Archey from Great Falls, has been nominated as Diocesan Secretary. There being no further nominations for Secretary, upon motion made, seconded and approved, the nominations were closed. By motion duly made and seconded, Gayle Archey was elected by acclamation to serve as Diocesan Secretary until the 2021 Annual Convention. Bishop Stebbins stated Mark Dvarishkis from Missoula, has been nominated as Diocesan Treasurer. There being no further nominations for Treasurer, upon motion made, seconded and approved, the nominations were closed. By motion duly made and seconded, Mark Dvarishkis was elected by acclamation to serve as Diocesan Treasurer until the 2021 Annual Convention.

Diocesan Reports Filed in a Timely Manner. The Convention delegation reviewed a list of parishes that have filed the following reports on time: (1) Parochial Report-due March 1st; (2) State Reports-due April 15th; and (3) Annual Audit Report-due September 1st.

Vote to Allow Seat, Voice and Vote at Convention. St. James Church in Dillon has not paid $9,339.74 of their 2019 Diocesan Assessment. As a result, St. James will have no seat, voice and vote at this Convention, unless the Convention delegation votes to allow St. James to participate in Convention, and to forgive their debt to the Diocese. Upon motion duly made and seconded, a majority of the Convention delegation voted to allow St. James Dillon to join Convention with seat, voice and vote, and also to forgive the $9,339.74 they owe the Diocese.

Committee on Legislation. The Rev. Stephen Day, Chairperson of the Legislation Committee, stated the Diocesan office received 2 proposed Resolutions to Amend the Diocesan Canons prior to the 60 day pre-Convention deadline. Therefore, the 2 proposed pieces of legislation will be presented for consideration to the Convention delegation during tomorrow’s business session.

Committee on Nominations. The Rev. Randy Pendergraft, Chairperson of the Nominations Committee, stated nominations are being received to fill the following Diocesan positions. Elections will be held during tomorrow’s business session.

Diocesan Council: Two laity and two clerics, each for 3-year terms.

Standing Committee: One laity and one cleric, each for 3-year terms.

Foundation Board: Two clerics, each for 4-year terms.

Committee on Resolutions. The Rev. Jean Collins, Chairperson of the Resolutions Committee, announced the Diocesan office received one proposed Resolution prior to the 60 day pre-Convention deadline. The proposed Resolution will be presented for approval during tomorrow’s business session.

Introduction of Chancellors of the Diocese. Bishop Stebbins introduced Brad Foster and Julianne Burkhardt, Diocesan Chancellors, and thanked them for their time and expertise providing legal advice during the past year.

Rules of Order for the Convention. Bishop Stebbins stated the Convention will follow the General Convention Constitution and Canons, the Canons of the Episcopal Diocese of Montana, and the most recent edition of Robert’s Rules of Order. George Kimmet, Parliamentarian, will be available to advise the Bishop on the Rules of Order throughout the Convention.

Official Acts of the Bishop. Bishop Stebbins presented a list of Official Acts during her first year as Bishop of Montana. Although her schedule was significantly modified as a result to the Coronavirus pandemic, Bishop Stebbins’ list includes visitations (in-person and virtual), confirmations, ordinations and receptions.

New Clerics to the Diocese. The Rev. Canon J. Christopher Roberts, Canon to the Ordinary, introduced the following new clerics to the Diocese:

1. The Rev. Charles Knuth, Rector at All Saints in Columbia Falls/Whitefish.
2. The Rev. Mikayla Dunfee, Chaplain at the Kalispell hospital.
3. Heidi Jones Magee, Vocational Deacon at St. James in Bozeman.

Donation Made during Convention. During Convention, donations can be made to either Episcopal Relief and Development or Camp Marshall; the links are provided in the chat feature on Zoom.

Dave Campbell, Executive Director of Camp Marshall. Bishop Stebbins introduced Dave Campbell, the new Executive Director of Camp Marshall. Dave stated the virtual Camp held this year was successful. Dave spoke of a few current projects at Camp Marshall including retro-fitting the kitchen, and a new steel dock which will soon be completed.

Adjournment of Friday Business Session. Bishop Stebbins concluded the business session at 8:00 p.m. The Ven. Dorcie Dvarishkis, Archdeacon, offered the closing prayer.

Convention Reconvened Saturday Morning. The Convention reconvened Saturday, October 10, 2020 at 8:00 a.m. with an Ante Communion worship service lead by Bishop Stebbins. In conjunction with the worship service, Bishop Stebbins gave her first address to the Convention delegation.

Morning Business Session. Bishop Stebbins called the business session to order at 8:45 a.m. Sandy Williams gave an updated report from the Credentials Committee. Sandy announced the number of Convention delegates in attendance this morning is the same as last night (31 clergy delegates and 85 lay delegates), which constitutes a quorum, and the business of the Convention can proceed.

2021 Diocesan Operating Budget. Diocesan Treasurer, Mark Dvarishkis; and Canon for Finance, Barb Hagen, presented the proposed 2021 Operating Budget for the Diocese of Montana. The budget is drafted by the Finance Department, then reviewed, revised and approved by Diocesan Council. The budget is comprised of 3 separate budgets: Administrative, Program and Camp Marshall. The 2021 budget is based on a 19% assessment, which is the same as last year. The 19% assessment is calculated using the average operating income reported on the Parish’s parochial reports for the prior 3 years. The 2021 budget does not include raises for Diocesan staff. Health insurance premiums for Diocesan staff will increase in 2021. The assessment amount the Diocese pays to the National Church will also increase in 2021. Upon motion duly made and seconded, the 2021 Diocesan Budget as presented, was recieved by a majority vote of the Convention delegation.

Barb Hagen announced the deadline for parishes to submit a Request for Reduction in 2021 Assessment to the Diocesan office is October 15, 2020.

2020 Standing Committee Report. Rick Harden, President of the Standing Committee, stated the Standing Committee met 22 times since the 2019 Diocesan Convention. Rick gave an overview of the Standing Committee’s purpose. The Committee works with the Bishop to review the spiritual health and vitality of the Diocese, consent to the sale or purchase of real property, and consent to the ordination of persons to Holy Orders. Early in the year, the Standing Committee assisted in the interview and hiring process to select Dave Campbell as the new Executive Director of Camp Marshall. The Committee also assisted with staff transitions at Camp Marshall, the hiring of Mark Clemow as the Site Manager at Camp, and planning the 2020 camping season at Camp Marshall. The Standing Committee also developed a Letter of Agreement for hiring clergy within the Diocese.

Foundation Board Election. Two clerics need to be elected as Trustees of the Foundation Board, each to serve 4-year terms. Nominations Committee Chairperson, The Rev. Randy Pendergraft, announced The Rev. Connie Campbell-Pearson from Manhattan, and The Rev. Charles Knuth from Columbia Falls/Whitefish were nominated. There being no further nominations, upon motion duly made and seconded, the nominations were closed. Upon motion duly made and seconded, The Rev. Connie Campbell-Pearson and The Rev. Charles Knuth were elected by acclamation.

Diocesan Council Election. The Rev. Randy Pendergraft announced the nominees to serve on Diocesan Council. Two clerics and two lay people are needed, each to serve 3-year terms. The nominees in the clergy order are The Rev. Mary Alice Jones from Anaconda, and The Very Rev. Scott Anderson from Helena. There being no further nominations in the clergy order, upon motion duly made and seconded, the nominations were closed. Upon motion duly made and seconded, The Rev. Mary Alice Jones and The Very Rev. Scott Anderson were elected by acclamation. The nominees in the lay order are Rick Harden from Helena, and Henry Tuell from Red Lodge. There being no further nominations in the lay order, upon motion duly made and seconded, the nomination were closed. Upon motion duly made and seconded, Rick Harden and Henry Tuell were elected by acclamation.

Standing Committee Election. The Rev. Randy Pendergraft stated there are two vacancies on the Standing Committee that need to be filled, one cleric and one lay person, each to serve a 3-year term. Sandy Williams from Livingston was nominated in the lay order. There being no further nominations in the lay order, upon motion duly made and seconded, the nominations were closed. Upon motion duly made and seconded, Sandy Williams was elected by acclamation. The Rev. Melinda St. Clair from Billings, and The Rev. Canon Gary Waddingham from Billings were nominated in the clergy order. There being no further nominations in the clergy order, upon motion duly made and seconded, the nominations were closed. A vote of the Convention delegation was conducted via Doodle Poll, with The Rev. Melinda St. Clair being elected by majority vote.

Thanks to Committee Members. Bishop Stebbins offered her thanks to those individuals who have served on various Diocesan boards, commissions, committees and councils, whose terms of serve are now expiring:

Diocesan Council: Manny Hoag, Cynthia Hoelscher, The Rev. Wells

Warren, The Rev. Randy Pendergraft, and The

Rev. Steven Yurosko (Treasurer)

Congregational Development: Dr. Mary Cavalier, Rick Harden, The Rev. Canon

Clark Sherman; and Daryl Todd

Congregational Formation: Cynthia Benkelman, Dr. Jamie Sherman, and The

Rev. Gretchen Strohmaier

Standing Committee: The Rev. Bradley Wirth, and Rick Harden

Commission on Ministry: The Rev. Louise Baker, and The Rev. Donnel

O’Flynn

Finance Department: Martha Winford, and The Rev. Steven Yurosko

Foundation Board: The Rev. Rick Johnson, The Rev. Steven Yurosko,

The Rev. Dorcie Dvarishkis, and Rick Harden.

Appointment of New Committee Members. Bishop Stebbins announced the names of those individuals she has appointed to serve on the following Diocesan boards, commissions, and committees:

Commission on Ministry: The Rev. Raymond Brown, Sharon Hatley,

The Rev. Mikayla Dunfee, and Richard Pate

By vote taken via Zoom Poll, the Convention delegation approved the appointment of those individuals serving on the Commission on Ministry.

Finance Department: Doris Gerstner

By vote taken via Zoom Poll, the convention delegation approved the appointment of those individuals serving on the Finance Department.

Disaster Coordinator: The Rev. Mary Alice Jones

Ecumenical Officer: The Rev. Valerie Webster

Historian: The Rev. Canon Gary Waddingham

United Thank

Offering Coordinator: Vicki Van Rennselaer

Committee on Legislation. The Committee on Legislation Chairperson, The Rev. Stephen Day, stated two proposed legislation amendments have been submitted to Convention.

1. *Amend Canon 16, Professional Standards with a new Section 6*. This amendment is proposed by the Standing Committee, and its adoption is recommended by the Legislation Committee.

A vestry can have a stipendiary priest, deacon or assistant, but he or she will not be licensed until the Bishop is satisfied the cleric has health insurance per Church Pension Group guidelines, and also that payments are being made to the Church Pension Fund. A Letter of Agreement or a Vestry Resolution which includes the specific language setting forth these requirements would provide the assurance the Bishop must have.

Upon motion duly made and seconded, it was approved by a two-thirds majority Zoom Poll vote by orders (clergy and lay) to adopt the Resolution to Amend Canon 16 of the Diocesan Canons entitled Professional Standards**,** by **adding a new Section 6**, as follows:

*PROFESSIONAL STANDARDS*

*CANON 16.*

*Section 6. All stipendiary clergy, in order to obtain licensure in the Diocese, upon election as a Rector, or selection as an assistant clergy person, shall provide evidence to the Ecclesiastical Authority, that either through a Letter of Agreement or Vestry Resolution (if there is not a Letter of Agreement), that the parish guarantees the clergy person health insurance per Church Pension Group (“CPG”) guidelines, if the individual is not covered by Medicare or other government program. In the event that the clergy person is not working sufficient hours for coverage under CPG guidelines, the parish shall show evidence to the Ecclesiastical Authority of the parish’s willingness to contribute to the clergy person’s health insurance policy obtained in the market and the specific amount thereof, providing that the cleric is not covered by Medicare or other government program. Licensure shall be withheld until such evidence is produced. As well, licensure can be revoked if a parish vestry does not provide health insurance per CPG guidelines, or contribute to health insurance if the clergy person obtains health insurance in the market. The same conditions shall hold true for payments into the Church Pension Fund.*

2. *Amend Diocesan Canons to Allocate Diocesan Convention Delegates Based on Average Sunday Attendance (ASA)*. This amendment is proposed by the Billings Deanery (Calvary Episcopal in Red Lodge, Church of the Ascension in Forsyth, Emmanuel Episcopal in Miles City, St. Luke’s and St. Stephen’s in Billings, and The Rev. Canon Clark Sherman). The Legislation Committee recommends adoption of the amendment.

The goal of replacing the data point for assigning delegates to parishes for Diocesan Convention is a more equitable distribution of votes based on the most widely accepted data point used within the wider Episcopal Church, the Average Sunday Attendance or ASA. The ASA is based on real statistics and the weekly lives of our faith communities, and includes *everyone* in church on Sunday. The adult communicant number, on the contrary, is a much more ambiguous and historical measure. Our current system for allocating delegates uses data that may be out of date as parish membership lists are often inflated and not representative of the actual current reality in the parish. The ASA allocation of delegates better reflects the current reality of our diocese by providing more delegates to mid-sized congregations. The largest congregations still receive the most delegates, and the smallest still maintain the minimum of two. Additionally, the current model only counts adult communicants. It is important to remember and recognize that children and youth are also the church.

Upon motion duly made and seconded, it was approved by at least a two-thirds majority Doodle Poll vote by orders (clergy and lay), to adopt the Resolution to Amend Canon 3, Section 2, Part C of the Diocesan Canons, by **revising Part C of Section 2 (to be effective the 2021 Diocesan Convention),** as follows:

*CANON 3*

*SECTION 2*

*Part C. Each congregation shall be entitled to lay representation to be based upon their average Saturday evening and Sunday attendance (otherwise known as ASA), as reported in the most recent annual parochial report in accordance with the following table:*

*ASA Delegates*

*0 - 24 2*

*25 – 49 3*

*50 – 74 4*

*75 – 99 5*

*100 – 124 6*

*125 – 149 7*

*150 – 174 8*

*175 – 199 9*

*200 and Over 10*

Committee on Resolutions. Committee on Resolutions Chairperson, The Rev. Jean Collins, stated one proposed resolution has been submitted to Convention by The Rev. Donna Gleaves, entitled “*Resolution to Adopt a Covenant to Root Out Racism.”* The Resolution Committee recommends adoption of the resolution, and therefore makes the motion for approval, which was seconded.

This resolution is an opportunity for our Diocese to engage in meaningful action to end the sin of racism. This work involves risking ourselves for the sake of God’s love, moving beyond ourselves in order to seek and serve Christ and one another.

A motion was duly made and seconded to amend the resolution to change the following covenant: *“We covenant to financially support the important work of Historically Black*  *Colleges and Universities,* ***and Native American and Tribal Colleges.****”* Following vote of the Convention delegation, the amendment to the Resolution was approved.

Upon affirmative vote of a majority of the Convention delegation, the following resolution, as amended, was adopted by the Episcopal Diocese of Montana:

*A COVENANT TO ROOT OUT RACISM.*

“Those who say, “I love God,” and hate their brothers or sisters, are liars; for those who do not love a brother or sister whom they have seen, cannot love God whom they have not seen.” -1 John 4:20

The sin of racism disrupts the harmony and oneness that God intends for humanity. Racism is dangerous, divisive, and damaging. Racism purports that some are deserving of dignity over others and disregards the image and likeness of God found in every human being. We are created in the image of God; therefore, to engage in racism of any form is to refuse to acknowledge the image of God in the other and the stranger. The fact that we were created in the image of God should remind us that each person is a living expression of God that must be respected, preserved, and never dishonored. Throughout our history, courageous people of God have taken the risk of standing up and speaking out with the least and the lowest, God now challenges us to become courageous people who seek to create sacred communities of hope by dismantling the sin of racism. This work involves risking ourselves for the sake of God’s love, moving beyond ourselves in order to seek and serve Christ and one another.

WE LAMENT…

As people of faith, we acknowledge our sins and our failure to respect the dignity of every human being. We have, individually and corporately, fallen short of the glory of God, and now call to mind and name the aspects of our lament.

* We lament the Church’s role in the subjugation, enslavement, and genocide of societies of indigenous peoples, including Native Americans and Pacific Islanders.
* We lament the Church’s role in profiting from the selling, trading, and genocide of people of African descent and the lasting effects of the peculiar trade present with us today.
* We lament the Church’s complicity-by-silence in the commoditization, dehumanization, and belittling of peoples brought to this country to toil in brutal labor, including Latinx people, Asians, Pacific Islanders, and other immigrants and undocumented populations.
* We lament the Church’s complicity in the historical exclusion, internment, and denial of civil rights of Asian and Pacific Islanders.
* We lament the Church’s complicity in failing to honor the language, culture, and civil rights of Latinx people, both American citizens and those from other countries.
* We lament to places in which we have been spectators and participants in the public and private lynching of peoples of African descent.
* We lament the Church’s lack of moral courage to stand with and on the side of the poor, the marginalized, and the oppressed.
* We lament the systems of white supremacy, white exceptionalism, and white privilege present in the Church that have condoned people - particularly people of African descent, - being viewed as less, inferior, or unworthy rather than as beloved children of God, made in the image of the Divine.
* We lament the ways in which the stories of People of Color have been diminished or erased from the histories of our churches, institutions, and communities of faith.
* We lament the collusion of the Church with systems that directly and indirectly promote racism, oppression, segregation, and disenfranchisement.
* We lament the willful blindness of Christian leadership in promoting and advocating for systems of over-policing, the militarization of police, mass incarceration, school-to-prison pipelines, poverty, and violence.
* We lament the resounding silence and the crippling fear that often infects the Church in matters of racial reconciliation and social justice.

WE COVENANT…

As people of faith, we are called to “love the Lord with all our heart, and with all our soul, and with all our mind, and to love our neighbors as ourselves,” Recognizing the places in which the church and people of faith have fallen short of God’s love, particularly in the legacy of racism and white supremacy, we seek to amend our lives to more fully reflect God’s dream of Beloved Community.

* We covenant to re-examine the history of our communities of faith and institutions to, in tangible ways, acknowledge racist legacies and to recognize, remember, and re-tell the stories of Native American, enslaved persons and other People of Color, whose labor contributed to white privilege.
* We covenant to engage our communities of faith, staffs, colleagues and experts in critical discourse that propels us forward.
* We covenant to devise and implement standards, policies, and programs that make our commitment to diversity and inclusion a visible realty.
* We covenant to invest in local businesses that are owned and operated by People of Color and under-represented populations.
* We covenant to listen to and to validate the stories, experiences, and feelings of People of Color as companions along the journey, valuing those experiences as being sacred.
* We covenant to adopt an intersectional approach in all aspects of our common life, remembering that all forms of oppression are connected.
* We covenant to financially support the important work of Historically Black Colleges and Universities, **and Native American and Tribal Colleges**.
* We covenant to work towards the dismantling of the school to prison pipeline and other systems of institutional oppression.
* We covenant to stand up and speak out against everyday micro and macro acts of oppression or aggression.
* We covenant to struggle and speak out against denial of civil liberties and voter suppression.
* We covenant to educate ourselves, and share with others, the many places where our privilege binds us from being compassionate to others.
* We covenant to call out bigotry and hate speech in all aspects of our common life.
* We covenant to gather with others, including faith leaders and decision makers, at all levels of the church, to ask the hard questions:
  + Does the leadership of our institution reflect the diversity of those we serve?
  + Are the many faces of the diverse body of Christ represented in decision-making processes?
  + How are we inviting and forming leaders?
  + Who is missing around the table?
  + Whose untold story do we need to hear?
* We covenant that in our corporate worship; and other activities of our communities to intentionally cultivate welcome, hospitality, and participation for people of all cultures, ethnicities and backgrounds, and to include their rich musical and liturgical offerings in worship.
* We covenant to invite all members of our faith communities to reflect about and seek a better understanding of racism and privilege.
* We covenant to preach about, and pray together for an end to racism and white supremacy, not to bring down people of European descent, but to lift all others up.
* We covenant to join with local community organizations in working for racial justice.

Annual Diocesan Report. Upon motion duly made and seconded, by vote taken via Zoom Poll, it was unanimously agreed to accept the 2019 Annual Report of the Diocese, which is posted in its entirety on the Diocesan website.

Courtesy Resolutions: Members of the Resolutions Committee offered the following Courtesy Resolutions:

Whereas, we are blessed to minister alongside one another, laity and ordained clergy, and

Whereas, we desire to celebrate significant milestones along the way,

Be It Resolved, we, the delegates of the Diocese of Montana at this virtual 117th Diocesan Convention recognize those ordained who have reached:

20 years since ordination:

Randy Pendergfraft - April 15 Sue Eades - June 17

Mary Rowe - September 14 Judy Anderson - October 14

30 years since ordination: Brenda McLellan - June 3 Rick Johnson - July 20

Dennis Campbell - December 28 40 years since ordination:

Steve Brehe - March 24 50 years since ordination:

Bob Sisk - January 29

Maurice Champion-Garthe - May 7

With thanksgiving and gratitude for their many gifts shared over all these years.

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Whereas, Chris Roberts, Dorcie Dvarishkis, Donna Gleaves, Dave Campbell and Mark Clemow have done many practice sessions with Zoom and Doodle voting to troubleshoot and help provide instruction,

Be It Resolved, that the 2020 Diocesan Convention thank them for their work in testing and troubleshooting to try to help convention run as smoothly as possible.

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Whereas, Dorcie Dvarishkis, Mary Alice Jones, Stephen Day, Valerie Webster and Chad Brinkman have provided online sessions as our virtual “convention displays” this year, sharing their wisdom and insight,

Be It Resolved, that the 2020 Diocesan Convention thank them for their ministry among us and willingness to share their gifts in a new way.

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Whereas, the people of the Diocese have signed up for Zoom practice sessions, Doodle poll practices and have joined in on the online convention display sessions, and for all of those who are live-streaming church, using YouTube, Facebook, and Zoom, and being the church in a new way in 2020,

Be It Resolved, that the 2020 Diocesan Convention acknowledge our efforts and faith as we live and move and have our being in these days of uncertainty.

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Whereas, Gayle Archey has served as the Diocesan Secretary for 20 years. She has faithfully recorded our debates, discussions, and discourses with accuracy and great competence. She has attended 19 conventions and almost one hundred Diocesan Council meetings, always ready to document these important proceedings.

Be It Resolved, that the 2020 Diocesan Convention shares their grateful appreciation for this quiet servant among us.

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Whereas, Sandy Williams has served as the Credentials Committee Chair for the last 25 conventions, she has never missed a convention, always there to greet our clergy and delegates with a smile, even when she has to track down people who didn’t sign in! She reports the quorum and keeps us on track to properly conduct the business of the diocese.

Be It Resolved, that the 2020 Diocesan Convention honor Sandy’s dedication and commitment to the Diocese of Montana.

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Whereas, Steven Yurosko has served as the Diocesan Treasurer for three years, attending many Finance and Diocesan Council meetings and guiding the budget process.

Be It Resolved, that the 2020 Diocesan Convention share their thanks for Steven’s work and dedication to the Diocese of Montana.

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Whereas, The Venerable Roxanne Klingensmith has served as the archdeacon for the Diocese of Montana for more than 16 years; and

Whereas, as the first Archdeacon for the Diocese, she has blazed many trails as a loving servant, faithful role model, spiritual leader, and prayerful steward of the trust and responsibilities placed upon her; and

Whereas, the people of the Diocese have grown in our understanding of what diakonia requires of us all as we serve alongside our most vulnerable; and

Whereas, she will now be known as The Venenerable (Retired), and forever, a Deacon, moving in God’s love and in partnership with our Bishop.

Be It Resolved, that the 2020 Diocesan Convention surrounds Roxy with our gratitude for her great dedication and commitment to the Diocese of Montana and all of God’s people.

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Whereas, Barb Hagen and Jill Sallin give so much of themselves to their work for the Diocese of Montana in ‘normal times’. In the midst of a pandemic, they have outdone even themselves! In addition to their regular tasks, they have welcomed a new Bishop and planned and implemented a virtual Diocesan Convention. They have patiently offered training and answered at least a million questions with good humor.

Be It Resolved, that the 2020 Diocesan Convention rise from our seats and offer Jill and Barb a hearty applause in grateful thanks for their fabulous ministry among us.

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Whereas, Sunday October 11th is Clergy Appreciation Day

Be It Resolved, that for those who live out their faith with kindness and care, who share God’s love in so many ways, big & small, the staff at the Diocesan House and all your parishioners of the Episcopal Diocese of Montana gratefully say, “Thank you!” You all are such a blessing to this diocese and your ministry helps make the world a brighter place every day.

Diocesan Convention 2021. The 118th Diocesan Convention will be held in Billings during the fall of 2021. An invitation to attend was extended by the parishes of St. Luke’s and St. Stephens, who will join together to co-host the convention next year.

Convention Adjournment. Upon motion duly made, seconded and approved via Zoom poll vote, the business session was adjourned at 2:10 p.m. Bishop Stebbins offered the closing prayer, thereby concluding the 117th Diocesan Convention.

Sunday Worship Service. A pre-recorded Eucharist was celebrated by The Rt. Rev. Martha “Marty” E. Stebbins at St. Peter’s Cathedral in Helena on Sunday, October 11, 2020.

Respectfully submitted,

Gayle Gallik Archey, Diocesan Secretary.

**Bishop’s Address October 10, 2020**

Bishop Marty Stebbins gave her first address at Convention via Zoom. Due to the convention not being recorded, we are unable to provide her address in the 2020 annual report.

**Bishop’s Acts**

**Physical Visitations:**

January 5th – Emmanuel, Miles City & Ascension, Forsyth

January 19th – Holy Trinity, Troy

February 9th – St. James’, Dillon

February 16th – St. Mark’s, Anaconda & St. James’, Deer Lodge

February 23rd – St. John’s, Butte & St. Andrew’s, Philipsburg

March 1st – Holy Spirit, Missoula

March 14th – Togendowagan Society, Helena

September 5th – Incarnation, Great Falls (Confirmation class only)

October 4th – All Saint’s, Whitefish/Columbia Falls

December 13th – St. Paul’s, Fort Benton

**Virtual Visitations:**

June 28th, August 2nd, 10th & 18th – St. John’s, Emigrant & St. Andrew’s, Livingston

August 16th & September 28th – St. Mark’s, Big Timber

August 23rd – St. James’, Lewistown

September 13th – Christ Church, Kalispell

November 1st & 17th – All Saint’s, Big Sky

November 15th & 17th – Trinity, Ennis/Jeffers & St. Paul’s, Virginia City

**Acts:**

Dillon: 2 Receptions, 4 Confirmations

Missoula: 1 Reception, 8 Confirmations

Great Falls: 2 Receptions, 2 Confirmations

**Other Acts/Liturgies:**

January 21st – Funeral for Cliff Shipp (husband of Rev. Jane Shipp)

February 15th – Funeral for Rev. Mary Jacques

March 15th – St. Stephen’s, Billings priest installation, Rev. Stephen Day

June 21st – Morning Prayer, St. James’, Dillon

September 19th – Ordination to Vocational Diaconate – Heidi Jones-Magee

October 3rd – St. Patrick’s, Bigfork, blessing the renovated sanctuary

November 22nd – Holy Eucharist, St. Peter’s Cathedral, Helena

December 19th – Funeral for Rev. Linda Roberts (wife of Rev. Chris Roberts)

December 24th – St. James’, Dillon, Christmas Eve Service

February 3rd-6th & June 1st-5th – College for Bishops

February 11th-12th – Bishops of Small Dioceses

March 10th-13th & July 28th-29th – Virtual House of Bishops

September 1st-3rd – Clergy Conference via Zoom

October 9th – 11th – Diocesan Convention via Zoom

# **Episcopal Diocese of Montana Minutes of Diocesan Council**

# Conference Call, January 25, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a meeting via conference call, beginning at 10:00 a.m. on Saturday, January 25, 2020.

**Attendance**. Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, The Rev. Wells Warren, Cynthia Hoelscher, Manny Hoag, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard and Hope Stockwell. Council members The Rev. Randy Pendergraft, The Rev. Canon Clark Sherman and Jerry Southwood were absent. Also in attendance were The Rev. Steven Yurosko, Diocesan Treasurer; Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating in the call, The Rt.

Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty offered a short African Bible Study with a Gospel reading from Matthew 4: 12-23. The agenda as previously distributed was accepted.

**Introduction of New Members to Diocesan Council**. New members to Council, Bishop Marty Stebbins, Hope Stockwell, The Rev. Jaime Leonard and Keith Kuhn introduced themselves.

OLD BUSINESS.

**Minutes of November 2, 2019 Meeting.** Upon motion duly made and seconded, the Minutes of the November 2, 2019 Diocesan Council conference call were approved as presented.

**Investment Questionnaire Regarding Foundations and Endowments.**

Council members discussed proposed revisions to a draft Investment Questionnaire designed to gather information from parishes regarding investments held by church foundations and endowments. It was decided to send the Questionnaire to every parish, with a letter explaining why the Diocese is gathering this information. Barb Hagen will revise the Questionnaire incorporating Council’s suggested revisions, and a draft cover letter, then send the two documents to Council members for an electronic vote. Following approval, the Questionnaire and cover letter will be mailed to all parishes in the Diocese.

**Diocesan Audit Policy**. Council members reviewed amendments to the Diocesan Audit Policy, which were proposed by the Finance Department. The Audit Policy was last updated in 2014. Following additional revisions, upon motion duly made and seconded, Council approved the updated Diocesan Audit Policy.

**Diocesan Assessment Reduction Request Form**. In an effort to create a more formal application process for parishes to request a reduction of their assessment, Council members reviewed a draft Assessment Reduction Request Form. Following suggested revisions, upon motion duly made and seconded, the form was approved as amended.

**Updates to 2020 Camp Marshall Budget**. Until a new Executive Director of Camp Marshall is selected, it is not possible to determine the monetary impact to the 2020 Camp Marshall Budget. Therefore, upon motion duly made and seconded, it was unanimously agreed to table this matter until Council’s next meeting in May 2020, when more accurate expense amounts will be known.

**Financial Reports**. Council members reviewed the Diocesan financial statements as of December 31, 2019. Barb Hagen stated investments are doing well. 2019 assessment payments have been received from Incarnation in Great Falls. 2020 assessment payments have been received from St. Luke’s in Billings, and from St. Stephen’s in Billings. It was noted there is $143,013.24 available for reserves from the 2019 budget. Upon motion duly made and seconded, Council approved $143,013.24 be moved into the Reserve Fund for the 2020 budget. Upon motion duly made, seconded, and approved, the December 31, 2019 Diocesan financial reports were received.

**Parish Audit Report Update**. 2018 Audit Reports have been received from all parishes with the exception of St. Paul’s - Absarokee.

**Sale of St. Paul’s Church in Absarokee**. St. Paul’s Church in Absarokee has been closed, and the building was recently sold. Proceeds of the sale, approximately $94,000.00, will be distributed to the Diocese for placement in the Faber Fund.

**Acceptance of Finance Department Minutes**. Upon motion duly made and seconded, Council members acknowledged receipt of the Department of Finance meeting Minutes of September 10, 2019 and January 16, 2020.

**Update - Roanridge Trust Grants.** The Rev. Dorcie Dvarishkis stated the deadline to submit 2020 Applications for Roanridge Trust Grants has passed. Work will begin now to complete applications in a timely manner for consideration of next year’s grants. Roanridge Trust Grants are available for leadership development in small towns and rural communities.

**Safety & Security Sub-Committee.** Hope Stockwell spoke on behalf of the Safety & Security sub-committee. The sub-committee, comprised of Hope Stockwell, Glen Hladek, Gary Swartz and Wells Warren, have met twice. They are currently drafting a Safety & Security checklist to be available to all parishes. The Rev. Mary Alice Jones, the Disaster Services Coordinator for the Diocese, will be invited to join the sub-committee.

**Diocesan Website.** A sub-committee to update the Diocesan website will be formed. Council members: Cynthia Hoelscher and The Rev. Stephen Day agreed to serve on the sub- committee. It was agreed that the website of the Diocese of Montana should be simple, clear and user-friendly. It was suggested to talk with members of St. Peter’s in Helena, and Holy Spirit in Missoula, as both churches have recently updated their websites. It was noted the websites of both the Diocese of North Dakota and the Diocese of Wyoming are very good.

**Camp Executive Director Update**. Bishop Marty Stebbins announced the search for a new Executive Director of Camp Marshall has been narrowed to 4 candidates. Each candidate will be invited to Camp Marshall for an interview and site visit. Travel expenses associated with candidate interviews/site visits, along with moving expenses and insurance for the new Camp Director will impact the 2020 Budget by approximately $15,144.00. Upon motion duly made and seconded, it was agreed to allocate additional monies to cover travel expenses of the 4 Camp Executive Director finalists.

NEW BUSINESS.

**Cost Sharing Agreement between Diocesan Office and St. Peter’s Cathedral.** The Diocesan office and St. Peter’s Cathedral share a parking lot, which is potentially subject to a “parking lot tax” per new IRS guidelines. Additionally, the Diocesan office and St. Peter’s also share services for snow plowing, shoveling and lawn care, with the sprinkler system costs being paid by the Diocese. Although there is no formal agreement between the parties to pay these expenses, it has been agreed that the Diocese will pay 20% of the expenses, and St. Peter’s will pay 80% of the expenses. The impact to the 2020 Diocesan budget is an additional expense of $1,025.50. Upon motion duly made and seconded, it was unanimously agreed to adjust the 2020 Diocesan Budget to accommodate this additional expense.

**Adjustment to 2020 Diocesan Budget - Long Term Disability Insurance for Lay Staff.** The Finance Department has recommended providing long term disability coverage for Diocesan lay staff, which will increase the insurance premium by $432.60, and therefore an increased expense to the 2020 Diocesan budget. Upon motion duly made and seconded, Council members agreed to provide long term disability insurance for Diocesan lay staff, and therefore approved the additional expense of $432.60 to the 2020 budget.

**Appointment of Provincial Council Member for Province VI.** Bishop Marty Stebbins asked for names of possible nominees to fill a vacancy on the Provincial Council for Province VI. The vacancy is for a lay person for a 3-year term. Bishop Marty will contact those individuals, then report back to Council, who will vote electronically to approve the nominee.

**Faber Fund Grant/Loan Application - Emmanuel Church, Miles City**. Council members reviewed a Faber Fund Grant/Loan Application from Emmanuel Church in Miles City. Emmanuel is requesting $30,000.00 to be used to build a bathroom for the Church, and a small kitchenette. Upon motion duly made and seconded, Council approved a $15,000.00 grant, and a $15,000.00 no-interest loan for the Church.

**July 18, 2020 Diocesan Council Meeting**. St. Peter’s Cathedral is not available to host the Diocesan Council meeting on Saturday, July 18th. Incarnation in Great Falls has offered to host Council members for their July 18, 2020 meeting. Therefore, it was decided Council’s July 18th meeting will be held at Incarnation in Great Falls, starting at 10:00 o’clock a.m.

**Statements of Grant Accountings**. Council members acknowledged receipt of Grant Accounting Reports, as follows:

* 1. St. Andrew’s Church - Phillipsburg spent $13,544.72 for renovations to their church building, including a new door, handicapped ramp, windows, gutters and downspouts.
  2. St. Peter’s Cathedral - Helena received a $10,000.00 grant and a $45,000.00 loan to install a new boiler in the church. The installation is complete, with actual expenses totaling $59,754.00.
  3. St. Stephens - Billings used $8,000.00 of the $50,000.00 grant they received in 2018. The $8,000.00 was used to fund the payroll of their priest. St. Stephen’s retains the balance of the grant money in the amount of $42,000.00.
  4. St. James - Bozeman spent $10,000.00 for the purchase of an organ for the church.

**Engagement Letter for Diocesan Audit**. Bishop Marty Stebbins announced the Diocese has signed an engagement letter with the accounting firm who will perform the Diocesan Audit, which will commence February 23, 2020.

**Announcement of New Archdeacon**. Bishop Marty Stebbins announced The Rev. Dorcie Dvarishkis has been appointed as the new Archdeacon for the Episcopal Diocese of Montana.

**Bishop’s Upcoming Schedule**. Bishop Marty Stebbins stated her schedule for the next 7 months includes quite a bit of out-of-state travel.

**Future Diocesan Council Meetings**. 2020 meetings of the Diocesan Council are scheduled as follows:

* Saturday, May 2, 2020 (in-person - at St. Peter’s Cathedral in Helena)
* Saturday, July 18, 2020 (in-person - at Incarnation in Great Falls)
* Saturday, November 7, 2020 (conference call)

Conference calls will begin at 10:00 a.m. In-person meetings will be from 10:00 to 3:00 p.m.

**Adjournment**. There being no further business to come before the Diocesan Council, on motion duly made and seconded, the conference call was adjourned at 12:00 Noon by The Rt. Rev. Marty E. Stebbins.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary.

Episcopal Diocese of Montana

Minutes of Diocesan Council

Conference Call

April 4, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a meeting via conference call, beginning at 10:00 a.m. on Saturday, April 4, 2020.

**Attendance**. All Council members were present, they being: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, The Rev. Wells Warren, Cynthia Hoelscher, Manny Hoag, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard, Hope Stockwell, The Rev. Randy Pendergraft, The Rev. Canon Clark Sherman and Jerry Southwood. Also in attendance were The Rev. Steven Yurosko, Diocesan Treasurer; Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating, The Rt.

Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead an African Bible Study with a short reading, then asked Council members what word or phrase from the reading stood out or spoke to them. The agenda, as previously distributed, was accepted.

**COVID-19**. Bishop Marty offered a check-in with all Council members, and suggested the use of “Zoom” as a way to stay connected with others during this uncertain time.

Liturgical Review – Bishop Marty stated there will be no in-person services until May 10, 2020. Most churches are getting creative with video worship. The Bishop is having weekly conference calls with clergy. With Parishes not meeting, income is down. The National Church will defer Church Pension Group payments from the Diocese, but not forgive the payments.

Bishop’s Strategy– Bishop Marty suggested Churches may want to apply for CARES Act funds for payroll protection. Making application needs to be done quickly, as this is a time sensitive opportunity. Applications need to be approved by the Vestry of the Parish, the Standing Committee and Diocesan Council. Barb Hagen will draft an email to all Parishes outlining the procedures to apply for the CARES Act. Barb also noted any money received under the CARES Act needs to be used within 8 weeks of receipt of the funds to be considered a grant, otherwise the funds will be deemed a loan and must be repaid.

Church Assessment Payments - Council will meet via conference call on May 9, 2020 to discuss assessment payments from Churches, and to review Assessment Reduction Request Forms received from Churches.

Expenses – While some Diocesan expenses are reduced due to cancellations and reduced travel, the expenses for the camp executive director are higher than budgeted. A decision to proceed with the summer camp season and various rentals of the camp facility will be made by May 15, 2020.

OLD BUSINESS.

**Minutes of January 25, 2020 Meeting.** Upon motion duly made and seconded, the Minutes of the January 25, 2020 Diocesan Council conference call were approved as presented.

**Appointment of Provincial Council Member for Province VI.** Bishop Marty Stebbins announced Gretchen Swift from Incarnation in Great Falls has agreed to serve a 3-year term as a member of the Provincial Council for Province VI. Upon motion duly made and seconded, Council unanimously agreed to the appointment of Gretchen Swift to this position.

**Moving Expenses – Camp Director.**  Via email vote, Council previously approved to pay up to $10,000.00 to the new Executive Director of Camp Marshall, David Campbell, for expenses associated with his move from Texas to Montana. David’s actual moving expenses were $6,739.34.

**Camp Budget Updates**. Council members discussed proposed updates to the 2020 Camp Marshall budget, specifically increased salaries for summer camp staff. Executive Director, David Campbell, is currently conducting interviews to hire camp staff, which is contingent on camp opening this year. Upon motion duly made and seconded, Council approved increased salaries for the Program Director, Waterfront Director, Music Director and Head Cook, increasing the total Camp salary budget to $51,930.00.

**Diocesan Assessment Reduction Request Form**. During the January 25, 2020 meeting, Council approved the Assessment Reduction Request Form. Following the meeting, Council made additional revisions to the form via email communication. The final form is now ready to be sent to all Churches.

**2019 Assessment Payments from St. James-Dillon.** Although Council did not approve the request of St. James Dillon for a reduced assessment payment in 2019, St. James continues to pay a lesser amount to the Diocese. The Diocesan Canons provide that unless St. James pays their delinquent 2019 assessment prior to the 2020 Diocesan Convention, they will not have voice or vote at Convention. St. James does have the right to appeal this decision to the Convention delegation. Wells Warren will convey this directive to the Vestry of St. James Church. Additionally, Bishop Marty will ask The Rev. Canon Chris Roberts to talk to St. James’ Vestry to explain the consequences of not paying their full assessment.

**Financial Reports**. Council members reviewed the Diocesan financial statements as of February 28, 2020. Barb Hagen stated investments are doing okay, but the March financial reports will show a decline. Some Churches are behind paying their 2020 assessments. Upon motion duly made, seconded and approved, the February 28, 2020 Diocesan financial reports were received.

**Parish Audit Report Update**. As stated previously, the Diocesan office has yet to receive the 2018 Audit Report from St. Paul’s Absarokee. The Church is now closed and the building has been sold.

**Safety & Security Sub-Committee.** Council members reviewed a “Self-Inspection Safety and Security Checklist” drafted by the Safety & Security sub-committee. The checklist is very comprehensive and a good guideline for Churches to follow. The sub-committee, comprised of Hope Stockwell, Glen Hladek, Gary Swartz, Wells Warren and Mary Alice Jones, also prepared a cover-letter to accompany the checklist when sent to all Parishes. Hope Stockwell, Chairperson of the sub-committee, asked Council members to review the checklist and cover letter, and send any requested revisions to her. When finalized, the checklist and letter will be sent to all Parishes.

**Diocesan Website Update.**  On behalf of the Diocesan Website Sub-Committee, Stephen Day, stated the sub-committee is in the initial stages of their work. Stephen stated 25 responses were received from a survey sent to all parishes to gather comments and opinions regarding the current website. Council members reviewed a summary of the survey results, compiled by the sub-committee, who consist of Cynthia Hoelscher and Stephen Day. The sub-committee will continue to provide Council with updates as their work progresses.

**Executive Director – Camp Marshall.**  Bishop Marty announced the new Executive Director of Camp Marshall, David Campbell, started work in Helena on April 1, 2020. He is currently conducting interviews for Camp staff for the summer camp season. David is asking for the formation of an Executive Committee for Camp Marshall, who will assist him with various aspects of the Camp facility, specifically the upgrade of certain buildings. David is soliciting names of individuals who are interested in serving on this committee. David will join Council members during their May 9, 2020 conference call meeting.

**Investment Questionnaire Regarding Foundations and Endowments.**  Barb Hagen stated the Investment Questionnaire has been sent to all parishes. To date, 8 completed questionnaires have been returned to the Diocesan office. Barb requested the questionnaire be revised to add a deadline of May 31, 2020, so parishes will return the questionnaires to the Diocesan office in a timely manner.

**Thank you Note from Emmanuel Church, Miles City.** A note was received from Emmanuel Church in Miles City, expressing thanks for the $15,000 Faber Fund Grant they received to construct a bathroom and small kitchen in their Church building.

NEW BUSINESS.

**Assessment Reduction Request Form.**  Council’s upcoming meeting on May 9, 2020 will be devoted primarily to the review of all Assessment Reduction Request Forms received from parishes around the Diocese.

**Updates to Diocesan Health Insurance Documents**. Council members reviewed the following documents with respect to the Diocesan health insurance plan:

1. Letter to clergy to confirm they have adequate health insurance coverage and other benefits.
2. Election to Decline Benefits.
3. Policies Relating to the Denominational Health Plan for the Episcopal Diocese of Montana.

Upon motion duly made and seconded, the 3 above-referenced documents, as updated, were unanimously approved.

**Key Person Insurance**. Council discussed obtaining life insurance for Bishop Marty that names the Diocese as the beneficiary. The insurance proceeds would be used to help pay for the search process for the next bishop, if Bishop Marty were to pass away while in office. It was noted that in 2017, the Diocese had a $100,000 policy on Bishop Brookhart with an annual premium of $2,226. Following discussion, it was decided that Barb Hagen will contact the company, Protective Life Insurance, to obtain rates for a Key Person Insurance policy with higher limits, then report back to Council on May 9, 2020.

**Request for Proposals Policy.**  A discussion was held regarding the need to set a policy to have scheduled times for requests for proposals for various matters, including but not limited to audits, investment advisors, and policies in general. Upon motion duly made and seconded, Council members agreed with the idea to form a sub-committee for this purpose.

**Cell Phone Reimbursement**. Upon motion duly made and seconded, a majority of Council members voted to reimburse Diocesan staff (4 people) up to $80 per month for use of their cell phone for work related matters. Dorcie Dvarishkis abstained from voting on this matter.

**Episcopal Marketplace**. A suggestion was made to purchase various Episcopal Church items (clothing, coffee cups, bumper stickers, etc.) from The Episcopal Marketplace for sale at Diocesan Convention. Doing so will have a temporary impact on the budget, but the Diocese will get the money back. All proceeds from the sale of these items will be split between Camp Marshall and the Bishop’s Discretionary Fund. Upon motion duly made and seconded, it was unanimously agreed to allocate $1,000 for the purchase of Episcopal items from the Episcopal Marketplace to be sold at the 2020 Diocesan Convention.

**Repair to Roof of Diocesan House**. Council members reviewed a proposal from RMR, Inc. in the amount of $1,350 to repair a portion of the Diocesan House roof above the bay window in Bishop Marty’s office. RMR, Inc. has previously done satisfactory work for the Diocese. Upon motion duly made and seconded, it was agreed to accept RMR, Inc.’s proposal for the roof repair in the amount of $1,350.

**Diocesan Audit**. Barb Hagen said the accountants continue their work on the annual Diocesan Audit. Barb anticipates the final Audit Report should be completed by Council’s next meeting on May 9th.

**Pressure Tank – Camp Marshall**. Council reviewed a letter from Camp Marshall Site Manager, Mark Clemow. Mark, along with Executive Director, David Campbell, request $500 to purchase a new 86 gallon pre-charged pressure tank for Bishop Brewer Lodge at Camp Marshall. The new tank costs $430. Mark estimates an extra $70 to pay for new fittings, glue, and pvc pipe. Mark plans to replace the tank himself, to save the cost of hiring a plumber. A motion was made and seconded to approve the $500 expenditure. The motion was amended to obtain the $500 from the Faber Fund as a grant, not a loan. The motion, as amended, was unanimously approved.

**CARES Act – COVID-19 Public Health Emergency**. Upon motion made and seconded, Council agreed the Diocese should file for the U.S. Small Business Administration’s Paycheck Protection Program for Faith Based Organizations under the CARES Act. The Diocese will work with First Interstate Bank to secure this loan/grant.

**2021 Diocesan Budget.** Bishop Marty stated work has begun on the 2021 Budget process and related forms.

**Bishop’s Travel Schedule**. Bishop Marty announced her upcoming travel schedule, all events are tentative, and subject to cancellation due to the coronavirus pandemic. A Bishop’s conference is scheduled in Austin, Texas in May. Also in May, a family trip is planned to West Point. Bishop Marty stated all visitations to parishes are on hold until at least May, perhaps longer. Deacon Heidi McGee’s ordination is postponed until this fall.

**Future Diocesan Council Meetings**. 2020 meetings of the Diocesan Council are scheduled as follows:

* Saturday, May 9, 2020 (conference call)
* Saturday, July 18, 2020 (in-person at Incarnation in Great Falls)
* Saturday, November 7, 2020 (conference call)

Conference calls will begin at 10:00 a.m. In-person meetings will be from 10:00 to 3:00

**Adjournment**. There being no further business to come before the Diocesan Council, on motion duly made and seconded, the conference call was adjourned at 1:00 p.m. by The Rt. Rev. Marty E. Stebbins.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary.

Episcopal Diocese of Montana   
Minutes of Diocesan Council Conference call  
April 28, 2020

Attendance: Council members present, they being: The Rt. Rev. Marty Stebbins, The Rev. Stephen Day, Cathy Morris, The Rev. Wells Warren, Cynthia Hoelscher, Manny Hoag, Keith Kuhn, The Rev. Dorcie Dvarishkis, Hope Stockwell, The Rev. Randy Pendergraft, and Jerry Southwood.

Absent: The Rev. Jaime Leonard, The Rev. Clark Sherman, The Rev. Steven Yurosko, Gayle Gallik Archey

Guests: Dave Campbell, Camp Marshall Executive Director, Mark Clemow, Camp Marshall Site Manager

With a Quorum participating, Bishop Marty called the meeting to order at 6PM and offered an opening prayer.

Bishop Marty gave a brief review of the Camp Marshall dock project Faber grant email conversations and said that, in the future, we would plan to host a Council call if we needed to have any discussion regarding grants in between meetings. She also explained that the rising lake levels make this project very time sensitive, making necessary a decision before the Council’s May 9 meeting. The cancelled Camp rental groups this spring give us an opportunity to do this work while no one is using the Camp. She also asked if everyone received the copy of the permit from the Confederated Salish and Kootenai Tribes that was sent out this afternoon.

Dave Campbell provided a Camp update and said that, after speaking to the county health department and meeting with Bishop Marty, we will be cancelling summer camp on site and will have virtual camp instead. This provides us with a unique opportunity to take care of some safety issues, the dock being the primary one.

Dave also explained that since the dock was built, there have been changes in the style of dock construction. The seawall is rotting and compromised. The Tribes do not allow treated wood on the docks at Flathead Lake. One of the bids is for a similar, wood-constructed dock. The new bid is for one that would be constructed with steel. Trex decking was not explored since that could add another $6,500 or so. The steel bid would extend the life of the dock to 15 years. The rationale for doing this project now is the rare opportunity to take advantage of this time with no rental groups or children on the camp.

We can either move forward or get a second bid. If we need to get another bid, we will not get the project done this summer because Dockmasters (the other company that gave us the original wood dock bid) has a full project queue well into the year.

Bishop Marty then explained that the reason for Finance recommending a Faber grant only and not a loan is that, since the Camp is owned by the Diocese, we would be borrowing money from ourselves. She also explained that we would not be voting on this tonight since many people had already voted via doodle poll. She asked those who had not yet voted to please cast their vote at the completion of tonight’s call. Jerry asked Mark about a Trex deck and why that option was not included in the bids. Mark said it was not included due to the added cost. A basic gray Trex costs about $4,500 and, if we used Trex similar to what is near the lodge, the cost would be about $6,500. Trex carries a 25-year warranty and would extend the life of the dock even further.

Wells said it was a rare opportunity and he was in favor of it.

Hope suggested we look at the $4,500 Trex option, since it would extend the life of the dock. Council members present decided to wait to discuss the Trex option at the May 9 meeting since Heirloom Ironworks did not have to order it to begin the other aspects of the project.

Keith voiced concern about drawing funds from Diocesan investments when they are down since we would be selling at depressed prices. Bishop Marty explained that the funds to be accessed for this project are invested in more liquid asset classes.

Hope asked if there is an advantage for doing the work now since the labor prices may be lower.

Keith also voiced concerns about only securing one bid for the steel dock.

Randy said that we should consider the Trex since it adds another 10 years of life beyond the wood. We would have a higher base cost now but would save maintenance time and money in the future.

Dorcie raised a question about how Mark’s salary was factored into the deck costs since he would be available to help this summer. Bishop Marty shared that Mark’s salary is part of the diocesan budget and not the Camp or project budget.

Jerry shared that the steel/Trex option is the best option for the docks he has known about in the Bigfork area.

Keith also voiced concern that if we use these funds for Camp, they would not be available for other priorities in the Diocese. Hope asked about the useful life of the existing dock; Mark said the estimate was about two more years.

Bishop Marty advised that the Council had received a list of other projects around camp that would be completed during this time. We have some of the funds already for one of the cabins. Fundraising will continue for the dock as well as for the virtual camp.

Bishop Marty also shared that a new endowment fund is in the process of being established – the “Wet, Heavy, Broken Fund.” More details will be forthcoming.

The Council will meet again May 9 via Zoom and will discuss the Trex decking then.

Members with other questions were encouraged to reach out to Bishop Marty. With no further business to discuss, the meeting adjourned at 6:53 pm.

Respectfully Submitted, Barb Hagen, Canon for Finance & Administration

# Episcopal Diocese of Montana

# Minutes of Diocesan Council

# Zoom Video Meeting

May 9, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a video meeting via Zoom, beginning at 10:00 a.m. on Saturday, May 9, 2020.

**Attendance**. Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, The Rev. Wells Warren, Cynthia Hoelscher, Manny Hoag, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard, Hope Stockwell, The Rev. Randy Pendergraft and Jerry Southwood. Council member, The Rev. Canon Clark Sherman was absent. Also in attendance were The Rev. Steven Yurosko, Diocesan Treasurer; Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating, The Rt. Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead a short African Bible Study, then asked what the scripture reading is calling us to do? The agenda, as previously distributed, was accepted.

OLD BUSINESS.

**Minutes of April 4, 2020 Meeting.** Upon motion duly made and seconded, the Minutes of the April 4, 2020 Diocesan Council conference call were approved as presented.

**Minutes of April 28, 2020 Meeting.** Upon motion duly made and seconded, the Minutes of the April 28, 2020 Zoom conference call were approved as presented.

**Camp Marshall.** Council members welcomed Camp Marshall Director, David Campbell, and Camp Marshall Site Manager, Mark Clemow to the meeting.

2020 Summer Camp Season. Dave Campbell stated the summer camping program at Camp Marshall will be conducted on-line. Dave has hired people to put all the “parts and pieces” together for the on-line camp program this summer. They have developed building tracks for each camp session, i.e., Elementary, Middler, High School, and Alumni. Campers in each session will participate by making videos. On-Line camp will have daily workshops for all, then specific programs for each age level. The goal is to have kids participate, but not have them sit in front of a computer for 5 hours each day. Dave presented a sample calendar of the on-line camp schedule. Currently, there is no plans for Grace Camp, however, they will work to see if an on-line version of Grace Camp is possible this year. Camp Marshall previously received a Vickers Memorial Ministry Fund Grant in the amount of $20,347.17, which will be used to pay for salaries and equipment for providing virtual camp this year.

Maintenance at Camp. Mark Clemow stated lots of maintenance and repair work is being done at Camp Marshall, specifically re-building the dock. Mark presented pictures of the decayed wood on various areas of the dock that were discovered when removing the existing decking. It was determined that for support, an additional steel stringer needs to be installed down the middle of the dock, which will cost $1,200.00. Material used for the deck of the dock can be either wood (fir) or a composite material (Trex). Wood is considerably less expensive, but will need to be replaced every 10 years. Trex costs substantially more, but will never decay, and lasts much longer. Council reviewed cost option presented by Mark, as follows: Wood: $1,400.00; Trex (gray, red, brown): $4,720.00; Trex (tropical color): $6,900.00. It was noted that Camp has already received donations of $4,200.00 for the dock, with an additional $1,000.00 donation if Trex is used for the decking material. Upon motion duly made and seconded, Council agreed to accept the $5,920.00 estimate referenced in the April 22, 2020 Proposal from Heirloom Ironworks, which includes the use of either gray, red, or brown Trex ($4,720.00), plus the additional steel stringer ($1,200.00). Mark stated the Trex decking material will be delivered in approximately one month. Additionally, upon motion duly made and seconded, Council validated a prior email vote to approve the Camp Marshall Faber Fund Grant Application for the dock repair project.

David Campbell and Mark Clemow left the meeting after Council members thanked them for their work and insite.

Wet, Heavy or Broken. Bishop Marty stated she will be creating a new endowment entitled “Wet, Heavy or Broken.” Monies held in the endowment will be designated to pay for repairs at Camp Marshall.

Advisory Board for Camp Marshall. Bishop Marty said work continues with the organization of an Advisory Board for Camp Marshall. She is still seeking individuals to serve on the Advisory Board alongside Bishop Marty, and David Campbell, Director of Camp Marshall.

**Key Person Insurance.** Council members reviewed estimated insurance rates from Protective Life Insurance Company for Custom Choice Universal Life Insurance and Term Life Insurance in coverage amounts of $100,000 and $250,000 for both 10 and 15 years. This will be Key Person Life insurance for Bishop Marty with the Diocese as named beneficiary. The insurance proceeds will cover expenses associated with the search of the next Bishop if Bishop Marty were to pass away while in office. Bishop Marty would like to have money set aside each year, so by the time she retires (11 years from now), there will be enough money in this designated fund to pay for the search process of a new Bishop. Keith Kuhn made a motion to pursue a $100,000, 10 year Term Life policy with a fixed premium rate. Following discussion, Keith suspended his motion to allow time to gather more information from the insurance company.

**CARES Act - Paycheck Protection Program (PPP) for Faith Based Organizations.** Following their April 4, 2020, Council members approved the U.S. Small Business Administration’s Paycheck Protection Program Applications for the following parishes via email vote: Incarnation- Great Falls, Christ Church- Kalispell, Holy Spirit- Missoula, All Saints- Columbia Falls, St. Stephen’s- Billings, St. Luke’s- Billings, St. James- Dillon, Pintler Cluster, St. Peter’s Cathedral- Helena, St. Andrew’s- Livingston, All Saints- Big Sky, St. Mark’s- Big Timber, Trinity/St. Paul’s- Ennis, St. Paul’s- Virginia City. Upon motion duly made and seconded, Council agreed to validate all email votes to approve the PPP Applications for the above-referenced churches.

**Financial Reports**. Council members reviewed the Diocesan financial statements as of March 31, 2020. Barb Hagen stated most churches are up to date with their assessment payments. Travel expenses are down, as Bishop Marty is not traveling. The Diocese has been working with RBC Wealth Management to adjust investments to mitigate losses. Upon motion duly made and seconded, Council acknowledged receipt of the March 31, 2020 Diocesan financial reports.

**Acceptance of Finance Department Minutes**. Upon motion duly made and seconded, Council members acknowledged receipt of the Department of Finance meeting Minutes dated April 23, 2020.

**Safety & Security Sub-Committee.** Hope Stockwell stated the “Self-Inspection Safety and Security Checklist” has been finalized, and will be sent to all Churches within the next week.

**Diocesan Website.** On behalf of the Diocesan Website sub-committee, Cynthia Hoelscher stated she has reviewed websites of other Dioceses, including Utah, Oklahoma, Wyoming, Idaho and North Dakota. Cynthia said a good website should use large print, no gray font, list churches by town - not by church name, have a link to a specific church, be inviting, and allow for on-line giving. The Rev. Stephen Day said the platform Holy Spirit in Missoula uses for their website in good; it is self-managed, allows for on-line giving, and the pricing is acceptable. Stephen said he is waiting to hear from the web-master to get more information from this particular company.

**Investment Questionnaire – Foundations and Endowments.** A discussion regarding revisions to the draft Investment Questionnaire have been tabled until Council’s July 18, 2020 meeting.

**Request For Proposal Policies.** It was suggested the Diocese contemplate updating their policy with respect to Request for Proposals. The Rev. Dorcie Dvarishkis provided examples of Request For Proposal policies used by the Foundation for Community Health, which the Diocese might use as guidance when updating their Request for Proposal policies.

NEW BUSINESS.

**Assessment Reduction Requests.** Council met separately with representatives of the following Churches to discuss the 2020 Assessment Reduction Request Form each church submitted to the Diocese.

St. Mark’s in Big Timber. The Rev. Bryan Beveridge, Rector at St. Mark’s joined the meeting. Bryan came to St. Mark’s in the summer of 2019. Bryan stated the 2019 financial records do not accurately reflect the income of the parish, as $40,000 came from one donor, and is restricted. Currently, the parish is withdrawing money from savings to cover the shortfall in the monthly budget. In addition, the Church building is in need of repairs. St. Mark’s requests their assessment payment be reduced to $500.00 per month for 2020, with a 10% increase each year thereafter. If the $40,000 donation was subtracted from St. Mark’s operating revenue in their 2019 Parochial Report, this would reduce their 2020 assessment amount. Bryan will ask the Vestry and the donor for clarification as to intent of the donated money – for capital or for operations? If the $40,000 is not included as income, St. Mark’s budgeted monthly assessment amount will be reduced. Upon motion duly made and seconded, Council agreed to defer making a decision until their July meeting, at which time Bryan will provide additional information.

Incarnation in Great Falls. The Rev. Tim Ljunggren, Rector at Incarnation in Great Falls joined the meeting. Tim stated Incarnation requests their 2020 monthly assessment be reduced to $1,100.00. Incarnation’s projected assessment amount set by the Diocese for 2020 is $2,169.20 per month. In 2019, Council allowed Incarnation to pay a lower assessment payment of $18,207.00. Upon motion duly made and seconded, it was agreed to set Incarnation’s assessment for 2020 at the same amount as 2019, which is $18,207.00. Thus far in 2020, Incarnation has paid $5,689.85, leaving a balance due of $12,517.15. Incarnation’s monthly assessment payment for June through December 2020 is set at $1,517.27, which must be paid by the 10th of each month, otherwise the reduced assessment is revoked and the monthly amount reverts to $2,169.20. The underpayments totaling $1,896.40 for January through May 2020, must be paid by October 1, 2020. Incarnation must provide monthly financial reports to the Diocese, present a 2020 Stewardship Plan to the Bishop by July, and establish an Episcopal evangelism program to increase the community’s awareness of Incarnation’s ministries by the end of the year.

St. James in Dillon. The Rev. Wells Warren was called to St. James Dillon as part-time Rector in January 2019. Wells stated St. James requests their 2020 assessment be based on 19% of the prior month’s Operating Income, instead of the budgeted 3 year average of the parish’s Parochial Report. Membership and pledges have remained constant the last few years, but not much growth. Each year, St. James has been drawing money from the Salsbury Endowment Fund of Saint James Episcopal Church to pay operating expenses. Without the endowment fund, the annual income of the church is approximately $10,700.00. It was noted in 2019, St. James did not pay the correct assessment amount, therefore; they are currently $9,339.74 in arrears. Bishop Marty stated that St. James was recently classified as an Impaired Congregation. Upon motion duly made and seconded, Council approved a reduced 2020 assessment payment for St. James calculated on 19% of their 2019 operating income of $105,693.00, as reported on the parish’s parochial report, which is $20,081.67 per year, or $1,712.86 per month, from May through December, 2020. Monthly payments must be paid by the 10th of each month. Additionally, St. James must provide the Diocese with a plan outlining how they will pay the past due 2019 assessment of $9,339.74. It was noted that The Rev. Wells Warren abstained from voting on this motion.

Holy Trinity in Troy. Council members reviewed an Assessment Adjustment Request Form submitted by Holy Trinity Church in Troy. Holy Trinity is requesting their 2020 assessment payment be reduced to $278.78 per month (average from 2010 to 2015) instead of the budgeted annual amount of $4,562.09. Holy Trinity has an average attendance of 3-4 people in the summer, and 10 in the winter. Their Priest, Angelique Bolling, is on medical leave, and Holy Trinity is obligated to pay her medical expenses. Currently, The Rev. Patti Ann Bennett is performing services. Upon motion duly made and seconded, Council approved Holy Trinity’s request to pay $278.78 per month for their 2020 assessment.

**2021 Budget Request Form.**  The Budget Request Form has been revised for 2021 to include a request for a narrative budget, together with a breakdown of the committee’s budget, and a description of how the monies will be spent. Council approved the revised form, which will be sent to all committee chairs to submit their requests for funding in the 2021 Diocesan Budget. All committee chairs will be invited to Council’s July meeting to state their requests.

**Grant offered by The Bishop Fox Foundation.** The Bishop Fox Foundation has generously offered $10,000.00 to the Diocese to be used to assist small congregations to enable them to provide virtual worship services, and Zoom virtual coffee hours. Bishop Marty will work with The Bishop Fox Foundation on this. It was noted that Bishop Marty, along with the Clericus in the Bozeman area, are working to advocate for internet in rural areas of Montana.

**CARES Act – Paycheck Protection Program (PPP) Application for Yellowstone Episcopal Parishes.** By email vote conducted May 8, 2020, Council approved the submittal of the U.S. Small Business Administration’s Paycheck Protection Program Application for the Yellowstone Episcopal Parishes in the amount of $14,000.00. Council validated this email vote.

**Faber Fund Monies to Emmanuel Church, Miles City.** Council previously approved a Faber Fund Application submitted by Emmanuel Church in Miles City for $30,000.00 to be used to build a bathroom for the Church and a small kitchenette. Clarification is needed as to whether this was a grant or a loan. Council will discuss this further at their July meeting.

**Assessment Payments.** Barb Hagen stated four churches are not paying their full 2020 monthly assessment, and have not obtained Diocesan approval to pay a reduced amount. Barb Hagen will draft a letter to the four churches, which will be signed by Bishop Marty and by Dorcie Dvarishkis as Vice President of Council.

**Future Diocesan Council Meetings**. 2020 meetings of the Diocesan Council are scheduled as follows:

* Saturday, July 18, 2020 (in-person - at Incarnation in Great Falls)
* Diocesan Convention – October 9-11, 2020 in Helena.
* Saturday, November 7, 2020 (conference call)

Conference calls will begin at 10:00 a.m. In-person meetings will be from 10:00 to 3:00

**Adjournment**. There being no further business to come before the Diocesan Council, on motion duly made and seconded, the video meeting was adjourned at 3:10 p.m. by The Rt. Rev. Marty E. Stebbins.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary.

# Episcopal Diocese of Montana

# Minutes of Diocesan Council Zoom Media Meeting

July 18, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a video meeting via Zoom Media, beginning at 10:00 a.m. on Saturday, July 18, 2020.

**Attendance**. Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, Cynthia Hoelscher, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard, Hope Stockwell, The Rev. Randy Pendergraft and Jerry Southwood. Council members, The Rev. Canon Clark Sherman and Manny Hoag were absent. Also in attendance were The Rev. Steven Yurosko, Diocesan Treasurer; Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating, The Rt.

Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead an African Bible Study, reading Matthew 13:24-30, 36-43, then asked what is this reading calling us to do or be? The agenda, as previously distributed, was accepted.

**Presentation by Brandon Costley, Branch Director of RBC Wealth Management**. Brandon Costley joined the meeting to provide Council members with an overview of RBC’s role in managing the Diocesan investments. Brandon gave his annual performance summary of all investments contained in the Diocesan portfolio. Brandon said the Diocesan portfolio is up roughly 3% over the past year, which is very good given the state of the current economy. Brandon stated the Diocesan portfolio is re-balanced quarterly by RBC, and RBC strictly adheres to the Diocesan Investment Policy Statement. RBC meets regularly with the Diocesan Foundation Board.

**Assessment Reduction Requests.** Council met separately with representatives of the following Churches to discuss the 2020 Assessment Reduction Request Form each church submitted to the Diocese.

St. Mark’s in Anaconda. Representing St. Mark’s in Anaconda, Kitty Basirico, Treasurer, and Terry Montgomery, Sr. Warden, joined the meeting to discuss their request for a reduction of St. Mark’s 2020 budgeted assessment of $499.19 per month. Kitty and Terry stated an error was made on St. Mark’s 2016 Parochial Report. St. Mark’s requests their 2020 assessment payments be reduced to $415.00 per month, which is the correct amount after the 2016 Parochial Report was amended. The Finance Department recommends approval of this request. Upon motion duly made by Stephen Day, and seconded by Keith Kuhn, Council agreed to amend St. Mark’s assessment payments for 2020 (Jan.-Dec.) to $415.00 per month.

St. James in Bozeman. Jim Mitchell, Co-Sr. Warden, joined the meeting to discuss the request of St. James for a reduction of their 2020 assessment payment. Jim stated St. James’ 2020 income level has decreased, and paying the budgeted assessment amount of $81,329.69 is consuming 21% of their anticipated revenue. St. James requests their 2020 assessment amount be based on 19% of the prior month’s operating income. It was noted that monies received from memorials in 2016 and 2018 were included as operating income. A determination needs to be made if this money should have been excluded from operating income. Jim said he will check with the Treasurer to determine the use of this memorial money. If the memorial was not used as operating money, this will lower their 2020 assessment payment. Upon motion duly made by Cynthia Hoelscher, and seconded by Stephen Day, Council agreed to defer making a decision until their August meeting, at which time St. James can provided additional information.

Incarnation in Great Falls. Representatives from Incarnation, Sara Quay, Sr. Warden, and Gretchen Swift, Treasurer, joined the meeting. They asked Council to reduce Incarnation’s monthly payment for the remainder of 2020 to $1,137.97, which is the same monthly amount they paid last year. At their May 2020 meeting, Council voted to set Incarnation’s assessment for 2020 at $18,207.00, which calculates to a monthly payment of $1,517.27 for June through December 2020. Gretchen stated the Church’s monthly expenses are approximately $12,480.00. Sara said Incarnation is working on a Stewardship program, and a plan for evangelism. Incarnation plans to do television advertising during the next 6 months to build awareness of Incarnation in the community. Upon motion duly made by Keith Kuhn, and seconded by Cynthia Hoelscher, Council unanimously voted to affirm their earlier decision of the $1,517.25 monthly assessment amount for Incarnation for the remainder of 2020 (June through December).

Emmanuel Church in Miles City. On behalf of Emmanuel Church in Miles City, Sr. Warden and Treasurer, Sharon Hatley, joined the meeting to discuss the parish’s request for an adjustment of their 2020 assessment payment. Emmanuel’s 2020 budgeted assessment is $4,362.48, up from $3,056.70 they paid in 2019. They are requesting to change their assessment to 19% of the prior month’s operating income for 2020. On review of the financial information provided in the request, Council members discovered errors had been made on the Church’s Parochial Reports for 2016, 2017 & 2018. The income received from the Church in Forsyth for payment of the priest’s salary was included in Emmanuel’s operating income, which is not correct. When the parochial reports are corrected, Emmanuel's 2020 assessment payment will be reduced. By motion duly made by Keith Kuhn, and seconded by Cynthia Hoelscher, it was agreed by a majority vote to allow Emmanuel Church to correct their parochial reports for 2016, 2017 & 2018, then Council will re-visit this request at their August meeting. Stephen Day abstained from voting on this motion.

St. Mark’s in Big Timber. It was noted that errors had been made on prior years Parochial Reports for St. Mark’s in Big Timber. After corrections were made, St. Mark’s 2020 monthly assessment payment was reduced.

St. Paul’s in Virginia City. The Rev. Jaime Leonard presented the Assessment Adjustment Request Form for St. Paul’s in Virginia City. St. Paul’s is requesting that again in 2020, their assessment be calculated on 19% of their prior month’s operating income, which is what Council agreed to for their 2019 assessment. Also, errors were discovered on their 2016 & 2017 Parochial Reports. Upon motion made by Keith Kuhn, and seconded by Hope Stockwell, Council agreed to allow a reduction in St. Paul’s assessment to $575.00 per month for the 2020 calendar year, which is the Vestry’s budgeted amount.

St. Paul’s in Fort Benton. St. Paul’s in Fort Benton submitted a Diocesan Assessment Adjustment Request Form to reduce their 2020 assessment from the budgeted amount of $2,210.52, to the reduced amount of $1,310.19. No one from St. Paul’s called into the meeting to discuss the request. Therefore, it was decided to table their request, and revisit this at Council’s August meeting, when hopefully a representative from St. Paul’s can be present.

OLD BUSINESS.

**Minutes of May 9, 2020 Meeting.** Upon motion duly made and seconded, the Minutes of the May 9, 2020 Diocesan Council Zoom Media Meeting were approved as corrected.

**Diocesan Audit**. Council unanimously approved a motion made by Hope Stockwell, and seconded by Keith Kuhn, to acknowledge receipt and accept the 2019 Audit of The Episcopal Diocese of Montana prepared by the accounting firm of Wipfli, LLP

**Faber Fund Monies to Emmanuel Church, Miles City.** Council previously approved a Faber Fund Application submitted by Emmanuel Church in Miles City for $30,000.00 to be used to build a bathroom for the Church and a small kitchenette. Since Council’s last meeting, verbal clarification was obtained which confirmed this was a grant to Emmanuel, and not a loan. Therefore, the following motion, duly made by Dorcie Dvarishkis, and seconded by Cathy Morris, was approved by a majority vote: The full Faber Fund amount of $30,000 for Miles City be considered as a grant, and that Miles City be invited to make a future free-will gift to the Faber Fund in any amount that would be affordable to them. Stephen Day abstained from voting on this motion.

**CARES Act - Paycheck Protection Program (PPP) for Faith Based Organizations.** Council members verified, by a show of hands, the approval of the U.S. Small Business Administration’s Paycheck Protection Program Applications for St. Andrew’s Church- Livingston, and the Yellowstone Episcopal Parishes.

**Financial Reports**. Council members reviewed the Diocesan financial statements as of June 2020, and thereby acknowledged receipt of the June, 2020 Diocesan financial reports. Going forward, only the Financial Summary will be sent to Council members each month, with the full financial reports to be sent on a quarterly basis.

**2018 Audit from Absarokee**. The Diocese has received the 2018 Parish Audit Report from Absarokee. The Church in Absarokee closed in December 2018, but did not disburse their final funds until the summer of 2019.

**Acceptance of Finance Department Minutes**. Upon motion duly made and seconded, Council members acknowledged receipt of the Department of Finance meeting Minutes dated June 26, 2020.

**2019 Diocesan Annual Report to The Episcopal Church**. Council members reviewed and acknowledged receipt of the 2019 Diocesan Annual Report, to be submitted to The Episcopal Church. The Annual Report will determine the assessment amount our Diocese will pay the National church, which is calculated on 15% of the adjusted operating income of the Diocese.

NEW BUSINESS.

**Retirement of The Rev. Wells Warren**. Bishop Marty announced The Rev. Wells Warren, who served at St. James’ Church in Dillon, has retired. Wells was currently serving a one year term on Council. Upon motion duly made by Stephen Day, and seconded by Cynthia Hoelscher, it was unanimously agreed to not name a replacement for Wells, but instead wait to elect a new Council member at Diocesan Convention in October.

**2021 Budget Requests from Committee Chairpersons.** The following committee chairpersons joined the meeting to discuss their requests for funding in the 2021 Diocesan Budget.

1. The Rev. Valerie Webster is the Ecumenical Officer for the Diocese of Montana. She requests funds for the Ecumenical Program Budget to pay expenses associated with her work as a representative from the Diocese to Province VI to the Episcopal Diocesan Ecumenical and Interreligious Officers (“E.D.E.I.O.”), and also as a representative of the Montana Association of Churches. The requested funds will also pay for Valerie to attend the E.D.E.I.O. Convention.
2. The Rev. Mary Alice Jones serves as the Disaster Coordinator for the Diocese. She requests $1,000 for Disaster Services be included in the 2021 Program Budget to be used to pay expenses associated with travel and conducting Asset Mapping workshops around the Diocese. Asset Mapping is a process that focuses on hope and what we have, not what we don’t have.
3. Rick Harden, President of the Standing Committee, requests $500 be allocated to the Standing Committee to cover expenses associated with meetings.
4. Executive Director of Camp Marshall, David Campbell, gave a summary of this summer’s on-line Camp program and internet activity. A determination was made that for the remainder of 2020, Camp will no longer host groups larger than 15 people, which will decrease revenue. 55 videos for produced this year at Camp, all of which can be seen on YouTube. Dave noted various staff members who have strong potential in areas such as web development, video editing, and leading Zoom gatherings. Virtual Camp this year offered exceptional keynote speakers, including Presiding Bishop Michael Curry, Bishop Marty Stebbins, and Father Charles Knuth. 25 Morning Prayer services were held this summer (most were live), in addition to 10 Live campfires. Moving forward, Dave feels it would be beneficial to have an active Christian Formation Commission, and an active Camp Board to assist in this work. Dave recommends we keep the Zoom meetings live and hold virtual events in October and January to enable people to find a place in our continuing ministry. Dave also recommends an in-person youth meeting the weekend of April 16-18, 2021. In addition, The Rev. Steve Brehe and The Rev. Robin Biffle, are interested in leading a 6-week study on “The Way of Love” this fall, using the web platform we currently have.

**2021 Diocesan Budget**. Barb Hagen and The Rev. Steven Yurosko presented the proposed 2021 Diocesan Budget, which was prepared by the Finance Department. The Diocesan Budget is comprised of 3 separate budgets: Administration, Program and Camp Marshall. The 2021 Budget is based on a 19% assessment, calculated on a rolling average of each Parish’s Parochial Reports for the prior 3 years. Upon motion duly made by Cathy Morris, and seconded by Stephen Day, Council members approved the 2021 Diocesan Budget as presented.

**2021 Assessment Reduction Request Form, with Cover Letter to Parish.** Council members reviewed the draft 2021 Assessment Reduction Request Form, and cover letter to the Parishes. Revisions to the form included including the year, including a deadline to return the form to the Diocese, and to require the form be signed by the Priest and one other parishioner. The cover letter will include a statement that the Church is expected to have a conversation with Council, and set a meeting date to do so. Council members approved the Form and Cover Letter as amended.

**Faber Fund Grant Request from St. John’s Church in Butte.** Council members reviewed a Faber Fund Grant Application submitted by The Rev. Theresa Kelley, on behalf of St. John’s Church in Butte in the amount of $10.000.00. The funds will be used to replace the shingles on a portion of the roof, prior to the installation of solar panels. The replacement of the shingles is subject to approval of a grant for the solar panels from Northwestern Energy. Upon motion duly made by Hope Stockwell, and seconded by Stephen Day, Council approved the Faber Fund Grant.

**Tabled Until Future Council Meeting.** The following items on the July 18, 2020 meeting agenda were tabled until either the August or November Council meetings.

1. Key Person Insurance
2. Diocesan Website.
3. Investment Questionnaire – Foundations and Endowments.
4. Request For Proposal Policies – appoint subcommittee..
5. PPP Information from Kurt Barnes – Operating income.
6. Revisions to handbooks, manuals and audit forms.
7. Visioning Work
8. Survey Information from Treasurers.
9. Grant Report Forms from St. Stephens–Billings, Camp Marshall and

Emmanuel–Miles City.

1. New Endowment: Wet, Heavy or Broken.

**Future Diocesan Council Meetings**. Meetings of the Diocesan Council scheduled for the remainder of 2020 are as follows:

\* Thursday, August 13, 2020 (conference/video call) at 6:30 p.m.

\* Diocesan Convention – October 9-11, 2020 via Zoom.

\* Saturday, November 7, 2020 (conference/video call) at 10:00 a.m.

**Adjournment**. There being no further business to come before the Diocesan Council, on motion duly made and seconded, the meeting was adjourned at 4:40 p.m. by The Rt. Rev. Marty E. Stebbins.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary.

Episcopal Diocese of Montana

Minutes of Diocesan Council Zoom Media Meeting

August 13, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a video meeting via Zoom Media, beginning at 6:30 p.m. on Thursday, August 13, 2020.

**Attendance.** Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, The Rev. Dorcie Dvarishkis, Manny Hoag, Cynthia Hoelscher, The Rev. Jaime Leonard, Cathy Morris, Hope Stockwell, and Jerry Southwood. Council members Keith Kuhn, The Rev. Randy Pendergraft, and The Rev. Canon Clark Sherman were absent. Also in attendance was Barb Hagen, Canon for Administration and Finance.

**Call to Order / Adoption of Agenda.** With a quorum participating, The Rt. Rev. Martha “Marty”” E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead an African Bible Study with the reading from Matthew 15:10-28, then asked what word is calling out to us. The agenda, as previously distributed, was accepted.

**Assessment Reduction Requests**. Council met separately with representatives of the following Churches to discuss the 2020 Assessment Reduction Request Form each church had submitted to the Diocese.

Emmanuel Church in Miles City**.** On behalf of Emmanuel, Sr. Warden and Treasurer, Sharon Hatley, joined to discuss the correction of their parochial report 2016 operating income, with resulted in an adjusted annual 2020 assessment of $3,307.77. to Sharon reported that the corrected assessment was supported by their vestry. Upon motion duly made by Cynthia Hoelscher, and seconded by Manny Hoag, Council agreed to a corrected 2020 assessment budget of $3,307.77 for Emmanuel Church. Stephen Day abstained from voting.

St. Paul’s in Fort Benton. On behalf of St. Paul’s, Vestry member, Sue Lepley joined to discuss St. Paul’s Assessment Adjustment Request Form to reduce their 2020 assessment from the budgeted amount of $2,210.52 to 19% of previous month’s operating income. Sue shared that all churches in Fort Benton, excepting the Mormon Church, are in decline, and that the community is becoming more of a retirement community with aging residents. When asked if they had any plans for outreach into the community, Sue said they do not, given their focus on building salvation and restoration. She noted that Rev. Tim continues to come over twice a month for in-person worship. Council then discussed that St. Paul’s has paid $854.53, to date, and also reviewed Finance’s assessment recommendation and the assessment budget reflected in St. Paul’s Form. Upon motion duly made by Dorcie Dvarishkis, and seconded by Cynthia Hoelscher, Council voted to ask St. Paul’s to honor their church budget of $1,300 for their 2020 assessment payments, with the caveat to collaborate with Diocesan staff on outreach and stabilization plans.

St. James in Bozeman. No one from St. James joined in the meeting, and no further information was provided to the Council regarding any parochial report corrections. Upon motion duly made by Stephen Day, and seconded by Cathy Morris, Council voted for St. James to pay the 2020 assessment as currently reflected.

OLD BUSINESS

**Minutes of July 18, 2020 Meeting.** Upon motion duly made and seconded, the Minutes of the July 18, 2020 Diocesan Council Zoom Media Meeting were approved as revised.

**Key person insurance**. Barb Hagen had provided the Council with key person insurance information gathered from 25+ peer dioceses surveyed. She also confirmed that the insurance is truly term, with no cash value accumulation. A term of 10 years and an insurance amount of $100,000 were preferred in Council discussion, and it was determined that some additional proposals would be sought for review. Upon motion duly made by Cynthia Hoelscher, and seconded by Jerry Southwood, Council voted to table a decision on key person insurance pending further research and were open to a vote via Zoom ahead of the Council’s next meeting.

**Website update**. Bishop Marty Stebbins asked Council members to send any input for the website to Jill Sallin and noted that the Diocese will engage a congregation member from St. Peter’s for website consultation. The Council thanked Cynthia Hoelscher and Stephen Day for their initial website sub-committee work.

**Investment Survey update.** Barb Hagen had provided the Council in early June with a substantial summary of investment survey responses to date. Some churches have yet to respond. The Council felt that further investment education and clarification of information may be beneficial. The Council discussed whether the Foundation Board should be engaged to review the information and in church outreach.

**RFP Policies** – Council appointed a sub-committee of Dorcie Dvarishkis, Manny Hoag, and Keith Kuhn to consider RFP policies that the Diocese may want to adopt. The sub-committee will bring a report to the Council in November.

NEW BUSINESS

**PPP information from Kurt Barnes – operating income.** Following discussion, a motion was duly made by Dorcie Dvarishkis, and seconded by Stephen Day, Council voted that any PPP grant funds received are to be included in a church’s operating income for 2020 and thus assessable. Jerry Southwood voted his dissention, and Jaime Leonard asked to abstain from voting per an email following the meeting.

**Revised Handbooks, manuals, audit forms.** Upon a motion duly made by Cynthia Hoelscher, and seconded by Stephen Day, Council voted to accept and utilize the handbooks, manuals, and audit forms as revised and reviewed by the Council.

**Faber fund request from Manhattan.** Barb Hagen reported that Finance recommended the approval of the Faber grant request of $2,400 submitted by Gethsemane Manhattan. Upon a motion duly made by Stephen Day, and seconded by Jerry Southwood, Council voted to approve Gethsemane’s Faber grant request of $2,400.

**2020 convention change.** In light of current health concerns but with disappointment in our inability to safely gather, a motion was duly made by Stephen Day, and seconded by Hope Stockwell, for the Council’s vote to move our 2020 Diocesan Convention to virtual-only. It was reported that resources for capturing counts and votes are being investigated through national seminars.

**Survey information from treasurers**. Barb Hagen had provided Council in June with the survey responses from church treasurers and noted that some of their recommendations were incorporated into the revised handbooks, manuals, and/or audit forms.

**Grant report forms** – Grant reports were provided to the Council by St. Stephen’s in Billings, Camp Marshall, and Emmanuel in Miles City. Council accepted their reports.

**New Endowment** – WHB (Wet, Heavy, Broken). A topic previously tabled until Council’s November meeting, Bishop Marty Stebbins noted that the chancellors are now working on the WHB Endowment establishment documents, which should be ready for Finance’s review in a few weeks. Council was reminded that the WHB Endowment is to be for Camp Marshall facility needs.

**Convention Report**. Bishop Marty Stebbins and Barb Hagen asked Council for suggestions regarding the kind of information being provided in the Convention Report. Dorcie Dvarishkis expressed interest in expanding the information presented about the Foundation.

**Upcoming meetings**. Bishop Marty Stebbins noted that an annual calendar of meeting dates for the Council and other Diocesan activities is being created to assist the churches and committee volunteers with more anticipatory planning. The agenda proposed for Council’s consideration the fall 2020 Council meeting dates of October 24, November 7, and November 14, and the 2021 dates of January 9, March 13, May 8, July 10, August 14, October 23, and November 13. Meeting dates, modes of meeting, and agendas will be confirmed with Council.

**Recap info for Minutes.** Bishop Marty Stebbins summarized the votes taken by the Council during the meeting for the Minutes.

**Bishop privilege.** Bishop Marty Stebbins reported that Camp Marshall has the opportunity to sell an unused and currently unusable sailboat. It is a single-mast, drop-board keel sailboat with a handmade trailer and broken mast. Council will receive more detailed information regarding it and its possible sale for voting via Doodle poll.

**Personal update from the Bishop.** Bishop Marty Stebbins asked the Council to keep Angel Bolling’s family in our prayers at her passing, and for The Rev. Karen King, who is caring for the Troy community in this loss. She also asked for prayers for Myrna Chaney’s family, and noted that a small service was being held this week. Bishop Marty reported that Phillips County is seeing an increase in COVID cases from community spread. She also expressed thanks to all Council members for their service.

**Adjournment**. There being no further business to come before the Diocesan Council, on motion duly made and seconded, the meeting closed in prayer and was adjourned at 8:40 p.m. by Bishop Marty Stebbins.

Respectfully submitted, Rev. Dorcie Dvarishkis, member

Episcopal Diocese of Montana

Minutes of Diocesan Council Zoom Media Meeting

September 23, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a video meeting via Zoom Media, beginning at 6:30 p.m. on Wednesday, September 23, 2020.

**Attendance**. Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard, Hope Stockwell, The Rev. Randy Pendergraft, Jerry Southwood, Manny Hoag and The Rev. Canon Clark Sherman. Council members, Cynthia Hoelscher and The Rev. Steven Yurosko, Diocesan Treasurer, were absent. Also in attendance were Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating, The Rt.

Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead an African Bible Study, reading from Matthew, then asked “What is this Gospel reading saying to you?” The agenda, as previously distributed, was accepted.

**Sailboat at Camp Marshall.** Dave Campbell, Executive Director of Camp Marshall, and Mark Clemow, Camp Marshall Site Manager, joined the meeting. Dave and Mark provided information regarding the possible sale of a single-mast, drop-board keel sailboat (with a handmade trailer), which has a broken mast and is therefore unusable. This is a surplus sailboat, as the Camp has a newer sailboat that is in good working order. Camp also has two smaller “Sun Fish” sailboats that are used for training. Dave and Mark requested permission from the Council to sell the unused sailboat with the broken mast. Mark will check with a local marina to get an estimated value of the sailboat. Upon motion duly made by Keith Kuhn and seconded by Hope Stockwell, Council agreed to authorize Dave and Mark to sell the sailboat.

**Minutes of August 13, 2020 Meeting.** Upon motion duly made by Cathy Morris, and seconded by Stephen Day, the Minutes of the August 13, 2020 Diocesan Council Zoom Media Meeting were approved as corrected.

**Key Person Insurance.** Council members reviewed several pricing estimates for key person insurance for Bishop Marty from Protective Life Insurance Co., Northwestern Mutual Insurance Co., and Thrivent Financial Insurance Co. Upon motion duly made by Keith Kuhn and duly seconded, Council agreed to purchase insurance from Thrivent Financial Insurance Co. for $100,000.00 of term life insurance on the life of Bishop Marty at the premium rate of $459.24 per year. The insurance is for a 10 year period commencing the effective date of the policy. The motion includes a caveat to revisit this matter if new information is made available.

**Paycheck Protection Plan Reporting Forms.** It was noted that all Churches who received Paycheck Protection Plan (“PPP”) Federal monies have submitted their Reporting Form to the Diocesan Office. The Standing Committee recommends if such a program is offered again, the Diocese provide specific guidance so parishes include all required information on the Reporting Form. Barb Hagen stated the deadline to repay the PPP loans is currently unknown. Barb said she has been looking on the Federal Government’s website, but is unable to find any deadline information.

**Outgoing Council Members.** Bishop Marty thanked those Council members whose terms on the Diocesan Council are expiring for their service to the Diocese:

* Manny Hoag
* Cynthia Hoelscher
* Randy Pendergraft
* Steven Yurosko

**Next Diocesan Council Meeting**. The next meeting of the Diocesan Council is scheduled for Saturday, November 7, 2020 (conference/video call) at 10:00 a.m.

**Adjournment**. There being no further business to come before the Diocesan Council, on motion duly made and seconded, the meeting was adjourned at 7:40 p.m., with prayer by The Rev. Dorcie Dvarishkis.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary.

# Episcopal Diocese of Montana

# Minutes of Diocesan Council Zoom Media Meeting

November 7, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a video meeting via Zoom Media, beginning at 10:00 a.m. on Saturday, November 7, 2020.

**Attendance**. Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard, Hope Stockwell, The Rev. Canon Clark Sherman, Jerry Southwood, Hank Tuell, The Rev. Mary Alice Jones, Rick Harden and The Very Rev. Scott Anderson. Also in attendance were Mark Dvarishkis, Diocesan Treasurer; Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating, The Rt.

Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead an African Bible Study. The agenda, as previously distributed, was accepted.

**Results of Holmes/Ware Spirituality Type Indicator.**  Recently, Bishop Marty asked members of Diocesan Council and Standing Committee to complete the Holmes/Ware Spirituality Type Indicator which classifies an individual’s spirituality into 4 different types: Head, Heart, Mystic and Social Action. Bishop Marty stated the results of her survey indicates that Mystic and Heart were most selected types, followed by Head, and then Social Action.

**Introduction of New Members**. A welcome was extended to the new members of Diocesan Council: The Very Rev. Scott Anderson from St. Peter’s Cathedral, Helena, Rick Harden from St. Peter’s Cathedral, Helena, Hank Tuell from Calvary Church, Red Lodge, and The Rev. Mary Alice Jones from St. Mark’s, Anaconda.

**Assessment Reduction Requests.** Council met separately with representatives of the following Churches to discuss the 2021 Assessment Reduction Request Form each church submitted to the Diocese.

Holy Trinity, Troy. Representing Holy Trinity in Troy, Jill Wilson, Sr. Warden, and Kristen Hanley, Treasurer, joined the meeting to request a reduction of Holy Trinity’s 2021 budgeted assessment of $8,714.10 per year, or $726.18 per month. Jill and Kristen stated the income reported on the Church’s 2019 parochial report includes a large draw from investments used to pay medical expenses of their Rector, and therefore does not accurately reflect the income of the Church. Holy Trinity requests their 2021 assessment be reduced to $292.00 per month. A motion was made by Keith Kuhn and seconded by Rick Harden to calculate Holy Trinity’s 2021 assessment based on the prior three year’s operating income, adjusted to subtract the extraordinary medical expenses for 2019 and 2020. The motion was unanimously approved.

Church of the Incarnation, Great Falls. Representatives from Incarnation, The Rev. Tim Ljunggren, Sara Quay, Sr. Warden and Gretchen Swift, Treasurer, joined the meeting. Incarnation requests a reduction of their 2021 budgeted assessment of $26,422.22 per year, or $2,201.85 per month. Incarnation requests their 2021 assessment remain the same as 2020 which is $1,517.25 per month. It was noted that Incarnation has complied with the obligations set forth by the Diocese with respect to their assessment reduction request in 2020. Upon motion duly made by Keith Kuhn, and seconded by Hank Tuell, Incarnation’s request to pay the same amount in 2021 that they paid in 2020: $1,517.25 per month, or $18,207.00 annually, was approved by a majority vote, with 3 opposed and 1 abstention.

St. Andrew’s, Livingston. On behalf of St. Andrew’s in Livingston, The Rev. Kristen Orr, and Treasurer, Don Gimbel, joined the meeting to discuss the parish’s request for an adjustment of their 2021 budgeted assessment of $24,439.00 per year, or $2,036.58 per month. St. Andrew’s is requesting their 2021 annual assessment be reduced to $17,350.00, or $1,445.83 per month. Their major annual fundraiser, St. Andrew’s Celtic Festival, which provides roughly $15,000.00 to the Church’s income, will not be held this year due to the pandemic. By motion duly made by Rick Harden and seconded by Hank Tuell, Council unanimously approved St. Andrew’s request.

St. James, Dillon. Kay Roach, Treasurer of St. James in Dillon joined the meeting to request to reduction of their 2021 budgeted assessment of $25,536.63 per year, or $2,228.05 per month. St. James requests their 2021 assessment be reduced to $1,613.38 per month, or 20% of their 2021 actual revenue if no interim priest is called. A motion was made by Dorcie Dvarishkis and seconded by Keith Kuhn, to allow St. James to continue to pay the same assessment amount in 2021 that they paid in 2020, which is $1,673.74 per month, or $20,018.64 annually.. Council approved the motion by a majority vote, with 2 opposed and 1 abstention.

St. Stephen’s, Billings. Treasurer of St. Stephen’s, Doris Gerstner, joined the meeting to discuss the Assessment Adjustment Request Form submitted by the parish. St. Stephen’s has experienced a downturn in membership since 2017. For the past 2 years, the Bishop Fox Company provided financial support to St. Stephen’s, with the money used to pay the church’s assessment for 2019 and 2020. The 2021 budgeted assessment for St. Stephen’s is $31,130.30 per year, or $2,594.19 per month. St. Stephen’s requests their 2021 assessment be reduced by 20%. Upon motion duly made by Rick Harden and seconded by Cathy Morris, St. Stephen’s request to reduce their 2021 assessment to $24,904.24 per year, or $2,075.35 per month was approved by a majority vote, with 2 Council members abstaining.

St. Paul’s, Fort Benton. St. Paul’s in Fort Benton submitted a Diocesan Assessment Adjustment Request Form requesting their 2021 budgeted annual assessment of $1,300.00 be amended to allow the church to pay 19% of their prior month’s income.

The Request Form was received after the deadline, and no one from St. Paul’s called in to the meeting to discuss the request with Council. Keith Kuhn made a motion, which was seconded by Jerry Southwood, to deny St. Paul’s request as their Request Form was incomplete and was received after the deadline. Council voted to approve the motion, with one member abstaining.

**Adjournment**. There being no further business to come before the Diocesan Council, by motion duly made by Scott Anderson and seconded by Hank Tuell, Council voted to conclude the meeting, with adjournment at 1:00 p.m. by The Rt. Rev. Marty E. Stebbins.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary

Episcopal Diocese of Montana

Minutes of Diocesan Council Zoom Media Meeting

November 14, 2020

The Diocesan Council of the Episcopal Diocese of Montana held a video meeting via Zoom Media, beginning at 10:00 a.m. on Saturday, November 14, 2020.

**Attendance**. Council members present were: The Rt. Rev. Martha (“Marty”) E. Stebbins, The Rev. Stephen Day, Cathy Morris, Keith Kuhn, The Rev. Dorcie Dvarishkis, The Rev. Jaime Leonard, Hope Stockwell, The Rev. Mary Alice Jones, Jerry Southwood, Rick Harden, Hank Tuell, The Rev. Canon Clark Sherman, and The Very Rev. Scott Anderson. Also in attendance were Mark Dvarishkis, Diocesan Treasurer; Barb Hagen, Canon for Administration and Finance; and Gayle Gallik Archey, Diocesan Secretary.

**Call to Order / Adoption of Agenda**. With a quorum participating, The Rt.

Rev. Martha (“Marty”) E. Stebbins, Bishop of the Diocese of Montana, called the meeting to order and offered the opening prayer. Bishop Marty lead an African Bible Study with a reading Matthew 4th advent Parable, then asked “What does this Gospel reading say to you?”

The meeting agenda was accepted.

OLD BUSINESS.

**Minutes of September 23, 2020 Meeting.** Upon motion duly made by Cathy Morris, and Seconded by Hank Tuell, the Minutes of the September 23, 2020 Diocesan Council Zoom Media Meeting were unanimously approved.

**Report of RFP (Request for Proposal) Subcommittee.** Manny Hoag, Keith Kuhn and Dorcie Dvarishkis comprise the RFP Committee, which is a subcommittee of Diocesan Council. The RFP Committee recommends the Council adopt a regular review process of the Diocesan audit, and also of the asset investment management services. Such a review process would be prudent and appropriate for sound stewardship of the assets entrusted to the Diocese. Therefore, the RFP Committee proposes the following motions:

1. *Diocesan Audit*: The Diocese issue a Request for Proposal (“RFP) at least every 10 years for audit services; and if an audit firm remains in place for more than five years, that a different partner be assigned to oversee the audit; and that any audit-related policy(ies) reflect these changes. A motion to approve was made by Hope Stockwell and seconded by Clark Sherman. The motion was approved by a unanimous vote.
2. *Foundation Board*. The Foundation Board adopt a practice of issuing a Request for Proposal (“RFP”) at least every 7 years for asset investment management services; and that any related policy(ies) reflect this change. A motion to approve was made by Hope Stockwell, and seconded by Jerry Southwood. The motion was unanimously approved.

Dorcie Dvarishkis thanked her fellow subcommittee members for their work with this process.

**Financial Reports**. Council members reviewed the Diocesan financial statements as of September 30, 2020. Barb Hagen stated St. James in Dillon has paid off their loan from the Diocese. Overall, the finances of the Diocese are looking pretty good. There are a few churches past due in their assessments. Council members acknowledged receipt of the September 30, 2020 financial reports.

**2019 Audit Reports.** All Churches have submitted their 2019 Audit Reports to the Diocesan Office. Audit Reports were received after the deadline from the following Churches: St. Stephen’s, Billings; St. James, Dillon; St. John’s, Emigrant; Ascension, Forsyth; Emmanuel, Miles City, St. Andrew’s, Polson; and St. Paul’s, Virginia City. Barb Hagen has compiled a summary of all 2019 Audit Reports, and distributed the summary to all Council members. Keith Kuhn suggested the Finance Department review the Audit Summary, then provide Council with their assessment and any recommendations. Barb Hagen will notify the Finance Department.

**Acceptance of Finance Department Minutes**. Council members acknowledged receipt of Minutes from the Department of Finance meetings held September 10, 2020, and October 22, 2020.

NEW BUSINESS.

**Housing Resolutions.** Upon motion duly made by Rick Harden and seconded by Jerry Southwood, the following housing resolutions were unanimously approved.

1. The Diocesan Council on November 14, 2020, after discussing the amount to be paid to the Rt. Rev. Martha Stebbins, as a parsonage allowance, on motion duly made and seconded, adopted the following resolution:

*Whereas*, the Rt. Rev. Martha Stebbins is employed as a minister of The Episcopal Diocese of Montana, which does not provide a residence for her, the Council resolves that of the total compensation of $128,800.00 to be paid to the Rt. Rev. Martha Stebbins in 2021 that $36,800.00 be designated as a parsonage allowance within the meaning of that term as used in Section 107 of the Internal Revenue Code of 1986.

1. The Diocesan Council on November 14, 2020, after discussing the amount to be paid to the Rev. Canon James Christopher Roberts, as a parsonage allowance, on motion duly made and seconded, adopted the following resolution:

*Whereas*, the Rev. Canon James Christopher Roberts is employed as a minister of The Episcopal Diocese of Montana, which does not provide a residence for him, the Council resolves that of the total compensation of $37,499.52 to be paid to the Rev. Canon James Christopher Roberts in 2021 that $10,000.00 be designated as a parsonage allowance within the meaning of that term as used in Section 107 of the Internal Revenue Code of 1986.

**Election of Vice President.** Keith Kuhn was nominated to serve as Vice President of Diocesan Council for the coming year. The Vice President sits on the Foundation Board, and acts in place of the Bishop at Council meetings. Upon motion duly made by Bishop Marty and seconded by Jerry Southwood, the nominations were closed. Keith Kuhn was elected by unanimous vote to serve as Vice President of Council until the 2021 Diocesan Convention.

**Minutes of 117th Convention of the Episcopal Diocese of Montana.** Upon motion duly made by Mark Dvarishkis and seconded by Rick Harden, it was unanimously agreed to approve the corrected Minutes of the 117th Diocesan Video Convention held via Zoom Media on October 9, 10 & 11, 2020.

**Capital Campaign Savings Account**. Barb Hagen stated a saving account was opened when the Capital Campaign began. There has been very little activity in the account for the last two years, which currently has a balance of $2,135.31. Upon motion made by Jerry Southwood and seconded by Stephen Day, Council unanimously agreed to close the savings account, and move the $2,135.31 to the investments with the rest of the Capital Campaign short duration fixed income funds at RBC Wealth Management.

**2021 Cost Share Agreement with St. Peter’s Cathedral**. The Diocese and St. Peter’s Cathedral share expenses related to facility maintenance, including lawn care and snow removal. Council reviewed a proposed Cost Share Agreement which outlines the estimated shared expenses for 2021, with St. Peter’s to pay 80%, and the Diocese to pay 20%. The 80/20 split is based on the number of parking spaces each party uses. Council amended the draft Agreement to include a provision that special projects will follow the 80/20 split, and all special projects must be approved by both St. Peter’s and the Diocese. Council further amended the draft Agreement to provide that final year-end expenses will be reconciled each year in June for the prior 12 month period. Upon motion duly made by Dorcie Dvarishkis and seconded by Jerry Southwood, the *amended* 2021 Cost Share Agreement between St. Peter’s Cathedral and the Diocese, was approved by unanimous vote.

**2021 Assessment Reduction Requests.** St. Mark’s in Big Timber submitted a 2021 Assessment Reduction Request, however, the request form was received after the October 15, 2020 deadline. Upon motion made by Dorcie Dvarishkis and seconded by Cathy Morris, Council unanimously agreed to adhere to the October 15, 2020 deadline and therefore declined to review St. Mark’s Assessment Reduction Request form.

Barb Hagen noted that letters will go out soon to all parishes who requested assessment reductions for 2021.

Emmanuel Church in Miles City did not submit an Assessment Reduction Request form for 2021. However, an error was made in the calculation of their 2021 assessment payment of $5,538.69. After making an adjustment of $1,038.67, the corrected annual assessment payment for Emmanuel should be $4,500.02. Upon motion made by Rick Harden and seconded by Mark Dvarishkis, by majority vote (with 1 abstention), Council approved the corrected 2021 assessment payment of $4,500.02 for Emmanuel, Miles City

**St. Paul’s in Fort Benton**. In an effort to possibly offer assistance to St. Paul’s with maintenance of their church building, the Diocese is researching ownership of the church building and land, and also to determine if St. Paul’s has a lease agreement with the City of Fort Benton.

**New Endowment: Wet, Heavy or Broken (“WHB”)**. Bishop Marty stated she is moving forward with the organization and operation of a new endowment, entitled “Wet, Heavy or Broken.”

**Subcommittee for Safeguarding Policies**. Bishop Marty announced the formation of a new Diocesan Council subcommittee for safeguarding policies. Stephen Day has offered to chair a new subcommittee. Dave Campbell and Dorcie Dvarishkis have volunteered to serve on the subcommittee, as well. Bishop Marty will seek others willing to serve on this subcommittee.

**Foundation Board** **Membership**. An error was discovered regarding the 2017 election of Foundation Board members: Dorcie Dvarishkis and Rick Johnson. Both Dorcie and Rick were inadvertently elected to 3-year terms, instead of 4-year terms. 2 new clergy members were elected to the Foundation Board this year, each to serve 4-year terms. Bishop Marty requests this error be noted in the minutes to explain why Dorcie and Rick served only 3-year terms.

**Update from Bishop Marty**. Bishop Marty has no travel plans for the remainder of this year. Next year, Bishop Marty plans to attend the ordinations of the new Bishop of Wyoming, and the new Bishop of Oregon. With the increase in confirmed cases of Covid-19 in Montana, Bishop Marty will suspend in-person worship services in the Diocese until after Thanksgiving (possibly longer), and requests all parishes go to virtual-only worship services. Bishop Marty announced Hank Tuell is a new Deacon nominee.

**Tabled Until Next Year**. The following agenda items have been tabled until next year: 1. Website updates. 2. Visioning work. 3. Investment Survey update.

**Future Diocesan Council Meetings**. Meeting dates of the Diocesan Council scheduled for 2021 are as follows:

Saturday, January 9, 2021 (via Zoom) at 10:00 a.m.

Saturday, March 13, 2021 (via Zoom) at 10:00 a.m.

Saturday, May 1, 2021 (via Zoom) at 10:00 a.m.

Saturday, July 10, 2021 – Budget only (in person) at 10:00 a.m.

Saturday, August 14, 2021 (via Zoom) at 10:00 a.m.

Saturday, October 23, 2021 – New members (via Zoom) at 10:00 a.m.

Saturday, November 13, 2021 (via Zoom) at 10:00 a.m.

**Adjournment.** There being no further business to come before the Diocesan Council, on motion duly made by Jerry Southwood and seconded by Rick Harden, the meeting was adjourned at 11:25 a.m. The Rt. Rev. Marty E. Stebbins offered a closing prayer.

Respectfully submitted, Gayle Gallik Archey, Diocesan Secretary.

**COMMITTEE REPORTS**

****Pastor John Lund: John.lund@umontana.edu, 396-4974, www.ecmum.org

**Annual Report for January, 2020**

**Student residents and staff**: We currently have housing for 11 students living in the Ark and Emmaus House as well as 4 students living at the Wesley House. Typically, we have about 20 who are active in some way with us. We have 4-6 student workers and 2 seminarians working ½ time with us this year.

**Student Programs:** This has been a tough year for us with the Covid-19 restrictions. In the spring many of our students left campus. We tried to maintain an online group through May with marginal results. Our Confluence group also crashed in the spring and we maintained a marginal online group there as well.

Our residential student community has been a strong point. This summer we renovated two bedrooms in the Wesley House and had them ready for students by the fall. We started with 14 residents and 2 seminary interns in August and have actually had a good fall. We met outdoors through most of the semester and moved to an online format when the weather turned cold. Even then, we have maintained a solid core group. We have had some outdoor adventures such as skating, fires, and firewood savaging. Online we hosted an Advent series on the Holy Family and a Deep time, evolution, and God series.

**Confluence**: this group went on pause in the Covid era. We are hoping to revive some form of it in the fall.

**Faith and Climate Action**: Emmaus is the fiscal holder of this group and continues to support interns to help it run. This group also dropped off but is now coming back together in a zoom meeting format.

**Anti-Racism Work**: Pastor Lund is an active member of the MLK Day planning team and is also on a small coalition of community leaders doing anti-racism work in Missoula through a group called Missoula’s IDEA for racial justice. We are also helping to coordinate anti-racism work within the Missoula Interfaith Collaborative and the larger broad-based community organizing group Common Good Missoula. We are training a team to lead a series of sessions called Wrestling with the truth of Colonization that will be held in late February.

**Buildings and Grounds:** this year we focused our work on the Wesley house renovations as well as in the Wesley parsonage next door. This has been a way for us to build our partnership with the Wesley board and build our resident student community as well as internship staff.

**Chancellor’s Annual Report**

**Brad Foster**

The year 2020 for the Episcopal Diocese of Montana was not what any of us expected when the year started. The Covid-19 pandemic derailed parish services, modified Diocesan meetings and taught us new ways to serve God and to be a Diocese. Bishop Marty showed us many of her extraordinary gifts, and we developed new ways to gather and continue Diocesan life. Vice-Chancellor Julianne Burkhardt and I met numerous times by Zoom or by telephone calls with Diocesan staff and committee members on issues concerning working with State and Federal laws and regulations as they impacted our Diocese: church service limitations, financial impacts of the pandemic, and ways to continue Diocesan work while distancing and protecting our people. Camp Marshall was limited, budgets were modified, and all of our Diocesan staff and members pitched in to help in new ways during the year. Vice-Chancellor Burkhardt and I worked on the Diocesan responses to State and Federal requirements to the pandemic and responded to a number of congregational and Diocesan questions and issues that developed during the year. These matters concerned property matters, liability issues and other legal concerns of our Diocese. We hope that 2021 will develop as a more normal year.

It has been an honor and a pleasure to serve our Diocese and our Bishop.

**Commission on Ministry**

**The Rev. Marcia Lauzon**

The Commission on Ministry assists the Bishop in matters pertaining to ministry in the Diocese, including support for discernment and training for ordained ministry, support for lay ministry, and clergy continuing education. The COM meets six times a year.

The members of the COM during 2020-2021 are:

The Rev. Pattiann Bennett (2021)

The Rev. Glen Gleaves (2021)

The Rev. Marcia Lauzon, Chair (2022)

Mr. Terry Montgomery (2022)

The Very Rev. Raymond Brown (2023)

Ms. Sharon Hatley (2023)

The Rev. Mikayla Dunfee (2024)

Mr. Richard Pate (2024)

Revisions of materials

✯ At the request of Bishop Stebbins, the COM has undertaken a revision of the diocesan Ministries Manual, which details the process moving a person from discernment to ordination, as well as providing information and guidance on lay ministries. Its latest revision was seventeen years ago, so many parts are ready for an update.

✯ The continuing education annual report forms are also under revision, and the COM will provide support to the Rev. Chris Roberts (for the presbyter’s form), and the Ven. Dorcie Dvarshkis (for the deacon’s form).

Persons in discernment

✯ There are six students in the diocesan School for Deacons, now entering their second year of the three year program. All are focused on the vocational diaconate.

✯ There is one person who has transferred in from another diocese, and is entering discernment for the priesthood.

✯ The COM assists the bishop by interviewing people as they reach each new step on the path to ordination. We expect to interview several of these people in the coming year.

More people taking an increased role in church life are always needed, both clergy and in lay ministry. The Commission encourages everyone to actively search out those in their parishes who are suited for such service.

**Report to the Episcopal Diocese from the Archdeacon**

**The Venerable Dorcie Dvarishkis**

*Lord, may we pray, speak, and move as people on a journey to better know and love you and our neighbors. Amen.*

Our 2020 lens for how to be church in the world was reshaped again and again by the pandemic, unrest and loss in our state and around the world, and a variety of transitions. What also was revealed again and again was an ever-present sense of community, resilience, and love.

I began walking alongside Archdeacon Roxanne Klingensmith in January 2020, having said yes to Bishop Marty Stebbins’ invitation to serve as Montana’s next Archdeacon. I was welcomed into a monthly conversation Roxanne and Deacon Connie Campbell-Pearson had been hosting since summer 2019 with three people who were beginning to discern a potential call to the diaconate. I also joined Roxanne and Connie at the annual Association of Episcopal Deacons’ Archdeacons and Formation Directors’ Conference in Florida, where they introduced me to many deacon-leader colleagues from across the country and beyond.

When we returned, the unknowns of COVID emerging had us all pivoting to community-building and justice work via virtual and safe in-person connections. Bishop Marty blessed the launch of a new session of the School for Deacons, where six students from across the state joined in the rich first academic year of Hebrew Scriptures, New Testament, Benedictine Spirituality, Homiletics, Vergers, Deacons in the Liturgy, and Diakonia studies and discussion. Our faculty included deacons and priests from across the state, as well as a series of online classes from Yale. Two of the students have now completed their initial work with their Parish Discernment Committees who were trained by Roxanne. These students will meet with the Commission on Ministry for the first time early in 2021.

At the virtual Clergy Conference in April, clergy colleagues honored Roxanne’s more than 16 years of trail-blazing work and service as Montana’s first Archdeacon and installed me as the one to follow her. Bishop Marty and our Community of Deacons then began the loving work of creating a few guiding documents for diaconal deployment, service, and retirement/redeployment. Our new diaconal Letter of Agreement, now in place with three of our deacons, is bringing important service, support, and justice discussions to our deployments, and is helping us to further build strong partnerships between deacons, priests, and Bishop Marty.

In September, we welcomed our newest deacon, Heidi Jones-Magee of Three Forks, at a joyous service at St. James in Bozeman. Heidi is now serving a two-year deployment in the communities of Ennis and Virginia City, and at Trinity and St. Paul’s alongside Jaime Leonard. In December, Deacon Steve DeHart was welcomed into a two-year deployment in the communities of Sheridan and Dillon, and at Christ Church in Sheridan alongside Janis Hansen. Two other diaconal transitions also took place in December: Roxanne retired from her 20-year deployment at St. James in Bozeman alongside Clark Sherman and was honored with a leave-taking litany and wondrous virtual celebration early in 2021. She continues in diaconal service throughout Bozeman and the Diocese, and on regional and national committees. Also, Connie took leave of her diaconal deployment at St. James in Bozeman to be able to focus her diaconal time at Gethsemane in Manhattan alongside Clark.

St. Stephen’s Day on December 26th marked the annual time for Deacons to report to Bishop Marty and me on their service and ministries of the past year. The scope of service witnessed was broad, deep, and hopeful, touching the lives of the incarcerated, homeless, disabled, hungry, cold, misunderstood, isolated, abused and neglected, lonely, and oppressed, as well as those seeking to improve our path with climate care and those working to better understand the plight of our rural churches. Several deacons are bringing their gifts to leadership and service on Diocesan committees. Collectively, Deacons were also active in more than 1,350 various worship services. Please join Bishop Marty and me in celebrating this diverse and love-led group of servant leaders:

The Reverends:

Doug Anderson (retired-active), Holy Spirit, Missoula

Judy Anderson (retired-inactive)

John Board (retired-inactive)

Sharman Brown, St. Patrick’s, Bigfork

Connie Campbell-Pearson, Gethsemane, Manhattan

Caroline Conklin (retired-inactive)

Steve DeHart, Christ Church, Sheridan

Donna Gleaves, St. Peter’s Cathedral, Helena

Rick Johnson, St. Peter’s Cathedral, Helena

James Jones (retired-active), The Pintler Cluster, Anaconda-Butte-Deer Lodge-Phillipsburg

Mary Alice Jones (retired-active), The Pintler Cluster, Anaconda-Butte-Deer Lodge-Phillipsburg

Heidi Jones-Magee, Trinity and St. Paul’s, Ennis and Virginia City

The Ven. (Ret.) Roxanne Klingensmith (retired-active), Diocese

Marcia Lauzon, Incarnation, Great Falls

Bette March (retired-active), St. Peter’s Cathedral, Helena

John Moran (retired-active), St. Peter’s Cathedral, Helena

Anita Rognas (retired-active), Holy Spirit, Missoula

Throughout the Diocese, we mourned the deaths of and deep relationships with two of our Community of Deacons in 2020: Myrna Chaney, on August 7, and Jannet (Jan) Knox, on October 23. Their gifts will continue to ripple through our Community for years to come.

As 2021 unfolds, a few key priorities for our ministries will guide us. We are working to establish Letters of Agreement for all our deacons. We are exploring additional avenues of ministry support. We will be updating diaconal information on the Diocesan website and in manuals/handbooks for those curious, discerning, and ordained. We are delving into ways that more of our current and future deacons employed outside the church can partake of the benefits that are to be available to us within the Church Pension Group. Our Community of Deacons will continue to virtually meet each month to share stories and resources. And we know the mission work of the Diocese would be enriched alongside more deacons. To that end, we are asking that each congregation consider designating a dedicated prayer team who will pray the Examination of a Deacon *(below)* weekly and invite those in their midst who they feel exhibit the heart of a deacon to consider actively discerning a call.

*My sister and brother, every Christian is called to follow Jesus Christ, serving God the Father, through the power of the Holy Spirit. God now calls you to a special ministry of servanthood directly under your bishop. In the name of Jesus Christ, you are to serve all people, particularly the poor, the weak, the sick, and the lonely.*

*As a deacon in the Church, you are to study the Holy Scriptures, to seek nourishment from them, and to model your life upon them. You are to make Christ and his redemptive love known, by your word and example, to those among whom you live, and work, and worship. You are to interpret to the Church the needs, concerns, and hopes of the world. You are to assist the bishop and priests in public worship and in the ministration of God's Word and Sacraments, and you are to carry out other duties assigned to you from time to time. At all times, your life and teaching are to show Christ's people that in serving the helpless they are serving Christ himself.*

*From the Examination of a Deacon, page 543, The Book of Common Prayer*

Prayer teams and those interested in possible discernment are invited to talk with members of our Community of Deacons, and to contact me at [archdeacon@diomontana.com](mailto:archdeacon@diomontana.com).

Our Community is grateful to be working alongside Bishop Marty. Her support has helped to open service opportunities, clarify and enrich relationships, and strengthen voices. And we are grateful to be working alongside each of you. For ours is a ministry of “we” as we all follow Jesus in ways that can invite more people on this Way of Love.

If you have questions, ideas, or celebrations to share, please reach out to me at [archdeacon@diomontana.com](mailto:archdeacon@diomontana.com) or 406-239-7655. Thank you for your prayers and partnership.

**2020 ECUMENICAL REPORT**

**The Rev. Valerie Webster**

**Associate Priest, All Saints in Big Sky**

**Ecumenical & Interreligious Officer, Diocese of MT**

Serving on behalf of the Episcopal Diocese of MT as Bishop Marty’s representative in both ecumenical and interreligious contexts throughout 2020 here in MT and beyond continued to be an honor and privilege (2012 – present). The COVID-19 pandemic offered some special challenges and opportunities.

***TEC: Office for Ecumenical and Inter-Religious Relations & EDEIOs***

Jesus’ prayer for his disciples in John 17:21 “that they may all be one” led The Episcopal Church (TEC) to engage formally and informally in the ecumenical movement. The Office of Ecumenical and Interreligious Relations, OEIR (<https://www.episcopalchurch.org/ecumenical-and-inter-religious-relations> ) both (1) organizes and administrates official, ongoing ecumenical dialogues with ***Full Communion Partners***, such as the Evangelical Lutheran Church of America, and with ***Ecumenical Dialogue Partners***, such as the United Methodist Church, and (2) provides resources and opporunities for understanding and engaging other faith traditions. Notably, the Office of Ecumenical and Interreligious Relations also works closely with [Episcopal Diocesan Ecumenical and Interreligious Officers (EDEIO)](http://www.edeio.org/). Through communications and trainings, they equip and empower Diocesan Officers to collaborate ecumenically and interreligiously in a spirit of understanding and respect in diocesan level venues, as well as, engage in cooperative mission and ministry opportunities.

As the National Workshop on Christian Unity 2019, along with the Episcopal Diocesan Ecumenical & Interreligious Officers co-occurring conferences spring of 2019 were cancelled due to the COVID-19 pandemic, I did not attend either. As another consequence of the pandemic, I serve an additional year in my second and final term as the Province VI EDEIO representative to the EDEIO National Board (2016-2021).

***The Episcopal Diocese of Montana and Ecumenical & Interreligious Ministry***

The Episcopal Diocese of Montana seeks to be ‘a transformational community powered by the Risen Lord’ which values ‘compassionate action in the world for the sake of Christ.’ Following the lead of The Episcopal Church and the encouragement of Bishop Marty, many Episcopal deacons, priests, and lay leaders across the Diocese of MT fulfill these mandates through participation in local and statewide ecumenical organizations, such as MAC, the Montana Association of Christians ( <http://www.macmt.org/> ), as well as, interreligious associations, such as MTIPL, Montana Interfaith Power and Light ( <https://www.montanaipl.org/> ); MIC, the Missoula Interfaith Collaborative ([www.micmt.org](http://www.micmt.org)); GVIA, the Gallatin Valley Interfaith Association ([www.gvinterfaith.org](http://www.gvinterfaith.org)); and GFIA, Great Falls Interfaith Association ([www.gfinterfaith.org](http://www.gfinterfaith.org)). Many clergy and laity are board members and volunteers for these named, as well as other faith-based non-profits, such as Family Promise, and service non-profits, such as the Montana Food Bank Network and its associated food banks and pantries across Montana.

In my role as Ecumenical and Interreligious Officer for the Diocese of MT in 2020, I had leadership positions in ecumenical and interreligious associations, which in turn led to my engagement in various initiatives. Highlights follow:

* Faith, Science, & Climate Action Conference Committee: September of 2018 faith leaders, including Deacon Connie Campbell-Pearson and I, and scientists from across MT, put on the first Faith, Science, & climate Action Conference in-person, in Bozeman. Following two years of organizational planning meetings (2018-2020) and the founding of the Montana chapter of Interfaith Power and Light (MTIPL), September 25th and 26th 2020, I joined Deacon Connie Campbell-Pearson and others to offer “Cultivating Soil, Soul & Health.” Sponsored by MTIPL, MAC, and many other organizations and people, this second Faith, Science and Climate Conference (FSCA) (<https://www.fscaconference.org/> ) evolved into a zoom conference – ‘A new Way to Inspire, Organize & Mobilize’ – because of the COVID-19 pandemic. This conference continued the mission of empowering faith-and-science-oriented individuals and communities to learn how to collaborate on climate change and environmental justice issues. I joined with others to moderate and record key ideas/actions from successive small group break-out sessions. Presentation topics included: “Climate Change & Human Health,” Drs. Rob & Lori Byron; “Food Justice & Sustainability,” Mary Stein; and “Regenerative Agriculture,” Casey Bailey.

In 2020, I continued to represent Bishop Marty and the Episcopal Diocese of MT on MAC’s Council. Starting in 2019 and continuing through 2020, I served as the MAC faith leader representative to both MT-PECH, the Montana Partnership to End Childhood Hunger (<https://montanapartnershiptoendchildhoodhunger.org/> ) and to FSC-MFBN, the Food Security Council of the Montana Food Bank Network ( <https://mfbn.org/food-security-council/> ). In this capacity, I attended regular ***Full Council*** meetings and ***Advocacy Work Group*** meetings for each organization. Tasks included researching and preparing educational and informational materials, organizing online conferences, and getting ready for the 2021 Montana State Legislative session. Projects of note in 2020 follow:

* MAC Connect 2020, a ***free*** Zoom Conference titled, “**Speaking up for All Montana’s Children: *Ecumenical Prayer & Citizen Advocacy 101,***” Friday November 13, 2020, from 11:00 AM – 1 PM, co-facilitated by Presbyterian pastor Dan Krebill and me.

Following an ecumenical prayer for Montana co-authored and led by Rev. Dan Krebill and me, panelists’ Margie MacDonald, SD 26 (D); Bruce Grubbs, HD 68 (R); and Betty Whiting, a retired lobbyist, spoke about Citizen Advocacy at the Montana State Legislature. Then MAC Assistant, Gloria Soja, and I showed the 35 participants how to navigate MAC’s ‘Advocacy Toolbox,’ after which MAC President, the Rev. Dr. Marc Stewart, concluded the conference.

MAC’s Mission is ‘to make visible our unity in Jesus by educating and advocating for justice and compassion, in our communities and our world.’ Embracing Jesus’ example and teaching (*including Matthew 19: 13-14; 25:31-46*) and recognizing that the COVID-19 pandemic has put extreme economic stress on Montana’s families and children, MAC’s Council decided to focus for the 2021 Legislative Session on Montana’s Children and Families. From ending childhood hunger to supporting access to education and medical care, MAC, a non-partisan, ecumenical organization, of which I am an active part has sought through prayer and advocacy to live into Jesus’ Prayer: “***Thy Kingdom come, Thy will be done on earth as it is in Heaven.”***

* MT-PECH 2020 Virtual Summit Where MT-PECH’s in person summits have brought together about 50 partners in non-profit and governmental organizations for previous events, the “Partnering to End Childhood Hunger Summit,” December 10th from 10 am – 3 pm, had 135 participants for all or part of the zoom conference.

In the morning session, following an address by Lisa Bullock, First Lady of Montana, I interviewed Lorianne Burhop, Chief Policy Officer of the Montana Food Bank Network, for 30 minutes regarding the successful expansion of emergency food waivers during this time of pandemic, as well as, hoped for permanent policy changes that could continue to make non-profit and governmental programs feed and empower hungry Montanans more cost effectively, respectfully, and efficiently.

In the afternoon session, I helped facilitate the same small group throughout the “Prioritizing Kids: MT-PECH Policy Roundtable.” Following presentations, each small group engaged in 15-minute discussions on the following topics: Farm to School, Double SNAP Dollars, Eliminating the Reduced-Price Category for School Meals, and The State Budget and Generating Revenue.

***EDEIO Rev. Valerie Webster’s Local Ecumenical and Interreligious Engagement***

Locally, I continued to serve as an Associate Priest at All Saints in Big Sky, a shared ministry of the Episcopal and ELCA Lutheran Churches (2011 – Present). In 2020, I continued to represent All Saints and MAC at the Gallatin Valley Interfaith Association, and to facilitate Gallatin Valley Taize Prayer, Gallatin Valley Centering Prayer, and WEBS, a Women’s Ecumenical Bible/Book Study.

* ***Gallatin Valley Taize Prayer*** ( <http://www.taize.fr/en> )met monthly in January and February at Christus Collegium (MSU), but had to cancel the rest of the academic year offerings because of COVID-19 pandemic restrictions on meeting in person.
* ***Gallatin Valley Centering Prayer*** which began in September of 2019, became an affiliate of Contemplative Outreach in 2020. Facilitated by Lutheran Pastoral Assistant Dick Deschamps, UCC member Dr. Rex Spear, and me, GVCP went from meeting monthly in person at Christus Collegium (MSU) through February of 2020 on Mondays from 5:30-6:30 pm, to meeting weekly on Mondays via Zoom. We continue to offer teachings, rotating leadership, based upon Fr. Thomas Keating’s books and videos on Centering Prayer and other Contemplative Outreach practices. Participants include denominational & non-denominational Christians, as well as seekers and members of AA and Al anon.
* **WEBS, *Women’s Ecumenical Bible/Book Study***,met weekly on Monday mornings with liturgical *(Lent/Easter, Advent/Christmas)* breaks. I facilitated each offering including chairing the committee to identify topics/books, organizing clergy presenters, marketing the offering, and preparing and emailing the worship offering, discussion questions, and more:
  + *WEBS Winter 2020 Bible Study –*January 6th through February 24th WEBS completed the in-person “Gospel of Matthew: *Learning to See Scripture the Way Jesus Did”* study begun the fall of 2019. We met at Hope Lutheran Church—BZN with area clergy presenters. (25-30 participants)
  + *WEBS Spring 2020 Book Study* – April 13th through May 18th WEBS engaged its first Zoom book study. We read and discussed Brian McLaren’s ***A New Kind of Christianity: Ten Questions That are Transforming the Faith***. (18-20 participants)
  + *WEBS Summer Pandemic Support Group* **–** Monday mornings, June through August, WEBS women gathered via Zoom to discuss unfolding events in light of Richard Rohr’s Daily Meditations ( <https://cac.org/category/daily-meditations/> )and to pray with and for one another. (8-10 participants)
  + *WEBS Fall 2020 Bible Study –* Monday mornings September 14th through November 16th titled, “Scripture Conversations: The Gospel of Matthew in Dialogue with the Lectionary Hebrew Scripture and Epistles.” Women judicatory heads and leaders from the Episcopal, United Methodist, Disciples of Christ, ELCA Lutheran, and other traditions across Montana presented via Zoom. (25 +/- participants from across Montana)
* ***Gallatin Valley Interfaith Association***, met monthly, except for June, July, & August, for 90-120 minutes – starting in person and moving to a zoom format. I facilitated an interfaith offering of Prayers for Peace following a GVIA forum in January. I also began serving in 2020 as Chair of the GVIA Crisis Response Team.

***Significant Ecumenical Continuing Education Completed***

In 2020, I completed a 2-year in person and online offering of the Center for Action and Contemplation in Albuquerque, NM, as part of the 2020 Cohort of the Living School (<https://cac.org/living-school/living-school-welcome/> ). ‘Through rigorous study and contemplative practice, we awakened to the pattern of reality—God’s loving presence with and in all things. We embrace a rich heritage of faith from the Christian mystical tradition.’ Principle faculty included Fr. Richard Rohr, Rev. Cynthia Bourgealt, James Finley, Barbara Holmes, and Brian McClaren.

**Finance Department  
Mark Dvarishkis**

**Members**: Rt. Rev. Marty Stebbins

Barb Hagen, Canon for Finance & Administration

The Rev. Steven Yurosko, Diocesan Treasurer (January – October 2020)

Martha Winford - (January – October 2020)

Mark Dvarishkis, Diocesan Treasurer October – December 2020

Doris Gerstner

The Rev. Rick Johnson

Carl Thomas

Kathy Thomas, Secretary

**Purpose**: The Finance Department’s main responsibilities are:

* Create and present the Diocesan budget
* Periodic review of the dioceses financial performance compared to budget
* Review grant requests and recommend to diocesan council
* Review assessment abatement requests and recommend to diocesan council
* Review of the Parish Audits
* Review and approval of insurance options

In the budgeting process the Finance Department meets to establish a preliminary budget, which is then sent to Diocesan Council for approval. As grant requests are received the finance department reviews them for completeness of submission and acceptability within the grant guidelines. Depending on the type of grant, they are passed on to the council or the bishop for further review. The grant is then either approved as requested, approved as amended or denied. Another important duty of the Finance Department is to make the determination of what health, dental, and vision insurance policy choices are offered. The needs of the diocese are determined as to how many units of single, family, and single plus spouse or children are needed. The committee then reviews all options and chooses the ones that are best suited to our diocese.

**2020 Activity:**

During 2020 the Finance Department met five times via conference call or Zoom. We reviewed five grant applications for a total of $104,167. Finance reviewed six abatement requests for 2020 assessments and made recommendations to Council. One church withdrew their request and Council approved the remaining requests plus three other requests that totaled $41,963.97 in relief to the churches and adjustments to the 2020 budget, we also reviewed parish audit comments on all 33 churches.

**2021 Budgeted Activity:**

For the 2021 budget Finance projected a balanced budget using $93,527 from reserves. This included some increases on health insurance but no raises for staff salaries. Most other expenses were projected level as well. No increase in assessment was projected. Finance reviewed and recommended approval of five 2021 assessment abatement requests in October 2020 and Council approved four of the requests and adjusted one. The total relief to the churches for 2021 and adjustment to the 2021 budget is $33,971.75.

**Foundation Board  
Mark Dvarishkis**

**Members**: The Rt. Rev. Marty Stebbins, President

Barb Hagen, Foundation Board Secretary

The Rev. Steven Yurosko, Diocesan Treasurer, January 2020 to October 2020

Mark Dvarishkis, Diocesan Treasurer, October-December 2020

Brad Foster, Chancellor

Rick Harden, Standing Committee President, January –October 2020

The Rev. Jean Collins, Standing Committee President, October –December 2020

The Ven. Dorcie Dvarishkis - served as the Council VP and member, January -October 2020

The Rev. Rick Johnson, January –October 2020

Michael Moffitt

Don Gimbel

The Rev. Connie Campbell Pearson, October –December 2020

The Rev. Charlie Knuth, October –December 2020

**Purpose**: The Foundation Board’s main responsibilities are:

* Manage Endowment and quasi-endowment funds for the Diocese
* Manage investment funds for seven churches in the Diocese
* Develop and implement an Investment Policy Statement
* Conduct periodic review of investment firms through an RFP process
* Select a qualified investment firm/advisor and monitor performance

The Foundation Board currently manages through RBC Wealth Management quasi endowment funds for the diocese and seven churches. The foundation board meets quarterly with the investment manager and follows its investment policy statement and the socially responsible investing polices of The Episcopal Church.

The total investment balance as of $12/31/20 was $2,329,570.77 with $806,867.43 held by the churches and $1,522,703.42 for diocesan use.

Funds below are available for grants for churches or individuals as noted. These are quasi endowment funds and have no restricted principal.

|  |  |  |
| --- | --- | --- |
| **Name of Fund** | **Description** | **2020 ending balance** |
| NATIVE AMERICAN MINISTRY FUND | Established in September 1990 through two anonymous gifts. The income is used for ministry among Native American people of Montana. Grants are approved by Diocesan Council. It has a restricted balance of $7403, which is in the endowment fund. | $69,908.06 |
| VICKERS MEMORIAL MINISTRY FUND | In 2005, the diocese sold “His Place”, a historic house owned by the diocese that had been used for retreats. Funds were designated by Diocesan Council. Finance department and the bishop approve grants from this fund and grants are typically given to churches for retreats and healing ministries. | $601,872.92 |
| FABER FUND | In memory of Bishop Faber, this fund receives proceeds from the sale of closed churches and other Diocesan property. Fund proceeds represent thousands of gifts from past parishioners. When church property is sold, the sale proceeds are not “lost” but used to generate or resurrect mission congregations or make improvements and repairs on buildings through grants and loans made by Diocesan Council. | $801,756.47 |
| SEMINARY EDUCATION FUND | Dispenses grants at the discretion of the bishop to seminary students for their education. | $954.47 |

Other Diocesan Funds:

|  |  |  |
| --- | --- | --- |
| **Name of Fund** | **Description** | **2020 ending balance** |
| CAMP MARSHALL | This fund is not restricted except that it is to be used for Camp Marshall. | $18,171.45 |
| ENDOWMENT INCOME FUND | We are required to draw income from the endowment funds each year. When we have not needed the endowment fund cash, we have moved the funds from the endowment fund to the investment fund. This account represents those funds and is unrestricted. | $28,430.26 |
| FRARY FUNDS | Unrestricted funds. | $1,609.79 |

Endowment Funds managed by the Foundation Board. These are endowment funds and the corpus is listed in the description. Donations are accepted for any of these funds.

Total endowment as of 12/31/20 was $1,763,046.36 with 74.73% of the funds restricted.

|  |  |  |
| --- | --- | --- |
| **Name of Fund** | **Description** | **2020 ending balance** |
| BREWER FUND | In memory of Bishop Brewer, this fund has contributed to the administrative costs of the Diocese (office expenses and diocesan staff). Only income from this fund is used. This fund has restricted principal of $357,954. | $473,205.45 |
| CAMP ENDOWMENT | Funds donated during a previous capital campaign for Camp Marshall. This fund has increased over the years from donations during alumni camp and other donations. In 2013, $34,566.79 was transferred to camp endowments from Church of The Nativity, East Helena investments per their request upon closing. Restricted principal is $87,238.18. | $108,542.89 |
| CLAIRE’S CAMPERS | Fund started in 2018 in memory of Claire Willis. Only the interest can be spent and one scholarship per year is given from this fund, as chosen by the Camp Director for someone who lives into Claire’s rules of life: *You Get the Family you got. Love them hard, love them long. Cook – use good ingredients, and share meals with friends. Choose good friends and make them your tribe forever. Cast a wide net with your interests. Even silly routines count; cultivate comforting ones. Go fishing…lots!*  Funds continue to be added to this account and the restricted principal is $14,867.05 of 12/31/20. | $17,430.60 |
| DEACONS | Funds donated in 2014 to be used to begin an endowment fund to assist deacons. Restricted principal is $1,142.50 as of 12/31/20 | $1,554.80 |
| EPISCOPACY FUNDS | This fund provides for maintenance of the Bishop of the Diocese. In 1987 this fund was substantially increased through a bequest from the estate of Ellen E. Latimer. This is restricted principal of $413,669. | $510,180.15 |
| MCCULLOH ADMINISTRATIVE TRUST | Use of funds from this account is approved by Diocesan Council and $248,369.79 is restricted. | $355,809.74 |
| NATIVE AMERICAN  MINISTRY FUND | Was established in September 1990, through two anonymous gifts. The income is used for ministry among Native American people of Montana. Grants are approved by the Diocesan Council. The restricted balance is $7,403. | $11,584.74 |

The two Venture in Mission special ministries funds were established by the Venture In Mission Capital fund drive the diocese held in the early 1980’s.

|  |  |  |
| --- | --- | --- |
| **Name of Fund** | **Description** | **2020 ending balance** |
| VENTURE IN MISSION-CONTINUING EDUCATION FUNDS | Is available to all Christian ministers in the Diocese for continuing education. Grants are made by a committee of the Commission on Ministry. Only income from this fund is available for grants. The fund has $97,308 restricted principal. | $136,815.07 |
| VENTURE IN MISSION-MISSON OPPORTUNITY FUNDS | Is available to churches and groups in the Diocese to establish new ministries. Grants are made by Diocesan Council. Only income from this fund is available for grants. This fund has restricted principal of $92,614. | $147,922.89 |

Short term bond funds:

|  |  |  |
| --- | --- | --- |
| **Name of Fund** | **Description** | **2020 ending balance** |
| SHORT TERM BONDS-  Brookhart scholarship funds | This fund was established in 2018 to honor the ministry of Bishop Frank Brookhart and his wife Sue. Brookhart scholarship funds are granted by the diocesan bishop for campers as requested. | $13,670.31 |
| SHORT TERM BONDS-  Capital Campaign Funds | The capital campaign funds short term bonds fund was established in 2018 and is comprised of the donations toward the capital campaign. The fund will continue to grow as pledges are fulfilled and moved from cash into the bond account. We did not receive the funds needed for all of the capital campaign projects so have invested these funds so we can earn interest until there is adequate funding to complete the projects that were part of the original campaign. | $121,188.55 |

**UTO (United Thank Offering)**

**Vicki Van Rensselaer**

**Diocesan UTO Coordinator**

United Thank Offering staff members have reported that during calendar year 2020, United Thank Offering received $2,870.98 from individuals and parishes located in the Diocese of Montana.  Of that amount, $1,031.19 was received during the time frame August 1, 2020 to October 31, 2020 which encompassed the weeks leading up to, and immediately following, the 2020 Diocesan Convention.  Articles that appeared in the August 2020 and October 2020 diocesan newsletters provided individuals and parishes with information on how to make donations to UTO online and via mail.

During calendar year 2021, I look forward to contacting all parishes within the Diocese to find out how many UTO blue boxes and envelopes they would like to have in order to hold a UTO Ingathering at their parish and/or to collect donations for UTO that can be brought to the UTO Ingathering that will be held during the 2021 Diocesan Convention.

**2020 - Annual Report, Diocese of Montana**

**Togendowagen Society**

**Summary of Ministry for 2020**

Celebrations of Holy Communion: 4, Number of Sermons: 5, Church-based Pastoral Counseling Sessions: 2, Hospital Visits: 2, Burials: 1, Pastoral Visits: 8, Meetings: 4, Zoom Meetings: 6.

Covid 19 dramatically affected our ministry as reflected in the “Summary of Ministries” for Togendowagen. Services which included drumming and singing, followed by meals, all important parts of native culture and our gatherings, were held in January and February, then cancelled. Traditionally services were not held after the Second Saturday in May until the 2nd Saturday in October due to “Pow Wow” season in Indian Country. Sadly, no gatherings have been held since February 2020.

Our ministry was not curtailed. Community emails were sent nearly every other month. Elders Dan Pocha, Darcy O’Dell, and Raymond Brown+ were available to the community and called for needs including pastoral care for family related COVID-19 and other deaths. A daily meal was delivered for a month to a member who had undergone surgery. Included in our mailings were Darcy O’Dell’s powerful native reflections on the strength of the Indian community. At Christmas season 24 baskets were delivered to Helena area members containing homemade cookies and candies by Dan, Sweetgrass bundles, a personal card from Ken Swingly and ground coffee, service leaflets and traditional prayers. Darcy’s message reflecting upon the Birth of Christ as celebrated in traditional communities was included in our Christmas mailing.

The light of Christ has continued to shine brightly through the darkness of this most unusual year. Alleluia!

Respectfully submitted, RAYMOND D. BROWN, Priest in Charge

**STAFF REPORTS**

**Administrative Assistant**

**Jill Sallin**

“Don’t worry about anything; instead, pray about everything. Tell God what you need, and thank him for all he has done. Then you will experience God’s peace, which exceeds anything we can understand. His peace will guard your hearts and minds as you live in Christ Jesus.” Philippians 4:6-7

2020 was definitely a year that none of us expected. It started off like any other new year, full of hope and looking forward to planned events with family and friends; and then March came in like a lion! Lewis & Clark County recorded their first 4 cases of COVID-19 on March 13th and on March 30th the Governor of Montana ordered shelter in place. The staff of the Diocesan office packed up their work and computers and moved their office into their homes for the month of April and communicating by Zoom became our new normal.

The first of May, we were back in the office and we settled into our new norm of zoom, wearing masks and social distancing.

Amongst the challenges of 2020 with regards to COVID-19, there were still blessings! It was our first full year with Bishop Marty and David Campbell, once again, is the Executive Director for Camp Marshall. The year was full of challenges and learning how to do things differently. We had to start thinking outside of the box and the major challenge for 2020 was holding Convention by Zoom. After many informational webinars, 2020 Diocesan Convention was a success!

My duties for the most part remained the same for 2020 which includes monitoring the status of safeguarding, background checks, and lay leader licenses. I assist in maintaining Bishop Marty’s schedule and scheduling appointments. I also put together the monthly diocesan newsletter, weekly news and was responsible for sending out tons of communication via email.

In the Fall, I took an online class learning how to use Access 2016 in order to create databases for the diocese in order to store information in one spot. We also switched over to Microsoft Office 365 and Teams. This is a work in progress and will continue well into 2021 before we are fully using this new system.

2020 was a good year personally also. The end of May, I drove my son’s truck out to him at Fort Myer, VA. It was an awesome trip and a huge accomplishment. Being in the DC area during a pandemic was a different experience from all my other trips to DC with not being able to see the sites and strolling through Arlington Cemetery. However, I was able to seen my son’s happiness in receiving his dream truck and we were able to hang out in the hotel together watching TV, playing dominoes and taking naps. I was also able to celebrate his 21st birthday with him. William was able to come home for a quick 4 day trip in July and we were able to surprise his brother, and his nieces and nephew!



**Camp Marshall’s 2020 Annual Report**

**Dave Campbell, Executive Director**

**Mark Clemow, Site Manager**

**Camp Marshall Executive Directors Report:**

**A brief summary of 2020:**

In Camp Marshall’s 73 years of existence, 2020 stands out as unique, due to a deadly virus, COVID 19, spreading throughout the United States.  By March of 2020 Federal, State and County rules were restricting the movement of people, business operations and turning the attention of the nation towards the goal of stopping its spread.

Its impacts were very real even in the early months.  In review of the information concerning how it spread, potential health impacts, including loss of life, it was clear “normal” was not a direction we could go in the summer of 2020.  In determining a path forward, there were two principles that we identified to frame our decisions: the safety of our guests and of our staff.

We opted, with a great deal of support, to cancel traditional programming and chose to craft a much smaller online program that would be very limited in scope while maintaining our focus on holding up Christ for all who chose to join us in a virtual setting during the summer.

We also saw an opportunity to accomplish maintenance projects that needed to be completed.  With support from the diocese and a great deal of effort from our Site Manager, Mark Clemow, strategic projects were identified and completed during the year.

**Three Financial Stories for 2020:**

The primary success of 2020 financially was in thanks to the generous support.

1. Our operating budget to finish the year in the black.
2. Receipt of a Faber Fund Grant making it possible to improve the swimming area with a new TREX dock.
3. Receipt of a Vickers Fund Grant for the purpose of online summer program.

**Operating budget:**

With COVID 19, Camp Marshall lost all use-related income.  The net loss of anticipated revenue was cut from $195,000 to roughly $38,000. This represented a loss of well over 81%.  The primary challenge became cutting expenses and seeking financial support to help us get through 2020.

**Financial Support:**

Camp Marshall was blessed in 2020 with gifts from congregations totaling $8,600.00 and individuals of $32,012.00.  These gifts proved invaluable as they, in combination with cuts to expenses of a little over $122,000.00, made it possible to finish the operating budget year in the black by $10,558.28.

**Vickers Fund: GRANT (See Program Report)**

With a great deal of help from Barb Hagen and Bishop Stebbins, we submitted and were granted money from the Vickers Fund.  This made it possible to hire a small staff for online program.

**Faber Fund:  GRANT (see Site Mangers Report)**

In conjunction with Barb Hagen and Bishop Stebbins, we submitted a financial request from the Faber Fund to complete strategic projects around the camp.  To do this we asked Mark Clemow, Site Manager, to craft a list of projects that would address major needs around the camp.  Especially projects that would normally be difficult to complete when the camp was in operation.  The major project was the swimming/program dock.  Primary issues included the sea wall, bracing, decking and boat moorage.  The repair was extensive, and the decking was completed with TREX materials over a metal frame which both looks beautiful and will last for years to come.

A variety of other projects were on the list, all of which addressed risk management.  (see summary below)

**Summer Program Report:**

**Web Development:**

Web Development:  PJ Willett has been our primary web designer and has done an excellent job making the camp website more user friendly, especially for persons using cell phones to access our web page. We have made a couple of upgrades to the camp webpage making email marketing possible. There was no apparent history of any kind of email marketing, so we moved contact information from Camp Brain into the web page. The web page contact list has grown from 82 to 844 and we send 5 emails a month. To supplement these emails, we send messages directly from Camp Brain.

**Our online presence:**

We used five primary online resources to do our work:  The Diocesan Web and Facebook page, Camp Marshall’s website, YouTube page, and Google My Business.

The artifacts of what we posted can be found on those pages.  Our strategy was to develop the camps web page as the primary communication page with the other online resources directing “clicks” back to the Camps web page.   We used several types of programming to see what would have the most impact.

**VIRTUAL CAMP SUMMARY.**OUR SUCCESSES = As of 7-13-2020

**Keynote Speakers-**

We were blessed to have some top-of-the-line speakers for our keynote addresses. These included Presiding Bishop Michael Curry, Bishop Marty Stebbins, and Father Charlie Knuth.

**Small Groups-**

4 Groups (Elementary, Middle & High school, Young Adults and Parents)

We conducted 30 hours of small group meetings.

We had 5 adult volunteers from 4 different states. All had background checks and Safeguarding God’s Children training.

**Live Events-**

We hosted 10 live campfires.

We held 25 Morning Prayers (A few were pre-recorded, most live)

**Camper Submissions-**

We received over 60 photos or videos from our viewers.

**OUR CHALLENGES**

**Marketing-**

How do we advertise ourselves and our Diocese better?

**In Person Zoom Meetings:**

We held zoom meetings for elementary, middle & high school, parent support group and young adults. Attendance at any of the meetings might range from one to four (still small). While it is difficult not to be discouraged, we remind ourselves this is brand new to us and to the families in our diocese.

We kept Janelle on in the fall to continue small group meetings. After about two months we discontinued as participation fell off. Our goal was to reassess this work and investigate it again in the new year.

**Other duties for the Executive Director:**

**Moving to Office 365 as a platform:**

Bishop Stebbins was able to use Tech Soup to secure a business license for free using Office 365.  I was tasked with working on making the transition from a variety of platforms that included Google and Drop Box to move our work in this direction.  For the most part my work has been to be the “beta” staff person to use and understand the functionality of the software.

The software is robust and has powerful online tools which include the ability to do many things you might do in Google, Zoom meetings, Drop Box, office software – all in a single space that can be utilized by committees (even if they don’t have office software).

**Participation in the Congregational Development Task Force:**

Strategic development of the Advisory Board for Camp Marshall and Christian Formation.

Both committees listed above have been allowed to remain “fallow” to allow time for the “Congregational Development Task Force” to work on the development of a strategic roll out of these committees in 2021.  The goal is discerning strengths and needs in our congregations with an eye towards building resilience.

As this vision develops, the job descriptions of diocesan committee/bodies will be crafted strategically then redeployed in 2021.

**Participation in the Safe Church Policies Review and update:**

The national church updated the Safe Church Policies training to include two primary modules.  The first; Model Policies for the Protection of Children and the Second; Model Policies for the protection of vulnerable adults.

**Site Managers Report**

**Mark Clemow**

With as much excitement and anticipation as 2020 began with it quickly turned to a year of changing expectations, planning and no more handshakes or hugs. As many of you know, and as Dave Campbell mentioned above, we very unfortunately had to change course and cancel in person camps and rental groups due to Covid-19. Although this year has certainly been challenging and much different than any previous year, we have encountered we have and will continue to push through and hopefully make the most of bad situation. Even though this year was very difficult for us and many others that is not to say that there wasn’t also a lot of good and wonderful things that happened as well.

On April 1st (seriously though no joke) we welcomed Dave Campbell back home as our new and returning, Executive Director. Dave’s experience, leadership and eternal optimism is a true blessing for our camp and Diocese, especially during these difficult times, and working with him again has been a definite bright spot this year. Soon after Dave arrived, we made the difficult decision to move away from traditional camp. Even though this was a very sad and hard choice it did open a world of possibilities for us. As Winston Churchill once said, “Never let a good crisis go to waste.” With that in mind I proceeded to make a list of various projects around Camp, mostly based off safety concerns, that needed to be addressed and in a normal year were more difficult to get to when rental groups and campers were present. With that list we applied for and were approved for a grant from the Faber Fund. A very big thank you to Barb Hagen, Dave Campbell, Bishop Stebbins, Finance Committee and Diocesan Council for all the help, time and consideration for this grant.

A very large part of the Faber Fund grant was specifically for a tear down and rebuild of our Dock. The dock was last rebuilt in 2004 and was in dire need of some serious TLC. We worked with a local contractor and dear friend John McCollough of Heirloom Iron Works to do the work. I was able to assist John in this work saving us some money, so John did not need to hire a crew. We began work in early May, battling the rising waters of Flathead Lake the whole time. With advice and extra help from Diocesan Council we upgraded from the planned wood deck to Trex Decking. This coupled with the steel substructure we now have will hopefully help the dock to last for a very long time! The Trex did however take a long time to arrive at Camp due to plant shutdowns and layoffs from Covid-19 and we were finally able to finish the dock in October. The total cost of the dock project was **$43,270** all of which came from the Faber fund and some very generous donations! In total we had previously raised **$7,935.91** in preparation of rebuilding the dock. We raised an additional **$5,920**when we decided to move to Trex over wood decking. The remaining **$29,414.49** came from the Faber Fund Grant. If you would like to see pictures, or even better, to come see the new dock in person please feel free to reach out to me.

Along with the money for the dock we were granted **$11,150** to complete various other projects around camp. I have as of this writing completed much of the list but still have a ways to go. Some of the bigger projects I have completed so far are rebuilds of the steps and railings on 3 of our cabins on the West side of camp and an extensive tune-up on the camp boat along with many smaller projects throughout camp. With plans in motion to rebuild the ramp in front of First Aid and Coventry and the deck on Canterbury as well as repaint all the cabins and fix the fence by the main driveway being the largest projects remaining on the list. We currently have **$9,585.44** to complete these and various other projects around camp that I will continue to work on this year.

Although it is unrelated to the Faber Fund grants, I am also happy to say that I was able to complete a small remodel on St. Stephens cabin through a separate and very generous donation. I removed and replaced the roof changing from shingles to tin, the flooring inside the cabin and the railing around the deck. It is my hope that this will allow us to use this cabin for many years to come.

After summer ended, we opened camp to Families for some rentals. This was made easier by the donation of a stove and dishwasher that I installed in Canterbury and the already existing small kitchen in Coventry. This allowed the families to come in and cook and clean for themselves and it was a great way for some people to come and enjoy the beauty of camp while keeping all of us safe during these difficult times.

Also, among the amazing things that happened this year was Christmas! Even though Christmas is always a wonderful time of year we were particularly blessed this year with extremely generous donations through the wish list on our new website. We received a new washer and dryer, some new pots and pans for the kitchen, a new coffee grinder and some premium sound equipment to help us continue to work virtually in the future! I cannot say enough how much these donations mean to us and am so thankful to everyone who was able to give this year.

Even though 2020 was a very difficult year it allowed us to accomplish some very amazing things. I am however very excited to see what this new year will bring us and look forward to seeing you all at Camp again, hopefully very soon! As always, all this work and everything that we did this year would not be possible without the tireless work and dedication of Barb Hagen, Jill Sallin, Dave Campbell, Chris Roberts and Bishop Stebbins. Thank you all for everything you do for us and for always being there for me!

**The Rev. Chris Roberts**

**Canon to the Ordinary**

The year 2020 was a challenging, changing and growing year for all of us in the Diocese. It was for me a year of challenges as well because my wife Linda was quite sick throughout most of the year and she died on Sunday, December 13th. Because of COVID-19 much of our work was done by Zoom, something that was an expansion of the sort of ministry I do as part-time Canon to the Ordinary. I serve directly Bishop Stebbins and thus all of the people of the Diocese as well. I continue to recognize the gifts and love so fully expressed in the people of the Diocese of Montana and have been ministered to with great Compassion by you.

This year I have served in at least the following areas of Ministry:

**Diocesan Deployment Officer and Officer of Transition Ministry:**

I have worked this year as Bishop Stebbins’ primary support in the search process for new clergy for empty positions in Montana. In this position I have assisted the Vestries, Cluster Boards and Search Committees of Congregations in their Discernment, Search and Call processes, with all that may be needed in each unique situation. I have provided and managed the training of Vestries and the Search Committees they appoint. I have provided all initial background and reference checking of potential candidates, making contact by phone with each candidate and generally my counterparts in their Dioceses. Working closely with Bishop Stebbins, I have supported her in the discernment of our Congregation’s needs and the suitability of potential candidates for the call process. Once the names of Candidates have been presented to a Search Committee, I have offered ongoing support and advice in their process. I have worked with six Congregations in at least some part of their Search Process this calendar year. Our goal has been to create an efficient, people friendly and flexible process which honors the National Guidelines provided in our Canons as well as those provided by our National Office of Transition Ministry. Our chief hope is to find quality candidates for our quality Congregations. It has been an honor to support the gifted lay and ordained leadership we have in this Diocese.

**Ordination Officer**

As Diocesan Ordination Officer, I file an annual report with the National Church. This report lists all active and retired clergy, all transfers, all ordinations and reports any disciplinary actions that may have occurred in our Diocese. I also manage all transfers of Clergy “Letters of Dimissory” in and out of the diocese, and manage all ordination files.

**Management of Ordination Training**

I provide support for all individuals who are in any stage of the Ordination Process. This involves file and record keeping, support as individuals work through canonical requirements and regular communication with individuals, their clergy and occasionally their congregations. I serve as a support and resource for our excellent Diocesan Commission on Ministry.

**Management of all Diocesan Confidential Files and Clergy Background Checks**

All confidential clergy files which come to the Diocesan office are filed and managed by me personally. Much of my work is involved in management of the files and oversight of Clergy Background Checks.

**Congregational Support and Visits**

A part of my work commitment includes informal as well as formal visits and Worship Services at diocesan congregations and diocesan meetings (including COM and occasional Clergy Deanery meetings). I have Celebrated HE and Preached as COVID-19 Protocol would allow this year. I have been an active leader in Diocesan Training events and I have assisted with Ministry reviews and Congregational visioning processes.

**Priest Support**

In addition to the responsibilities previously mentioned I have helped manage the Supply Clergy list, with the assistance of our Administrative Assistant. It is always a great joy to be a part of our Annual Diocesan Convention.

**Miscellaneous**

Much of my work involved regular participation in Diocesan Staff fellowship, planning and daily worship. I was often called to support clergy and congregations with unplanned needs and issues; in fact, I often found myself working on unexpected needs and issues. Most importantly, I sought to assist and support our new Bishop, Marty Stebbins in the guidance and empowerment of ministry in this Diocese. I have attended most of our Staff Morning Prayer/Meetings using Zoom, and I attended 24 National Zoom Meetings especially designed for Bishops and their Canons. It also has been a great joy to work on the renewal of our Congregation Development Task Force.

It has been my pleasure and honor to serve this Diocese for the year 2020.

**Barb Hagen**

**Canon for Finance & Administration**

“We’ve never done it that way before.” Those words were not in the vocabulary of most people in 2020. It was a year of “Zoom and Gloom”. A year of new things, scary things, disappointment, anger, fear and many other emotions for many reasons.

Those things were part of the year, yes. But fear, disappointment and all kinds of other uncomfortable and hard feelings are part of every year. Not quite to the scale that we had and yes, it was a year unlike any that most of us have experienced.

But that is not the whole story. For me, it was also a year of connection, reaching out in new ways and thin places where I reached out and felt God reach back to me.

Some of the year, I actually felt amazed. I was amazed by the creativity of those in our churches who were willing to try new ways of worship. Those willing to reach out in ways they never would have considered. Those who tried Zoom and did practice sessions and figured out a bunch of stuff that doesn’t always make a lot of sense. They stepped out in faith and kept moving forward.

One of the gifts of Zoom is getting to see inside people’s homes and learning more about them. I discovered someone who shares my love of peanut m&ms and heart shaped rocks. I discovered a treasurer with a great big marlin on his wall and we exchanged fish stories. I saw some lovely quilts, a robust book case, family photos, and Christmas decorations. I got to be part of your life.

Another glimpse into the lives of our diocesan family was through Bishop Marty’s pet photo book. I spent many hours working on the book and was truly a labor of love. It has 205 photos of the dear pets of the diocese. I got to hear your stories of your precious ones who have crossed the rainbow bridge and hear some funny stories about beer drinking chickens. This was another gift of 2020, and now when I see people’s names on Zoom, I can picture their pets and we have another connection.

On one particularly hard day, I received a note from the youth group at All Saints in Columbia Falls. Children drew pictures and wrote, “I hope when you get this card that you feel loved.” Thin places. I felt God’s love through the crayons of children and the creativity of their leaders.

Under Bishop Marty’s leadership we began monthly Zoom meetings with treasurers and senior wardens in April. Wardens and treasurers made connections with us and with each other. Of our 33 churches in the diocese, people from 22 of our churches participated in these calls over the year and we averaged 12 people per call for the eight calls we offered in 2020.

I again offered phone call/online workshops in early 2020 – they were all through GoToMeeting since Zoom was not part of our life until April.

* January – year end payroll call with Beth Baker – 2 people called in
* February - new treasurers – 2 people called in
* February – audit training – 2 people called in
* March – vestry training – no one called in

**I again updated training videos for vestries, audit teams and treasurers and plan to update them each year. Watch the website for the updated versions -** [**Training Videos - The Episcopal Diocese of Montana (diomontana.com)**](https://diomontana.com/training-videos/)

**Our convention was held via Zoom as well this year and there was a lot of prep and practice time needed to make it work. We wanted to provide our usual reports and “displays” but due to holding the convention virtually we decided to record sessions ahead of time so people could join in and we could keep our zoom convention time to two hour blocks.**

**I coordinated and attended the following Zoom session in preparation for convention:**

1. **Deacons Session – 5 people attended (20 views) – led by Archdeacon Dorcie Dvarishkis**
2. **Disaster Prep – 4 people attended (12 views) – led by Deacon Mary Alice Jones**
3. **Zoom practice session #1 – 12 people attended – led by Barb Hagen**
4. **Zoom practice session #2 – 12 people attended – led by Barb Hagen**
5. **Zoom practice #3 – 23 people attended this final session – led by Jill Sallin**
6. **MEVO/Online Worship Session – 5 people attended (and 9 views) – led by priest Stephen Day**
7. **Ecumenical Session – 12 people attended (and 5 views) –led by priest Valerie Webster**
8. **2021 Budget Meeting – 17 people attended (and 6 views) – led by Barb Hagen**
9. **Episcopal Relief & Development – 5 people attended (and 6 views) – led by Chad Brinkman, 1000 Days of Love Campaign Director, Episcopal Relief & Development.**
10. **New Delegates briefing – 9 people attended (22 views) – led by Barb Hagen**

**Note: the number of views listed is for those who viewed the link on line. The number attended are those who were with us on the Zoom sessions.**

We had our first ever Zoom convention and it went surprisingly well. No computer glitches and people were gracious and willing to learn. Bishop Marty did an amazing job with her PowerPoints and keeping things moving along and also providing time needed for discussion. We received much positive feedback and I am grateful how well it went and for those willing to practice and test things with us ahead of time.

I also attend every Council and Finance meeting and in 2020 they were all via Zoom.

Council meetings – January, April (twice), May, July, August, September, October, and November (twice). Council met more often than usual due to a high volume of business to conduct this year with approval of funding for camp projects and the Paycheck Protection Program as well as various assessment requests and other business.

Finance meetings – January, April, June, September and October –all via Zoom. We normally have one in-person meeting but for 2020 that did not happen.

This was an odd and hard year in many ways and for many reasons. I am thankful for our staff and Bishop. We have started having Zoom Morning Prayer each day so we get to see our two staff who are not in Helena every day. It is a gift to be with Canon Chris Roberts and Camp Site Manager Mark Clemow each day and to pray together, check in and often laugh. I am very grateful Dave Campbell is back with us and am always grateful for the ministry and friendship of Jill Sallin and I thank God for her every day! Bishop Marty’s energy, ideas and enthusiasm are a gift to us all and I continue to be in awe of her both as a person and a bishop.

Finally, to you, the people of the diocese I just want to say thank you. Thank you to those who pray for us each day. Thank you to those who sent us gifts and notes after convention. Thank you for the ways you minister to us and with us. *May the God of hope fill us with all joy and peace in believing through the power of the Holy Spirit.* (Romans 15:13)

**Vital Statistics of Congregations and Missions**  
Year in parenthesis is last year of filing if not 2020

- Baptisms-

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| City | Congregation | Active  Members | Communicants  In good standing | Others  Active | Average  Sunday  Attendance | Sunday  Eucharists | 16 yrs  And Older | Under  16 years | Confirmed  or Received |
| Anaconda | St. Mark’s | 22 | 19 | 3 | 12 | 23 | 0 | 0 | 0 |
| Big Sky | All Saint’s | 99 | 99 | 80 | 68 | 15 | 0 | 0 | 0 |
| Big Timber | St. Mark’s | 67 | 32 | 0 | 11 | 16 | 0 | 0 | 0 |
| Bigfork | St. Patrick’s | 103 | 55 | 0 | 33 | 39 | 0 | 0 | 0 |
| Billings | St. Luke’s | 256 | 127 | 0 | 57 | 34 | 0 | 3 | 0 |
| Billings | St. Stephen’s | 105 | 78 | 0 | 45 | 42 | 0 | 0 | 0 |
| Bozeman | St. James’ | 606 | 506 | 50 | 143 | 43 | 0 | 3 | 0 |
| Butte | St. John’s | 58 | 57 | 0 | 26 | 20 | 0 | 0 | 0 |
| Columbia Falls | All Sain’ts | 216 | 136 | 103 | 75 | 119 | 0 | 0 | 1 |
| Deer Lodge | St. James’ | 24 | 0 | 2 | 10 | 5 | 0 | 0 | 0 |
| Dillon | St. James’ | 42 | 42 | 5 | 32 | 12 | 0 | 1 | 12 |
| Emigrant | St. John’s | 115 | 92 | 23 | 28 | 38 | 0 | 0 | 0 |
| Ennis | Trinity | 86 | 86 | 0 | 22 | 24 | 0 | 0 | 0 |
| Eureka | St. Michael &  All Angels | 48 | 48 | 10 | 22 | 11 | 0 | 0 | 0 |
| Forsyth | Ascension | 11 | 11 | 0 | 50 | 41 | 0 | 0 | 0 |
| Fort Benton | St. Paul’s | 14 | 14 | 0 | 9 | 16 | 0 | 0 | 0 |
| Great Falls | Incarnation | 118 | 89 | 10 | 24 | 55 | 0 | 1 | 4 |
| Hamilton | St. Paul’s | 101 | 101 | 0 | 22 | 13 | 0 | 0 | 0 |
| Havre | St. Mark’s | 6 | 6 | 0 | 6 | 5 | 0 | 0 | 0 |
| Helena | St. Peter’s  Cathedral | 499 | 495 | 6 | 133 | 108 | 0 | 3 | 0 |
| Kalispell | Christ Church | 90 | 90 | 1 | 62 | 22 | 0 | 0 | 0 |
| Lewistown | St. James’ | 119 | 119 | 11 | 48 | 10 | 0 | 0 | 0 |
| Livingston | St. Andrew’s | 165 | 128 | 37 | 43 | 38 | 0 | 0 | 0 |
| Manhattan | Gethsemane | 27 | 26 | 0 | 11 | 15 | 0 | 0 | 0 |
| Miles City | Emmanuel | 11 | 11 | 11 | 9 | 18 | 0 | 0 | 0 |
| Missoula | Holy Spirit | 801 | 577 | 5 | 139 | 23 | 0 | 1 | 9 |
| Philipsburg | St. Andrew’s | 17 | 4 | 0 | 4 | 20 | 0 | 0 | 0 |
| Polson | St. Andrew’s | 99 | 99 | 0 | 39 | 9 | 0 | 0 | 0 |
| Red Lodge | Calvary | 83 | 82 | 0 | 28 | 44 | 0 | 0 | 0 |
| Sheridan | Christ Church | 39 | 39 | 0 | 18 | 33 | 0 | 0 | 0 |
| Stevensville | St. Stephen’s | 14 | 14 | 0 | 9 | 31 | 0 | 2 | 0 |
| Troy | Holy Trinity | 5 | 5 | 0 | 4 | 10 | 0 | 0 | 0 |
| Virginia City | St. Paul’s | 20 | 20 | 0 | 11 | 13 | 0 | 0 | 0 |
|  | **TOTAL** | 4,086 | 3,307 | 357 | 1,208 | 965 | 0 | 14 | 26 |

**Financial Statistics of Congregations and Missions**

Year in parenthesis if last year of filing is not 2020

-----Revenue------ --------------Expense------------------

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| City | Congregation | Plate & Pledge Income | Operating  Revenue | Total Revenue |  | Operating  Expense | To The Diocese | Outreach & Development | Total  Expense |
| Anaconda | St. Mark’s | 33,150 | 36,384 | 36,384 |  | 20,786 | 4,980 | 350 | 21,086 |
| Big Sky | All Saint’s | 240,446 | 265,146 | 268,177 |  | 217,084 | 20,614 | 10,497 | 237,698 |
| Big Timber | St. Mark’s | 57,851 | 67,192 | 67,192 |  | 69,739 | 7,861 | 0 | 69,739 |
| Bigfork | St. Patrick’s | 101,747 | 101,757 | 634,028 |  | 83,588 | 18,298 | 549,874 | 639,259 |
| Billings | St. Luke’s | 176,983 | 262,905 | 382,137 |  | 246,815 | 44,369 | 26,734 | 274,818 |
| Billings | St. Stephen’s | 84,863 | 153,096 | 161,831 |  | 158,307 | 35,222 | 94,343 | 253,114 |
| Bozeman | St. James’ | 362,072 | 366,272 | 378,481 |  | 353,052 | 81,330 | 34,897 | 387,949 |
| Butte | St. John’s | 71,699 | 84,034 | 87,443 |  | 98,148 | 15,357 | 4,101 | 101,557 |
| Columbia Falls | All Saint’s | 253,122 | 266,620 | 414,897 |  | 249,076 | 43,597 | 289,489 | 554,019 |
| Deer Lodge | St. James’ | 24,007 | 26,574 | 26,574 |  | 24,007 | 4,910 | 244 | 24,107 |
| Dillon | St. James’ | 48,562 | 98,897 | 99,645 |  | 105,924 | 20,082 | 667 | 107,543 |
| Emigrant | St. John’s | 60,856 | 61,006 | 67,903 |  | 59,492 | 13,164 | 559 | 59,891 |
| Ennis | Trinity | 71,271 | 84,153 | 85,718 |  | 94,314 | 15,012 | 17,454 | 102,314 |
| Eureka | St. Michael &  All Angels | 18,866 | 18,866 | 29,966 |  | 18,860 | 4,430 | 0 | 18,860 |
| Forsyth | Ascension | 8,953 | 9,431 | 11,971 |  | 8,284 | 3,604 | 3,918 | 12,102 |
| Fort Benton | St. Paul’s | 6,010 | 12,986 | 24,423 |  | 12,246 | 1,296 | 0 | 12,627 |
| Great Falls | Incarnation | 60,985 | 111,985 | 111,985 |  | 101,957 | 18,207 | 0 | 101,957 |
| Hamilton | St. Paul’s | 61,867 | 62,734 | 63,936 |  | 50,679 | 13,846 | 5,072 | 53,853 |
| Havre | St. Mark’s | 6,867 | 6,867 | 6,867 |  | 0 | 0 | 280 | 280 |
| Helena | St. Peter’s | 302,749 | 408,842 | 451,330 |  | 390,793 | 69,198 | 17,456 | 438,371 |
| Kalispell | Christ Church | 95,815 | 124,424 | 133,998 |  | 94,969 | 18,950 | 6,274 | 106,264 |
| Lewistown | St. James’ | 128,583 | 138,986 | 145,470 |  | 139,369 | 25,194 | 4,195 | 144,928 |
| Livingston | St. Andrew’s | 115,062 | 115,212 | 115,212 |  | 108,318 | 23,032 | 0 | 108,318 |
| Manhattan | Gethsemane | 8,715 | 10,015 | 10,290 |  | 8,160 | 1,719 | 520 | 8,680 |
| Miles City | Emmanuel | 13,185 | 28,480 | 57,256 |  | 3,409 | 3,409 | 30,041 | 33,450 |
| Missoula | Holy Spirit | 411,322 | 473,935 | 533,924 |  | 454,295 | 79,112 | 24,880 | 494,562 |
| Philipsburg | St. Andrew’s | 10,261 | 10,750 | 16,891 |  | 10,458 | 2,002 | 6,085 | 16,402 |
| Polson | St. Andrew’s | 99,423 | 109,902 | 111,182 |  | 109,116 | 22,130 | 144 | 109,440 |
| Red Lodge | Calvary | 103,546 | 104,746 | 227,785 |  | 96,456 | 16,011 | 17,804 | 108,260 |
| Sheridan | Christ Church | 33,856 | 40,370 | 56,775 |  | 34,238 | 8,888 | 2,817 | 34,238 |
| Stevensville | St. Stephen’s | 12,641 | 12,641 | 16,993 |  | 12,641 | 2,462 | 2,484 | 16,993 |
| Troy | Holy Trinity | 2,150 | 20,120 | 20,320 |  | 14,507 | 3,751 | 7,117 | 22,444 |
| Virginia City | St. Paul’s | 35,607 | 41,509 | 58,910 |  | 38,895 | 7,172 | 44,393 | 82,314 |
|  | **TOTAL** | 3,123,092 | 3,736,837 | 4,915,894 |  | 3,487,982 | 649,209 | 1,202,689 | 4,757,437 |





















**2021 Detailed Budget Narrative**

**Administrative Budget**

**INCOME:**

|  |  |  |
| --- | --- | --- |
| **Line Number** | **Line Item** | **Description** |
| 1 | Administrative Assessments | The assessment is based on 19% of an average of the parochial report operating income from 2017-2019. It is a fixed assessment payment for 2021. See the assessment payment sheet for your church’s payment. |
| 2 | Platt funds | The Episcopal Church Center sends this amount to us quarterly. It is income to be, “applied to the aid and relief of Domestic Missions in Oregon, Montana, Dakota, and Nebraska.” Funds are named after Miss Emily Platt and were established in 1920. |
| 3 | Investment Income/Endowment Draw | Not budgeted for 2020 |
| 4 | 2020 Budget Reserve Funds | Funds set aside from the 2019 budget to help offset 2020 and 2021 budget expenses. |
| 5 | From Lambeth Reserve Funds | The Lambeth conference in England happens every 10 years and will be held in 2022 after being cancelled in 2020. We set aside some funds to help with this conference and we will use them this year. |

|  |  |  |
| --- | --- | --- |
|  | ***Expenses:*** |  |
| 6 | Payroll taxes | Payroll taxes for diocesan lay staff. |
| 7 | Staff Pension | Pension for diocesan staff. |
| 8 | Staff insurance | Health, dental and life insurance for staff and funding for health savings accounts. |
| 9 | Lambeth Conference | Funds to send the Bishop to the Lambeth conference in England in 2022. Partially offset by  Line 5. |
| 10 | Bishop Pension | Pension for the bishop. |
| 11 | Bishop Insurance | Health insurance and health savings contributions. |
| 12 | Bishop Hospitality | Account for bishop to provide hospitality to clergy and others as needed. |
| 13 | Bishop Travel | Travel expense for the bishop. This line includes travel to General Convention. |
| 14 | Bishop Continuing Education | Continuing education expenses for Bishop Marty. |
| 15 | Clergy Deployment travel | Funds travel expense for deployment officer. |
| 16 | Staff Continuing Education | Funding for staff to attend an annual conference. |
| 17 | Camp Director Travel | Funds travel for the Camp Director. |
| 18 | Staff Salaries | No raises for 2021. |
| 19 | Telephone | Telephones and toll free numbers. Also covers cell phone for Bishop and Canon to the Ordinary. |
| 20 | Utilities | Water, gas, electricity. |
| 21 | Supplies/Miscellaneous | Supplies and miscellaneous items. |
| 22 | Postage/Mailings | Postage and supplies relating to the postage meter. |
| 23 | Insurance | The insurance on the diocesan office building. |
| 24 | Worker’s compensation Insurance | Worker’s compensation insurance for diocesan staff. |
| 25 | Building maintenance | Small maintenance needs and funds to pay St. Peter’s for some of the snow removal and lawn care expenses. |
| 26 | Special tax expense | Taxes that we are not exempt from paying (special items such as sidewalks or lighting). |
| 27 | Audit | Auditor’s fees. The canons of the General Convention require that a CPA audit every diocesan office every year. |
| 28 | Legal Conference Expenses | Funding for chancellors to attend an annual conference. |
| 29 | Clergy Conference | Funding for speakers and food for the annual clergy conference at Camp Marshall. This line item also covers costs for those who stay at camp. |
| 30 | Bishop Housing | Housing allowance for the bishop. |
| 31 | Canon to the Ordinary Housing | Housing allowance for the Canon to the Ordinary |
| 32 | Bishop Salary | Salary for the bishop. |
| 33 | Unemployment Insurance | Unemployment insurance for lay staff as required by the State of Montana. |
| 34 | Payroll processing fees | Fees paid to Paychex for processing diocesan payroll. |
| 35 | Camp Assistance | Funds to help cover camp shortfall. |
| 36 | Title IV reserve funds | Funds set aside to use if we have a Title IV investigation. |
| 37 | Diocesan computer and equipment reserve | Funds set aside to plan for purchases of computers, phone system and other office equipment as needed for the bishop and staff. |
| 38 | Bishop Search and Election Expenses | Not funded for 2021. |
| 39 | 11th Bishop Reserve Funds | We set aside reserve funds each year for the 11th bishop search process to be proactive in the planning. |
| 40 | 2020 Budget Reserve Funds | Not funded in 2021. |
| 41 | Building Maintenance Reserve Funds | Funds set aside to plan for replacing windows, roof, boiler or other major building needs that will arise. |
|  | ***PROGRAM:*** |  |
|  | ***Income:*** |  |
| 42 | Assessment income | The portion of assessments that are set aside for the program/outreach/meeting work of the diocese. |
| 43 | Deacon’s School Fees | Fees paid by students in the school for deacons. |
| 44 | Endowment Income | Not included this year. |
| 45 | General Convention Reserve transfer | We have set aside funds to help pay the expenses for our eight elected deputies to attend General Convention. We will transfer funds to cover the expenses when the GC will occur. |
|  | ***Expenses:*** |  |
| 46 | Diocesan Council meetings | Meeting expenses. |
| 47 | Standing Committee meetings | Meeting expenses. |
| 48 | Diocesan Convention | Travel and meal expenses for staff to attend convention and supplies and guest speaker as needed. |
| 49 | Finance Department | Meeting expenses. |
| 50 | Province VI | Pays assessment to Province 6. Note – this amount will be increasing in 2022. |
| 51 | General Convention | Funds to help pay the deputies. This is offset by line 45. |
| 52 | General Church | This is an amount pledged to pay TEC -The Episcopal Church, (also known as DFMS or the “national” church). This amount is 15% of our operating income from 2019 less an exemption. In prior years this had been an “asking” and not an assessment. Beginning in 2019 it became a 15% assessment and if not paid in full we would not be eligible for grants. We are paying our full assessment for 2021. |
| 53 | Christus Collegium | Pays portion of Christus Collegium in Bozeman. The diocese owns part of this building and pays some expenses associated with it. |
| 54 | Christian Formation/Youth | Travel expenses |
| 55 | Ecumenical | For ecumenical work and meetings. |
| 56 | College for Congregational Development | To help churches with congregational development. |
| 57 | Commission on Ministry | This budget covers some travel expenses for meetings. |
| 58 | Campus Ministry –Missoula | Pays for some campus ministry expenses in Missoula. |
| 59 | Freedom in Christ resolution | Was approved at the diocesan convention in 2016 and funds are used to help pay for providing healing and reconciliation for people inside and outside prison. |
| 60 | Deacon/Archdeacon expenses | Travel and meeting expenses for deacons’ school and conference expenses. |
| 61 | Disaster Services | Funds used to help pay for travel for Diocesan Disaster coordinator to work with churches on the asset map and disaster preparation. |
| 62 | COM/Other – Commission on Ministry other | Funding for EFM – Education for Ministry. We pay a fee for Sewanee in order to offer EFM in the diocese. Currently we have one church offering it – Holy Spirit in Missoula. |
|  | **CAMP MARSHALL** |  |
|  | ***Income:*** |  |
| 63 | Camp Fees | Fees paid by campers to attend summer camp programs at Camp Marshall. We increased the fees in 2020 and we did not have camp due to COVID 19. We left the fees at the same 2020 rate for this budget. . |
| 64 | Day Camp Income | Increased the income to cover the actual expenses. We will be reviewing the camp budget in much more detail after the summer is over we will be better able to make plans. |
| 65 | Grace Camp | Donations collected for Grace Camp. |
| 66 | Camp endowment draw | Income drawn from camp endowment. We did not budget this due to the market volatility in 2020. |
| 67 | Rental Income | Income received from outside groups using Camp Marshall. |
| 68 | Parish Gifts | Donations received from churches to support general camp expenses and scholarships. |
| 69 | Donor gifts | Donations received from individuals to help fund general camp expenses and scholarships. |
| 70 | Gifts/Programs and Facility  (Special Funds) | Special needs will be announced and we will raise funds as needed. It is offset by line 110. |
| 71 | Diocesan Assistance | Funds from the diocesan budget to help offset camp expenses. |
|  | ***Expenses:*** |  |
| 72 | Janitorial supplies - summer | Cleaning supplies for the camp summer program. |
| 73 | Medical supplies | To stock first aid area. |
| 74 | Administrative Supplies - program | Misc. supplies and mailings for the summer program. |
| 75 | Camp T-shirts | T-shirts for summer camp. |
| 76 | Camp Staff Worker’s compensation insurance | Worker’s comp coverage for camp staff. |
| 77 | Camp Site Manager Travel | Travel for the site manager. |
| 78 | Electricity – summer portion | Electricity for summer months. |
| 79 | Telephone - summer portion | Summer portion of phone for camp and cell phone for Camp Director. |
| 80 | Fuel – summer | Fuel for truck and boats. |
| 81 | Insurance - summer portion | Liability insurance for camp during the summer. |
| 82 | Oil and propane - summer portion | Summer costs for oil and propane. |
| 83 | Maintenance summer portion | Maintenance costs for summer. |
| 84 | Background checks | To pay for background checks for summer staff and volunteers. |
| 85 | Staff travel | Mileage for summer camp staff. |
| 86 | Day Camp Expenses | Recreation and other expenses for day camps. |
| 87 | Day Camp Travel | Travel for staff to go to various locations for Day Camps. |
| 88 | Summer Program Food Service | The cost of food for campers and staff. |
| 89 | Advertising | Advertising costs. |
| 90 | Miscellaneous | Miscellaneous expenses for camp. |
| 91 | Grace Camp expenses | Program expenses associated with Grace camp. |
| 92 | Staff training | Materials and expenses for staff training. |
| 93 | Camp Vehicle Expense | Fuel, licensing, insurance and repairs for camp truck. |
| 94 | Fee Expense | Fees to processes camp registration and payments. |
| 95 | Program expense | Recreation, crafts, worship, waterfront, music and media arts expenses. |
| 96 | Rental Food Service | The cost of food for rental groups. |
| 97 | Maintenance supplies – facility | Routine maintenance at camp. |
| 98 | Administrative supplies – facility | Administrative expenses for site manager. |
| 99 | Landscaping Expense | Not funded. |
| 100 | Janitor – facility | Janitorial supplies for camp for non-camp season. |
| 101 | Oil and propane - facility | Utilities for camp during off season. |
| 102 | Electricity - facility | Utilities for camp during off season. |
| 103 | ECCC Attendance and Fees. | Dues to the Episcopal Camps and Conference Center and conference travel in 2021. |
| 104 | Camp Vehicle - facility | Registration and fuel for truck – facility use portion |
| 105 | Telephone – facility | Phone cost for facility during the off season. |
| 106 | Insurance – facility | Insurance costs for when camp is not in session. |
| 107 | Fuel Expenses – Facility | Fuel for mowers & truck for the time period camp is not in session. |
| 108 | Staff First Aid training | Training fees for lifeguards etc. |
| 109 | Site Manager utilities | Cell phone and utilities for the site manager’s house. |
| 110 | Special Projects expenses – TBD  To Be Determined | If received, funds will be used pay for special projects. It is offset by line 70. |
| 111 | Vehicle Reserve fund | To set aside funds to purchase a new vehicle when needed. |
| 112 | Camp Staff FICA | FICA tax for summer staff. |
| 113 | Grace Camp FICA | FICA tax for Grace camp staff. |
| 114 | Day Camp FICA | FICA tax for day camp staff. |
| 115 | Camp Staff payroll | Salaries paid to summer camp staff. |
| 116 | Day Camp Staff payroll | Salaries paid to Day Camp staff. |
| 117 | Grace Camp Staff payroll | Salaries paid to Grace Camp staff. |
| 118 | Camp Payroll fees | Fees for processing payroll for camp. |
| 119 | Camp Unemployment Insurance | State unemployment costs for camp staff. |
| 120 | Other camp FICA | FICA for other camp staff. |
| 121 | Other camp Salaries | Funds to pay for staff members who work at camp for other events outside of summer camp. |