

BCC Meeting 12-16.-2021

- I. Prayer and invocation - Father Tim
- II. Core Values:
 - a. Children:
 - b. Outreach:
 - c. Hospitality to All:
 - d. Christian Formation:
 - e. Caring Well/Home:
 - f. Safety:
- III. Approval of Minutes from 11/18/2021
- IV. Celtic Fest – Information from Father Tim and Barb
- V. Property Warden's Report – Jeff Nieuwma
- VI. Financial Stewardship and Vision – Jim Thoming Treasurer
 - a. Review Draft Budget
- VII. Youth Group
- VIII. Outreach and Safety- Bookie
- IX. Realm – Alicia, Michelle, Geri,
- X. Vicar Notes – Father Tim
 - a. Administrative assistant
 - b. Celtic Fest
 - c. BCC Retreat -
- XI. Old Business
- XII. New Business –
 - a. Financial Stewardship and Vision, new business
 - b. Services in person in the cold weather months? -
 - c. BCC retreat.
- XIII. Prayers and adjournment

Fr. T - Father Tim Backus
NB - Deacon Nancey Bookstein
SM - Sean McGaughey, Bishop's Warden
JN - Jeff Nieuwma, Property Warden
BM - Barb Miller, Adult and Youth Formation
AF - Alicia Florin, Children and Safety
TP - Tracy Platz, Member at Large
GSC - Geri Sue Coe, Member at Large
VE - Vicky Emerson, Member at Large
JT - Jim Thoming, Treasurer
MM - Michelle Mrgan, Clerk
D/S - David and Shelly Arnold

AF - not present

TP - snuck in when nobody was looking!

7:07 pm MST SM welcome to the BCC meeting

I. Prayer and invocation - Father Tim

II. Core Values:

- A. Children: JT
- B. Outreach: NB
- C. Hospitality to All: JN
- D. Christian Formation: MM
- E. Caring Well/Home: GSC
- F. Safety: BM

III. Approval of Minutes: from 11/18/2021 - No approval of minutes as they were not completed before the meeting

IV. Celtic Fest: Ff. Tim and BM

- A. Fr. T - D/S are very excited to go forward with CF. From now on everything should go thru them.
- B. BM - BM is coordinating fundraising. She has a long list of contacts from various people. Eileen has provided all previous CF info for us to use. The Prentiss' are working on newspapers. We have a good start.

ACTION ITEM(S):

MM - Get last CF brochure to BM

BM - Get brochure and info to GSC so she can ask her work for sponsorship

V. Property Warden's Report: JN - No report because I have not been there and nobody has told me of any problems.

- A. Fr. T - There are some small branches down due to the high winds.
- B. JT -The outside lights used to be bright but now there are no lights. The next time someone is at the church please check it out and JT will address the issue.
- C. JN - There should lights on the west and north side of the building on a motion sensor or dark sensor. Also a light in the north side apex that are always on.

ACTION ITEM(S):

SM - Check on the lights within the next week and let people know.

NB - Someone leaving lights on at the house!! Remind everyone to turn them off.

VI. Financial Stewardship and Vision:

VII. Review of Draft Budget: See JT spreadsheet, it's color coded!

- A. "Re-Newed" Programs - Shop with Scrip, Silent Auction/Speciality Dinners, Celtic Retreat
- B. Fr. T - Fundraising in the budget is risky because it is such an unknown. We need more fundraising throughout the year rather than just rely on CF
- C. Friends of St Brigit - non-attendees who give + anonymous donor
- D. Plate Collections should be more because 1/2 the year was remote and no Christmas or Easter. This year attendance increasing and most likely in person the whole year.

Overall no big changes in expenses but LARGE change in income: decreased donors/donations, no ppp loan, no anonymous donor (yet?)

Fr. T - If we get the anonymous donor gift then we will be +30k

- E. A'it Caol - Don't need it in the budget if we aren't doing AC. BM - we are going to try to do AC. We hope to get congregants to do the music so we have more involvement from the church.
- F. Celtic Retreat - BM we don't need to repeat the expenses for online and we will probably only have one speaker. Cut line item to \$600 from \$1250
- G. Office Supplies - BM we didn't have fees for 6 months of bulletins so that number may be low. JT says we spent a lot in 2021 on expensive parts for printing equipment so it made up for not spending on printing bulletins. JT thinks the 2022 number should be accurate.
- H. Postage - NB what about mailings for CF? TP it should be covered under CF budget not St. Brigit. JT agrees it needs to be under CF.
- I. Subscription - went way up but that is most likely because of Realm. Website numbers went up and JT can dig into that more later.
- J. Payroll - Have increased with new Vicar expenses. Shelly has been going over budgeted work hours by 10-20 hours per month.
- K. Admin Assistant - Fr. T - Shelly has been going over and we need to get back to the original number. BM - We need to decrease that number by cutting down what she spends time on. ie. Hours finding specific images for bulletin instead of using logo. JT - We do not need to eliminate Shelly's position completely but just cut back on her total number of hours. (Agreed on by Fr.T and NB)
- L. Childcare - Not likely to have any childcare expenses in 2022. We don't know what will happen. Do we need something built in? Fr. T - We may have some expenses for childcare but it is an unknown. He is ok with \$500 = \$40 times 12 months sounds reasonable. GSC, TP, SM, Fr. T all agree
- M. Pledge to Diocese - Normal pledge to the Diocese should be 10% and Front Range Region 5% of pledge and plate. The numbers for 2021 are based on Diocese 7.5% and Region 3.75%. Last year we increased the numbers to try and get to the normal percentages. Do we stay at the same percentages or do we go back down (6% and 3.5%) to make the budget better? NB says they know we are struggling so the numbers can stay the same and they will be ok. We don't want to go backwards. TP, GSC, BM, SM all agree
- N. Clergy Conference (4 nights) and Annual Convention (10 nights) we need estimate on how much it will cost. NB - this year the two conferences were virtual so no costs for lodging, food, etc and this year they are hoping to have them live. She says to look back in previous years budget to estimate costs. Clergy Conf in Avon in May, Annual Conv in Pueblo in October. TP - we could use the government tool to look up costs in specific areas. NB we can wait and see what the year looks like. We could ask delegates to pay for half (frowned upon) but we could.
- O. Ministry Reimbursement - Fr. T where is the ministry reimbursement of \$4200? Whew we don't have another 4k t add!

Last year we had a 10K overage that we passed but this year is much bigger. Overall we have a \$62692.61 overage and no idea how to close the gap. We need more income! GSC doesn't see any place to make changes that will make a big difference. JT agrees that there is no obvious way to make up the difference. Fr. T thinks we can cut some more expenses to help. SM - Next week will can have the meeting with the anonymous donor and conversations with Friends of St Brigit as well as be much more cognizant of our spending. NB this is the December meeting so we need to sign off on the budget and Fr. T housing. Do we need to sign off on the budget to sign of his housing?

- P. Fr. T housing allowance - JT doesn't think we have to do anything now because we had done it recently but we need to have document done in this tax year. (More discussion

about document, who signs it, when it has to be done, where to find it, if minutes are needed, etc.) Fr. T made motion to keep the same housing allowance from this year to next year, \$35,000 designated for housing. TP second. HEE HEE Fr. T - I am pretty sure I can't make that motion. Then NM tried - no go!

TP - Motion to keep the housing allowance of \$35,000 for Fr. T **FOR 2022.**

GSC - Second

Vote - Unanimous vote

ALL AGREED JT IS BEST TREASURER EVER!!!!

JT do we need another meeting before annual meeting? JT even with that donation we will use ALL of our savings next year.

SM - I think we have the meeting with anonymous donor and Friends of St Brigit and then see where we stand.

JT - Maybe have the meeting 1-11-22 or 1-12-22?

ACTION ITEM(S):

TP - Will use government website to get estimate for cost by area for Clergy Conference and Annual Convention.

SM - Will check out *Shop with Scrip* - his mom is running it for another church.

Fr. T - Will get document for housing and send it out to whomever needs to sign it.

VIII. Outreach and Safety: NB

- A. We are co-supporting a refugee family with Holy Family. We will get our own family in January. The world is not a safe place!
- B. We got a thank you letter from the Help Center for our Christmas drive. They are the most gracious and generous people I have ever known.

IX. Youth Group:

- A. Juanita has agreed to keep running things for youth group. She is asking for more help from parents. BM is still helping.
- B. In January the youth group will be studying the Enneagram in 4 segments.

X. Realm: Alicia, Michelle, Geri

GSC, AF, MM - With everything happening we haven't had a lot of time to spend on Realm. We will make it a focus after the 1st of the year. MM - Hey did you know Christmas is in a WEEK??!!

XI. Vicar Notes: Fr. T

- A. Fr. T - Eileen is moving to Florida in the late winter/early spring (end of March). We have a 4 month transition and then she says she will still be available via phone or email. We will need to cut the strings. We will need to hire a new person and/or divvy up Eileen's roles to other people and figure out how to make this transition happen. She gave Fr. T a 5 page job description. She is paid 10 hr/week 35hr/month but works WAY more than that so we need to recognize that when hiring a new person. LONG SILENCE...
- B. BCC Retreat - after Annual Meeting that is January 30, we will address it more later.
- C. SM - BM will be transitioning off the BCC at the end of 2021 to pursue other ministries within St. Brigit. Since we are a mission the position is to be filled by appointment by the Vicar. Discussion followed about;
 - 1. What are the term limits for BCC members? 3 years

2. When does each person will transition off the BCC? GSC, VE, JT, TP, SM all finishing their 1st year. JN going into 3rd year (or 8th) BM and AF also going into 3rd year
3. How many members are on the BCC? Is there a set number we have to have? We have 7 voting members plus Fr. T, NB, JT, MM
4. Who do we think would be interested in filling BM's spot? Dee Hodak may be interested. If we have someone to fill the spot then BM would prefer to step down. The new person can start her own time or finish BM year and then do her 3 years.

XII. Old Business:

TP - What is the go/no go \$ amount needed by April 30 for CF sponsorship? SM - 7K to 10K?
TP GSC that's not enough. JT did anyone have a conversation with D/S about what they think we will need? Nobody got the info from D/S.

JT - If our goal is 10K in revenue then any expenses MUST be covered by the sponsorship. We do not include revenue from tickets, vendor fees, clan fees, whiskey, beer etc.

ACTION ITEM(S):

SM - Get with D/S to get the budget number for CF

XIII. New Business: None

XIV. Prayers and adjournment: Fr. T

Adjournment at 8:48pm

GOOD NIGHT!