

## Bishop's Committee Community Meeting 3-17-2022

### 7:06pm Start

Fr. T - Father Tim Backus  
NB - Deacon Nancey Bookstein  
SM - Sean McGaughey, Bishop's Warden  
JN - Jeff Nieuwsma, Property Warden  
DLH - Dea Labuda-Hodek  
AF - Alicia Florin, Children and Safety

### All present

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 Mersan, Clerk

Prayer and invocation - Father Tim

BCC check in.

Core Values:

**Children:** A place where children are welcomed and learn to love God and one another. (Luke 18:15-17)

**Outreach:** A strong emphasis on outreach to communities with both urgent and continuing needs in Christ's Name. (Matthew 25:34-36)

**Hospitality to All:** A place that includes and offers hospitality to ALL. (Luke 10:25-37)

**Christian Formation:** A place that nurtures the pursuit of lifelong Christian formation. (Romans 12:1-2)

**Caring Well/Home:** A place where we care well for one another and a place we call home. (John 15:12-13 & John 13:12-14)

**Safety:** A place that provides physical, emotional, and environmental safety for all and responds to the urgent needs of the communities around us. (Jeremiah 32: 37b-38)

Approval of Minutes from 2/17/2022

Celtic Fest – Information from David and Shelly Arnold

Property Warden's Report – Jeff Nieuwsma

Financial Stewardship and Vision – Jim Thoming Treasurer

Brigids Bounty – Deanna Labuda-Hodek

Outreach and Safety- Bookie

In-reach conversation

Technology Team - Michelle

Vicar Notes – Father Tim

Office manager – 3 x a week for the 1<sup>st</sup> two weeks to start

BCC Retreat – Follow up from 3.12.2022

Old Business

New Business –

Prayers and adjournment

**Prayer:** Fr. Tim

**Core Values:**

Children: SM

Outreach: TP

Hospitality to All: JN

Christian Formation: Fr.T

Caring Well/Home: JT

Safety: NB

**Check-In:** A time for all of us to check-in and see how each of us is doing. Not to be recorded.

**Approval of Minutes:**

motion to approve minutes - JN

second - DLH

vote - unanimous

**Celtic Fest Brigit:**

David and Shelly Arnold (DA, SA) joined us to answer questions about CFB

Please see the CFB Spreadsheet: Copy of CFB 22 Team Leader Meetings sent by Shelly 3-17-22 for specific details. The big picture is CFB will need approximately \$1787\* before the event and \$9685\*\* on the day of or after the event for a total of \$11,472. Sponsorship at this time is \$1570 and PayPal has \$527.75. There is a CFB bank account but Eileen has not shared that info with the Arnold's at this time.

\*not sure about alcohol permit fee

\*\* not sure about hand washing stations

**375 Park Avenue Spirits** will do whiskey tasting. They provide the whiskey host and whiskey for the tasting and we buy the whiskey we use in the pub. Last time it cost us about \$600 and parishioners purchased the opened bottles at the end of the event. They sell us the whiskey at wholesale prices.

**GrossenBart Brewery** is on board to make the St. Brigit Bathwater Beer. No price as of yet because of supply chain issues. We get the kegs at a discount and they take back any kegs we don't use. They also provide bartenders, who were awesome last time!

**Wild Cider** we are in negotiations with them. They will include people to help serve.

We will need a bigger bar!

**Weld County** is having a temporary event coordinator meeting on 3-28-22. DA and SA will attend to learn how to fill out forms and find out all of the things the county requires for the event.

**Frederick Town Hall Meeting** DA and SA will be doing a presentation in order to get a grant to pay for the police that the town requires us to have at the event. They will go in costume. People on BCC want to know when and they will go and support DA and SA.

**Police Department TIPS Training** The police department is looking for a new TIPS trainer and will provide free TIPS training. If we have to go elsewhere is can be \$50/person.

**Colorado Tartan Day** is 4-9-22 and 4-10-22 in the park at the Boulder County Fair Grounds. It is a free event! DA and SA will talk to clans and vendors on that weekend.

### **Food Vendors**

Prairie Dog Gourmet Frankfurters

Sterling Coffee (coffee, breakfast, burritos) coming at 7am to set up

The Maine Event (New England seafood)

**CFB hours** Saturday 11-7, Sunday Worship in the Glen 9:30 and event 11-4. Sunday service will be in the oval in front of the stage.

**Emcee** Will not be the Kilted Man this year. FrT has volunteered to be the MC.

JT - Is everyone comfortable that we will have a 10K NET profit? That is what we put in the St Brigit budget. We have had a \$5K sponsor in the past and we don't have that yet.

DA/SA - We have a much larger team working on publicity. There is more advertising out now than we have ever had in the past.

DLH - 100% more comfortable with number and event overall.

SA - We need a treasurer for CFB and more team leads

JN - is making a bigger parking lot so CFB can sell parking

**CFB Cards** There are CFB cards that have all of the information about the event and a QR code that links to the website. DA and SA have business cards and cover letter for anyone that wants to promote CFB.

SM - Before all sponsorships was on Eileen's shoulders now we have a whole team helping

### **Volunteers**

AF - Is there a plan for team leaders and volunteers?

DA - 25 volunteers from community volunteer fair that Susan Kirmaier attended. Signed up on Alignable to get more volunteers and vendors.

JN - contact scouts, young marines, Frederick High School,

DA - contacted Young Marines and The Dreamers and Rinn Valley Methodist

### **Goodbye DA and SA any questions or comments?**

AF - Did the budget questions get answered?

SM - The biggest question was how much is CFB going to cost before the event and how much do we have? The pre-event cost is right around \$1500 and CFB has enough to cover that at this time. Raising the original 10K before April 30th is not going to happen, is everyone comfortable with that?

TP - If we need around 7K to pay out the day of event then we need to make 17K total. How are we going to get to 17K? What were ticket sales, vendor buy in? Food truck fees? We have one vendor at \$65 how many vendors are we planning on?

JN - Food truck fee is \$150

JT - Based on previous budget it was 16K costs and although we did reduce the scope of the event, got rid of art show and children's area, that did not reduce the costs. The projected cost of 7K is too low, it will more possible be 17K to 19K. 2019 profits \$7K+ in sponsorships, ticket sales about 5K, beverage sales just under 5K.

**General Comments** There are some + and - from 2019. Who is paying for all the advertising? The cards? We need some BIG sponsors. The advertising is WAY better this year. People are ready to get out because of the COVID lockdown.

TP - We need to make goals of how many vendors, how many food trucks, etc that we need before the event so we can feel more comfortable.

SM- How do we find a steering committee to crunch the numbers? Ask the congregation? What about the Financial and Vision team?

NB - The BCC cannot do it by themselves...

FrT - and neither can the Arnolds

JT - CFB is an important topic but should we cover the other agenda items and jump back to CFB?

**Property Report:** JN

The parking lot is being expanded and the field is being redone for CFB. FrT got to drive the tractor!! Jeff also spent some time helping Brigit's Bounty with turning compost.

AF - What about the the swamp cooler that is leaking?

JN - hasn't looked at that yet

SM - Tabled for further enlightenment

Financial Stewardship and Vision: JT

The numbers look good right now because many people like to pay their whole pledge at the beginning of the year.

Fundraising is in the hole right now but it is early. Fr. T - Laura made \$520 with the bowl painting.

\$120 spent on building and grounds so \$850 savings this year. Good job JN!

Sanctuary electric bill is up by \$400 which is probably Brigit's Bounty and the greenhouse. We will need to try and figure out difference and what BB owes St. Brigit.

DLH - is looking for a better way to heat greenhouse rather than using the space heaters. Not only because of fire risk but because of faulty thermostats and low efficiency.

AF - is concerned about plexiglass in front door and swamp cooler leak/ceiling issue. What is the cost of expanding the parking lot? And shouldn't we fix the ceiling before we do the parking lot. She wants to take a vote.

JN - does not see the swamp cooler as critical.

SM - we will table door and swamp cooler until new business.

**Brigit's Bounty:** DLH

BB has been hit hard lately. They are down to only 5 board members and no Vista (she quit in February). They do have the amazing Dominique! In addition, there is no established protocols, no volunteer or employee handbook or guidelines, no licenses for the childcare program, and very unorganized records. She is aware that there is also a communication problem between BB and St. B and is going to work hard to correct that issue.

**BB plan** is to increase communication with St. Brigits so here goes...

**Short Term Goals:**

hire a new childcare coordinator/director

get licenses for the childcare program

hire 3 new summer Americorp Vistas and some summer college interns  
develop volunteer training, tracking, and job assignment system  
establish organizational procedures and protocols  
write volunteer and employee handbooks  
utilize Weld County Employment Services for additional no cost, part time help (for both office and garden help)  
create a youth board  
add after school programs  
organize the inventory of all things BB - from seeds to tools to files  
Increase board membership, fundraising and visibility in the community  
Diversify! Include more of the population they are serving on the board and in day to day activities

### **Long Term Goals:**

increase education opportunities  
offer additional classes and workshops as a fundraiser to increase community awareness and involvement  
reclaim open spaces with native plants and grasses to help control weeds  
transition the garden to a regenerative model; utilizing BB resources to eliminate the need for costly outside resources  
work with BV to provide seeds and space to the families living there  
create a small event venue in the garden, need infrastructure to do so  
grow the Gala in the Garden into a large annual event and bring in participation from surrounding communities  
update technology, improve website to make it more interactive and user friendly  
increase product offerings from the BB shop

### **BB and the BCC**

more communication  
    monthly update in weekly bulletin or newsletter  
    utilize the bulletin boards to inform congregation/promote events

regular updates with BCC, including use of facilities, office, and classrooms (make sure to let Dea know if someone crosses the line)

new leadership in both places so new ideas

align expectations and establish effective organizational boundaries especially in terms of finances

BB is SUPER EXCITED to grow and the entire staff is working hard towards the future.

### **Outreach:**

Gave some money to BB and bowl project. We need to look at safety protocol for CFB. Make sure there is a first aid station and that everyone knows where closest urgent care is located. Make sure all medical supplies are stocked and a plan in place.

JT - What about security overnight because it is a two day event?

JN - Some of the clans and RenScots will be camping on property.

Campers in kilts!

### **Tech Club:**

TP - Tech Club meeting on 3-14-2022. I included the minutes from the meeting:

The first 10 minutes was a brainstorming session, exactly 10 because TP timed us!  
What tech do we need at St B?

#1 = Tech inventory and assessment

#### Office

Password security

Phones

Update Hardware

Update Software

Better internet service

Software/hard drive backups

Printers

Guest vs office internet

#### Services

Zoom camera

Omni directional mic

Desktop or laptop for zooming services

Fix BYOD

Less zoomer isolation

Consistency in recording

Condense zoom streams and increase audio quality

Fix zoom audio

#### Other

Push/Pull Communication - MM will look at

Scheduling zoomers and sound board

Shared Calendar - will be solved w/Realm

Next we separated the tasks into a super cool graph suggested by JS: we are trying to find the fruit! I have some grapes!

X axis is effort

Y axis is return on investment

4 quadrants: 1) big projects 2) low hanging fruit 3) quick wins 4) don't do

Big Projects

Password security

Low Hanging Fruit

zoom computer

zoom camera

omni directional mic

Quick Wins

zoom audio

internet

office/guest internet

Don't Do

schedule zoomers/sound board

push pull communication

shared calendar

**ACTION ITEM(S)**

Tech inventory and assessment (JS, KP)

Internet (JT, MM to FrT)

Office/guest internet (DF)

Zoom audio (DF, JS)

BYOD (TP, MM)

Zoom camera (KP)

Omni Directional Mic (MM, JN)

PW security (GSC, MM, JT, DF)

Clarification there is Jeff (Nieusma) and Jeffrey (Laura's son-in-law)

**Vicar Report:**

**Michelle Visser** is new OM. She will start April 5 and for the first 2 weeks she will be in the office for 3 days/week for 3 hours/day. After the first two weeks she and Fr. T will adjust schedule as needed.

**Letter of Agreement Adjustment** - SM reached out to Alex but has not heard back. He will reach out again to find out what needs to be done and will let FrT and JT know.

**Vacation time** - he will send an email

**Check Signing** - AF - has not gone in and done it yet. She will put it on her schedule for Friday.

JT - AF will need a customer record form and photocopy of ID. There is a copy on Tim's desk at the office.



## **Meeting with Marlene**

2 signers on every check, that is a St B rule, the bank does not require 2 signatures for less than \$1000. Not recommended for a church employee to be a signer on checks but not against the rules.

Do we want to have 2 signers on every check?

Do we want to keep OM as a signer on the checks?

NB - very involved process to get checks signed before they can be mailed and sometimes causes bills to be late.

motion to have one signer on checks < \$500? - TP

second - GSC

vote - unanimous

**Goals from BCC retreat:** Fr. T will send email

**Old Business:** none

Time is up do we need more meetings? We are out of time and still have numerous things on the agenda.

do we limit the time for each item?

do we have more meetings?

can we have smaller sub-groups attack specific issues?

do we need to go twice a month?

should we set special topic meetings for CFB and Budget?

how about we schedule a 2nd meeting and if we don't need it, we cancel it?

setting timer for items and then if we need a one-off meeting then ok?

maybe a tag team meeting the next week only when we need it?

SM - table the conversation about more meetings

The following are topics we did not cover tonight that need to be addressed:

**CFB** and it's burden on the congregation

**Weed Control** - will be covered in email thread by DLH, JN, FrT, Dominique

**Swamp Cooler** - JN will look at it before he leaves town and let people know if he needs help

**In-reach**

**Prayer:** FrT

**Adjournment:** 8:35 pm Goodnight

---

**THE FOLLOWING IS THE SIDE CONVERSATION THAT WENT ON VIA CHAT;**

From TP

Dea - fantastic stuff! Possible fundraiser idea... those of us who are new to Colorado would love to have some classes on how to grow stuff in Colorado. It's all new to me and I can't seem to get anything to grow! :

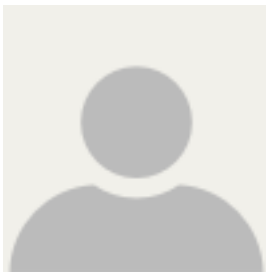
From VE

class on irrigating gardens for water waste reduction

- **Jeff Nieuwma**

01:27:28

Another thing to add to the property report: I have arranged for Lewis Evezich spray the parking lot and roads for weed mitigation. This will be the cost of the weed spray only; no labor cost. He can also spray the labyrinth, but there has been some pushback from that in the past. If someone else wants to do something different, let me know. If the labyrinth maintenance is left to me, I will have Lewis spray it.



- **Florin**

01:28:39

what is the ingredients and what is it rated for bee safety?



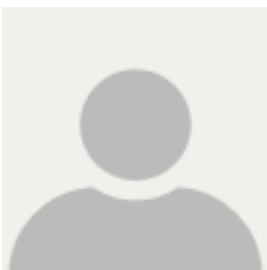
- **Florin**  
01:28:49  
or the main product? is it round up?



- **Jeff Nieusma**  
01:29:16  
I don't know. It is the stuff he has been using for the last 40 years



- **Florin**  
01:30:34  
the garden loses its organic status if it is round up I think



- **St. Brigit Episcopal Church**  
01:32:28  
The garden does not have organic status - we are allowed to advertise as "chemical free". I do not know if spraying the grounds well outside of the garden negate that, because our neighbors do spray

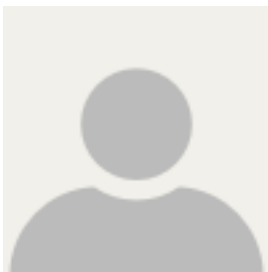


- 

- **Geri Sue Coe**

01:33:34

So until we get other options in place that can adequately handle the weeds and goat heads - I think this is acceptable.

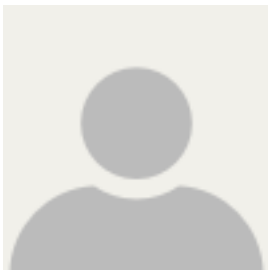


- 

- **Michelle Mrgan**

01:34:16

What would be a radius needed around the garden



- 

- **Florin**

01:35:09

can we get a record of the material- in case something happens - in case someone asks or visited or a problem happens- like I am unsure about old man magic weed garage chemical of unknown make up - if we have what is in it recorded and something happens to a small child-- like a rash



- 
- **St. Brigit Episcopal Church**

01:35:19

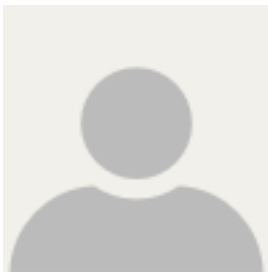
I know that in the past we have asked the neighbors to avoid spraying on windy days and for the most part they complied with the request out of courtesy. As far as distance from the garden, let me check on that and get back to you!



- 
- **St. Brigit Episcopal Church**

01:38:51

Please bring Dominique, our new coordinator, into this conversation. Jeff if you will touch base with her and continue the conversation with Dea, Alicia and whomever else is needed in that conversation, I'd greatly appreciate it. I know I'm new to this but I don't want to risk or damage anything related to the garden. Also, Dominique mentioned the possibility of bringing goats?



- 
- **Jeff Nieuwma**

01:39:00

He has submitted the receipt for the spray in the past, and I'm sure it will be the same stuff. It should be in our records



- 

- **Jeff Nieusma**

01:39:59

The goats won't eat the weeds in the parking lot



- 

- **St. Brigit Episcopal Church**

01:41:21

gotcha.



- 

- **Jeff Nieusma**

01:42:14

@Tim or @D, please start an email thread with the people who should be involved in the weed control discussion and I'll be happy to weigh in. We need to do this yesterday, because I already told Louis to go ahead.



-

- St. Brigit Episcopal Church

01:42:39

Will do, Jeff!

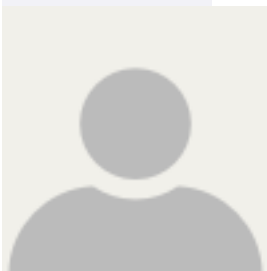


•

- St. Brigit Episcopal Church

01:42:47

thanks, team!

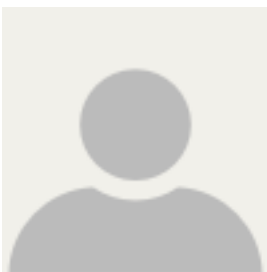


•

- **Michelle Mrsan**

01:45:02

I am confused who is talking dea or tim

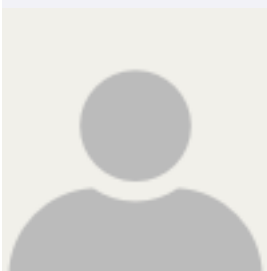


•

- **St. Brigit Episcopal Church**

01:45:25

Dea, you will start the thread yes?



•

- **St. Brigit Episcopal Church**

01:45:43

I was saying to scratch the weed control off of next meeting and we will handle it via email offline :)



- 

- **St. Brigit Episcopal Church**

01:46:03

Yes, I will



- 

- **St. Brigit Episcopal Church**

01:46:26

Probably tomorrow....I have to do family stuff at some point tonight lol