

BCC Agenda May 16, 2024

Fr. T - Father Tim Backus  
SM - Sean McGaughey, Bishop's Warden  
JN - Jeff Nieusma, Property Warden  
GSC - Geri Sue Coe, Member at Large  
AM - Ann Magnuson, Member at Large  
AP - Alechia Potter, Member at Large

DS - Dakota Solas, Member at Large  
GM - Ginger Miller, Member at Large

NJB - Nancey JohnsonBookstein, Deacon  
JS - Jeff Solas, Treasurer  
MDM - Michelle Mrsan, Clerk

Opening Prayer: Father Tim

BCC check in: (10 minutes)

Core Values: (3 minutes)

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: 04-18-2024 (1 minute)

Vicar Report: Fr T (8 minutes)

Deacon Report: NJB (8 minutes)

Outreach and Safety

Bishop's Warden Report: SM (8 minutes)

Property Warden's Report: JN (8 minutes)

Treasurer Report: JS (8 Minutes)

Tech Report: MDM, GSC (5 minutes)

Nonprofit Report(s): (5 minutes)

BBCR: MDM

BV: Fr T, JN or Paul Prentiss

Scout Report: MDM (5 minutes)

Old Business: (10 minutes)

1. Address Parish Admin salary vs Admin Asst. 65% raise = \$13,860

New Business: (10 minutes)

1. Money for church cleaning (for when David and Shelly go on vacation)
2. Front Range Picnic June 15: side or salad
3. Xfinity bill: \$35.30—>\$60.52—>\$79.53 do we look for a new deal?

Prayers and adjournment:

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**Call to Order:** 7:10pm MT

**Present At Meeting:** SM, JN, GSC, AM, DS, GM, JS, NJB

**Absent:** Fr T, MDM, AP

**Opening Prayer:** SM

**BCC check in:** (10 minutes)

**Core Values:** (3 minutes)

Children: SM

Outreach: GSC

Hospitality to All: JN

Christian Formation: GM

Caring Well/Home: JS

Safety: DS

**Approval of Minutes:** 05-16-2024 (1 minute)

**MOTION:** GSC SECOND: JN NO VOTE

**Vicar Report:** Fr T (8 minutes) NO REPORT Fr. T is at a Small Church Task Force Meeting

**Deacon Report:** NJB (8 minutes)

- StB has two High School Grads this year: Haven Slay and Braden Thoming. Peggy Nelson will do cards for both.
- Vicar will be on vacation from May 23 thru May 28.
- Outreach is quiet at the moment. HELP center is well stocked for now, NJB will check back later in the summer.
- Realm has taken over by Gary Jaycox. He has lots of experience with Realm. He is also working with BV.

**Bishop's Warden Report:** SM (8 minutes)

- June 1 for BCC Retreat, 11-3. NJB will not be attending she will be doing work for the Bishop because she is not bleeding or dead!
- SM talked to Life Stories again about a 12-Step Program and what needs to be done to start program.

**Property Warden's Report:** JN (8 minutes)

- Swamp coolers turned on by AP, THANK YOU ALICIA!!
- Non-potable water is turned on and usable
- BBCR work crews will be helping with projects around the church. George and Jerry will direct them on what to do.
- Plumbing invoices: the work was done on various plumbing issues by a friend of the Arnolds', Chris Roger. The work was ok but the invoice was very weird and did not add up. Marlene and Michelle asked for an itemized receipt with explanation of all categories; labor, parts, reports, etc. JN will be covering this expense.
- Insurance money for the roof is settled, \$95K. The work is underway and almost completed. The money was sent to the Diocese and will be sent to the church so we can pay. Marlene will write the check to Ethos when the money is available.
- When we become a Parish we will have to get our own insurance. (We are covered by the Diocese because we are still a mission church)
- No dirt will be coming from the BV project.

**Treasurer Report:** JS (8 Minutes)

- Plate is lower than expected, some of it is due to late counting of the last Sunday of the month but it is still down. It is at 70% of budgeted. JS will be keeping his eye on the plate. Summer is expected to be low because low attendance and will uptick in the fall.
- Storm water situation: JS did find documentation on Frederick's charging categories. StB property is zoned commercial but it was originally zoned as residential. Per JN we should be charged as residential because we are not mostly concrete, like commercial properties, and we do not send run-off into the street. We have 5.5 acres and are being charged around \$25 so it is correct. JS will keep on it to make sure.
- JS would like to make a plan for how we are going to deal with a surplus of funds in the future. JN says we need an emergency facility fund for repairs that should be liquid. The BCC needs to draw up a document so we are prepared.
- JS found out if we receive stocks that we have to give them to the CO Episcopal Foundation, they will immediately sell them.

**ACTION ITEMS:**

BCC: come up with a future plan for savings

**Tech Report:** MDM,GSC (5 minutes)

- Still having some issues with Zoom Church. A big problem is with recorded music. SM has found the problem and knows how to fix it.
- GSC: Are the Zoom procedures written down? NO!

**ACTION ITEMS:**

SM: Write step-by-step for Zoom Church and GSC will test them

**Nonprofit Report(s):** (5 minutes) SKIPPED

BBCR: MDM

BV: Fr T, JN or Paul Prentiss

**Scout Report:** MDM (5 minutes)

- Kat will submit the sign proposal to GSC and she will bring to the BCC

**Old Business:** (10 minutes)

1. Address Parish Admin salary vs Admin Asst. 65% raise = \$13,860

**New Business:** (10 minutes)

1. Money for church cleaning (for when David and Shelly go on vacation) TABLED
2. Front Range Picnic June 15: side or salad
3. Xfinity bill: \$35.30—>\$60.52—>\$79.53 do we look for a new deal?
  - JS will check with 007 to see what deal we got when we changed to Xfinity. Discussion followed and it was determined that the price was very reasonable. Are we locked into the plan and for how long? BOUNCED BACK TO CLERK TO ANSWER QUESTIONS
4. BCC Retreat will be June 1. What is the location? SM will send out info

**ACTION ITEMS:**

SM/JN finalize place for BCC Retreat on June 1, 11-3 and send to BCC

**Prayers:** AI took over and no prayer was recorded.....uh oh!!

**Adjournment: 8:15pm MT**

**ACTION ITEMS:**

1. Fr T/NJB finish on parochial report
2. SM create and send out survey for the BCC retreat
3. AF will update the BCC picture frame in the entry hall
4. SM Reach out to the Jaycox's about spearheading Raise Right (Fr T will send email they sent about volunteering more at St. Brigit)
5. ALL: View "What is our Why" by Simon Sinek (can be found on YouTube)
6. EVERYONE ON BCC GET ON REALM AND LEARN HOW IT WORKS
7. SM AND JS reach out to Pam Greene at the Diocese about accepting stocks as donations
8. JS follow up with Ken Platz to see if his stock donation would be a) pre-tax b) have to be held for until matures c) if it would be part of his pledge or a separate donation
9. JS reach out to 1st Bank about Zelle... Keep working on Zelle
10. SM to talk to the insurance agent about coverage for Scout trailer
11. JS check into Frederick Storm Water Fee
12. MDM review Parish Admin Asst raises since 2020 and provide salary number for Parish Admin
13. JN will have the BV construction team pile it in the field between the labyrinth and the oak tree
14. SM call Eileen to see if she set up a Zelle account
15. SM check with Shelly Arnold about GSC filling out paperwork to be a signer
16. JS reach out to Pam Greenfield, Diocese Comptroller about stocks and the Friends of St Brigit donations.

For informational purposes:

NJB and MDM will gather information about safe church training: <https://episcopalcolorado.org/congregational-resources/safe-church/>

SM will look into the vestry training through the Diocese and can it be virtual? Vestry 101, Hybrid, contact Tracy Methe [tracy@episcopalcolorado.org](mailto:tracy@episcopalcolorado.org)

**OLDER ACTION ITEM(S):**

- A. BCC - Find someone to update Emergency Preparedness Doc
- B. JN: put together an email that outlines swamp cooler, humidifier, other church and house maintenance
- C. SM - BCC roles
- D. Review Facility Use Request, Policy, and Contract

**St. B historian**

St. Brigit timeline stops at 2019, we need someone to do updates and keep up timeline going forward.

**NOTES FOR FUTURE TREASURER:**

JS: do a valuation of assets and set up depreciation:

JS: after asset valuation let insurance company know to see if it will decrease rate new treasurer:

JS: do financial audit new treasurer

JS pay attention to CD and when it will mature (around July 29)