

## BCC Agenda November 21, 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 Mrgan, 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: 10-17-2024 (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)

FSV Report: JS or SM (5 minutes)

Nonprofit Report(s): (5 minutes)

BBCR: MDM

BV: Fr T, JN

Scout Report: MDM (5 minutes)

Old Business: (10 minutes)

Painting

Trees

Insurance Claim

New Business: (10 minutes)

Marlene 10% pay increase beginning Jan 2025

BBCR payment for Utilities: Non-potable water, Xfinity Mobile, United Power

Trees and Poinsettias for decorating during Christmas?

Discretionary Fund: Holy Comforter has declared one week a month as discretionary fund week, what can we do to build up the fund?

Discuss REAL plan for talking about the ministries (more than once a year)

Scout Project(s)

Kat

Nathan

Proposed 2025 budget

Prayers and adjournment:

**Amendment and vote requested related to Discretionary Fund** via email

Good afternoon, BCC And BCC affiliates. I hope you are having a wonderful Thanksgiving week. Last BCC meeting, we discussed a potential change towards strengthening the awareness and resources for the discretionary fund and I mentioned I'd follow up with an email. These funds are used at the discretion of clergy for the financial support towards the community which also includes members of the parish in a hard financial spot. We are under \$500 and around Christmas/winter time is when we see the most need, so we are a little low. This often goes towards things like phone and heating bills, portions of rent payment, gas and food, etc.

I was under the impression that every month, \$75 goes from the budget into the discretionary account. Marlene did not believe this was the case. Jeff Solas, any thoughts you or others could offer related to that? Unless someone knows differently, the only time discretionary account receives resources is from individual donations, which we rarely request. Even if it were \$75 a month, it still is a limit on one of the strongest avenues we have to assist members of the community and church directly.

One suggestion mentioned was to start a "Discretionary Sunday," which many churches do. Upon further reflection, I think this would be good for us. Churches will take the open offering (loose cash and checks in the plate - anything designated like pledges, etc, is not open offering) on the first Sunday and place it in the discretionary account instead of budget. Most importantly, this also increases awareness so individuals know how to support one of our primary ways we directly support immediate need. When we look at 'loose plate' for the 2025 budget, we would just need to think of it as 3 Sundays out of 4 per month, with one going to Discretionary, and reduce expected budget from loose plate by 25%.

This would require a motion and approval by the BCC if the BCC wants this. If we do have a majority, I'd like to make that first request this Sunday since it is the first Sunday of December, and, the first spiritual day of the new year (Advent 1).

Additional thoughts or a motion? Even if a motion is made and votes cast, I think it appropriate to continue conversation with any thoughts or questions anyone has until moving to a vote. But, it is Thanksgiving week.

Sorry, little longer than this needed to be.

Thanks,  
Tim

Motion: GSC 2nd: GM  
Yes Vote: AM, SM, AP, GM,DS  
Abstain: Fr T, JN, GSC  
Amendment passes

## BCC Minutes November 21, 2024

Attendance: Fr T, JN, GSC, DS, GM, JS, MDM  
AP and NJB in at 7:12pm  
AM absent (internet issues)  
Call to Order: 7:07pm  
Opening Prayer: Father Tim - St Francis Prayer  
BCC check in: (10 minutes)  
Core Values: (3 minutes)  
Children: GSC  
Outreach: GM  
Hospitality to All: JN

Christian Formation: AP  
Caring Well/Home: GSC  
Safety: DS

Approval of Minutes: 10-17-2024 (1 minute)

**MOTION: GSC SECOND: AP VOTE: APPROVAL UNANIMOUS**

Vicar Report: Fr T (8 minutes)

**Thanksgiving Dinner:** is Sunday, very exciting.

**Prayer Wall:** It was moved to make the focus on Gratitude. It will return later.

**Baptismal Font:** The Baptismal Font will be filled and brought back during Advent (correction it will be brought back after Advent because it is used for the Advent Wreath)

**Congregation Christmas Party:** The Jaycox's want to do a Christmas party for the congregation at their house. But they can only host in the house, so we would need other people involved in arranging, preparing, getting food, all those kinds of things. They have Game Room Heaven!!

**BCC Christmas Gathering:** December is usually a short meeting then some kind of dinner party. MDM will find a restaurant and send choices to the BCC/BCC2.

**Children/Sunday School:** in May 2025 Emily Rayburn will be stepping down. Her family will be moving to Florida. The BCC needs to think about how kid's education will be done going forward.

2025 BCC Retreat: We had a very difficult time with the 2024 BCC Retreat. MDM will start the process of finding a date/time.

### ACTION ITEMS:

MDM find restaurant for BCC Christmas Party

Deacon Report: NJB (8 minutes)

**Pastoral Visits:** NJB is very busy with pastoral visits. We've had a lot of people with a lot of illness and a lot of problems. And so that's taken up a lot of my time

**HELP Center:** there is a 15 person limit for Christmas gifts this year. The HELP center set a \$50 price tag per gift.

**Community Outreach:** The Thanksgiving dinner is Sunday. We're really tipping our toe into being part of a community and learning more about the community and trying to incorporate ourselves as part of Frederick, as opposed to the church on Johnson Street. That's under best practices for churches these days. So we're we're trying to get a grip on that, and maybe one of us find time to go back to the meetings of the nonprofits.

**Safety:** The outdoor lights are finally working! The switch in the Kildare room keeps getting turned off. (grrrrrrr!!!) Please spread the word that the light switch needs to stay on!

#### ACTION ITEMS:

**ALL: Check that light switch in Kildare Room and make sure that it's on**

Bishop's Warden Report: SM (8 minutes) NO REPORT

Vicar Jump around, JUMP JUMP JUMP

BCC Retreat: It has been a problem getting time and date for BCC Retreat every year, so we should start earlier this year. MDM will get the ball rolling.

#### ACTION ITEMS:

**MDM find date/time for BCC Retreat and Annual Meeting**

Property Warden's Report: JN (8 minutes)

**Outdoor Lights:** Light bulbs were changed and outdoor lights should all work now. Let JN know if that is not the case.

BV: Lots of progress being made across the property over at the village. They're putting in roofing and windows, and it won't be too long before the building is dried in. That will be nice because then they'll be working inside.

**Trees** - we went with arborists and they have started treatments and trimming. Trees look great and are no longer threatening the house and church.

**Painting** is done, cost \$480 and should come out of insurance claim. The shed and door frames still need painting. AP will paint them. Payment for Trees and Painting done through Venmo and Zelle and was very easy.

**2025 budget:** AP feels that building and grounds needs a bigger budget for 2025 to do all the work that needs to be done.

**Insurance Claim** - is all done and Ethos has been paid in full. MDM did payment online through their portal.

Treasurer Report: JS (8 Minutes)

**2025 Budget:** JS is starting the 2025 budget. Please send him any notes on where we should spend more or less money. COLA for 2025 is 2.5% and Sticky-Price number is 4%. So an increase somewhere between 2% and 5% would be good. JS followed this with some cool diagrams!

**The numbers:** This month had higher spending on the grounds, janitorial and website in pretty much all these cases that's just because of the lumpiness of these things. Plate is down again, we are hitting around 54%. But people who were giving via plate are now giving via pledge. That's a good thing I like that very much. Hopefully November and December will have more money in plate. That is what historically happens. We were a bit ambitious for our plate this year. So that's something we want to correct in our budget for next year.

MHC needs more money, they do WAY more than just coffee hour. Probably other ministries feel the same way. JS offered to reach out to ministries to ask what they think. MDM will send JS the list of ministries and the leads.

**Plan going forward:** JS thinks we could put more money in a CD or a high interest savings account. NJB, MDM and Darin Manica all get a 500% raise for 2025!!!! Thanks Fr T!

**2024 Pledge Reports:** Marlene had printed off the up to date giving for 2024. So we've been handing those out, we started last Sunday. You know, towards the end of the year people will do catch up on their pledges. So we we may see an increase as we get closer to the end of the year. We typically do

#### ACTION ITEMS:

**Send JS notes for groups 2025 spending**

**JS figure out what spending under website is for**

**MDM send JS list of ministries and leads**

**JS get 2025 budget done and send 2024 results so we can evaluate**

FSV Report: JS or SM (5 minutes)

**2025 EOG:** FSV is going to do a push in December to get everyone to return their 2025 EOG before January 1. JS will talk to Demi Prentiss about who will be reaching out to households that have not pledged yet.

**New Families:** We have **NINE** new families who have pledged for 2025!!!

#### ACTION ITEMS:

**JS talk to Demi about EOG and push to get them turned in**

Nonprofit Report(s): (5 minutes)

**BBCR: MDM**

BBCR Charity Registration has finally been reinstated. The 2023 taxes are done and accepted by the IRS. Harvest is done and winterizing the beds is taking place. BBCR is asking for donation of leaves to cover the beds. Let everyone know to drop them off inside the fence by wood chip pile. AP got BBCR a new crab apple tree! (WOOT WOOT!) Jerry VanSambeek has talked to Sherry the arborists about where to plant the tree. Thank you from BBCR for letting her plant it in the garden.

**BV: Fr T, JN**

Scout Report: MDM (5 minutes)

**Scout Project(s)**

**Kat** - still working on plan for new sign

**Nathan** - had 7 different projects to pick from, which one does BCC want? After discussion it was decided that the playground set is a hazard and needs to be replaced. Some question as to whether or not Nathan can handle that project. More discussion about possibly moving the playground but that was decided against. The south-east corner needs to be cleaned up and not used for storage of trash, sticks and hazardous items. JN asked George Andrews to look at the playground and report on what needs to be fixed, replaced, etc.

**ACTION ITEMS:**

GSC take the lead with Nathan and other scouts that want to do projects with StB and BCCR. Try to get George Andrews involved. MDM will help from afar.

MDM get George, Jerry, GSC and Tracy Platz all on the same page for Scout projects.

Old Business: (10 minutes)

New Business: (10 minutes)

**Trees vs Poinsettias** for decorating during Christmas: For the last 3 years GM purchased the poinsettias for the sanctuary that the Altar Guild decorates, and last year it occurred to me. Maybe instead of buying 20 poinsettias, I could buy 12 poinsettias and a couple of trees that could be planted on the ground so that that could be something that we could do every year instead of just the poinsettias. People take home, and that's great. But you know they're they're not intended to be to last a long time. When it came up last year, we had questions about where would we plant them? Who would be responsible for planting and monitoring them? Is this something that we really want to do? Lot's of discussion followed and decision was made to not go forward with trees due to logistics. Poinsettias are beautiful if not long lasting. Tree idea tabled for future discussion.

**Marlene's Raise:** Marlene 10% pay increase beginning Jan 2025

The entire staff has received raises in 2023 or 2023/24 except Marlene. Some concern was brought up because the BCC did not have Marlene's pay rate available. JS looked at last few months and she got \$160, \$100 and \$200 so the 10% raise won't break the budget.

**MOTION: JN SECOND: AP VOTE: APPROVAL UNANIMOUS**

**BCCR payment for Utilities:** Non-potable water, Xfinity Mobile, United Power

MDM has put together a spreadsheet for phone, utilities, and non-potable water so we can figure out what BCCR owes. The last payment BCCR gave was for 2022. It was decided, to make things easier, that BCCR should cover non-potable water and StB should cover potable water. Tabled until December 2024 numbers are in and MDM can show both 2023 and 2024.

**ACTION ITEMS:**

MDM send 2023 and 2024 totals for utilities, phone and non-potable water to the BCC showing what BCCR owes

**BCCR Loan from 2023:** BCCR is discussing repayment of the StB loan given in 2023 for \$6900. The BCC decided that BCCR did not have to pay back the loan but now that BCCR has some money in the bank, they feel it is the right thing to do.

**Ministry Plan:** Discuss REAL plan for talking about the ministries (more than once a year)

GSC wants to set up a schedule for promoting the ministries.

1. Figure out how many ministries we have divided by 4, and on a quarterly basis go through and talk about them. We've got lots of new people and they don't have a clue about how to get involved.
2. Some of this will be done via Realm.
3. We also need to make the ministries more visible in church, even if they're going to be on realm. It's good that we remind the people at the church.
4. Why don't we do a put it on the door going into the Sanctuary. Ministry of the week: If you're interested in this idea contact ministry lead. The next week we do the next one and once we get through everybody, we put it up again. It's just I forget things when they're not putting my face sometimes (GSC).
5. **REALM IS ALIVE IN 2025!!**
6. BCC will continue the conversation about how to get this done.

**Discretionary Fund:** (See email discussion at beginning of minutes)

What can we do to build up the fund?

So to give a background discretionary fund? It's under \$500 now. That will not last long with it being winter and it getting towards the end of the year. Many people are requesting help, whether it's utilities, food, and whatnot. In the budget, \$75/month goes to the Discretionary fund. Discretionary Fund is specific to myself and Bookie and is used to assist people who are in extra need.

NJB: It's a way that we serve the community in a way that Christ has taught us. I think that we need to not only emphasize, but to teach. That's 1 of the reasons we exist as a church. It's not to feed ourselves, Turkey. It's to feed it to others.

Holly Comforter has declared one week a month as Discretionary Fund Week. Do we do that and increase the monthly budgeted amount? Follow up will be done via email from Fr T. Amendment passed.

**ACTION ITEMS:**

FrT send out email about Discretionary Fund

**Proposed 2025 budget** - tabled until December

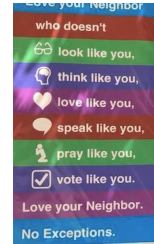
Prayer: Fr T

Adjournment: 8:51pm

**MOTION: JN SECOND: GSC VOTE: APPROVAL UNANIMOUS**

**ACTION ITEMS:**

1. GSC will update the BCC picture frame in the entry hall - GSC will get a picture of the frame & measurements and work with Tracy on getting the the BCC frame picture frame updated.
2. SM: Reset Raise Right password and send to MDM
3. JS and BCC: come up with a plan for savings
4. ALL: Create BCC/Vestry responsibilities document
5. ALL: Do Vestry training - AM, SM, JN AND GSC are done!!!
6. ALL: Let JN, SM, Fr T know what you think of the sign----->>
7. SM: send MDM list of all the support groups with day/time/info blurb



For informational purposes: Vestry Training Link  
<https://episcopalcolorado.org/congregational-resources/safe-church/>

**TABLED ITEMS(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
- E. Add titles to YouTube Sunday videos - maybe match the church calendar?
- F. Set up a schedule for promoting the ministries
- G. Ideas for reaching out to neighbors:
  - Spaghetti Dinner
  - Pancake breakfast
  - Outdoor Ceili
  - Jon and Carrie Peterson want to help us do a community event or something for police or fire dept.
  - Outdoor Service
  - Halloween Event
  - Chili Cook Off
- H. New Logo that reflects our new identity?----->>
- I. BCC Chat Doc and Chat Cards:

Chat Doc: <https://docs.google.com/spreadsheets/d/11QX1PBRnvwnoJsg3xuHuhe8dml6i-XVmQOoWzNql9q8/edit?usp=sharing>  
 Chat Cards: [https://docs.google.com/document/d/11GECD\\_2vgxO167JrN9YooFTE-fJJmbiHwHh4z2QaMTo/edit?usp=sharing](https://docs.google.com/document/d/11GECD_2vgxO167JrN9YooFTE-fJJmbiHwHh4z2QaMTo/edit?usp=sharing)



**St. B historian**

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

**NOTES FOR TREASURER (that can NEVER leave):**

- 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
- JS: do financial audit
- JS pay attention to CD and when it will mature (around July 29)
- JS: Look into high interest savings account for a different option than the CD