

BCC Agenda April 10, 2025

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

~~Safety Program Presentation: Riek Hess~~

BCC check in: (10 minutes)

Core Value(s): (3 minutes)

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

Approval of Minutes: 02-20-2025 and 03-20-2025 (1 minute)

Vicar Report: Fr T (8 minutes)

Deacon Report: NJB (8 minutes)

Outreach, Safety, Realm

Bishop's Warden Report: SM (8 minutes)

Property Warden's Report: JN (8 minutes)

Treasurer Report: JS (8 Minutes)

FSV Report: JS (5 minutes)

Nonprofit Report(s): (5 minutes)

BBCR: MDM

BV: JN

Scout Report: GSC (5 minutes)

Old Business: (10 minutes)

- Back flow preventer test
- Garage sale: garage cleaned out, possible use of Deneuve trailer??
- CFB Account and Domain: \$1,085.02 transferred 04-09-2025 to operating. Domain cancels 12-07-2025, email sent to David and Shelly Arnold 04-09-2025
- BV Tour: JN update
- Sanctuary Door Handle: GSC UPDATE
- Sexton pay increase: UPDATE
- Music Licensing: UPDATE
- Recap of BCC retreat and additional items
- Posting Financials: UPDATE
- BV Welcome Party: UPDATE
- Nursery: UPDATE
- Sunday School: UPDATE
- *Good Futures* program: UPDATE

New Business: (10 minutes)

- Bishop Approval of StB BCC

Prayers and adjournment:

BCC Minutes April 10, 2025

Fr. T - Father Tim Backus
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Call to Order: 7:15pm MT

Attendance: Fr T, SM, JN, GSC, AM, AP, DS, GM, NJB, MDM
JS Absent

Opening Prayer: Father Tim

~~Safety Program Presentation: Rick Hess~~

BCC check in: (10 minutes)

Core Value(s): (3 minutes)

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

Approval of Minutes: 02-20-2025 and 03-20-2025 (1 minute)

MOTION: GSC SECOND: DS VOTE: UNANIMOUS APPROVAL

Vicar Report: Fr T (8 minutes)

Mutual Ministry Review: Fr T sent a message to Canon Vanessa but she is on sabbatical until August.

New Members and Nursery: We have at least 4 new families with babies or very young children. We need to get nursery done ASAP, most importantly before BV opens! GSC asked what are requirements for caregivers? Background check, training, mandatory reporter training/certification... Chellie McGaughey is interested in helping with nursery in a big way. It is on the Diocese website. SM will reach out to Tracy, Methy, and see if there's anything that we can expedite with regards to safeguarding God's children, and all of the other things that go along with the episcopal protocol.

Social/Adult Group: would be nice to have this group established before BV opens.

ACTION ITEMS:

GSC and SM will look into nursery

SM: reach out to Tracy Methe about nursery and caregiver training/registration

Deacon Report: NJB (8 minutes)

- **Outreach:** Outreach is going well. The food drive went really great.
- **Safety:** n/a
- **Realm:** Realm stalled right now, Gary Jaycox is otherwise occupied. He will start troubleshooting issues that have come up starting next week.
- NJB has been VERY busy with Holy Week.

Bishop's Warden Report: SM (8 minutes)

- **Becoming a Parish:** SM has an outline of steps we need to take is having meetings with Fr T to make a plan. Mission to Parish meetings are via Zoom on Wednesday 2pm MT. SM will send out zoom link for meeting to NJB, MDM
- **Support Groups:** CO Diocese does not have recovery programs but there is a National Recovery Program. SM is still looking into it. SM would like to start parent support group again (and maybe have therapist below become part of it)
- **Therapist:** StB was contacted by a local therapist who offered services to the church community. He works remotely so can be set up with anyone with a computer and wifi connection.
Corey Hollowell, LCSW (He/Him)
Owner and Therapist
Pursuing Authenticity, PLLC
(c) 970-919-0669
Specializes in trauma; as well as helping parents with their own mental health in addition to supporting parents with navigating their children's mental health.
- **Chamber:** SM wants to reach out to the CV Chamber to ask them about how StB can help in the community.

ACTION ITEMS:

SM: follow up on National Recovery Program(s)

SM will send out zoom link for Mission to Parish meeting to NJB, MDM

Property Warden's Report: JN (8 minutes)

Garage Sale: BV has extra kitchen cabinets to donate. JN talked to Deneuve about using the trailer and they will get back with them next Wednesday. AP says June date will not work so now moving it to August 1-2. A few families are moving so AP should contact them for donations.

Field: The field will be planted with grass and irrigated via the well.

JN visit: JN will be in CO the 1st week of May.

Swamp Coolers: They need to be set up for summer use soon. David Arnold says there is another leak. AP will talk to DA. JN can look at them when he is in town. AP is Tevye and will be dancing and fiddling on the roof.

Outdoor Lights: SM reported that the front door sconce is working. It just needed a correct light bulb. The parking lot light is burnt out as well as one of the lights above the greenhouse. AP will look for new fixtures.

4-Wheeler: There has been a 4-wheeler running through the field from Tipple to the garden. If anyone sees them please ask them to stop riding through our property. This is dangerous especially during summer when we will have volunteers walking out to the garden on a daily basis. JN says they should be offering rides to youth!!

Altar Guild: the cobwebs in the Sanctuary are horrid! We need to create an SOP for Sexton/cleaning company/etc. AM and GSC will create a cleaning list of what the Altar Guild does for Easter and Christmas.

Fire Extinguisher Inspection: due in May. MDM will send AP the info.

ACTION ITEMS:

AM/GSC make Altar Guild Holiday cleaning list

MDM send AP the info about Fire Extinguisher Inspection

AP check with David Arnold about swamp cooler leak

AP look for new fixtures for parking lot and above greenhouse

Fr T reach out to Bishop Kym and see if she wants to attend BV grand opening

Treasurer Report: JS (8 Minutes) JS not present

FSV Report: JS (5 minutes)

- FSV has started discussing next year's Stewardship Campaign
- Good Futures Program is still pending

Nonprofit Report(s): (5 minutes)

BBCR: MDM

They're preparing the beds in the production garden and the events area. Growing starter plants in the greenhouse. Jerry's been doing his magic with growing plants. The new orchard is in, I hear it's gorgeous. They're still asking for bagged leaves.

May 18th is the annual plant sale and they need the gallon or 3 pound salad containers and 24 ounce, round recyclable plastic containers.

BV: BV tour will be Sunday, June 9 (same week as Paul Prentiss funeral)

Electrical to BBCR garden is still being worked on. Waiting on some connector parts.

Grand opening will be late September or early October.

GM asked if units will be furnished. They will have appliances but not furniture.

Scout Report: GSC (5 minutes)

- Kat is almost ready to submit her final plan for approval from her Scout Master
- Bryce is done
- Ethan has raised \$325, his goal is \$3500

Old Business: (10 minutes)

- **Back flow preventer test:** test done and submitted 03-24-25. Thanks AP!
- **Garage sale:** garage cleaned out, possible use of Deneuve trailer??
- **CFB Account and Domain:** \$1,085.02 transferred 04-09-2025 to operating. Domain cancels 12-07-2025, email sent to David and Shelly Arnold 04-09-2025
- **BV Tour:** JN update
- **Sanctuary Door Handle:** GSC has not bought door handle yet, AP will install
- **Sexton pay increase:** Fr T talked to David Arnold. Is the extra pay he is asking for is for ALL extra events, not just paid events? Fr T and NJB want a specific description of what, he thinks, his job entails. AP has asked him to write down what he does for her but not done yet AP and Eric have helped David do work at the church after church and choir practice.
- **Music Licensing:** NJB looked into all 3 music licensing. Rite Song is a portal for music. We can get Levus, Workshop, and other alternate music sources. One License and CCLI are to cover copy write laws because we reprint the music for bulletins. NJB will ask to Mary at Holy Comforter about more logistics.
- **Recap of BCC retreat and additional items**
- **Posting Financials:** UPDATE no JS
- **BV Welcome Party:** UPDATE per SM not done
- **Nursery:** UPDATE done in vicar report
- **Sunday School:** UPDATE: Fr T: We have several young ones for children's education, another critical area for the life of the Church. Emily Rayburn and her family will be moving to Florida. Emily's last official day is the end of May as volunteer for children's education. So we really need to look into what the next step is for children's education.

- ~~Good Futures program: UPDATE~~ in FSV report

ACTION ITEMS:

- GSC purchase door handle for Sanctuary door and AP install it
- NJB will ask to Mary at Holy Comforter about more logistics of music licenses
- Fr T speak with David Arnold about specific description of his duties
- Fr T speak with David Arnold about what he means by extra events, All events or just paid events?
- Fr T send email out to David and cc BCC and BCC2

New Business: (10 minutes)

- **Carbon Valley cares:** Their focus is on a lot of nonprofits in the Dakono, Firestone, Frederick area. StB should reconnect with them to find out what is going on in the Tri-Town area and get a list of local nonprofits. NJB will try to go through the HELP center because their CEO is a member.
- **Bishop Approval of StB BCC:** (from Kirsten Manica) Bishop Kym is happy to appoint this wonderful list of nominees. I wish you a blessed year of caring for each other.

ACTION ITEMS:

- NJB call CEO of HELP center about how to contact CV Cares to get info on the 2025 non-profit meeting and list of nonprofits

Prayers: Fr T

Adjournment: 8:25pm MT

MOTION: AP SECOND: GSC VOTE: UNANIMOUS APPROVAL

ALL BCC: keep conversations about BV Fall Festival, babies/children/youth, Outreach to newcomers

ACTION ITEMS:

1. ALL: Do Vestry training - AM, SM, JN AND GSC are done!!!
2. SM: send MDM list of all the support groups with day/time/info blurb
3. JS contact Emily and Juanita to make sure Children/Youth funds are ok.
4. MDM: Reimbursement Paths: all ministry/group leads need to know how to get reimbursed for expenses
5. SM: check with Diocese and/or other Wardens about music sharing program
6. JS, AM Make a project plan for snow removal
7. AP: take to George Andrews about how to use the tractor
8. NJB: Talk to the music director at Holy Comforter.
9. MDM and SM: Look into cleaning companies for the church.
10. SM and NJB: Research the music licensing contracts and see which ones we need (and which to cancel, if needed)
11. Fr T: send follow up email about BCC Priorities and set up subgroups
12. Fr T: take to Emily Rayburn about addressing the congregation
13. NJB, MDM: ~~someone follow up with Gary Jaycox about messaging in Realm~~
14. SM and Fr T: develop plan for becoming a Parish (you have 30 days from 03-20-2025)
15. AP and NJB: Decide on lighting changes in the Sanctuary
16. AP and SM: check for burn out bulbs/fixtures outside the church
17. GSC or AP: Talk to Kat about posting a flyer at the church to help raise money for her scout project
18. MDM: ~~email Karen Reinhold about increasing pricing for facility rental~~
19. NJB: Research all of the music licensing programs we own and see if all are needed.
20. SM: Will contact chamber about list of local businesses, newcomer packet, etc for new BV residents.
21. MDM: Work on a digital bulletin
22. MDM: figure out a method to use a QR code to get to digital bulletin
23. MDM: create flyer for Raise Right explaining program (**meal train**)
24. MDM: ~~let David and Shelly know about closing CFB-1B account and releasing the domain celticfestbrigit.org as of 12-07-2025 04-09-2025~~
25. MDM or JS: ~~transfer money from CFB account 0092 to StB operating fund account 9358.04-09-2025~~
26. SM: will check the QR code on Ethan's poster to see if it goes directly to StB PayPal account.
27. GSC and MDM: brainstorm how to redo bulletin boards GSC will purchase and install Sanctuary door handle



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~~ GSC
- B. JN: put together an email that outlines swamp cooler, humidifier, other church and house maintenance

- C. ALL: decide on a new sign
- D. Review Facility Use Request, Policy, and Contract
- E. Add titles to YouTube Sunday videos - maybe match the church calendar?
- F. Plan for talking about 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).
- 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



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