

## BCC Agenda June 19, 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

BCC check in: (10 minutes)

Core Value(s): (3 minutes)

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: 05-15-2025 (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)

Kat

Ethan

Old Business: (10 minutes)

- 1st Bank Fee: UPDATE
- Sanctuary Door Fixing and Handle: GSC UPDATE
- Posting Financials: UPDATE
- BV Welcome Party: UPDATE
  - list of local businesses, welcome wagon, gift bags, contact chamber, (use polls)
- Nursery: UPDATE
- Sunday School: UPDATE
- Digital Bulletin: UPDATE
- Good futures program: UPDATE
- Sexton pay increase: UPDATE
- Playground: UPDATE
- Fire Pit: UPDATE
  - MDM spoke to George Andrews. He suggests south side on brick paver area.

New Business: (10 minutes)

- Designated Funds: Does the BCC want to re-designate these funds or put them into the general operating fund? Marlene feels that there should be a new resolution about a specific time limit on spending designated funds or they get put in general operating fund?

Temp. Designated Net Assets

- Celtic Festival Net Asset 930.18
  - Contingency Fund 2,126.93
  - Emergency Preparedness Fund 2,531.14
  - Outreach 10,099.29
- Total Temp. Designated Net Assets 15,687.54

Temp. Restricted Net Assets

- A'it Caol 2,076.44
  - Altar Guild Flowers 1,158.40
  - Finish What We Started-2022 Garden/Landscape Fund 595.00
  - Landscaping 66.00
  - Other 100.00
  - Youth Group/Childrens programs 3,687.28
- Total Temp. Restricted Net Assets 7,683.12

- Swamp Cooler Leak??
- Outreach update: GM
- Deneuve appreciation: Thank you gifts for on site construction managers Brigit's Village
- Audacity Fund
- Rules for serving alcohol at St B events

Prayers and adjournment:

## BCC Minutes June 19, 2025

**Call to order:** 7:10pm

**Present:** Fr T, SM, JN, GSC, AM, AP, GM, MDM

**Absent:** DS, JS, NJB

**Opening Prayer:** Father Tim

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

**Core Value(s):** (3 minutes)

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:** 05-15-2025 (1 minute)

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

- MDM will check the recording and let the BCC know via email if any changes

**Vicar Report:** Fr T (8 minutes)

- Newcomer Picnic is Sunday after church.
- Fr T, SM, AM working on staffing challenges and new workplace policies, employee responsibilities, etc. The new workplace policy was sent to all staff on 6/19/25
- The funeral for Paul Prentiss is Saturday, June 28

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

Outreach, Safety, Realm

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

- ODAT meetings are happening and going well, about 7-8 people per meeting.
- SM has contacted the Diocese about Mission to Parish, it's a work in progress
- SM contacted the CV Chamber about StB becoming a member. He also asked if they want to be included in BV baskets or grand opening

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

- Not much happening at StB
- BV opening is coming up fast, they will have the temporary certificate of occupancy before the end of June
- Contractor appreciation day will be next week
- Comcast is holding up the process because they have not delivered equipment and done install
- Deneuve is starting to pick up the road base and tilling the field. They will be doing hydroseed after that in the whole field. They will use the same grass mix that they used on the BV grounds.
- Sunday, June 29 is the BV tour. Someone needs to contact Ashely with Deneuve to get the building opened - Fr T will do.
- After the BV tour will be filling the baskets, anyone available please come and help.

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

**FSV Report:** JS (5 minutes)

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

**BBCR:** Fr T

- WOH has gone great. Everyone should visit the garden, it looks great! George Andrews' irrigation system is very impressive
- Sarah Backus and Christina Scholbrock volunteered to help with WOH and did a great job. A huge thanks to them!
- There will be no more WOH unless we get a last minute call

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

**Ethan:** Ethan is done with his Eagle Scout project. GSC will send pics to MDM. The landscaping looks awesome! George Andrews is working on irrigation system on Monday.

**Kat:** GSC signed the document Kat needed to send to Eagle Scout Board for the approval vote. The sign will be made out of Colorado stone. It may be donated or sold for 1/2 price to Kat. Kat will be putting up a sign asking the church for donations. She is hoping to be done with her project before the end of the summer.

David and Shelly Arnold are working on the rose garden. They have some stone that was donated from Ethan's dad

### ACTION ITEMS:

**Fr T:** contact Ashley at Deneuve to coordinate having BV opened for the tour on 06-29-2025

**Old Business:** (10 minutes)

- **1st Bank Fee:** we are getting charged for online banking but would also get charged for paper statements. GSC finally convinced 1st Bank to stop charging us. MDM will double check statement to make sure. Also the discretionary fund gets paper statements, MDM will get them turned off.
- **Sanctuary Door Fixing and Handle:** Fixing done by George Andrews and handles and door stop done by AP and hubby Eric. AP and GSC will send pictures to MDM
- **Posting Financials:** JS not at meeting. SM will check and see if they are posted
- **BV Welcome Party:** UPDATE list of local businesses, welcome wagon, gift bags, contact chamber, (use polls)
- **Nursery:** AM has had no response from congregation about nursery or Sunday school. AM thinks we need a back up plan where we schedule 2 people to be nursery moderators each week. SM will ask Chellie McGaughey if she is interested. AM would like some kind of list or plan going forward. Fr T suggested having a meeting after church to rally the congregation.

MDM suggested moving conference room to the large office in the church and make 2nd nut room the nursery. That way the nursery and Sunday school rooms are right next to each other and easier to manage. You could have one person in each room and a floater that goes between both rooms (that covers Safeguarding Gods Children).

\* it was pointed out that the readers do not get the 'happenings' page in Sunday bulletin. Also there is something about the Sunday School but not the nursery.

- **Sunday School:** Jess (?) is interested in helping with Sunday School Program. AM wonders if we need to combine Sunday School, Nursery and possibly Youth Group? The Youth Group may like watching babies but may not get much learning done. AM, AP, SM, Jess (?) - start a new group to put together a plan for Sunday School
- **Digital Bulletin:** MDM is waiting for Shelly Arnold to write up instructions on how to post to the website from MailChimp. Fr T will contact Shelly about doing instructions ASAP
- **Good futures program:** tabled until 2006
- **Sexton pay increase:** the BCC did not vote to increase the Sexton salary for extra events, David Arnold will reach out to AP and others for help.
- **Playground:** The playground was delayed but AP and Maya will go this week and take down the old play structure. Next week the team will put up the new structure.
- **Fire Pit:**
  - MDM spoke to George Andrews. He suggests south side on brick paver area. AP says Eric can make a smokeless fire pit

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

**AP will take over fire pit and ask George Andrews to help**

#### **ACTION ITEMS:**

MDM check first bank to see if still charging \$10 fee and turn of paper for discretionary fund

SM check for posted financials

AP and/or GSC will send pics of Sanctuary Door

Fr T: contact Shelly about doing instructions on posting from MailChimp to website ASAP

GSC will send pics to MDM of Ethan's Scout Project

SM will ask Chellie McGaughey if she is interested in working for/running nursery

SM ask Tracy Methe about having Youth Group help in nursery and Sunday school

AM, AP, SM, Jess (?) - start a new group to put together a plan for Sunday School

#### **New Business: (10 minutes)**

- **Designated Funds:** Does the BCC want to re-designate these funds or put them into the general operating fund? Marlene feels that there should be a new resolution about a specific time limit on spending designated funds or they get put in group fund or general operating fund?

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- **Swamp Cooler:** Leak?? No leak, George Andrews turned it on and it works great
- **Outreach update:** GM
  - There is a new volunteer opportunity through the Weld Food Bank. They are doing a mobile food bank in Dacono on the 1st and 4th Thursday of the month for July, August, and September. Five volunteers are needed for each 2.5 hour shift. MDM send GM the BCCR Harvest Share info.
- **Deneuve appreciation:** Thank you gifts for on site construction managers Brigit's Village
  - GM reported that the MHC wants to something for the Deneuve Team. A gift of StB bread, home made jam, letter of appreciation, maybe a plaque/certificate for them to put up at offices and on website. GM and GSC will take care of this
- **Audacity Fund:** please watch the clip Fr T sent out, we will table for next meeting
- **Rules for serving alcohol at St B events:** see Diocese and Colorado policies added after ACTION ITEMS page.

#### **ACTION ITEMS:**

GM: put together the thank you gift and letter for the Deneuve team

AP and GSC: will make bread for Deneuve gift

MDM: write proposal for re-designating funds

MDM: send GM the BCCR Harvest Share info

**Prayers:** SM

**Adjournment:**

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

## ACTION ITEMS:

04-10-2025

1. GSC work on Emergency Preparedness Doc
2. GSC and SM will look into nursery
3. SM: reach out to Tracy Methe about nursery and caregiver training/registration
4. 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
5. SM will send out zoom link for Mission to Parish meeting to NJB, MDM
6. AM/GSC make Altar Guild Holiday cleaning list
7. AP look for new light fixtures for parking lot and above greenhouse
8. NJB will ask to Mary at Holy Comforter about more logistics of music licenses

03-20-2025

9. SM and Fr T: develop plan for becoming a Parish
10. AP and NJB: Decide on lighting changes in the Sanctuary
11. MDM: Work on a digital bulletin
12. MDM: figure out a method to use a QR code to get to digital bulletin
13. MDM: create flyer for Raise Right explaining program (\*\*meal train\*\*)

02-20-2025

14. MDM and SM: Look into cleaning companies for the church
15. SM: check with Diocese and/or other Wardens about music sharing program

Pre-February

16. AP: take to George Andrews about how to use the tractor
17. JN: put together an email that outlines swamp cooler, humidifier, other church and house maintenance
18. ALL: Do Vestry training - AM, SM, JN AND GSC are done!!!
19. JS, AM Make a project plan for snow removal
20. JS: do a valuation of assets and set up depreciation
21. JS: after asset valuation let insurance company know to see if it will decrease rate
22. JS: do financial audit
23. JS pay attention to CD and when it will mature (around July 29)

TABLED ITEMS(S):

- A. ALL: decide on a new sign
- B. Review Facility Use Request, Policy, and Contract
- C. 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).
- D. Ideas for reaching out to neighbors:
  - Spaghetti Dinner
  - Pancake breakfast
  - Outdoor Ceili
  - Outdoor Service
  - Halloween Event
  - Chili Cook Off
- E. New Logo that reflects our new identity?
- F. 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)



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

### St. B historian

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

## **MODEL POLICY FOR ALCOHOL (from the Administration & Finance Handbook, Colorado Episcopal Diocese)**

1. The Church must provide a safe and welcoming environment for all people, including people in recovery.
2. All applicable federal, state, and local laws should be obeyed, including those governing the serving of alcoholic beverages to minors.
3. Some dioceses and congregations may decide not to serve alcohol at events or gatherings. Others may decide to permit a limited use of alcoholic beverages at church-sponsored events. Both can be appropriate if approached mindfully.
4. When alcohol is served, it must be monitored, and those showing signs of intoxication must not be served. Whenever alcohol is served, the rector, vicar, or priest-in-charge must appoint an adult to oversee its serving. That adult must not drink alcoholic beverages during the time of his or her execution of his or her responsibilities. If hard liquor is served, a certified server is required.
5. Serving alcoholic beverages at congregational events where minors are present is strongly discouraged. If minors are present, alcohol must be served at a separate station that is monitored at all times to prevent underage drinking.
6. Alcoholic and non-alcoholic beverages must be clearly labeled as such. Food prepared with alcohol does not need to be labeled, provided the alcohol is completely evaporated by the cooking process; however, it is recommended that even in this case, the use of alcohol in cooking be noted on a label.
7. Whenever alcohol is served, appealing non-alcoholic alternatives must always be offered with equal prominence and accessibility.
8. The serving of alcoholic beverages at church events should not be publicized as an attraction of the event, e.g., “wine and cheese reception,” “cocktail party,” and “beer and wine tasting.”
9. Ministries inside or outside of congregations will make certain that alcohol consumption is not the focus of the ministry and that drinking alcohol is not an exclusively normative activity.
10. Food must be served when alcohol is present.
11. The groups or organizations sponsoring the activity or event at which alcoholic beverages are served must have permission from the clergy or the vestry. Such groups or organizations must also assume responsibility for those persons who might become intoxicated and must provide alternative transportation for anyone whose capacity to drive may be impaired. Consulting with liability insurance carriers is advised.
12. Recognizing the effects of alcohol as a mood-altering drug, alcoholic beverages shall never be served when any business of the Church is being conducted.
13. Clergy shall consecrate an appropriate amount of wine when celebrating the Eucharist and perform ablutions in a way that does not foster or model misuse.

## **Colorado Non-profit Liquor Rules (from [coloradononprofits.org](http://coloradononprofits.org))**

Nonprofits may serve alcohol at its event, but may need a special event liquor permit issued by the Colorado Department of Revenue, Liquor Enforcement Division or local liquor licensing authority.

### **Special event liquor permits are required when the nonprofit:**

- Has an event and wants to sell alcohol beverages
- Has an event that is open to the public and alcohol beverages are available
- Has an event where there is a cash bar
- Has a public event where donations are requested
- Has a public event where admission fees are required
- Plans to auction off sealed bottles of alcohol

Nonprofits that plan to serve alcohol at its event that is subject to the special event liquor permit, must apply 30 days in advance of the event. Nonprofits must also provide food snacks at all times that alcohol beverages are being served.

Special event liquor permits are only valid for the specific date and location described in the application. Your organization will need to apply for a permit each time you have an event that includes serving alcohol(30 days prior to the event).

**A special events permit is not required if:**

- alcohol is being served to members of the organization and their guests, at a private function held by the organization, and beverages are not sold by the drink. Any fees associated with the event must be uniform to all, regardless of alcohol being consumed or not.
- The venue (of the event) has a permanent liquor license. The licensed retail premises must be responsible for the payment of alcohol beverages from the suppliers.

**DONATED LIQUOR FOR EVENTS**

Nonprofits may serve donated liquor at its event. However, there are additional regulations pertaining to donated liquor. Read the [Colorado Department of Revenue's Bulletin 16-08](#) for more information.

**AUCTIONING OFF ALCOHOL**

On March 1, 2018, Governor Hickenlooper signed SB18-067 which went into effect immediately. This bill allows nonprofit, fraternal, religious, and philanthropic organizations, as well as institutions of higher education, to auction sealed bottles of alcohol for fundraising purposes at venues that hold liquor licenses. SB18-067 allows nonprofits and other listed organizations to legally auction alcohol at these venues and avoid potential fines for breaking Liquor Enforcement laws.

However, there are still important rules that organizations must follow.

- Alcohol must be sealed when it is brought to the event, and must remain sealed until the alcohol is brought home.
- Nonprofits still must apply for a special event permit, be exempt from a special event permit requirement, or hold the fundraising event at a venue licensed to sell alcoholic beverages.

[Find more information about SB 18-067.](#)

**RESOURCES**

- [Bulletin 16-08, Donated Alcohol for Nonprofit/Charitable Events](#)
- [Colorado Liquor Code – Special Event Permits](#)
- [Colorado Liquor Code](#)
- [SB 18-067 – Auction Alcohol in Sealed Container Special Events](#)