

Calvary Baptist Church of Denver
Church Council Minutes
November 15, 2023 – 6:30 p.m. MT – Zoom

- Present:** Erin Gangloff, Rick Breitenbecher, Judy Griswold, Cindy Ponikvar, Jim Comstock, Bill Warren, Barbara Carter, David Peterson, Bill Ponikvar, Ryan Robinson, Christine Zeiler
- Staff:** Senior Pastor Anne Scalfaro, Pastor Morgan Fletcher, Pastor Alice Horner Nelson
- Absent:** Beth Dickinson, Natalie Ralston, Allie Aoyagi, Corry Doty
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Call to Order and Review of Agenda (Erin Gangloff, Co-Moderator):

- Called meeting to order at 6:36 p.m. (MT)
 - Sarah Brooks has resigned her position on Council to have time for herself, her family, and her health.
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Prayer Time (Pastor Alice Horner Nelson):

- Along with Council members, shared prayer additions to the most recent Prayer List, including members who moved or are in the process of moving.
 - Shared that she and Matt are expecting a baby boy on May 15, 2024.
 - Led in a time of prayer.
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Approval of October Council Minutes (Erin Gangloff, Co-Moderator):

- There were no additions or corrections to the Minutes.
 - October Minutes were approved as read.
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Financial Report for October 2023 (Cindy Ponikvar, Church Treasurer):

- October Financial Review:
 - Revenue = \$79,624.15
 - Expenses = \$70,305.69
 - Net Revenue = \$9,318.46
 - Year to Date Net Revenue = \$3,478.32
 - Endowment Update:
 - After discussions with the finance committee, we will liquidate selected funds for \$21,200, which is this year's 4% allowable amount for distribution. This will be added to our revenue.
 - A review of the Budget vs Actual YTD (as of 10/31/23) shows that pledges are short by \$17,486, which is okay. We expect some single distribution pledges before the year end which will reduce this shortfall.
 - In looking at Expenses vs Budget, only two areas are over their budget at the end of October, Congregational Life by \$150.49 and Music and Sound by \$755.70.
 - Calvary welcomes End-of-Year financial gifts to help us end 2023 strongly.
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Committee Reports

Resource Management (Bill Warren, Chair):

- Recent Activity:
 - Parking lot: restore east bank of lights (except #4)
 - Balcony: split sound cabinet top & install hinge
 - Classroom signs: install replacements
 - Sanctuary: color correct cameras
 - Move narthex shelves to basement
 - YL Men's Room: change washer
 - FH sound closet: install locks
 - Repair ladies handicap partition
 - Building wide: install grab bars
 - Main ladies room: repair toilet tissue dispenser
 - Pastor's office: replaced toilet
 - Room 119: repair countertop edge
 - Bootstraps PC: troubleshoot login
 - Music library: move access files to Excel
 - Streamer chapel: troubleshoot HDMI remote switch
 - Streamer chapel: color correct cameras
 - Streamer sanctuary: replace UPS
 - Exterior: blow out sprinklers
 - Exterior: spray wasps along parking lot planter
 - Balcony: replace bulbs
 - SE Door: install outdoor outlet cover

Upcoming:

- Preparation for winter (blow out sprinklers)
- West side: new hot water system
- Sanctuary: replace spots with LED part 2
- Main doors: replace

Update:

- Second half of sanctuary lighting will be twice as expensive. The committee will determine how to proceed.

Staff Relations (Beth Dickinson, Chair):

- Traveling in Australia; will report to Council next month.

Nominating Committee (Jim Comstock, Chair):

- Talked to all Council members whose terms are expiring, except for one. All have agreed to extend their terms while the ad-hoc team works on lay leadership re-structuring.

Stewardship Committee (Natalie Ralston, Chair):

- Commitment Sunday was November 12. Pastor Anne will share preliminary numbers on 2024 pledges during the Council meeting.
- Thank you to the members of the Stewardship Committee (Mimi Leonard, Estela Schweissing, Kent Shira, and Susan Wirt), as well as the Pastoral Staff and office volunteers for all of their work with planning and preparing for Stewardship season! From generating ideas, to reviewing Stewardship-related feedback from discernment, to stuffing and handing out Stewardship packets, to putting commitment cards and online commitment cards in the pew racks, it was truly a team effort.
- Stewardship Committee members shared their own Stewardship Moments throughout Stewardship season, expressing their personal gratitude for Calvary, sharing why they support Calvary financially, and also inviting the congregation to make their own pledge for 2024.
- For the November 19 Stewardship Moment Natalie will share an update on the numbers and make a final ask for 2024 pledges.
- Committee member Mimi Leonard has written thank you notes to 5 new donors since our October Council meeting.

Upcoming:

- Moment of Gratitude planning is ongoing.
- Budget reconciliation process will begin in December.

In addition to Natalie's report, Pastor Anne stated there was a strong start to the Stewardship Campaign:

- Total amount pledged = \$468,016 by 132 people (currently, the amount and number of pledges are ahead of last year)
- 15 new pledge cards received totaling \$41,800
- 45 pledges were increased totaling \$33,481, and a few pledges decreased
- Staff and staff family pledges increased \$46,056 (9.8% of total amount pledged at this time, which shows strong commitment from staff)
- Based on last year, we think 30+ pledges are still possible
- Our goal this year was to to have a condensed campaign
- Budget Reconciliation will begin the first week of December

Staff Updates

Rev. Anne J. Scalfaro, Senior Pastor

Big Picture Priority:

- Lay Leadership Re-structuring Process with Facilitator and Team (retreat on Nov. 11, another one on Dec. 9)

2-3 Items of Focus for the Upcoming Month:

- Budget reconciliation process.
- Staff Relations items, including finishing two more staff reviews and preparing my own self-evaluation/review.

- Advent and Christmas programs and worship services. Finalizing Epiphany & Lent worship plans.

I am Excited About:

- Coming Up:
 - Our Advent theme: “*How does a weary world rejoice?*” with materials and images from Sanctified Art.
- Past:
 - All Saints’ Worship Service: always a meaningful time seeing families again.
 - Commitment Sunday: always a hope-filled, joy-filled day of anticipation and gratitude.
 - Brainstorming/Dreaming Retreat around Lay Leadership System/Structure with Facilitator Jason Whitehead.

Something I need help dreaming/workshopping/brainstorming/thinking through:

- Lay Leadership Structure at Calvary (The ad-hoc facilitator team is working on this.)

Random item(s):

- Led an opening meditation/reflection for Colorado Faith Communities United to End Gun Violence meeting that was held at Calvary on Nov. 5. Clergy and lay leaders from all over Colorado were present.
- Co-leading a conversation on the Calvary/NHBC partnership for Iliff School of Theology with Rev. Eugene Downing from New Hope on November 20.

Ministry Teams:

- **Missions Ministry Team:**
 - Mission Payments from our operating budget have been going out as scheduled.
 - Items for the Giving Tree will include the opportunity to donate to the Calvary Family Emergency Fund, in addition to “in kind” items.
- **Insight Leadership Team:**
 - No major updates this month, however major mission program evaluations are underway as planned. Connect 2 evaluations came back positive, with some tweaks recommended. Working on how we will encourage Storytelling at our Annual Meeting.
 - Financial Wellness sub-team:
 - Changes to the frequency and content of *Giving at a Glance* will be coming in the new year, as well as quarterly updates and other means of communicating the state of Calvary’s financial wellness to the congregation. These changes are in direct response to feedback from the August forum.

Additional update from Pastor Anne:

- As our operating budget funds our day-to-day ministry, I proposed to Finance Committee that *undesignated* bequests be split 50% to operating budget and 50% to building maintenance TRF. Currently, it’s 50% to building maintenance TRF and the other is up for decision by Council upon recommendation from Finance Committee. This idea was received positively by Finance Committee; they would like the Budget Reconciliation’s input as well. This move would positively strengthen Calvary’s financial wellness. This does not change how designated bequests are handled; it just means that 50% of undesignated bequests automatically go to support the operating budget (ministries and staff) without needing a special proposal made by the Senior Pastor to the to the Finance Committee, who in turns make a recommendation to Council and requires a vote. If 50% automatically supports our building, it feels balanced to have the other 50% supporting

operating. We do not often have ‘special ministry projects’ that costs thousands of dollars (that are not related to the building), and we DO need those dollars in the operating budget to support our ongoing ministry. If we have a surplus at the end of the year because of major bequests made, that means we have more “cash on hand” in reserve, and we can always choose to move those funds and designate them for a special purpose should that be the case.

Rev. Alice Horner Nelson, Pastor

Big picture:

- Working on end-of-year items including Advent worship prep, receiving and coordinating Advent devotionals, and compiling Annual Report items.

Next 2-3 weeks items of focus:

- Finishing up end-of-stewardship campaign printed items (thank you and reminder cards)
- Connecting with Vanco (the company we use for EFT) to see about switching our online giving fully to Vanco (we currently use Pushpay)
- Supporting our lay leadership re-structuring process
- Newsletter creation always falls in this category

I'm excited about:

- The Advent devotional writing group has been very life-giving for me. In our first session we had Carol Sullivan and John and Kathy Kron, and we had a delightful spiritually-uplifting time together writing and sharing our creations. We had another session on Tuesday, November 14 (at time of writing it hasn't happened- but I look forward to it!). I will be looking for more ways to lead writing workshops in the future because I think it is so beneficial to our own self-growth and spiritual formation.
- I'm excited about our online pledge form option this year. Several folks have named that it's been helpful. Anytime we make it easier for people to connect to our church I get excited.

Random:

- We will be having daily social media posts in Advent from our series from Sanctified Art, titled "How to Rejoice in a Weary World." I am excited for this whole series and the way it brings artwork, creativity, the written word, and worship all into our Advent experience.

Brainstorming:

- Nothing at the moment

Rev. Morgan C. Fletcher, Pastor

Big Picture:

- Supporting Kevin Jonell and Rick Breitenbecher in the evaluation process of Family Promise and Bootstraps and Blessings, and then congregational ministries and small groups.

2-3 Items of Focus for the Upcoming Month:

- Preparing Advent Materials and Christmas Eve items: Giving Tree, Joy Tree, Hanging of the Greens, and Children's Order of Worship for Christmas Eve
- Organizing staff holiday gathering and preparing for 2024 staff development
- Supporting Mary post surgery and Angela during her parental leave

I am excited about:

- New Hope Baptist Church Youth joining Calvary's youth group Sunday, Nov. 19
- Conversations around lay leadership assessment and re-creation of our systems
- Christine Zeiler teaching Tuesday Bible study during Advent

Something I need help dreaming/workshopping/brainstorming/thinking through:

- Lay Leadership care and congregational updates – this will take place within the ILT evaluation process but I'd like to hear from council, at some point before Feb. 2023, what would be meaningful for them around this important aspect of church life.

Random items:

- Nothing at this time

Ministry Teams:

- No updates outside of asking for re-ups/asks, which is on a bit of a pause with the lay leadership restructure process.

Lay Leadership Structure Update (Senior Pastor Anne Scalfaro & Co-Moderator Erin Gangloff):

- Ad-hoc Lay Leadership Restructuring Team met on Sat., Nov. 11 with Facilitator, Jason Whitehead
- All Council Members and all ILT Committee members were asked if they wanted to be involved in the Ad-hoc Lay Leadership Restructuring Team. The team consists of Council members, ILT members and people who are not on either of those teams, but whose voices we specifically desired so as to have broad representation from the congregation. Members of the Ad-hoc Team include: Diane Newcom, Kevin Jonell, Willow Carter, Leslie Rozeboom, Prisca Ampah, Josiana Umuhosa, Bill Warren, Pastor Morgan Fletcher, Pastor Alice Horner Nelson, and is Co-Led by Anne Comstock, Erin Gangloff, and Senior Pastor Anne Scalfaro.
- Goal is to recommend a potential Lay Leadership system for Council and ILT, and then after receiving their feedback and tweaking it, prepare to bring to the congregation – potentially at the Annual Meeting (just for initial presentation).
- We examined the language of by-laws side-by-side next to the discernment insights and language.
- We discussed five major areas to address: structure, burn-out, scarcity, engagement of membership, clarity of vision and mission
- We asked, How might we address some of these things? Looked at 10 different organizational structure models and pulled out which characteristics were most important for Calvary right now; ending up with five:
 - giving the organization more agility and flexibility
 - allowing for skill development and specialization
 - helping streamline processes by breaking down silos

- fostering a balanced decision making process
- adapting quickly to make changes
- Discussion question for Council: *What do you think is an agile church?*
 - Input shared by Council members included:
 - ability to plug in people quickly with their gifts and skills to needs we see in the church
 - trying new ideas and if it doesn't work, trying something else
 - need to have active, dynamic leadership
 - transparency
 - knowing when a program is not meeting a need
 - able to keep what is working and build on that and being able to let go is a normal part of church life and seasons
 - system that allows for all voices to be heard
 - plan-do-check-act (cycle and repeat)
 - Council members are invited to share further thoughts with Anne Comstock, Pastor Anne or Erin Gangloff.

Discussion about January 2024 Annual Meeting (Senior Pastor Anne Scalfaro & Co-Moderator Erin Gangloff):

What will the Annual Meeting look like?

- Sunday, January 28, 2024 is the date of the upcoming Annual Meeting.
 - We should be prepared for our annual meeting to look very different.
 - Pastor Anne envisions the Annual Meeting as a way to get feedback on the lay leadership restructuring presentation, as well as having a focus on the discernment insight related to Storytelling: *How do we tell our story to get out the word of who we are?*
 - How can we be interactive? How can we have a discussion and receive feedback?
 - Council Discussion:
 - We may need to change the church structure, by-laws and how to go about our business in a different way.
 - We should be prepared to do something different.
 - Could be a season of meetings, starting with the Annual Meeting.
 - What if we held everything in Fellowship Hall and had a meeting with worshipful elements, such as singing, prayer, and communion around the tables.
 - Perhaps we do call it something different, and not a meeting. Consider calling the Annual Meeting *'Connect All'* or *'All For One'*, or *'You Are My All I All'* (more brainstorming needs to be done about a name)
 - What are the unintended consequences of not having traditional worship that morning but inviting people to all church gathering and fellowship that includes meeting elements, discussion, and worship in Fellowship Hall?
 - A smaller group could meet with the Executive Team to pull some thoughts together. Ryan Robinson is willing to be part of that team.
 - Consider a mass mailing invitation, not a regular postcard, but something nice like what you would receive for a party.
 - Per normal, the budget will be a part of the Annual Meeting.
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Church Highlights (All):

- Children singing during worship.
 - The Narrative Budget was full of information. We've been very busy at CBC. The information on the screens in the vestibule shows the depth and breadth of programming.
 - All Saints' Sunday. It was great to see families back.
 - This Discernment Process is hopeful, energized, and refreshing.
 - The people who came for snowy Fifth Sunday and the tech team that still brought people to worship.
 - Pastor Alice for 'fire patrol' on All Saints' Sunday with the candle lighters.
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Wrap-up (All):

- Erin Gangloff, Co-Moderator, will send a follow-up to those who might be interested in talking more about our Annual Meeting/Connect All/invitations, etc. Watch your email.
 - Consider joining Council in-person for an evening to catch up with Rick Breitenbecher and others in December. Those who can't attend can also join the meeting via Zoom. To sweeten the deal, Erin volunteered to cook up something sweet.
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Adjourn (Erin Gangloff, Co-Moderator):

- Upcoming December Council Meeting is Wed., December 20, 2023, 6:30-8:30 p.m. (MT) in-person at Calvary, or on Zoom.
- Meeting was adjourned at 8:03 p.m.