

**Calvary Baptist Church of Denver**  
**Church Council Minutes**  
**October 18, 2023 – 6:30 p.m. MT – Zoom**

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

- Called meeting to order at 6:33 p.m. (MT).
  - Reviewed agenda.
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**Prayer Time (Pastor Alice Horner Nelson):**

- Alice and Council members shared prayer additions to the most recent prayer list.
  - Closed with prayer.
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**Approval of August Council Minutes (Rick Breitenbecher, Co-Moderator):**

- Asked if there were any corrections, additions or changes to the Minutes that had been sent out.
    - Cindy Ponikvar stated the most recent installment of the Barbara Ford bequest was \$30,000, not \$39,000 as stated in her financial report.
  - September Minutes were approved as submitted with the change noted.
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**Financial Report for September 2023 (Cindy Ponikvar, Church Treasurer):**

- September Financial Review:
    - Revenue = \$43,468.60
    - Expenses = \$80,713.11
    - September Net Revenue/Loss= <\$37,244.50>
  - From January 1 – September 30, 2023:
    - Total Revenue = \$696,714.01
    - Total Expenses = \$699,198.87
    - YTD Net Loss (as of September 30) = <\$2,484.86>
  - As of Sept. 30, we are short \$37,323.07 in pledges. Historically, once members receive their statements (in October/November) they realize that they are not up to date in pledges and many make efforts to catch up. We also receive a few pledges all at once at year end.
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**Insight Leadership Team (ILT) Updates (Rick Breitenbecher, Co-Moderator):**

- Met on October 11, 2023. ILT member Diana McGahan has moved; her position will not be replaced at this time.

- Like Council, ILT is also looking at how lay leadership works with staff; they concur that changes might be needed and this is a good time to evaluate.
  - Members of ILT and Council are invited to work with a facilitator for this process; possibly on several visioning (mini-retreat) Saturdays.
  - Don't know how long the process will be; this is why Jim Comstock and Nominating Committee are checking with existing Council and Committee members on possible extending their terms.
  - This process will also include looking at our By-Laws for possible revisions.
  - The ILT Roadmap is being updated to reflect this work.
  - There are two ILT members in the narthex two Sundays a month to answer questions. It's a visual way of keeping the ILT/discernment efforts in front of the congregation.
  - Mission program/partner assessments are underway, including Bootstraps & Blessings. Next, ILT will help assess Family Promise.
  - Connect 2 is undergoing evaluation right now; the same will happen with Connect 6 groups when they conclude.
  - Financial wellness sub-group is meeting soon to create a plan based on the August forum feedback.
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## **Committee Reports**

### **Staff Relations (Beth Dickinson, Chair):**

- Anne's anniversary celebration was held September 24 with about 125 in attendance. Really nice day, including celebration of the BWIM (Baptist Women in Ministry) award of excellence given to Calvary!
- By the time you read this, Angela's baby shower will also have been held, on October 15.
- We have started getting information about the 2024 health care plans and it appears there will be some changes, but we don't have much more information as yet.
- We've had an employee relations-type matter to discuss, as well as the possible hire of a weekend set-up person to replace Chad/volunteers. No decisions as yet going forward.
- Anne has been working on performance appraisals for staff, trying to get them done ahead of year-end. SR has kicked off the review process for Anne herself as well, the results of which will be provided to her in early December. Staff and Co-Moderators are included in the review process.
- Upcoming:
  - Budget reconciliation
  - Anne's review preparation
  - Consideration of job description from Chad and job-posting if the weekend set-up position moves forward.

### **Resource Management (Bill Warren, Chair):**

- Reconditioned toilets in 338 and 342
- Replaced faulty microphone on zoom cart
- Installed desktop for security in rm 128
- Added switches to control exterior outlets at east doors
- Covered eve access hole above room 360
- Changed batteries in east wing temperature sensors for winter

- Replaced 2 LED spotlight fixtures at entry doors
- Repaired table leg in 350
- Troubleshoot virus for volunteer
- Prepared for Community Forum
  - Added cable runs and mounts for cameras in Fellowship Hall
  - Reconfigured FH sound system to work with streaming system
  - Reconfigured FH sound system to work with stage box
  - Configured vMix to work with additional cameras
  - Built caddy to facilitate moving complete system
- Troubleshoot problems with old air compressor
- Repaired & replaced lock on room 372
- Repaired damaged ceiling in room 366 and adjoining hallway
- Removed weeds and trimmed trees along Hamden Blvd
- Trimmed trees along Girard St.
- Upcoming:
  - Preparation for winter (blow out sprinklers)
- Calvary experienced a security breach on Sunday, Oct 8 while Family Promise families and volunteers were in our building. The incident allowed someone to gain facility access and further breach restricted space in the east wing. Minor property damage was sustained, and no items were stolen. In response to this experience, we've had the door closers replaced by staff and repairs of damaged areas have been completed. The individual was apprehended by the Denver police. Additional measures are being reviewed.

**Stewardship (Natalie Ralston, Chair):**

- Finalizing all plans for Stewardship Season which runs from October 22 - November 19.
- Stewardship packets will be distributed on Sunday, October 29 and mailed on Monday, October 30.
- Stewardship Committee members will share Moments of Gratitude and invitations to make a 2024 commitment each Sunday through Stewardship Season.
- Commitment Sunday is November 12, and Natalie will give a final update and ask for pledges on Sunday, November 19.
- Committee member Mimi Leonard has written thank you notes to two new donors since our September Council meeting.
- As Stewardship Chair, Natalie continues to participate in the Financial Wellness insight group (next meeting is October 19 to discuss feedback from the August ILT Forum).

**Upcoming:**

- Stewardship Season. Thank you in advance, Council, for supporting Calvary and making your financial commitment for 2024!
- In addition to her written report, Natalie verbally thanked Council in advance for participating in Stewardship Season, as well as thinking thoughtfully and prayerfully about our commitments for 2024.

**Nominating (Jim Comstock, Chair):**

- No report at this time due to leadership re-structuring conversations.

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## Staff Updates

### Rev. Alice Horner Nelson, Pastor:

- Big Picture Priority:
  - Continuing to lead communications of upcoming events, opportunities to plug in, and Calvary story elements. This includes our weekly newsletter, connect section in worship program, continually checking our website for updates, social media, announcements, and dreaming about potential video ideas.
- 2-3 Items of Focus for the Upcoming Month:
  - Supporting the stewardship process with printing related documents
  - Supporting All Saints, Advent and Christmas worship planning
  - Supporting midweek devotion with content creation
- I am Excited About:
  - Trunk or Treat always makes me excited. I love children's outreach events.
  - Meeting with my Advent devotional writing group on Nov 1 and Nov 14.
- Something I need help dreaming/workshopping/brainstorming/thinking through:
  - Nothing at the moment.
- Random item(s):
  - We have found a new office volunteer to replace Diana McGahan who volunteered on Tuesdays from 2-4 p.m. Katherine Pound will be working in that time slot! Yay!

### Rev. Morgan Fletcher, Pastor:

- Big Picture Priority:
  - Working with Rick B. and Kevin J. on evaluating our missions ministries as they have naturally begun this process on their own. This is part of the implementation of the discernment insights - lay leaders and staff structure wellbeing. The two that will begin this month will be Bootstraps and Blessings and Family Promise. This will pair with a greater assessment of how our unhoused neighbors have changed and what it means for us to be a loving neighbor to all.
- 2-3 Items of Focus for the Upcoming Month:
  - Debriefing Family Promise host week and what we need to be able to confirm 2024 host week dates.
  - Begin exploring summer trip options for first week of June 2024
  - Follow-up with B&B leadership, Anne, and Chad following the Oct. 17 forum
- I Am Excited About:
  - Trunk or Treat coming up!
  - Anne's anniversary
  - Youth Group
- Something I need help dreaming/workshopping
  - Nothing at the moment
- Random Items:

- I've reached out to the Evergreen Association to begin exploring if I can have my ordination recognized through them for ABC-USA.

### *Ministry Teams:*

- Congregational Care Teams are doing well. In the past month their structure has proven incredibly helpful as they checked in with people on their teams who had surgery or tested positive for Covid and the CCT leads let staff know of the support. Very grateful for their care and leadership.
- Faith Formation is reassessing the best way to support our small groups as many of our small groups are self-sufficient and previous Faith Formation Ministry Team did work of assessing overall focus and structure.

### **Rev. Anne J. Scalfaro, Senior Pastor:**

- Big Picture Priority:
  - Working to finalize Stewardship materials and working with the Stewardship Committee on the stewardship campaign and all relevant items. *(We have pivoted from initial timelines due to other ministry needs and my own time/workload...meaning, I've been running quite behind and I appreciate the committee's patience.)*
- 2-3 Items of Focus for the Upcoming Month:
  - Finalizing stewardship materials, praying for our collective financial wellness, answering questions related to budget/finance/budget reconciliation.
  - Finding a facilitator and working with Co-Moderators of Council and Co-leaders of the ILT to solidify plans for the creative brainstorming around our lay leadership structure. I have reached out to a couple of different people as potential facilitators and am currently waiting on responses/conversations. This whole process will involve plans for Saturday sessions with interested Council members, ILT members, pastors, and perhaps other lay leaders to create this new structure.
  - Advent and Christmas worship planning and preparation.
- I am Excited About:
  - Coming Up:
    - Trunk or Treat – grateful for these type of events that connect us with our broader community.
  - Past:
    - My 15<sup>th</sup> anniversary at Calvary. Thank you all for a wonderful day of celebration and affirmation on September 24.
    - Receiving the Baptist Women in Ministry “Church of Excellence Award” in Louisville, KY on behalf of Calvary; this was another wonderful affirmation of Calvary's ministry and values.
- Something I need help dreaming/workshopping/brainstorming/thinking through
  - Lay Leadership Structure at Calvary (Council will be doing this together in the coming weeks/months)
- Random item(s):
  - I attended (virtually) the Evergreen ABC-USA Region Annual Meeting – October 13-14
  - I am in the process of annual performance reviews for staff (October and November)
  - We've made a decision on the worship schedule for December 24, 2023:
    - 10:30 am – Fourth Sunday of Advent Worship

- 4:00 pm – Christmas Eve Worship, including
  - scriptures, carols, candlelight
  - something similar to the Word for God’s children moment + special orders of worship for children
  - choir and/or Jubellation and/or children singing (TBD on which of these groups)
  - a reflection/short message
  - communion

*Ministry Teams:*

- Missions Ministry Team:
  - Mission Payments from our operating budget have been going out as scheduled
  - Receiving the World Mission Offering (WMO) in October, with proceeds going to support Calvary’s IM Global Servants: Joyce & David Reed; Dwight & Barbara Bolick
- Insight Leadership Team:
  - Rick Breitenbecher will give full update, but we will be working with Council on the lay leadership re-structuring/visioning
  - A few notes related to the Financial Wellness sub-team:
  - As you recall from last month’s report, a few of us met with some representatives from Thrivent to hear about educational workshop opportunities; we decided not to move forward with this organization, but will continue to explore other options for educational financial resources.
  - We have a meeting scheduled for October 19 with Pastor Alice to discuss the feedback received at the August 27 forum on how people would like to receive financial information about Calvary (what types of information, what format it’s communicated, etc.)

**Discussion: Restructuring (Rev. Anne J. Scalfaro, Senior Pastor)**

How is the Lay Leadership working with staff and their committees?

- Options for outside Facilitator to guide lay leaders and pastoral staff in the process of lay leadership discussion/re-structuring:
  - Rev. Samuel Kim from Evergreen ABCUSA; is currently working with Calvary through Discernment and follow-up; could travel to Denver
    - Rev. Sam also recommended a woman who is works with the Pneuma initiative at Evergreen in the area of Leadership Development; she could travel to Denver
    - No matter what we decide, Evergreen is on this journey with us long-term and we can engage them at any step in the process if we do choose a different facilitator for this specific task.
  - Rev. Dr. Jason Whitehead, with Juniper Formation; lives in Denver, did some faith formation videos with us during COVID; available after Nov. 4.
  - Sat., Nov. 11 and 18 are possible dates for mini-retreats with the facilitator.
  - Council members should let Pastor Anne, Rick or Erin know by Sunday, Oct. 22 if they would like to join this leadership restructuring group. Also please send names of Calvary members who you think might have skills/giftings in this area.
  - Council gave input, with the consensus being the fresh eyes and convenience of Jason’s location would be a strength.

- Pastor Anne said she would convene a short Zoom meeting for a few leaders to meet with Jason Whitehead before moving forward with a contract.
  - Pastor Anne is looking for funding for this from TRFs; it will not be a part of the operating budget.
  - **Reminder:** The whole Council will eventually be involved in the process. Rick Breitenbecher, Co-Moderator, appealed to any Council members who wanted to help out to contact the co-moderators (first giving deep consideration to one's-own skillset for the effort before volunteering).
  - **Reminder:** We need to continue to be transparent with our communications. Council agreed the congregation is expecting changes following Discernment, and in this ongoing season of Discernment.
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### **Church Highlights (All):**

- Angela Leonard's baby shower – so many people attended.
  - The Community Forum on Homelessness in Denver on Oct. 17 – it involved the community, showed Calvary working together beyond ourselves, and was very informative; the discussion needs to continue; dialogue saved on YouTube.
  - Pastor Anne's 15<sup>th</sup> Anniversary celebration with Anne's mentor, Rev. George Mason; thanks to Beth Dickinson and Staff Relations.
  - Calvary's receipt of the Baptist Women in Ministry Church of Excellence Award.
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### **Wrap-up (All):**

- Rick Breitenbecher and his husband Christopher will be in Colorado for Christmas and the December 20 Council Meeting. He suggested we should have an in-person Council Meeting. Council agreed that would be wonderful.
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### **Adjourn (Rick Breitenbecher, Co-Moderator):**

- Adjourned the meeting at 7:55 p.m. (MT).
- Next Council Meeting is Wed., November 15, 2023, 6:30-8:30 p.m. (MT) on Zoom.