

Calvary Baptist Church of Denver
Church Council Minutes
December 20, 2023 – 6:30 p.m. MT – In-person and Zoom

Present: Erin Gangloff, Rick Breitenbecher, Judy Griswold, Cindy Ponikvar, Beth Dickinson, Jim Comstock, Natalie Ralston, Bill Warren, Barbara Carter, Allie Aoyagi, David Peterson, Bill Ponikvar, Ryan Robinson, Corry Doty

Staff: Senior Pastor Anne Scalfaro, Pastor Morgan Fletcher, Pastor Alice Horner Nelson

Absent: Christine Zeiler

Call to Order and Review of Agenda (Rick Breitenbecher, Co-Moderator):

- Called meeting to order at 6:33 p.m. (MT)
 - Addition to agenda: Anne Comstock will call-in to give us an update on the work of the Ad-hoc Lay Leadership Restructuring Team.
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Prayer Time (Pastor Alice Horner Nelson):

- Shared prayer concerns of church and additions from Council members.
 - Led in a time of prayer.
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Approval of November Council Minutes (Rick Breitenbecher, Co-Moderator):

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

- November Financial Review:
 - Revenue = \$53,246.09
 - Expenses = \$57,495.33
 - Net Loss = -\$4,249.24
- Year-to-Date Net Loss = -\$5,045.14
- \$21,200 from this year's 4% allowable distribution from the Endowment fund was deposited in December 2023.

Proposal Concerning Rental Reserve Fund:

- In or around 2020, it was requested by Lori Grohskopf (Operations & Facilities Manager) that any Net Income from Rentals be set aside for future building projects. In order to set aside unrestricted assets, such as the Rental Funds, Council resolved to set aside Net Rental Income as Unrestricted Board Designated Funds.
- Several factors have changed since that time and Calvary's needs are now different. Cindy Ponikvar, proposed the Net Rental Income remain unrestricted and they not be treated as Unrestricted Board Designated Funds, but be treated as Unrestricted Operating Income.
- After a brief discussion and questions, Council voted unanimously to approve Net Rental Income be treated as Unrestricted Operating Income.

- This means that all income from building usage fees will go into Calvary's Operating Budget, and expenses will flow through Operating as well. Special projects will be funded through a Capital Improvements TRF.
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Ministry Team/Committee Reports

Stewardship Committee (Natalie Ralston, Chair):

Updates:

- This year's Stewardship campaign was very successful. \$599,253 pledged to date (118 pledges, representing 175 people). We surpassed the total pledge amount received last year, but received four fewer pledges. Also, a slightly higher average pledge amount this year. This data tracks with nationwide philanthropic trends--fewer donors are giving more.
- 53 increased pledges, with increases totaling \$40,466.
- 20 new pledges, totaling \$55,720.
- Committee member Mimi Leonard wrote thank you notes to three new donors since our November Council meeting.
- Huge thanks again to 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!

Upcoming:

- Looking forward to doing more analysis of pledges and stewardship season in January. That will help to inform early planning for next year's stewardship season.
- Continuing discussions on ways to engage folks who do not make pledges and other opportunities for giving.
- The Stewardship Committee will write thank you notes to new pledgers.
- Moment of Gratitude planning is ongoing.

In addition to her printed report, Natalie added: A dedicated email would be sent out for seasonal/end-of-year gifts.

Nominating Committee (Jim Comstock, Chair):

- No update currently, pending realignment of lay leadership structure and positions.

In addition to his printed report, Jim added: 100% of the nominating committee agreed to be committed leaders again next year.

Resource Management Committee (Bill Warren, Chair):

Updates:

- Youth Lounge: repair fireplace
- Room 378: replaced toilet
- Boiler Room: repair/block door louvers
- Main kitchen: fix sink plumbing and removed garbage disposal
- Balcony: diagnose & fix problem with sound system feed to streaming equipment
- Balcony: diagnose & fix problem with confidence monitor cut-out
- Chapel: set up & stress tested system for Blue Christmas service
- Balcony: replaced failing TV and numerous video cables

- Board room: replaced security camera
- Youth Lounge: replaced fans
- West side: replaced hot water heater for recirculation system
- Balcony: repaired broken pew
- Building wide: configured water leak sensors

Upcoming:

- Building wide: install water leak sensors (main kitchen, Youth Lounge, Ace kitchen)
- Room 336: repair/replace toilet
- Sanctuary: replace spots with LED part 2
- Main doors: replace

In addition to his printed report, Bill added: The Ad-hoc Lay Leadership Restructuring Team and the Budget Reconciliation Committee are working through how we manage money and the processes involved, as well as how we manage people and work. The work is going well and is ongoing. As we talk to others, we have not encountered opposition; people are supportive.

Staff Relations Committee Report (Beth Dickinson, Chairperson):

Updates:

- Our payroll service, Altitude Payroll, was purchased by ConnectPay. The payroll itself was transferred over smoothly, but there was no notice to Pastor Anne or myself of the transition date, so the first staff knew of it was the absence of an email notification October 31 that their paycheck had been deposited. Online access for staff and the time off request/approval process has not gone well. One example, all staff were set up with the same email address, which happened to be David's, so he got all of the system notifications! The training ConnectPay scheduled went poorly since no one was able to access the system. We are getting it sorted out now, but it has been an unexpected challenge!
- United Healthcare replaced our prior plans with new ones, albeit very similar ones. It just meant staff had to review the plan offerings again to see what they wished to enroll in for 2024. Our overall rate increase was 6.72%. Dental rates went up 4.4%, and vision stayed the same. Plan selections have been submitted to UHC.
- We have been working to ensure compliance with the new Consolidated Appropriations Act of 2021 (CAA) which has new employer requirements that need to be completed by 12/31/2023.
- Staff Relations and the Co-Moderators prepared an annual performance appraisal for Pastor Anne, who also prepared a self-appraisal, and we met to discuss these reviews last week.
- Prepared draft 2024 budget and (as of this writing) working with the Budget Reconciliation Team to lay the groundwork for any adjustments that may be needed.

Upcoming:

- Budget reconciliation – Staff Relations is a significant driver of the budget so we anticipate that some adjustments will need to be made.
- Also in January we will be discussing Anne's priorities for 2024, and start planning Allice's baby shower for right after Easter.

Rev. Anne J. Scalfaro, Senior Pastor

Big Picture Priority:

- Lay Leadership Re-structuring Process (another retreat on Jan. 6 to prep for Annual Meeting presentation)

2-3 Items of Focus for the Upcoming Month:

- Budget reconciliation process, including evaluation of the amount and purpose of our annual cash reserve, as well as how that connects to bequest funds, rental/facility use income, and TRFs such as Building Repair & Maintenance
- Annual Meeting, specifically volunteer appreciation, budget, ILT report, ad-hoc team presentation, and worship items

I am Excited About:

- Coming Up:
 - Continuing to flesh out and develop a lay leadership system that is life-giving, agile, and effective for Calvary
- Past:
 - Blue Christmas/Advent Healing & Wholeness Service. It's a gift to share in authentic, vulnerable space with people about what is going on in our lives.

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

- Lay leadership system and how that intersects with staff, by-laws, voting, budget (ad-hoc team is already a great help with this)

Random item(s):

- Pastors Morgan, Alice, and I met with Councilwoman Diana Romero Campbell and her Senior Aide Macy Conant about the Embassy Suites in Tamarac becoming a family shelter (serving over 100 families). It's the first family-based site within the Mayor's housing 1000 effort and includes plans for supportive services.
 - As a result of that meeting, our pastoral team had a presence at the community meeting at Hamilton Middle School on December 16 to show support. I had to leave very early after the meeting started for the Christmas Concert Dress Rehearsal, but Pastors Morgan and Alice were there the entire time, as well as some Calvary members. Before I left though, I had a chance to speak with Macy, as well as the Mayor, and offered Calvary's support in whatever ways possible.
 - Morgan worked with Macy on our Giving Tree, so it has items to support the families who will be moving in.
 - Additionally, Don Burnes (Burnes Institute of Poverty Research for the Colorado Center on Law & Policy) has reached out to me about co-writing an op-ed piece for the *Denver Post* with the help of Zach Neuman of the Community Economic Defense Project. CEDP is an organization that, among other things, provides short term financial aid to individuals and families that are about to become homeless or about to be evicted from apartments. We'll work on that article this week (week before Christmas).

In addition to her printed report, Pastor Anne added:

- The op-ed she wrote with Dan Burns was picked up by the Denver Post and will be published on Friday. It is voicing support for "The Tamarac" (the family shelter at Embassy Suites east of the church). It's the first family shelter in the Denver area; starting with 200 people, many of whom are children. Many Calvary members were in

attendance to support these families. We're talking about how we can support and partner with the Tamarac Community Shelter. More to come.

Ministry Teams:

- *Missions Ministry Team:*
 - No update.
- *Insight Leadership Team:*
 - Bootstraps & Blessings and Family Promise evaluations are underway as planned and will extend in 2024.
 - Connect 6 evaluations will be going out in early 2024.
 - The ILT will give an update on the Roadmap and other items at the Annual Meeting.

Rev. Morgan C. Fletcher, Pastor

Big Picture:

- ILT's ministry evaluations for Family Promise, Bootstraps and Blessings, and Congregational Care Teams.
- Lay Leadership restructuring meeting Jan. 6

2-3 Items of Focus:

- Youth – growing our partnership with New Hope Baptist Church
- Preparing to support B&B beginning restarting in January

I am excited about:

- The family shelter going in at the former Embassy Suites
- New flow to annual gathering/meeting

Something I need help brainstorming/workshopping:

- Bigger picture conversation on missions support, ILT is guiding

In addition to her printed report, Pastor Morgan added:

- The Bootstraps and Blessings program has been renamed, Blessings. After a pause, it will restart, in-person, on January 8, 2024. Those involved will continue to assess and explore for showers and laundry, with a potential partner. Food bags, restroom use and King Sooper gift cards will continue to be made available. Everything will be in the front corridor. An upcoming newsletter will share the changes and needs.
- The Play to Learn Program, for students with autism, will be moved to the East Wing, from several rooms adjacent to the Fellowship Hall, for a quieter space to learn. They moved in Saturday to their upgraded areas. The office space, for the program, will be shared with Angela Leonard, in designated areas with the space.

Rev. Alice Horner Nelson, Pastor

Big Picture Priority:

- Calvary Communications Plan for 2024. I spent the last week out of the office working on this. I've been going through a research process of past orders of worship, theme documents, discernment documents, calendar, budget, website and more to get a schedule written down of what we advertise about, when and where. This plan will be transferred

over to our task and project program called asana. This will hopefully free up some mental space for staff so we aren't trying to recall what needs to be advertised as it comes up, and it allows us to plan a little more in advance and more strategically. It's not just for advertising, but also storytelling, missions, financial wellness and stewardship. The hope is this is something we can re-use each year after changing the dates and themes, etc. It's been a big picture and detailed project simultaneously.

2-3 Items of Focus for the Upcoming Month:

- Annual Report! Thank you to many of you for sending your reports in. If you haven't, please do so ASAP.
- Setting up storytelling pieces for the first quarter of the year.
- Supporting midweek content creation
- Preparing for Connections Class- Feb 18 at 9am, Feb 25 at 1145am, Mar 3 at 3pm

I am Excited About:

- I really enjoyed the Blue Christmas service we had this past Tuesday. It was meaningful for our congregants who attended - we had one person who never attended our church before! But it was also very meaningful for me.
- This past week was really special for me. I was "out of office" working on my big creative project of the Calvary communications plan (you can read details above). It's something I've wanted to do for a couple years and struggled to find the time for creative visioning and it makes me excited that I was able to accomplish it with the help of staff who were able to cover my weekly duties. It also demonstrated professional growth in me as someone who can struggle with long term planning.

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

- Nothing at the moment

Random item(s):

- I am on the anti racism team (ART) within the Euro Caucus of Evergreen (our region affiliation). ART was recently featured on Evergreen's New podcast and it interviews those ART members who live in the Seattle area and includes recorded pieces from me. https://youtu.be/mELnmaIQXQQ?si=Kjq_ZqMWM_Z-FCQH
- I am attending Evergreens leadership retreat Feb 8-10 at Camp Burton in WA.

In addition to her printed report, Pastor Alice added:

- Designed and ordered large banners to place on the Hampden and Girard sides of the church to "Welcome Families to the Tamara Community Shelter! We're so glad you're here!"

Ad-Hoc Lay Leadership Restructuring Team Update (Anne Comstock, Co-Chair):

- Adhoc Team (9 Calvary members and 3 pastors) has met twice with consultant, Jason Whitehead for day long retreats:
 - November focus: Exercises to help ground us in our values, discernment data, and current needs
 - December focus: What would the system be that could support our work?
- Ideas emerging include:
 - a visioning group to see the Big Picture
 - an organizational group with current committee members

- a formation group discussing the work of Calvary (service, worship, learning, serving and advocating)
- They related their work to the image of a prism as they explored what this look like in reality as related to by-laws, voting, and who needs to be supported?
- Early January 2024 there will be another planning retreat. If anyone has further thoughts or questions, Bill Warren, Erin Gangloff and/or Anne Comstock can be contacted; or you may ask questions to any of the pastors.

Rick Breitenbecher, Co-Moderator, commented: It's important to remind Calvary as questions as emerge that this team is working on answering the questions brought out through the discernment process. So their work is in direct response to what the congregation asked for and voiced that we need.

ILT Update (Rick Breitenbecher, Co-Moderator):

- Last meeting was on December 13, 2023:
 - Connect 6 updates were given (from Beta Test) and next steps laid out. 4 connections; positive experiences; looking at a communication hub through an AdHoc Committee.
 - Updates from Financial Wellness subteam were given: 20 new pledges this year; surpassed pledge amount (larger gifts with fewer people). Staff and budget are on-going discussions.
 - Program/ministry assessment of Bootstraps & Blessings is underway; more to come (name and scope changing)
 - Assessment of Family Promise will happen throughout 2024.
 - Discussed: should we continue in February/March ILT partners in the narthex?
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January 28, 2024 Annual Meeting Discussion (Morgan Fletcher, Pastor):

- A printed invitation will be mailed to all members to Calvary's "Annual Gathering," a New Take on Our Annual Meeting.
 - The Annual Gathering will take the place in Fellowship Hall from 9:00 a.m. – 12:00 p.m. . This is in place of church school and worship. There will be music, communion, celebration, and discussion, as well as the typical elements of the Annual Meeting that need votes. There will be a gift for each person, as well as a more lively engaging way to show our appreciation to all the volunteers at Calvary.
 - All will bring a breakfast dish to share, dreaming minds, a challenge, celebration, growth and hope, which we'll share around the breakfast table.
 - In January, Council will sign-up for set-up, clean-up and help with decorations.
 - The congregation will have to vote on extending the ballot, as well as a vote on the proposed 2024 budget.
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Church Highlights (All):

- Christmas Choir Concert and tech team for excellent live streaming
- Rick Breitenbecher for his Council leadership and dedication. THANK YOU! Rick was

presented a gift and many Council members shared their thanks to him for his continued service for so long after he and Christopher moved to Michigan. It was wonderful to have Rick at this meeting in-person.

Adjourn (Rick Breitenbecher, Co-Moderator):

- Upcoming January Council Meeting is Wed., January 10, 2024, 6:30-8:30 p.m. (MT), on Zoom. It is a week early because of the Annual Meeting later in January.
- Meeting was adjourned at 8:15 p.m.