



St. Barnabas Episcopal Parish of Denver, Colorado

Vestry Meeting Minutes

Wednesday, January 22, 2025

In Person at St. Barnabas, Grant Hall
1280 Vine Street, Denver, CO 80206

In attendance: Carrie Corrigan, David Ford (Clerk), Jim Hayes (Jr. Warden), Jamie Henderson (Treasurer), Pastor Stephanie Kopsch (Interim Rector), Bill (& Aiden) Lundgren, Barb Mattison, Becky Sanders, Jolene Whitney-Bruch (Sr. Warden), Carolyn Wolfrum

Absent: Patti Walter (Pastoral Associate)

1. Call to Order and Approval of Agenda – Jolene called the meeting to order at 6:15 p.m. **Jolene moved to approve the agenda. Becky seconded the motion. All voted in favor of the motion.**

2. Approval of Minutes – **Jolene moved to approve the minutes of the December 18, 2024 Vestry meeting as presented. Bill seconded the motion. All voted in favor of the motion.**

Jolene moved to approve the minutes of the January 12 Special Vestry meeting as presented. Carrie seconded the motion. All voted in favor of the motion.

3. Opening Reflection & Blessing – Stephanie gave the devotional in Patti's absence. Stephanie took this time to recognize and reflect upon Becky and Carolyn's time of service on the Vestry, Becky for the last four years and Carolyn for the last three years plus one more coming up. All others took turns in sharing their thoughts and thanks for Becky and Carolyn's service. Stephanie closed with the opening reflection and blessing printed in the agenda, while Jolene "casually" brought over some sweet snacks to celebrate Becky and Carolyn's service.

4. Annual Meeting – Jolene and Stephanie encouraged all to attend the Annual Meeting next Sunday, January 26 after the morning worship service. Stephanie related interims don't usually run annual meetings and has no big slate of the parish address, but she would like to do some recognitions. The congregation is "voting with their feet" to attend in larger numbers than we've seen recently including many new members. Our usual Sunday attendance is up from about 55 to about 75 now and most people seem happy. Jamie suggested that instead of using the phrase "received by title" for the committee reports that "accepted as submitted" be substituted. All agreed. A small

modification has been made to the annual report and the new version will be printed in black and white to help reduce our color copying costs. Jolene and Stephanie will talk tomorrow about meeting logistics and the agenda. Stephanie will nominate the two wardens. People would probably like to hear more about our finances, the preschool, new members, increased attendance, and the rector search. The increase in plate is a good indication of new support, and perhaps a better indicator than the amount of pledges. "Change" jars and "pennies for the plate" could be used to show visible giving.

5. New Vestry Members – Jolene reported that the Vestry Nominating Committee, consisting of the required members plus Jill Bednarek and Todd Trautman, have come up with John Graves and Sis Flor as the candidates for the two open positions. John really wants to stay involved and has had one year off since his last term on the Vestry ended.

Stephanie iterated that we need to be looking at the bylaws in that the only required committee is the nominating committee, and the existence of a Finance Committee is only presupposed with no direction regarding its composition, turnover rotation, etc.

6. New Rector Search and Next Steps – Carrie related that she has had two meetings of the Search Committee recently and will be meeting again next week. They have a working document with sample interview questions and will meet with Canon Vanessa about doing mock interviews. On or about February 5th we will learn about the applicants. The application deadline closes on January 31. At this point we don't know how many applicants we have since Vanessa is on a week-long retreat.

The Search Committee is composed of the following people and works well together: Rachel Sefton, Rachel Dempsey, Michael Jordan, Nate Stone, Ray O'Loughlin, Chris Schmidt, Diana Whitley, and Carrie Corrigan. Three other Colorado congregations also have an open rector position, and all are about the same size as St. B's: Holy Comforter in Broomfield, St. Joseph in Lakewood, and St. Lawrence in Conifer. St. B's advantage is our \$1,000,000 endowment.

7. Treasurer's Report/Finance Committee – Jamie distributed and referred to the information in his January 2025 St. B's Treasurer's Report to the Vestry dated 1/20/2025 ([Attachment #1](#)), and its accompanying exhibits: the Analysis of Revenues & Expenses from January – December 2024, dated 1/11/2025 ([Attachment #1-1](#), Exhibit 1), the December 2024 Balance Sheet Analysis, dated 1/11/2025 ([Attachment #1-2](#), Exhibit 2), and the 2025 St. Barnabas Budget, Approved by the Vestry 12/18/2024 ([Attachment #1-3](#), Exhibit 3).

Jamie brought forward one action item from the Finance Committee. Jolene can no longer be a signatory on our accounts per her employer's regulations. Currently, Jim Hayes, Jamie Henderson, and Jolene are signatories. David Ford, as Clerk of the Vestry, has agreed to be another signatory. Jamie recommended this action. ***Carolyn moved to add David Ford as signatory to our accounts and remove Jolene Whitney-Bruch as signatory. Becky seconded the motion. All voted in favor of the motion.*** Jamie will prepare letters to our financial institution to execute this change.

Jamie reported that our Parish Administrator's hours are more than what was budgeted and that her hours are not reviewed before going to the bookkeeper for payment. Jamie also related that the Finance Committee had a good meeting, and that the Diocese wants some additional information by mid-February.

8. Junior Warden Report – Jim reported that he and Jamie have been working on a five-year contract for L'Ecole. They have made Room 212 available to L'Ecole but L'Ecole now wants the Godly Play Room. They have put an escalator clause in the contract plus property taxes and a portion of the grounds clean-up costs. L'Ecole's response has been favorable. L'Ecole will need to save funds for the required plumbing job to add sinks and they think that will cost about \$40,000. An estimator will be here in March to look at the situation and give us an estimate. The timeline will be to do it in 2026, maybe at the end of 2025 or Christmastime. L'Ecole will be responsible for the cost. We want to be helpful to them to spread out the cost over time, perhaps through gradual rent increases. Jim and Jamie will sit down and look at the options. L'Ecole is raising their tuition from \$16,500/year to \$17,500/year, or about 6%. The situation is very fluid. L'Ecole will need to give six-month's notice if they decide to leave. More later, to be continued. It will cost about \$5,000 to build out an office for L'Ecole in the north half of the Parish Administrator's office and will cost about \$3,000 to soundproof Patti's office. [Jamie leaves about 8:04 p.m.]

9. Interim Rector Report – As stated in her report ([Attachment #2](#)) Stephanie floated the idea of re-imaging, re-scheduling, or canceling the Christmas morning service as only six people attended (three members, three out-of-towners), especially since the Cathedral's service is very close by. Stephanie and Patti will pay closer attention to their scheduled Sundays off. And Stephanie asked for guidance on if/when services should be canceled because of extreme weather conditions in the future. A new member class will be presented before the congregation this coming Sunday. Stephanie is very pleased with how the interim process is going.

10. Senior Warden Report – Jolene will write a letter to the committee chairs with a timeline regarding this interim discernment process of what each committee would like to do and need to do. She appreciates Stephanie's help with this.

11. Executive Session – *Jolene moved that the Vestry move into Executive Session. Jim seconded the motion. All voted in favor of the motion.* About an hour later, *Carolyn moved to end the Executive Session. Becky seconded the motion. All voted in favor of the motion.*

12. Adjournment – *Jim moved to adjourn the meeting. Bill seconded the motion. All voted in favor of the motion.* The meeting adjourned at 9:23 p.m.

13. Committee Reports/Updates – The following committee reports have been sent out to all Vestry members:

- Caring Ministry Committee Meeting Minutes, 1/15/2025 ([Attachment #3](#))
- Stewardship Committee Meeting Minutes, 1/8/2025 ([Attachment #4](#))
- Worship and the Arts Committee Meeting Minutes, 1/21/2025 ([Attachment #5](#))
- Outreach Committee Meeting Minutes, 1/8/2025 ([Attachment #6](#))

14. Announcements/Upcoming Events – Sunday, January 26, 2025: Annual Meeting

Attachments to the Minutes:

#1 January 2025 Treasurer's Report to the Vestry, dated 1/20/2025

#1-1 (Exhibit 1) Analysis of Revenues & Expenses, January-December 2024, dated 1/11/2025

#1-2 (Exhibit 2) December 2024 Balance Sheet Analysis, dated 1/11/2025

#1-3 (Exhibit 3) 2025 St. Barnabas Budget, Approved by the Vestry 12/18/2024

#2 Interim Rector Report, January 2025

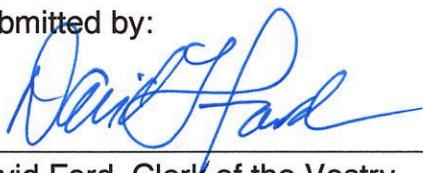
#3 Caring Ministry Committee Meeting Minutes, 1/15/2025

#4 Stewardship Committee Meeting Minutes, 1/8/2025

#5 Worship and the Arts Committee Meeting Minutes, 1/21/2025

#6 Outreach Committee Meeting Minutes, 1/8/2025

Submitted by:



David Ford, Clerk of the Vestry

**TREASURER'S REPORT OF JANUARY 2025
TO ST. BARNABAS VESTRY**

Vestry Additions to Report for Annual Meeting

1. The Finance Committee met by Zoom on 1/15/25. The bulk of my Report (see below) is what's being reported for the Congregation's Annual Meeting on January 26, 2025 – see attached below.
2. The one Action Item is a request that the Vestry approve a change in the authorized signatures on the UMB Bank Accounts and the COEF Investment Accounts.
 - A. Because of her employment, Sr. Warden Jolene Whitley cannot continue as an authorized signature on these accounts.
 - B. I'll move that the authorized signatures on these UMB Checking and Savings Accounts and COEF Investment accounts be:
 - Treasurer James Henderson
 - Junior Warden Jim Hayes
 - Vestry Clerk David Ford
3. Work on 5-year Long-Term Lease with L'Ecole. Jim Hayes and I have proposed a long-term lease to L'Ecole's board. Jim will report on negotiations. To get it to the necessary Diocese committees at their next meeting, an agreed-upon lease and attachments (that I will work on) need to be submitted by 2/19/25. Jim can report on details.
4. Remainder Reports – see Attached Annual Meeting report and Exhibits.

Jamie Henderson
St. Barnabas Treasurer
January 20, 2025

**ANNUAL REPORT
Report of the Treasurer
Mr. Jamie Henderson, Treasurer
January 26, 2025**

2024 Operating Income and Expenses/Deficit (See Exhibit 1, Income & Expenses)

Income. Our 2024 pledge and plate income was \$322,551, which was \$25,381 greater than our initial projections. However with adjustments for late 2023 pledge payments and some large extra parishioner gifts, the 2024 pledges received were \$15,700 less than initially pledged. Additionally, \$14,600 was received from the 2024 Extra Gift. 2025 pledges amount to \$295,000.

The June Auction generated \$20,633 which was close to budget. Of greatest impact, the start of an initial 10-month lease with L'Ecole Preschool provided \$20,155 extra in Building Use

income. We are working to negotiate a long-term lease with L'Ecole that will continue to use significant unused space and provide us with additional income. In addition, the parish spent \$24,036 from the annual endowment draw to pay our regular expenses.

Expenses. The bulk of Expenses are for Staff Salaries & Benefits, which amounted to \$276,860 (58.7% of overall expenses). These salaries were somewhat less than initially budgeted with the departure of Fr. Jeffrey and Patti's brief medical leave. There were significantly larger unbudgeted costs for Maintenance, including large periodic licensing fees (\$7,000 more), repairs connected with the arrival of L'Ecole, and paying for daily monitoring and clean-up of the property to prevent camping.

Shortfall/Net Loss. The original 2024 Budget anticipated a shortfall of \$114,059, but the actual shortfall was much less (\$52,312.30) which has been financed by draws on the Ministries Holding Fund.

Outreach

The Endowment distribution to Outreach for 2024 was \$12,081. Community Grants have totaled approximately \$13,500 which included \$6,000 to add to parishioner contributions to Giving2Other donations, and \$7,500 to five other charities. For more information from the Outreach Committee, please see their report.

Long Term Assets/Investments (See Exhibit 2, Balance Sheet).

The total distribution/draw from the Endowment for 2024 was \$48,324. Of that, \$12,018 (25%) went to the Capital reserve Fund, \$12,081 (25%) went to Outreach, and \$24,036 was designated for the Vestry's use which ultimately supported our operating budget and reduced our projected shortfall. Because the balance of our equity investments at the Colorado Episcopal Foundation are only reported quarterly, the value shown on the balance sheet for our Endowment (\$951,619) is as of 9/30/24, not 12/31/24. This was a 11.4% increase from 9/30/23. I anticipate that the year-end values for our Endowment will be even greater. The 2025 draw on the Endowment will likely be about the same as for 2024.

The Capital Reserve Fund was used for numerous improvements including the front step railings, fencing, gutters, hearing systems in Grant and security improvements in preparation for the L'Ecole preschool rental, totaling approximately \$29,000. The Capitol Reserve Fund nonetheless grew slightly because of some designated parishioner donations, and interest rates on our investments.

Projected 2025 Budget/Deficit (See Exhibit 3, Summary Approved Budget)

The projected 2025 Deficit (\$94,630) is less than the original 2024 budgeted Deficit (114,095, but more than the actual 2024 Deficit (\$52,312). The reasons for the greater projected deficit are:

- ★ No repeat of Extra Pledge Challenge.

- ★ Increased expenses due to:
 - Costs of Rector Search (budgeted at \$15,000)
 - Return of Accountant fees; Volunteers have done this in 2024.
 - 2.5% COLA for longer-term employees and the new Rector.
 - Increased administrative and maintenance expenses.

The 2025 approved budget anticipates that a Full-Time (1.0 FTE) Rector will start in July 2025 with benefits, but that the Associate's position will be reduced at that time from .8 FTE to .5 FTE.

Deficit and Use of Ministries Fund

In 2021, the Vestry approved use of several large bequests, anticipating it would assist staffing through 2025. For the last two years, this fund has also covered deficits. Here is a brief accounting of the Ministries Fund in 2024:

BEGINNING MINISTRIES FUND BALANCE (1/1/24)	\$ 263,654
Plus 2024 interest and bond increases	\$ 11,840
Minus Draw for 2023 Deficit	\$ (28,528)
Minus Draw for Approx. 2024 Deficit + \$23,000 more	<u>\$ (75,000)</u>
ENDING MINISTRIES FUND BALANCE (12/31/24)	\$ 171,969
Minus Estimated Draw for 2025 Deficit less early \$23,000 draw	<u>\$ (71,630)</u>
ESTIMATED BALANCE AT YEAR END OF 2025	\$ 100,339

Planning for the Future

The L'Ecole rental has helped generate needed income for our Parish and current parishioners have generously increased their pledges. Nonetheless, we will need to continue to attract more members to maintain current staffing of the church. On the plus side, St. Barnabas Parish still has a significant Endowment and Capital Reserves, but it would be unwise to use these significantly for operating funds.

Thanks to Finance Committee. I want to thank members Mike Erickson, Jim Hayes and Ed Wolfson who have greatly assisted me in handling Accounting this year and helping with long-range projections. John Kelly prepared an Audit, and Rachel Sefton, Jolene Whitney, Kent Freed, and Pastor Stephanie Kopsch have put great efforts into on our committee this year.

Respectively submitted,
Jamie Henderson, Treasurer

St. Barnabas Parish Denver
Analysis of Revenues & Expenses - Detail
January to December 2024

EXHIBIT 1

Page : 1

Attachment #1-1

Accounts	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)
Revenues			
General Contributions			
1-41100 - Pledge Receipts	\$295,769.90	\$290,000.00	(\$5,769.90)
1-41110 - Plate & Non-Pledge Offerings	\$26,781.10	\$7,170.00	(\$19,611.10)
Total General Contributions	\$322,551.00	\$297,170.00	(\$25,381.00)
Other Income			
1-41200 - Building Use	\$28,325.00	\$8,170.00	(\$20,155.00)
1-41220 - Parish Interest Income	\$2,813.40	\$2,820.00	\$6.60
1-41240 - Other Income	\$500.00	\$0.00	(\$500.00)
1-41260 - Endowment Earnings	\$24,036.00	\$22,000.00	(\$2,036.00)
1-41270 - Transfer from Ministries Fund	\$103,528.15	\$94,194.00	(\$9,334.15)
Total Other Income	\$159,202.55	\$127,184.00	(\$32,018.55)
Fund Raising			
1-41210 - Grocery Rebates	\$2,481.01	\$1,600.00	(\$881.01)
1-41230 - Peaches Net of Cost	\$2,674.00	\$3,000.00	\$326.00
1-41300 - Auction Net of Cost	\$20,633.29	\$21,000.00	\$366.71
1-41400 - Extra Gift Challenge	\$14,600.00	\$0.00	(\$14,600.00)
Total Fund Raising	\$40,388.30	\$25,600.00	(\$14,788.30)
Total Revenues	\$522,141.85	\$449,954.00	(\$72,187.85)
Expenses			
Salaries & Benefits			
Priest			
1-50010 - Priest Salary	\$32,559.14	\$97,112.00	\$64,552.86
1-50030 - Priest SECA	\$2,445.03	\$7,429.00	\$4,983.97
1-50120 - Priest Pension	\$6,303.00	\$18,817.00	\$12,514.00
1-50130 - Priest Health Insurance	\$5,850.00	\$21,000.00	\$15,150.00
1-50300 - Interim Priest June 2024 on	\$61,390.36	\$0.00	(\$61,390.36)
1-50301 - Interim Priest SECA	\$3,815.45	\$0.00	(\$3,815.45)
1-50302 - Interim Priest Pension	\$10,517.51	\$0.00	(\$10,517.51)
1-50303 - Interim Priest Health/Benefits	\$8,694.88	\$0.00	(\$8,694.88)
Total Priest	\$131,575.37	\$144,358.00	\$12,782.63
Pastoral Associate			
1-50320 - Pastoral Associate Salary	\$58,810.92	\$62,600.00	\$3,789.08
1-50325 - Pastoral Associate FICA	\$4,501.27	\$4,788.00	\$286.73
1-50330 - Pastoral Associate 403(b), 401(a)	\$5,569.13	\$10,918.00	\$5,348.87
1-50335 - Pastoral Associate Health Ins	\$15,902.00	\$15,888.00	(\$14.00)
Total Pastoral Associate	\$84,783.32	\$94,194.00	\$9,410.68
Parish Administrator			
1-56000 - Administrator Salary	\$26,635.07	\$23,000.00	(\$3,635.07)
1-56010 - Administrator FICA	\$1,980.15	\$1,760.00	(\$220.15)
1-56030 - Administrator 403(b), 401(a)	\$2,339.69	\$2,070.00	(\$269.69)
Total Parish Administrator	\$30,954.91	\$26,830.00	(\$4,124.91)
Bookkeeper			
1-56400 - Bookkeeper Salary	\$11,988.50	\$12,000.00	\$11.50
1-56410 - Bookkeeper FICA	\$918.00	\$918.00	\$0.00
Total Bookkeeper	\$12,906.50	\$12,918.00	\$11.50
Music Director			
1-52000 - Music Director Salary	\$15,402.29	\$16,687.00	\$1,284.71
1-52005 - Music Director FICA	\$1,237.70	\$1,277.00	\$39.30
Total Music Director	\$16,639.99	\$17,964.00	\$1,324.01
Total Salaries & Benefits	\$276,860.09	\$296,264.00	\$19,403.91
Staff Allowances			

St. Barnabas Parish Denver
Analysis of Revenues & Expenses - Detail
January to December 2024

Accounts	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)
Priest			
1-50140 - Priest Travel	\$283.13	\$1,000.00	\$716.87
1-50150 - Priest Continuing Education	\$1,133.14	\$2,000.00	\$866.86
1-50200 - Priest Meals/Entertainment	\$929.38	\$1,000.00	\$70.62
1-50210 - Priest Diocese Conferences	\$0.00	\$400.00	\$400.00
1-50220 - Rector's Discretionary Account	\$2,000.00	\$2,000.00	\$0.00
1-50230 - Priest Other Expenses	\$0.00	\$250.00	\$250.00
1-50240 - Sabbatical Reserve	\$1,000.00	\$1,000.00	\$0.00
1-50250 - Supply Clergy	\$1,991.50	\$1,300.00	(\$691.50)
Total Priest	\$7,337.15	\$8,950.00	\$1,612.85
Pastoral Associate			
1-50340 - Assoc. Meals/Entertainment	\$453.94	\$600.00	\$146.06
1-50350 - Assoc. Continuing Education	\$1,078.17	\$1,200.00	\$121.83
1-50360 - Assoc. Travel	\$370.63	\$750.00	\$379.37
Total Pastoral Associate	\$1,902.74	\$2,550.00	\$647.26
Total Staff Allowances	\$9,239.89	\$11,500.00	\$2,260.11
General Family Ministry			
1-51210 - General Family	\$334.18	\$500.00	\$165.82
1-51220 - Sunday School	\$403.14	\$500.00	\$96.86
1-51230 - Youth Group	\$890.71	\$1,000.00	\$109.29
Total General Family Ministry	\$1,628.03	\$2,000.00	\$371.97
Music			
1-52010 - Organist	\$16,808.00	\$15,759.00	(\$1,049.00)
1-52020 - Substitute Choir Director	\$150.00	\$450.00	\$300.00
1-52030 - Copyright & Licensing Fees	\$0.00	\$220.00	\$220.00
1-52040 - Instrumentalists	\$2,250.00	\$1,000.00	(\$1,250.00)
1-52050 - Instrument Maintenance	\$7.17	\$1,000.00	\$992.83
1-52060 - Music & Supplies	\$423.85	\$1,000.00	\$576.15
Total Music	\$19,639.02	\$19,429.00	(\$210.02)
Worship			
1-53010 - Altar Supplies	\$2,540.66	\$2,000.00	(\$540.66)
1-53020 - Worship Posters & Literature	\$227.79	\$450.00	\$222.21
1-53030 - Vestments and Cleaning	\$399.00	\$150.00	(\$249.00)
Total Worship	\$3,167.45	\$2,600.00	(\$567.45)
General Program Expenses			
1-54100 - Adult Spiritual Formation	\$646.07	\$1,000.00	\$353.93
1-54110 - Congregational Life	\$1,006.74	\$1,750.00	\$743.26
1-54120 - Organization Dues	\$0.00	\$500.00	\$500.00
1-54130 - Communications	\$49.40	\$800.00	\$750.60
1-54170 - Stewardship	\$151.83	\$500.00	\$348.17
1-54180 - Vestry Expenses	\$2,657.82	\$800.00	(\$1,857.82)
1-54210 - Diocesan Convention	\$0.00	\$1,600.00	\$1,600.00
Total General Program Expenses	\$4,511.86	\$6,950.00	\$2,438.14
Administrative			
1-54140 - Diocesan Pledge	\$27,366.00	\$29,700.00	\$2,334.00
1-56100 - Accounting	\$2,857.20	\$1,400.00	(\$1,457.20)
1-56110 - Payroll Management	\$684.95	\$600.00	(\$84.95)
1-56200 - Worker's Comp Insurance	\$900.00	\$1,100.00	\$200.00
1-56220 - Background Checks	\$130.40	\$0.00	(\$130.40)
1-56230 - Computer & Software Expense	\$3,313.19	\$2,000.00	(\$1,313.19)
1-56240 - Copier Expense	\$6,835.94	\$6,000.00	(\$835.94)
1-56250 - Licenses and Fees	\$287.45	\$250.00	(\$37.45)
1-56270 - Office Expenses	\$3,776.44	\$2,500.00	(\$1,276.44)

St. Barnabas Parish Denver
Analysis of Revenues & Expenses - Detail
January to December 2024

Accounts	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)
1-56280 - Postage	\$498.54	\$620.00	\$121.46
1-56295 - Other Administrative Expenses	\$2,132.23	\$2,950.00	\$817.77
1-56300 - Information Technology Service	\$9,155.00	\$3,600.00	(\$5,555.00)
1-57400 - Property & Liability Insurance	<u>\$15,916.50</u>	<u>\$15,000.00</u>	(\$916.50)
Total Aministrative	<u>\$73,853.84</u>	<u>\$65,720.00</u>	(\$8,133.84)
Building & Grounds			
Utilities			
1-56290 - Telephone and Internet	\$5,651.47	\$6,000.00	\$348.53
1-57100 - Gas & Electricity	\$14,917.95	\$20,000.00	\$5,082.05
1-57110 - Water & Sewer	\$1,946.34	\$1,500.00	(\$446.34)
1-57240 - City Services	\$1,631.09	\$1,000.00	(\$631.09)
1-57510 - Fire Alarm Service	<u>\$132.00</u>	<u>\$792.00</u>	\$660.00
Total Utilities	<u>\$24,278.85</u>	<u>\$29,292.00</u>	\$5,013.15
Supplies & Maintenance Costs			
1-57200 - Repairs & Maintenance	\$13,972.96	\$7,000.00	(\$6,972.96)
1-57210 - Supplies	\$4,355.57	\$2,500.00	(\$1,855.57)
1-57220 - Annual Fees & Inspections	\$9,684.36	\$2,600.00	(\$7,084.36)
1-57225 - Outside Cleanup	\$2,800.00	\$0.00	(\$2,800.00)
1-57230 - Building Cleaning Services	\$16,431.70	\$14,000.00	(\$2,431.70)
1-57250 - Landscape Maintenance	\$5,973.63	\$6,000.00	\$26.37
1-57260 - Elevator Maintenance	\$3,715.75	\$2,700.00	(\$1,015.75)
1-57270 - Sound System Expenses	\$0.00	\$600.00	\$600.00
1-57280 - Pest Control	<u>\$813.00</u>	<u>\$700.00</u>	(\$113.00)
Total Supplies & Maintenance Costs	<u>\$57,746.97</u>	<u>\$36,100.00</u>	(\$21,646.97)
Total Building & Grounds	<u>\$82,025.82</u>	<u>\$65,392.00</u>	(\$16,633.82)
Total Expenses	<u>\$470,926.00</u>	<u>\$469,855.00</u>	(\$1,071.00)
Net Total	\$51,215.85	(\$19,901.00)	(\$71,116.85)

Attachment #1-2

Accounts	Current Balance (Last Year)	Current Balance (This Year)
Assets		
Current Assets		
1-10010 - Petty Cash	\$135.00	\$29.44
UMB Accounts		
Church General Operating 8643		
1-10110 - Operating Checking	\$24,679.20	\$84,155.12
Total Church General Operating 8643	\$24,679.20	\$84,155.12
UMB Money Market/Savings 2859		
1-10140 - Money Market/Savings Account	\$66,640.25	\$59,453.65
Total UMB Money Market/Savings 2859	\$66,640.25	\$59,453.65
Rector's Discretionary 1844		
1-10160 - Rector's Discretionary Checking	\$946.10	\$4,055.01
Total Rector's Discretionary 1844	\$946.10	\$4,055.01
Total UMB Accounts	\$92,265.55	\$147,663.78
Total Current Assets	\$92,400.55	\$147,693.22
Long Term Assets		
Investments		
Colorado Episcopal Foundation		
Luken's Endowment		
1-15000 - Luken's CEF Investment Fund	\$938,813.02	\$1,011,520.49
Total Luken's Endowment	\$938,813.02	\$1,011,520.49
Capital Reserves		
1-15010 - CEF Cap Reserves Limited Maturity	\$146,409.53	\$153,877.89
Total Capital Reserves	\$146,409.53	\$153,877.89
Medical Fund		
1-15100 - CEF Med Fund	\$63,185.60	\$71,934.25
1-15110 - CEF Limited Maturity Med Fund	\$6,683.43	\$7,012.40
Total Medical Fund	\$69,869.03	\$78,946.65
Ministries Holding Account		
1-15200 - CEF Ministries Holdings - 239302	\$263,654.34	\$171,968.65
Total Ministries Holding Account	\$263,654.34	\$171,968.65
Total Colorado Episcopal Foundation	\$1,418,745.92	\$1,416,313.68
Total Investments	\$1,418,745.92	\$1,416,313.68
Fixed Assets		
1-16000 - Church Buildings	\$2,475,801.48	\$2,475,801.48
1-16010 - Real Estate - Contents	\$137,086.56	\$137,086.56
1-16020 - 1990 Sanctuary Renovation	\$565,294.77	\$565,294.77
1-16030 - Columbarium	\$19,596.19	\$19,596.19
Total Fixed Assets	\$3,197,779.00	\$3,197,779.00
Total Long Term Assets	\$4,616,524.92	\$4,614,092.68
Total Assets	\$4,708,925.47	\$4,761,785.90

Liabilities, Fund Principal, & Restricted Funds

Liabilities			
Current Liabilities			
Payroll Taxes Payable			
1-20250 - Local Tax Withheld	\$0.00	\$86.55	
1-20260 - 403(b), 401 Payable	\$2,028.44	\$3,344.42	
1-20290 - FSA Payable	\$0.00	(\$0.08)	
Total Payroll Taxes Payable	\$2,028.44	\$3,430.89	
Total Current Liabilities	\$2,028.44		\$3,430.89
Prepaid Pledges			
1-20310 - Prepaid Pledges	\$0.00	\$4,890.89	
Total Prepaid Pledges	\$0.00		\$4,890.89
Due To/From Accounts			
0-29000 - System Due/To From Account	\$0.00	\$125.00	
Total Due To/From Accounts	\$0.00		\$125.00

Accounts	Current Balance (Last Year)	Current Balance (This Year)	
Total Liabilities		\$2,028.44	\$8,446.78
Fund Principal			
1-30000 - Church General Fund Balance	\$3,244,147.21	\$3,227,360.77	
Excess Cash Received	<u>(\$17,371.44)</u>	<u>\$51,215.85</u>	
Total Fund Principal and Excess Cash Received		\$3,226,775.77	\$3,278,576.62
Restricted Funds			
Total Temporary Restricted	\$541,308.24	\$463,242.01	
Total Permanent Restricted	<u>\$938,813.02</u>	<u>\$1,011,520.49</u>	
Total Restricted Funds		\$1,480,121.26	\$1,474,762.50
Total Liabilities, Fund Principal, & Restricted Funds		\$4,708,925.47	\$4,761,785.90

EXHIBIT 3

2025 St Barnabas Budget -- Approved by Vestry 12/18/24

Operating Income

\$ 307,170	General Contributions (Pledge & Plate)
\$ 61,584	Building Use + Parish Interest (Note 3)
\$ 27,189	Fundraising (Auction+Peach Sale+Grocery Rebates)
\$ 24,036	Endowment Earnings (1/2 of 5% of 3 year avg)
\$ 500	Extra Fundraising (Grant Challenge + Other Inc)
<hr/>	
\$ 420,479	TOTAL OPERATING INCOME

Operating Expenses

\$ 85,976	Priest Compensation + Allowances (inc Supply)
\$ 60,933	Interim Priest Compensation + Allowances (inc Supply)
\$ 76,547	Pastoral Assoc Compensation + Allowances
\$ 109,832	Administrator + Bookkeeper + Administrative Expense
\$ 43,639	Music Director + Organist + Music
\$ 91,915	Bldg + Repairs + Maintenance
\$ 14,550	Other: Program+Worship+Family Min.+Oper Bud Outreach
\$ 31,717	Diocese Pledge + High Plains
<hr/>	
\$ 515,109	TOTAL OPERATING EXPENSES

\$	(94,630)	TOTAL OPERATING DEFICIT
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Attachment #2

Report to the Vestry

January 2025

Let me begin by saying that I think we are on the right track with this interim. I don't say this lightly; the interim process is extraordinarily hard work for the leadership of a parish because, when done well, it questions and challenges the way things have been done for a very long time and have thus become normal. But the thoughtfulness and respect that you brought to the energy audit – which is a reflection on how this parish functions, really – was both, gratifying and a relief to me: it meant that you were willing to consider whether the way this parish has been run for years is the only way things should run. In many parishes, I don't ever get to the point to present something that challenging on the workings of 'the system', and in others, it is shot down quickly or put into a file to never see the light of day again. Here, you requested that I compile that reflection, and then you gave it your time and your deep consideration. 'Every interim is only as good as the congregation's willingness to engage in it' is a sentence frequently uttered in Interim School, and being in a parish that is willing to engage in the process is a gift. So: Thank you for our work together!

Perhaps simply as evidence of the length of time since the last New Member class, perhaps as evidence of the vitality and energy in the congregation at this time, we are welcoming at least 17, and perhaps more, new and returning members to St. Barnabas this coming Sunday. I am not entirely clear on their number as some of them said they didn't need a class to re-acquaint themselves with St. Barnabas, others who only attended one of the two classes, and yet others whose spiritual gifts do not include responding to emails. If all of them indeed join, they are Mikolaj Bandosz, Tom Brennan and Margaux Vandreuil with their children Louis and Irene, Michael and Gwen Eden with their children Simon and Beatrice (reconnecting), Nancy French (coming to us from St. John the Baptizer in Breckenridge), Emma Griffis and Alex McHardy with their children Oliver, Deliah, and Benny, Matt and Suzy Stolwyk, Jay Tolbert, and Jon West (reconnecting). One of my questions to a new member class is always, If I could, I would _____, and those who filled it out either want to travel (a lot!) or want to connect with and be in service to their neighbors and neighborhood. These are exciting additions to our body of faith.

A quick word on Worship/Sunday mornings

- a) Christmas: the two services on the 24th had a couple of glitches but were reasonably well attended. The service on the 25th, however, would benefit from some re-imagining, re-scheduling, or cancellation: it was attended by six people, three of them from out of town, and required the presence of two staff persons (Ronda and me). Does a service on Christmas morning make sense for St. Barnabas when there is one with critical attendance mass taking place a few blocks West of us at the

Cathedral? When I asked this question of the Worship and Arts Committee, the recommendation was to give the next rector the option to discontinue this service this year.

- b) Also, a heads up that both, Patti and I are going to be a little more cognizant of our 80% status in regards to our Sunday mornings. Both of us are supposed to be off every fifth Sunday (though not the same) and neither of us has done a good job of enforcing it. Over Christmas, Patti took off Christmas Day and I took off December 29, and I found it a real gift to stay home for a Sunday after so many Christmas services. We promise that we will be better rested and return with ideas we are learning/gleaning from other congregations!
- c) Lastly, while it was unfortunate that, of all times when I recommended to parishioners to stay home and worship with us on line due to the brutally cold weather, the livestream failed. It looks like Jim was able to locate the problem on Monday, and we will be better prepared to deal with a possible power outage next time. We still had 37 people in worship – much so due to Nichole's insistence that choir had a job to do and showed up in force. If you think a weather emergency should be handled differently in the future, would you let me know how? Thanks!

Stephanie Kopsch, Interim Rector

Attachment #3

Report to the Vestry on Caring Ministry Meeting January 15, 2025

Present: Patti Walter, Pastoral Associate, Chairperson, John Graves, Pat Long, Chris Schmidt, Stan Siefer, and Helen Barron.

Absent: Irene Shepard.

Patti began with a meditation from which members picked out certain ideas that struck them. We shared our reflections. The Committee members then gave reports on those to which they have been assigned to contact by phone or visit. There was much discussion of additional ways to help these contacts, such as arranging transportation. This idea is slated for further discussion at next month's meeting. A meal train was arranged for one person. Names were added to the prayer list, and some were removed with their approval. The committee members shared some of their own family success stories as well. The Chair announced the upcoming "energy audit" proposed by Pastor Stephanie and the Vestry for all church committees. The audit will consist of a short series of questions to assist committee members individually, and collectively, to discern their level of satisfaction with their committee work.

Respectfully submitted,

William Lundgren

Vestry Liaison

**Stewardship Committee**

Meeting Minutes: Wednesday, **January 8, 2025**; 7:03-7:40 p.m. MST online via Zoom

Members Present: Carrie Corrigan, Sis Flor, David Ford, Stephanie Kopsch, Todd Trautman, Ed Wolfrum

Members Absent: Jamie Henderson, Rachel Lee Nakamoto

1. Welcome & Opening Prayer – David welcomed everyone; Pastor Stephanie led us in prayer.

2. Year-End Numbers & Comments

- Annual Giving Campaign – Sixty-three (63) gifts, or 90% of our goal of 70 were received for 2025. \$295,237 in total gifts, or 92% of our goal of \$320,000 was promised. For more details see the attached *2025 Annual Giving Campaign Status and Analysis*. Thanks!!
- Grant Challenge – Twenty-one (21) people or families participated in the Rhondda Grant Challenge in 2024. Of the \$17,500 in promised gifts, \$16,450 was given or 94% of the goal. This represented almost a third of the annual giving community. Thanks to all!
- Grocery Card Program – About 40 people/families, or almost two/thirds of the gifting congregation, participated in the King Soopers Community Rewards Program in 2024 resulting in \$1280 gifted back to St. B's during the calendar year. Again, many thanks!
- Plate Giving – Ed reported that the personal plate giving was up in 2024 as well.
- New Members – In addition to the number of new promised annual giving campaign annual gifts this year, there appears to be about a dozen or a dozen-and-a-half persons that have been attending the new member classes and are interesting in joining St. B's.

3. Annual Report – David will draft the Stewardship Committee Annual Report for the committee's review tomorrow. Committee members will comment by Saturday and David will submit the final report to Julia on Sunday for inclusion in the parish annual report.

4. Membership and Terms

- David has agreed to chair the committee for 2025; Sis has offered to be vice-chair.
- Ed would like to remain on the committee but not in the role of the Annual Giving Campaign chair.
- Todd, Carrie, Jamie, and Stephanie will continue for 2025.
- David will talk with Rachel about her interest in continuing in 2025.

5. Year-End Realm Giving Statements – Ed and David will meet to discuss getting these statements out by January 31.

6. Next Steps and Open Discussion

- It was agreed that the second Wednesdays at 7:00 p.m. are still a good time to meet.
- Carrie suggested that contributions to "The Plate" as an annual giving campaign theme might be good because of metaphorical opportunities, i.e., "What's on your plate?". Other ideas included a "change jar" to pass around or have in an established location. Also, a time for "change". Maybe bumper stickers. Could involve food/bread/

nourishment sharing. Carrie and Sis will work on some ideas for the upcoming Arts Event scheduled for February 7.

- David would like to work on the Legacy Society this coming year.

7. Approval or Action Items Needed from the Vestry – None at this time.

8. Next Meeting – Our next meeting has been set for:

- **Wednesday, February 12, at 7:00 p.m. via Zoom.**

Submitted by David Ford, Chair

Attachment: *2025 Annual Giving Campaign Status and Analysis*, dated 1/7/2025

1/22/2025



STEWARDSHIP COMMITTEE
2025 Annual Giving Campaign Status and Analysis
1/7/2025

63 gifts, or 90% of our goal of 70

\$295,237 in total gifts, or 92% of our goal of \$320,000

- Of the **63** gifts:

32, or **51%** increased their gift over last year's amount, averaging a **10%** increase

22, or **35%** gave the same amount as last year

1, or **2%** decreased their amount from last year

8, or **13%** are new gifts

- Of **6** members giving last year and NOT this year, representing \$16,504:

2 Moved Away, representing \$12,280

3 Not attending anymore, representing \$3,024

1 Deceased, representing \$1,200

- **4** additional members who gave last year and NOT YET this year, representing \$11,220

- The **RANGE** of increase or decrease in the amount of individual giving was:

- 4% to + 100%.

- The **NET GAIN/LOSS in GIFTS** components were:

\$ 26,932 Amount of Increased Gifts

\$ 6,087 Amount of New Gifts

\$ 33,019 Subtotal

\$ - 100 Amount of Decreased Gifts

\$ -16,504 No Longer Giving

\$ -11,220 Still Pending

\$ -27,824 Subtotal

\$ 5,195 Net Gain

Attachment #5

BS

From: BECKY SANDERS bb.sanders@comcast.net
Subject: Worship and Arts meeting Jan 21
Date: January 22, 2025 at 9:21 AM
To: stephanie.kopsch@stbdenver.org, Patti Walter patti.walter@stbdenver.org, Jolene Whitney jolene.whitney@me.com, Jim Hayes jimhayes1349@gmail.com, David Ford dlford@mac.com

The Worship and Arts meeting was held on Jan 21 1:00-2:00. Present: Pr Stephanie, Nichole, Rachel S, Diana W, Becky S. Absent: Patti First discussion was whether makes sense to have a Christmas morning service after having 2 services on Christmas Eve. This past Christmas there were 6 people present counting staff. The majority of these, which was a good thing, were people from out of town and their hosts had to work. The Cathedral has a Christmas morning service that is well-attended. The present committee felt, unanimously, that this service could be canceled from the Christmas service options. Pr Stephanie discussed the most recent Sunday with the extreme cold temperatures. Response to the email she sent about encouraging members to consider their safety first, and consider attending mass online, was mostly very positive. She in general does not cancel mass unless there is a travel advisory on the Denver Metro streets.

Pr Stephanie wondered how Lent looks at St B. We discussed generally 2 Ash Wed services, 1 at noon, and 1 in the evening, a service and pancake dinner on Tue the night before. Diana will do Ashes to Go, weather permitting, in front of the church during the day Wed. We have in some prior Lent seasons, done a book study at 2 separate people's homes. Pr Stephanie said possibly a book series by Anna ___, who will be leading a forum on Mar 23.

For Holy Week, discussed that services would include probable Maundy Thursday, probably 1 service on Good Friday. Probably 1 service on Easter and a brunch.

There was positive energy towards having an event like we had before the Pandemic where we do foot washing, prayers, food, and some foot treatment for the homeless community surrounding St B. We will collect shoes and socks and provide each participant w/ that. Becky will try to see if the medical professional that helped us last time can do that again.

Next Meeting, Tue, Feb 18 1-2. Meetings will be 3rd Tues 1-2 going forward.

Attachment #6

St. Barnabas Outreach Committee, January 8, 2025, 12:00 pm, via Zoom

MINUTES

Those in attendance were Janet Manning, Stephanie Kopsch, Walter Flor, Barb Mattison, Ray O'Loughlin, and Celeste Richardson.

Janet thanked both Ray and Celeste for their service on the Outreach Committee. Today is their last meeting on the committee and both have contributed so much to the committee's work. Ray has been a member since the new committee structure went into effect in 2019 and Celeste has served a 3-year term.

1. GIVING-2-OTHERS FOR 2024

JANUARY – ABSALOM JONES FUND FOR HBCUs - \$375 from parishioners plus \$500 from Outreach = \$875.

FEBRUARY - Urban Peak – \$425 + \$500 from Outreach = \$925.

MARCH - Casa de Paz – The amount donated was \$1,030 from parishioners plus \$500 from Outreach = \$1,530.

APRIL – St. Francis Center – \$225 from parishioners plus \$500 from Outreach = \$725.

MAY – The Gathering Place – \$425 from parishioners plus \$500 from Outreach = \$925.

JUNE – The Center on Colfax – \$100 from parishioners plus \$500 from Outreach = \$600.

JULY – Metro Caring/Loaves and Fishes – We collected 212 pounds of food and toiletries during July plus an additional 40 pounds of toiletries. \$325 from parishioners plus \$500 from Outreach = \$825.

AUGUST – Project Angel Heart – \$175 from parishioners + \$500 from Outreach = \$675.

SEPTEMBER – EarthLinks – \$225 from parishioners + \$500 from Outreach = \$725

OCTOBER – The Clergy Discretionary Fund – \$575 from parishioners + \$500 from Outreach = \$1,075 (Note corrected amount)

NOVEMBER – St. Francis Apartments at Cathedral Square – \$550 from parishioners + \$500 from Outreach = \$1,050.

DECEMBER – Denver Black Reparations Council – The amount was not known at the time of the meeting. (The total amount given in December was \$1,325 - \$825 from parishioners and \$500 from Outreach.)

Preliminary discussion regarding the Giving-2-Others calendar for 2025 was that no changes are recommended at this time. There are many different organizations represented, and they reflect who we are as a parish out into the broader community. We will discuss further at the February meeting.

Janet has the lead for January – the Absalom Jones Fund for HBCUs. Walter agreed to take the lead for February and will get information about Urban Peak to Janet by January 27.

Janet has continued to work with Curt Bennett about a display for Giving-2-Others. They hope to have something available in March.

It might be possible to do one or more Outreach-related presentations during the Forum time this year. Think about which organizations and topics might be good, and we can discuss this at our next meeting.

2. VOLUNTEER OPPORTUNITIES

A. Done in a Day Project: If we were to do a project in 2025 with the Youth Group, we should start thinking of this sooner rather than later since Aaron Sefton likes to plan way ahead. Would anyone like to work with Aaron to see if it might be a possibility?

3. REPORTS

A. CHUM/WHI lunches –The next Lunch Brigade will take place on Friday, January 31st. Celeste will continue to help coordinate this project with Brent and Becky.

B. Lunches at the St. Francis Apartments –We are going to need to recruit a few more volunteers for this project since several people won't be able to participate after the first of the year. The January date was problematic because the first Wednesday was New Year's Day. We were unable to reschedule but plan to resume in February.

C. Family Promise – Next date is May 2025.

Janet and Celeste will talk with Julia about requesting more volunteers for both the Lunch Brigade and St. Francis Apartment lunches through the eNews. We might consider other ways to recruit volunteers.

4. 2024 FINANCIAL REPORT

EXPENDITURES

REVENUE

Carry-over from 2023	3,560
Endowment Proceeds	12,018

Total 15,578

EXPENDITURES

Giving-2-Others January - March	1,500
Giving-2-Others April - December	4,500
Community Grants (formerly Ervin)	7,500

Total 13,500

REMAINING for 2025	2,078
Giving-2-Others, 500 each Jan-Mar	1,500

REMAINING for other expenditures 2024-5 \$578

Pass-through donations from members \$5,355 to date for Jan. –December
(Updated)

Other Outreach revenue – for House of Hope \$ 515
Other Outreach expenditures 451.36
Other Outreach – carryover for 2025 \$ 63.44

6. OLD BUSINESS

A. A special edition of the eNews devoted to Outreach went out December 5. Feedback was positive. Some of the committee members didn't see this email so Janet will resend it to the group after our meeting today. There may be other uses for this information, such as a brochure or posted on the website.

The question was asked if the eNews issues are archived. Janet will check on this.

B. COMMITTEE COMPOSITION: The Outreach Committee is an appointed committee, with members generally serving 3 consecutive one-year terms. As mentioned earlier in the meeting, both Ray and Celeste are scheduled to rotate off after today's meeting. Names of possible new committee members were suggested, and Janet will contact them to see if they are willing to serve.

7. ADJOURNMENT

The meeting was adjourned at 12:58 pm.

Respectfully submitted,

Janet Manning, Chair