



## **American Baptist Churches in the U.S.A.**

### **BOARD OF GENERAL MINISTRIES EXECUTIVE COMMITTEE**

**MINUTES: NOVEMBER 8, 2012**

**Crowne Plaza  
260 Mall Boulevard  
King of Prussia, PA 19406**

**Ruth Clark, President  
Donald Ng, Vice President  
Jim Ratliff, Budget Review Officer  
Frank Christine, Jr., Past President**

**“American Baptists Serving as the Hands and Feet of Christ”**

**Present for all or part of the meeting:** Voting members (quorum established)—Ruth M. Clark; Don T. Ng, James R. Ratliff; Beryl F. Hornberger; Jonathan A. Malone; A. Roy Medley; Wesley Roberts; Non-Voting members—Alan Musoke (treasurer/CFO); Jeffery L. Savage (chaplain); Guests—Julia Bebeau; Johnson Eapen; Jeff Woods; Maureen Morrissey; Recorder—Catherine Brubaker

#### **BGM EC 66 CALL TO ORDER/SHARING OF CONCERNS AND CELEBRATIONS**

**Thursday, November 8, 2012; 9:00 a.m. – 1:30 p.m.; Berwyn Rm.**

ABC President Ruth Clark called the meeting of the Executive Committee to order at 9:00 a.m.

BGM chaplain Jeff Savage lit the Christ Candle, quoting Jesus’ promise, “where two or three are gathered together, I will be in the midst.” Reflecting on Psalm 127, he noted that ABC has been through a lot of storms, both figuratively and literally, and that this is an important word for us today. God provides for his beloved during sleep. We often have difficulty figuring out what is ours and what is not. Jeff encouraged the Executive Committee to do its work and then to release it to God, who is responsible for the outcome. He led in prayer.

The Executive Committee shared concerns and celebrations with one another for prayer. Included in this time was concern for those affected by Hurricane Sandy and realization of the learnings and civil lessons realized from such national tragedies.

## **BGM EC 67    CONSENT AGENDA AND EXPRESSION OF THANKS**

President Clark presented the consent agenda.

A motion was made by Beryl Hornberger, seconded by Jim Ratliff, and it was

**VOTED:    To adopt the proposed agenda dated November 8, 2012, modified to include an item related to Human Resources.**

A motion was made by Don Ng, seconded by Beryl Hornberger, and it was

**VOTED:    To adopt the September 14-15, 2012 minutes of the BGM Executive Committee.**

Following these votes, General Secretary Roy Medley expressed appreciation to staff for having worked so hard in the aftermath of Hurricane Sandy, with the loss of several work days, to pull together data needed for this meeting.

## **BGM EC 68    REPORT OF THE PRESIDENT**

President Ruth Clark shared a report of her work on behalf of ABC since September 2012. She attended ABC of the Central Region's board meeting in early September; she represented ABC at a 100<sup>th</sup> anniversary celebration of a Kansas City congregation which has not been participating significantly in ABC life for the past several years; she met, along with General Secretary Roy Medley and ABC Vice President Don Ng, with leadership of the Cooperative Baptist Fellowship, with the president and deans from Interdenominational Theological Center (ITC), with the president of Mercer University, with several pastors of the Atlanta area and also with local Burmese pastors from the Atlanta area. Ruth has been asked to serve on a task force for the National Association of Evangelicals to draft a Code of Ethics for Churches and has recently been invited to serve on the BWA Freedom and Justice Commission on Peace for the remainder of this quinquennium.

In October, Ruth represented the ABC family at the Annual Gathering of the ABC of the Central Region and at First Baptist Church of Norfolk, NE as part of their month of mission emphasis. She also participated in the Mission American Coalition (US Lausanne committee meeting), Denver 2012, which focused on church planting. She was the only woman of the group of 25 leaders.

In November, Ruth met with Keith Herron, moderator of the Cooperative Baptist Fellowship and pastor in Kansas City, Missouri, about ways in which ABC and CBF might continue to work together in mission and ministry. November 30-December 2, Ruth will attend the Baptist-Muslim National Dialogue (hosted by Andover Newton Theological School) and on December 9-18, she will be part of the ABC-COB delegation to the Middle East.

## **BGM EC 69    REPORT OF THE GENERAL SECRETARY**

In his report to the Executive Committee, Roy addressed the question: "How do we build this house called ABCUSA?" With the new structure, he noted that we have entered into a new era in which ABCUSA's identity has shifted. The primary task in the past was working with others to be sure their stories were told, but now we need to tell our own story and we have a new task of setting forth ABCUSA's identity and role.

The first step for the development of ABCUSA identity has been the forming of the *Transformed by the Spirit* initiative and providing leadership that supports and strengthens local congregations. As a result of this initiative, region executives are more unified and there is more trust among leaders in the denomination and a sense of hope.

Roy emphasized that there are two things that BGM needs to constantly keep before us: 1) an overarching goal for the denomination that we give leadership to, always determining the next challenge, the next opportunity and 2) development of ministries that are effective and clearly defined.

Roy reported on several areas of focus for ABCUSA: 1) Worship and spiritual life development. How do we have worship that is deep? 2) Continuing development for theologians. How do we continue to develop and work with them? 3) Hiring a development staff person. We are currently working with Johnson Eapen, Director of Human Resources, on a job description, with hope of beginning the search in the New Year and having the person on board by the Biennial. 4) Rebuilding of printed communication to augment media data, due to concern that we've lost part of the glue that holds our family together. 5) Improving staff services that ABCUSA provides—travel services, Human Resources, accounting. We need to think like a small business, with customer feedback and by being price-point sensitive. 6) Working with the Burmese.

## **BGM EC 70 ABC OF THE WEST COAST**

Jeff Woods, Associate General Secretary for Regional Ministries, joined the Executive Committee for a discussion of how regional relationships, leadership changes and the recent action of ABC of Oregon (ABC of the Central Pacific Coast) impact ABC life on the west coast.

Jeff provided a history of regional relationships with ABC over the past 6-7 years. As a result of relationship changes, he reported that 24 churches have made a move to become part of ABC of Oregon. That region has now changed its name to “ABC of the Central Pacific Coast” to become inclusive of these new congregations.

ABC of the West/Growing Healthy Churches, will be making a leadership change in January, with Dr. Tim Brown serving in the role of Executive Minister. Dr. Brown will be  $\frac{3}{4}$  time, with Rev. Paul Borden functioning as an advisor. There is hope for the Executive Committee to connect with him and the region when it meets in the Bay area in September 2013.

Vice President Don Ng shared a report on how churches in northern California are moving on to do effective ministry and to feel connected to the ABC family.

The Executive Committee also discussed interest expressed in new church plants and the funding of such. It was noted that the First Baptist Church, Phoenix Foundation's primary purpose is to fund new church plantings.

## **BGM EC 71 LEADERSHIP POOL PROFILE SURVEY**

When the new ABC bylaws were adopted in 2011, a Leadership Pool was formed. Jeff Woods, Regional Ministries, and Maureen Morrissey, American Baptist Churches Information Systems, have been working to set up the protocols for the Leadership Pool. Both were present for this discussion on how the Leadership Pool is set up and how it can be utilized. They are working to find some sort of universal reporting system in order to aid comparison between leadership names submitted.

The process allows regions to submit 5 names, with the guarantee that one of the five will serve on the board and another of the five will sit on the Mission Table. Names will be retained in the leadership pool for 3 years, serving as a data base for other boards and institutions—colleges, seminaries, etc.

The leadership pool will be housed through ABCIS. Maureen noted that the current form used includes a narrative description of skills, which often makes it difficult to determine the correct category to add persons to, and that more specificity is needed. A new form, already approved by the NLC, will be brought back for final review in the Spring. She reported that because a significant number of people in the leadership pool are pastors or associated with regions in leadership positions, they are already in the ABCIS system and that often allows us to fill in other information than what was submitted.

Informational meetings will be set up with designees from national boards. Data will be made available to persons outside of the ABCIS system; you will not need to be part of ABCIS to access information. Data can be obtained by searches on skills sets.

There was a time for questions. During this time, it was determined that all BGM directors should complete a form to be included in the Leadership Pool. It was suggested that it might be good for a few young adults to review the form for input prior to finalizing.

## **BGM EC 72 BGM OFFERING**

It was by consensus

**VOTED: To designate the BGM Offering to be collected on November 9, 2012 for Hurricane Sandy relief efforts in New York, New Jersey and parts of Pennsylvania.**

## **BGM EC 73 REPORT OF THE BUDGET REVIEW OFFICER**

### ABCUSA 2013 Budget

Jim reviewed the 2013 budget highlights: UM is projected to decrease by 6.54% in 2013. Total 2013 UM is budgeted at \$9,500,000. Forming a balanced budget for 2013 was extremely challenging due to UM projections dropping below \$10 million in 2013 and going forward. The ABCUSA Finance Committee, which met by phone on November 7, 2012, expressed grave concern upon review of the 2013 projected estimated income as it relates to distribution of UM funds. Using the current distribution process, the Finance Committee predicts that by 2016 no money will be left to distribute to National Boards. There was agreement that action would need to be taken to thwart this.

The 2013 budget includes income of \$541,593 from the Building Proceeds Endowment, a drawdown of 4% for operations. The salary figure in the 2013 budget reflects a 2.2% increase for salaries, except for the General Secretary's salary. The General Secretary volunteered to forgo an increase in order to help balance the budget. Medical costs are budgeted with a 10% increase over the 2012 costs and funding by ABCUSA for the Mission Summit is increased to \$71,000 from \$50,000 in 2012. The Rep Process Budget includes money for two BGM meetings and half of the cost of the 2013 Mission Table meeting. Since the Mission Table is funded over a two-year period, the other half (2012) will be funded by an approved grant from the Mission Initiative Fund.

Following Jim's review of the budget highlights, vice president Don Ng shared a report from the ABCUSA Development Advisory Group. This group continues to update the ABCUSA donor list, to determine whether return donor visits might be feasible, and to identify new potential donors. Don reported that we are still approximately \$350,000 short of our anticipated goal (that includes the pay back of \$150,000 to

ABCUSA's endowment fund), and the Advisory Council continues to look for new streams of donor revenue.

Roy reported on new prospects for donors. In March, a third *Transformed by the Spirit* meeting will be held in order to share what has been learned. The Missional Network consultants, Alan Roxburgh and Craig Van Gelder, continue to provide more time than originally contracted, without additional charges. Roy encouraged Executive Committee members to continue thinking of prospects and to submit names.

Following this discussion, and at the recommendation of the BGM Finance Committee and the ABC Finance Committee for UM Allocation, it was

**VOTED: To recommend to the Board of General Ministries for adoption the 2013 Estimates and Goals and the 2013 ABCUSA budgets for ABCUSA, Representative Process and Mission Resource Development.**

#### **BGM EC 74 RECESS/RECONVENE: CREDENTIALS & CAUCUS COMMITTEE**

The meeting of the Executive Committee was recessed and the meeting of the Credentials & Caucus Committee was convened by Wesley Roberts, Chair.

##### Request for recognition from the Women's Caucus

At its June 15, 2012 meeting, the Executive Committee voted to provide the Advisory Committee of the Women's Caucus with additional time to formulate their proposal for requested status as an ABC caucus by meeting with the Executive Committee at this meeting.

BGM director Julia Bebeau, who serves on the Advisory Committee of the Women's Caucus, joined the Credentials & Caucus Committee to share an update related to their request for Caucus status. She explained that the nature of the new ABC structure led the Women's Caucus to anticipate the need for their request. While in Puerto Rico, the Women's Caucus had a lunch meeting and a steering committee was formed. This group worked on bylaws in the winter of 2011 and application was made in January 2012 for consideration as a denominational Women's Caucus, one that would be broader in scope than the Women's Caucus of the General Board. The current goal of the transitional steering committee is to have a broader gathering of women in June 2013 to hear other voices and to further determine what this caucus might look like. Julia explained that their commitment to form a national caucus of ABC is out of a matter of justice. This denomination values diversity and has sought to reflect this through its structure. Although the denomination has a rotation process in place to insure diversity in its election of ABC officers, there are no structure/guidelines in place for other board/staff/leadership positions throughout denomination. This is what the proposed caucus seeks to address.

Following a time of discussion, the Executive Committee expressed appreciation to Julia and to members of the Women's Steering Committee.

##### Report of Changed Relationships of Local Churches

It was by consensus

**VOTED: To recommend that the Board of General Ministries receive from the Credentials and Caucus Committee the Report of Changed Relationships of**

**Local Churches (document 1205.1:11/12) dated June 6, 2012 to November 5, 2012.**

The meeting was adjourned and the Board of General Ministries reconvened.

**BGM EC 75 HUMAN RESOURCES: NON-EXEMPT SICK LEAVE POLICY**

Johnson Eapen, Director of Human Resources, joined the Executive Committee to present the rationale for a proposal to revise ABCUSA's sick leave policy for non-exempt Staff.

Following discussion, a motion was made by Wesley Roberts, seconded by Jonathan Malone, and it was

**VOTED: To recommend to BGM the adoption of the following Revised Sick Leave Policy for Non-Exempt Staff:**

**PAID SICK LEAVE (402)**

**Paid sick leave is given as an “insurance policy” to protect staff from loss of income due to illness. Sick time is to be used only when you are ill or to provide for paid coverage under the Family and Medical Leave policy. It is in your best interest to accumulate sick time to prevent loss of income during times of illness.**

**Each regular employee will earn 7.15 hours (1 day) sick time eligibility for each 162.5 hours (21.6 days) for which he or she is paid. Sick time will be paid only after eligibility for it has been earned. Sick time may be taken in ¼ hour increments on time sheet reports.**

**While a Non-Exempt employee is on a qualified FMLA leave, you will be paid based on the number of sick days accumulated. Qualified FMLA leave will be provided up to a maximum of 12 weeks and therefore, sick time will only be accumulated up to a maximum of 450 hours to prevent loss of income during your time of illness under a qualified FMLA leave. Upon retirement, resignation or termination, your accrued sick-time will not be compensated.**

Should this policy be adopted by BGM, there are two long-time employees who will be exempted from this change due to their years of longevity with ABCUSA.

**BGM EC 76 CAUCUS UPDATE**

Kenneth Kho, vice president of the Intercaucus, provided a thorough report of the work and ministry of the six American Baptist Caucuses—Asian Caucus, Black Caucus, Haitian Caucus, Hispanic Caucus, Indian Caucus, and Portuguese-speaking Caucus.

Reports from each caucus were transmitted prior to the meeting or distributed as handouts at the meeting. All Caucus reports are attached to the official copy of the minutes filed in the General Secretary's office.

Kenneth shared appreciation with the Executive Committee for the funding provided for caucuses, which he noted is “being translated into conferences, networking and given back hopefully 10,000 fold.”

## **BGM EC 77    BGM FINANCE COMMITTEE**

### YTD Financial Statements Through September 2012

Budget Review Officer Jim Ratliff reviewed the YTD Financial Statements Through September 2012. Time was permitted for questions and discussion.

### Request for New Visa Cards

Alan Musoke, Treasurer/CFO, presented a request for the establishment of two new Visa card accounts.

It was by consensus

**AGREED: To approve the establishment of two new Christian Community Credit Union Visa cards for: \$30,000 for ABCUSA Office of Travel & Conference Planning and \$5,000 for Miscellaneous**

### Transition Ministries Housing Allowances

Alan Musoke presented to the Executive Committee two housing allowance requests from interim ministers: Rev. France Marcott, Yellowstone Baptist Church, Billings, MT and Rev. Dan Taylor, First Baptist Church in Dover, DE.

A motion was made by Jonathan Malone, seconded by Don Ng and

**VOTED: To approve the request dated October 4, 2012 from Rev. France Marcott, Interim Minister at Yellowstone Baptist Church in Billings, MT that her \$400 monthly compensation be designated as housing allowance beginning November 8, 2012.**

A motion was made by Jonathan Malone, seconded by Don Ng and

**VOTED: To approve the request dated September 12, 2012 from Rev. Dan Taylor, Interim Minister at First Baptist Church in Dover, DE that \$850.00 of his \$2,700 monthly compensation be designated as housing allowance beginning November 8, 2012.**

It was determined that the Executive Committee will ask Legal Counsel David Knipel to work with Alan Musoke to develop a form for facilitating future housing allowance approvals, and that the Executive Committee can approve housing allowances by telephonic meetings, avoiding a delay in the date the contract becomes effective. The contract would become effective as soon as the General Secretary or the ABC president signs the agreement.

## **BGM EC 78    VICK AND PATHFINDER CAMP AND CONFERENCE MINISTRIES**

General Secretary Roy Medley reported that ABC of New York State is in the process of moving their region camps into a separate, but related, corporation. The region has requested that this corporation come under ABCUSA's 501(c)3 umbrella until it receives its own non-profit status. The corporation has its own director and board of directors, separate from ABC of New York State's board, and sets its own policies.

Legal Counsel David Knipel was advised by Morgan Lewis to consider fiscal sponsorship, meaning that ABCUSA would act as a sponsoring organization for a limited period of time by taking as a project the funding of this camp. The only funds used would be funds raised through the camp itself. This would enable the camp as our agent to raise funds. The terms of this fiscal agreement would require Vick and Pathfinder Camp and Conference Ministries to be in the process of obtaining their own exemption and such an agreement should be expected to last for one, but not more than two years.

A motion was made by Wesley Roberts, seconded by Don Ng, and

**VOTED: To recommend to the Board of General Ministries a fiscal sponsorship agreement between ABCUSA and Vick and Pathfinder Camp and Conference Ministries, the new corporation for camping that has been established by ABC of New York State.**

#### **BGM EC 79 CORA & JOHN SPARROWK AWARD**

At each Biennial meeting, the Cora and John Sparrowk President's Award is presented on behalf of the Board of General Ministries to an exceptional Christian leader. The recipient must be an American Baptist who has over a period of years made an exceptional and outstanding contribution to the life of Christ's Church and who in life and service manifests richly the fruits and gifts of the Spirit.

Two nominations have been received thus far. After discussion, the Executive Committee suggested that they review the provisions of how this fund was set up and that this item come to the March Executive Committee agenda.

#### **BGM EC 80 588 ASSOCIATES REAL ESTATE ADVISORY COUNCIL REQUEST**

A motion was made by Beryl Hornberger, seconded by Wesley Roberts and

**VOTED: To approve, at the request of 588 Associates, the following two members of BGM to serve on the 588 Associates Real Estate Advisory Council: Ruth Clark and Jim Ratliff.**

#### **BGM EC 81 STAFF HOUSING ALLOWANCES**

A motion was made by Wesley Roberts, seconded by Don Ng, and it was

**VOTED: To approve the following housing allowance requests for ABCUSA staff:**

**Roy Medley--\$45,000.00  
Patricia Hernandez--\$29,000.00  
Leo Thorne--\$47,252.00  
Jeff Woods--\$44,900.00**

#### **BGM EC 82 EXECUTIVE SESSION/ADJOURNMENT**

President Clark adjourned the meeting of the BGM Executive Committee with prayer.

The BGM Executive Committee met in Executive Session.



The BGM Executive Committee has been holding March 14-16, 2013 in Overland Park for its next meeting. The Office of Travel and Conference Planning is currently determining whether the dates of March 14-15 or March 15-16 will be most cost effective. BGM directors will receive final confirmation of these dates.

Submitted by,

Rev. Dr. A. Roy Medley  
General Secretary

ARM/cb

Documents attached:

*Agenda (1102:11/12)*

*BGM EC Roster*

*Worship Program*

*Minutes of the September 14-15, 2012 BGM Executive Committee meeting (1002:9/12)*

*Leadership Pool forms*

*2013 ABCUSA Budget*

*YTD Financials through September 2012*

*Report of Changed Relationships of Local Churches (document 1205.1:11/12) dated June 6, 2012 to Nov. 5, 2012*

*Reports of Dismissed Churches*

*Reports from ABC Caucuses*

*Grant Agreement: American Baptist Churches U.S.A. and Vick and Pathfinder Camp and Conference Ministries Inc.*

*John & Cora Sparrowk President's Award: Letter, Nomination Form, List of Recipients*

*Vick and Pathfinder Camp and Conference Ministry Fiscal Sponsorship Form*

*Housing Allowance Request for ABCUSA Staff*