



**BGM Executive Committee
November 15-16, 2017**

MINUTES

- Meeting Site:** Crowne Plaza
260 Mall Boulevard
King of Prussia, PA 19406
Ph: 610-265-7500
- Housing:** Crowne Plaza
260 Mall Boulevard
King of Prussia, PA 19406
Ph: 610-265-7500
- Officers:** Judy Fackenthal, President
Josué Gómez-Menéndez, Vice President
Paul Higgins, Budget Review Officer
Don Ng, Past President
Lee Spitzer, General Secretary
- Committee:** Felipe Candelaria, Puerto Rico
Zina Jacque, Metro Chicago
Tasha Wilson, Rochester/Genesee
- Chaplain:** Kay Farley, Rocky Mountains
- Parliamentarian:** Dennis Johnson, West Virginia
- Staff:** Alan Musoke, Associate General Secretary/Treasurer/CFO
Kathy Jachowski, Administrator

Wednesday, November 15, 6:00 p.m. – 7:30 p.m.

The BGM Executive Committee gathered for dinner in the Wayne Room of the Crowne Plaza. Special guests included Ken Marsenburg, Director of Development and David Gnirk, Development Advisory Team Chairperson. Vice president elect, Dean Parker, attended the dinner and meetings as a special guest. Because of time constraints Judy asked to begin some items of business before meeting in the morning Thursday.

BGM EC 502 DEVELOPMENT UPDATE

David Gnirk, Development Advisory Team Chairperson, shared some of the campaign history of how the Development Advisory Team was formed by Roy Medley and the future strategic plan. The development plans for the future include: (1) a newly developed gift category to list donors in the ABCUSA Budget, (2) an ABCUSA brochure that emphasizes all the major giving areas within ABCUSA with outcomes, (3) online planned giving stories, (4) new software focused on individual prospects, matching gifts, and ABC Affinity Foundations, (5) marketing resources to target prospects, (6) recruit two to three pilot regions for special case appeal, (7) Annual Report published six months after the close of the calendar year. Past President Don Ng stated, “We need to be the body of Christ together (all partners) because it is Biblical.”

BGM EC 503 CONSENT AGENDA

Don Ng made a motion to adopt the proposed agenda dated November 15-16 and to approve the minutes of the September 14-16 meeting of the Executive Committee, held in San Juan, Puerto Rico.

VOTED: Motion Approved

BGM EC 504 NOMINATING COMMITTEE REPORT

Judy Fackenthal gave the nominating committee report. The nominating committee met electronically on Friday, November 10. ABHS Nominees for the class of 2021 are Douglas Avilesbernal, Jim Wolfe, Travis Norvell, Mark Harden, Melva Gray. Currently serving terms on the board and continuing are Mitch Homma, Joe Stoner, and Shirley Fair.

BGM EC 505 PRESIDENT’S NOMINATIONS AND APPOINTMENTS

Approval of BGM Finance Committee nominations: Mark Harvey, Cedric Jones, Kelly Legg, Tom Ross, Jr., and Noemi Nunez-Sanchez.

A motion was made by Paul Higgins and seconded by Don Ng to approve the appointments of the five directors of the BGM to the Finance Committee.

VOTED: Motion Passed

BGM EC 506 INCLUSION OF REMC WITH BGM

Members of the Regional Executive Ministers Council (REMC) feel alienated by the structure of the revised bylaws. The bylaw changes made the BGM less governing and more mission focused. The representative process eliminated the financial support for REMC to have travel expenses paid for them to attend BGM meetings. There needs to be a consideration of how to be very deliberate to include the REMC for their voice to heard by the denominational family.

BGM EC 507 RECESS OF MEETING

Thursday, November 16, 9:00 a.m. – 1:30 p.m.

BGM EC 508 EXECUTIVE SESSION

The Executive Committee met in Executive Session with Human Resources Director Laura Miraz, to convene the Human Resources Compensation Committee, to take action on the 2018 annual staff salary pool. Laura also presented for action 2018 housing allowances for ABCUSA ordained staff and for interim ministers.

Actions taken during this meeting will be placed in a sealed envelope and filed with the official minutes in the General Secretary's office.

BGM EC 509 RECONVENING/ OPENING MEDITATION

BGM Chaplain Kay Farley Lit the Christ Candle and shared a meditation.

BGM EC 510 YEAR TO DATE FINANCIALS

Alan Musoke presented the YTD Financials through September 2017. The detailed report was posted for BGM review prior to the meeting and is attached to the minutes filed in the General Secretary's office.

Overall the year-to-date financials show a net loss of (\$266K) primarily due to the Development Department which had a loss of (\$199K), and the ABCUSA Departments which had a loss of (\$55K).

Net revenue compared to last year is down (\$273K). The primary reason for the decrease in revenue is ABCUSA Departments which had a decrease of (\$244K). Net revenue is determined by subtracting the Biennial from this year and last year since there was no Biennial in 2016.

The Development office had a loss of (\$199K). Revenues realized by this department flow through other departments.

Women in Ministry revenue is up \$34K. This increase is 29.8% above last year.

Total United Mission (UM) is \$5,388,902 through September 2017. This is a decrease of (\$424,648) from the prior year. This represents a reduction of 7.3%. The sharp decrease of UM from 4.21% at the end of the second half to 7.3% at the end of the third quarter is due to the numerous disasters that occurred in the third quarter of 2017. Contributions to "One Great Hour of Sharing" have increased by 24% from last year in response to disaster relief.

BGM 511 2018 BUDGET

The 2018 Budget includes \$726,092 of income from the Building Proceeds Endowment. This represents a drawdown of 4.5% from the Building Proceeds Endowment for operations.

The Development department is expected to raise \$240,000 toward the operating budget.

UM general funding for ABCUSA is expected to decrease by \$43,000 in 2018 after decreasing by \$42,000 and \$53,000 respectively in 2017 and 2016.

Salaries in the proposed 2018 budget reflect a 1.9% increase. The Human Resources consultant provided the data and made recommendations for salary increases. The data used is specific to non-

profit organizations. The formula for the salary adjustments: CPI increase (1.9%), clergy salary (2.5%), world at work (3.0%), and Non CEO employee salary as reported by PRM Consulting (3.2%). Salaries increased by 2.23%, 2.17%, and 3.0%, in 2017, 2016, and 2015 respectively.

Medical costs for the 2018 budget are increasing by 13% for ABCUSA and the AMO's. Medical costs increased for 2017 by 9.9%, as compared to 2016, and increases by 2.3% in 2016 as compared to 2015.

Office Relocation Costs: The 2018 budget includes estimated relocation costs of \$65,000.

Information Technology - \$45,000 is budgeted to cover the additional costs for ABCUSA to provide IT services for the second half of the year when American Baptist Computer Center (ABCC) services discontinue at the end of June 2018.

BGM EC 512 REPORT OF THE GENERAL SECRETARY

ABCUSA General Secretary Lee Spitzer reported the tremendous progress of the Office of the General Secretary team. After introducing SLACK as a more efficient and effective form of communication, there now are 4571 messages in place of emails. Since starting in June, Lee is creating friendships with the team.

Lee Spitzer announced two new ministry team members who will join the staff of the ABCUSA Office of the General Secretary in January 2018. Rev. Marsha Scipio will serve as Associate General Secretary (AGS) for Missional Initiatives and Partnerships, and Rev. Dr. Kevin Walden will serve as Associate General Secretary for Congregational and Pastoral Effectiveness. In addition to adding Marsha and Kevin to the team, in 2018 three internal promotions are planned. Rev. Dr. Patricia Hernandez, who has been serving as National Director for Women in Ministry and Transition Ministries, will be promoted to Associate General Secretary status for these ministries. Bridget Lipin, will serve as Team Leader for the Missional Communications Team, and Tina Turner will serve as United Mission Coordinator.

Lee is expecting every AGS to spend up to 25% of time on United Mission promotion. Also to promote United Mission, Lee would like to have BGM directors to staff a display table at region annual events to represent the Office of the General Secretary in telling the story and giving out commitment cards.

Lee is planning a staff retreat January 10-11 to orient the new people to be a "united force." The NEC meetings will be held at seminaries to partner with the seminaries.

In dialogue with the REMC, Lee is providing quarterly on-line meetings with the REMC leadership. In doing so, Lee is looking to find ways to use the time more wisely at Green Lake when the REMC meets.

BGM EC 513 2019 AND 2021 BIENNIAL MISSION SUMMIT

Zina Jacque made a motion, seconded by Felipe Candelaria to approve the 2019 Biennial Mission Summit be held in Virginia Beach, VA., June 21-23, as ABCUSA celebrates the 50th anniversary of the American Baptist Churches of the South.

VOTED: Motion Approved

Paul Higgins made a motion, seconded by Tasha Wilson to approve the 2021 Biennial Mission Summit be held in San Juan, Puerto Rico. The goal of this event will be to celebrate the resurrection and restoration of the Iglesias Bautistas de Puerto Rico and its churches, and the island itself.

VOTED: Motion Approved

BGM EC 514 CREDENTIALS & CAUCUS COMMITTEE

Josue Gómez-Menéndez, chair, called to order the meeting of the Credentials & Caucus Committee.

Changed Relationship Report

The Executive Committee received the Report of Changed Relationships of Local Churches.

Paul Higgins moved to create a category on the profile of the Report of Changed Relationships to note the transfer of one church to another region.

VOTED: Motion Approved

Another separate motion was made by Paul Higgins, seconded by Tasha Wilson, to receive the Report of Changed Relationships of Local Churches (1205.1:11/17) dated June 15, 2017 to November 8, 2017 and to forward the report to the Board of General Ministries.

VOTED: Motion Approved

BGM EC 515 WHISTLEBLOWER POLICY

The proposed Whistleblower Policy was sent to the BGM Finance Committee to review the update for approval.

BGM EC 516 588 PROPERTY REPORT

The letter of intent (LOI) to form a joint venture entity to redevelop a portion of the Mission Center property into a top golf facility was finalized and executed by PPG and the Tenants in Common (TIC). The Letter of Intent (LOI) is not a binding agreement. The LOI details the terms and conditions of the operating agreement for the Joint Venture (JV) Entity (LLC Agreement). The parties will be bound by the LLC agreement containing the provisions of the LOI. The TIC will own 30% of the entity. PPG made a deposit of \$41,667. The LOI requires that all of the definitive legal agreements get negotiated and executed by November 30, 2017.

The JV redevelopment will be restricted to parcel 1. Parcel 1 will be determined by the space needed to develop at about 15-16 acres. Parcel 2 will consist of the balance of the property not included in parcel 1 estimated at about 8 acres.

Once the ABC organization moves from the Mission Center, two external tenants will be in the Mission Center. They are Theodore Presser Company and Angora Charter School. Presser needs one year notification and we will be mindful to notify Angora to move by the end of the school year. We estimate paying approximately \$450,000 to relocate the two long term tenants. The relocation costs will be reimbursed to the TIC from the construction loan of the JV.

BGM EC 517 1075 PROPERTY REPORT

Judy Fackenthal sent a letter to ABHMS board president. No word from ABHMS regarding the ABC proposal to purchase OGS' portion of the building.

BGM EC 518 STRATEGIC PLAN

The Development Advisory Team (DAT) wants the Office of the General Secretary to work with BGM to have more measurable goals in beginning to name where ABCUSA is going and to be more clear about why ABCUSA exists. Zina Jacque has been appointed to form a team to begin the work of answering "Why there is a need for the Office of the General Secretary and to create a case statement to identify who we are and what we are about."

BGM EC 519 REPORT OF THE ABCUSA PRESIDENT

Judy Fackenthal thanked everyone by saying, "It has been a joy and an honor, challenge and way more blessings, to serve you. The relationships and joy of the friendships far out-weigh the challenges of the past two years."

BGM EC 520 BGM EXECUTIVE COMMITTEE MEETING DATES

Future BGM Dates:

June 13-15, 2018 – Green Lake, WI (Executive Committee dinner on June 12)

November 9-11, 2018 – King of Prussia, PA (Executive Committee dinner on Nov. 8)

Future BGM Exec. Comm. Dates:

March 8-10, 2018 – Virginia Beach, VA

June 12-13, 2018 – Green Lake, WI

BGM EC 521 ADJOURNMENT

Next meeting of the BGM Executive Committee: Virginia Beach, VA

Submitted by,



Rev. Dr. Lee B. Spitzer
General Secretary

LBS/kj

Documents attached

BGM Integrated Schedule (1008:11/17)

BGM EC Proposed Agenda (1101:11/17)

BGM Executive Committee Minutes: September 2017(1002:09/17)

ABCUSA Budget 2018

Financials YTD Through September 2017
Summary Report: Green Lake, Creation Justice Network Task Force, FNECU
Professional Ministries Report
Transformed by the Spirit Update (1223:11/17)
Burma Refugee Commission
Report of the General Secretary
ABC President's Report (1201:11/17)
Report of Changed Relationships June 15, 2017 – November 8, 2017 (1205.1:11/17)