

**Board of General Ministries Reports:  
ABCUSA/OGS and  
Associated Ministry Organizations**

**TREASURER'S OFFICE**

**ASSOCIATE GENERAL SECRETARY FOR FINANCE/CFO/TREASURER**

Highlights of Treasurer's Office, Accounting, American Baptist Churches Information System, Building Management, Traffic, AMOs -- June 2013 – November 2013

**ABCUSA**

- Prepared 2014 Budget for Board approval at November meeting
- Completed ABC 2012 Audited Financial Statements
- Annual insurance reviews/renewals
- Prepared Analyses and Financial Statements to BGM and ABCUSA Finance Committees, BGM and BGM EC
- Conferred with Regions and churches on financial and administrative issues
- Oversaw work of legal counsel in several areas
- Met with and reported to BGM and Executive Committees
- Staffed BGM Finance Committee and ABC Finance Committee
- Personnel supervision for Accounting, ABCIS, Building Management and Warehousing
- Continued ABCIS functions for ongoing business needs and priorities
- Staffed Common Budget Covenant Review Committee; worked on simplifying the Mission Receipts
- Ongoing collecting agency responsibilities for 13 regions and AB Churches of SW and Hawaii
- Helped with implementation and ongoing processing of Transition Ministries as an ABC organization

**AMOs** (American Baptist Historical Society; American Baptist Women's Ministries; Ministers Council; American Baptist Computer Center)

- Completed 2012 Audits
- Accounting functions/ongoing consultations
- Annual insurance reviews/renewals
- Meet with AMO executives to discuss financial and operational matters
- Represented NEC at ABHS's Board Meeting

**588 ASSOCIATES**

- Prepared 2014 Budget
- Completed 2012 Audited Financial Statements
- Accounting functions
- Leasing and Building Management

- Annual insurance reviews/renewals
- Coordinated building maintenance projects and staff during transition of Building Manager
- Planned and prepared for 588 Real Estate Council meeting

-- Alan Musoke, Associate General Secretary for Finance/CFO/Treasurer

## **OFFICE OF DEVELOPMENT**

### **Department of Development Office**

Summary Highlights: June 3, 2013 to October 18, 2013

Responsibilities: Individual Prospect/Donor Development; Development Advisory Team Resourcing; Enhancement of General Secretary's Circle; Transformed by the Spirit Fundraising Goals, Advocacy & Investment; Reinforcement of Plan Giving Opportunities with ABF; Collaboration with MRD; and Department/Office Setup & Administration.

### **General Action Steps**

- Obtain General Orientation to ABCUSA and Affiliated Entities (Leadership Team);
- Setup Newly Created DOD Office (with support from Admin. Assistant & MRD);
- Review/Evaluate Common Budget Covenant & Sundry Historical Documents;
- Began development of sundry strategic fundraising operational plans and procedures;
- Review/Interview/Hire/Orientate with HR, Assistant to Development Director (Evon Moody);
- Complete 2014 ABCUSA/OGS/DOD Budget/Fundraising Goals (available upon request);
- Attend June 2013 Mission Summit (including sundry meetings, exhibits, & OGS Breakfast);
- Review/Evaluate/Secure Individual Suspect/Prospect Research Tool (I-PRO);
- Review/Evaluate/Secure Foundation/Corporate Prospect Research Tool (FDO);
- Review/Evaluate Top Ten & Twenty Individual Prospects;
- Analyze Gift Recording & Recognition Process (modifications implemented as required);
- Review/Revise Internal Development Department Database with IT (ongoing);
- Develop Standard Weekly & Monthly Gift Reporting Systems (available upon request);
- Modify internal controls checks and balances with support from Treasury's Office;
- Met 1-on-1 with REMs (IN, OH, Indianapolis, WV, GRR, DAK, PHIL, ABCCR, CPC, EBA);
- Team with GS on sundry cultivation, solicitation & stewarding visits (1-\$50k commitment);
- Cultivation/Solicitation Visits with Prospective Donors, includes REMs (62);
- Recommend ABCUSA Year-end Pledge Initiative (Board, Executive, Staff);

- Began Development/Refinement of Naming Opportunities (GS Circles & Mission Center);
- Plan Florida Cultivation & Solicitation Events (2)/Visits (TBD) – January 2014; and
- Raised as of October 11, 2013 - \$777,867.68, 114 gifts (documented only).

--Ken Marsenburg, ABCUSA Director of Development

### **OFFICE OF HUMAN RESOURCE DEVELOPMENT**

The Office of Human Resource Development (HRD) is responsible for providing a comprehensive and creative human resource programs for the American Baptist Foundation, Associated Ministry Organizations, International Ministries and American Baptist Churches USA. Our staff is committed to our mission and continues to be effective in serving as the Hands and Feet of Christ.

The HRD office is responsible for the entire HR function which begins from the moment that a candidate applies for a position and ends after an employee has left ABCUSA. In addition to fulfilling our roles in the Office of Human Resources Development, the following projects were successfully carried out:

Since the last report, the HR offices has recruited four staff within various boards and currently working on filling three more open position.

The biggest challenge for 2013 was to find an affordable healthcare plan for one of our board. HR staff are in the process of being educated on the various complexities of the Health Care Reform act so that we will be prepared to offer the most cost effective/employee friendly health care plan while being in compliance to the various regulations mandated by the Health Care Reform act

Several job descriptions were revised and rewritten to keep abreast of the changing demands of several of our internal positions. The past year, we were able to streamline some of our internal process that has been beneficial to staff and at the same time being operationally efficient.

In June of 2013, the HR office went through a major staffing change whereby creating a cost saving of 21% in charge out costs to our partners. The HR Manager was promoted to a newly created position within ABCUSA and the HRD office is currently being staffed by the Director.

In addition to the above, we continue to administer the benefits and salary for our staff. We spend time listening to our staff and help them in dealing with various issues. We continue to make sure that we are in compliance with various federal and state regulated employment laws. The HRD office maintains electronic records of our employees. The accurate recording keeping is an essential function of the HRD office. The HRD office is involved in discussions with our attorney in employment issues and a good deal of time is spent by the HRD staff assisting employees with day-to-day questions and concerns.

We continue to roll out various HR programs and process in the most customer friendly manner so that staff can concentrate on their regular job functions.

--Johnson Eapen, Director of Human Resources

**OFFICE OF REGIONAL MINISTRIES (Activity from June-Nov of 2013)**

**Mission Summit:** Over 1000 persons participated in the first ABC Mission Summit conversations, far exceeding expectations built upon the fact that only about 300 persons had attended other offerings such as workshops and Bible studies in these same time slots during the last several Biennials. While preparing for 700 persons, some recruiting of facilitators still occurred on the spot, but within 15 minutes of the start of the event, every conversation group had a facilitator and materials to guide the conversation. A huge thank you to all who pitched in to make this event a success. The evaluation instrument produced very positive results. 98% of those responding indicated that the event met or exceeded their expectations. A comprehensive 20 page evaluation report of the mission summit was distributed to the facilitators and key volunteers and is available upon request. Following the summit, I processed the data from the 32 conversations and gleaned information related to insights, experiments, and challenges (categories consistent with the Transformed by the Spirit initiative). This 14 page summary has been distributed to each Mission Table participant and is also available upon request. I was very satisfied with not only the attendance at the mission summit conversations, but also the depth of information that occurred during the conversations. Planning is already underway for the Mission Summit 2015.

**Mission Table:** 98 persons have registered for the upcoming ABC Mission Table event to be held in Green Lake Nov. 11-13 out of a possible 106 mandated invitees. The few absences are primarily related to organizations in transition or not sending their full quota of persons to the table. The planning team of Ruth Clark, Judy Allbee, Perry Hopper, Dwight Stinnett, Marilyn Turner, and Jeff Woods has been working hard to prepare for the event. A 35 page workbook was sent electronically to each participant one month in advance of the event and distributed in person as well. Participants will advance the same ministry conversations begun at the Mission Summit. As the event occurs the same week as the upcoming BGM, results of the event were not available to include in this report at the time of its distribution.

**Search Committee Work:** I am pleased to announce that the American Baptist Churches of the Dakotas have called the Rev. Dr. Randy Rasmussen as their executive minister. I have provided a brief orientation for Randy in November. The Cleveland Baptist Association is very close to naming a candidate for their next executive minister and the ABC of the South and ABC of Wisconsin have also launched executive minister searches.

**Other Region Consultations:** Following the Mission Summit, I distributed a paper on how to host a regional mission summit, available upon request. I also provided on-site training for a group of facilitators in ABC Maine who hosted a regional summit in October. Leadership training development training since June has primarily dealt with adaptive change material. I have been on-site training in Rochester, New England, Greater Indianapolis, and Massachusetts. I also conducted a 360 assessment for one of our executives and received certification in "The Leadership Circle" for future leadership assessments.

--C. Jeff Woods, Associate General Secretary for Regional Ministries and Marilyn K. Tyson,  
Administrative Assistant

### **OFFICE OF TRAVEL AND CONFERENCE PLANNING (OTCP)**

September 2013 – OTCP planned 16 meetings for ABCUSA, ABHMS, International Ministries, MMBB, NEC, Journey Team.

October 2013 – OTCP planned 10 meetings for Matthew 25 Grant, International Ministries, MMBB, Burma Refugee Task Force, ABCUSA, AB Foundation, Mission Summit

November 2013 – OTCP planned Mission Table, BGM Board Meeting, ABHMS Board Meeting, IM Executive Committee Room Block, MMBB Annuitant Luncheon.

Working on Emerge/Orientation to ABC Life January 2014

--Annie Marcucci, Director of Travel & Conference Planning; Kathy Young, Associate Director of Travel & Conference Planning; Stephanie Heflin, Meeting Coordinator/Registrar

### **MISSION RESOURCE DEVELOPMENT (MRD)**

#### **United Mission (UM)**

At its June 2013 meeting, the Board of General Ministries voted to accept the recommendation of the combined Response Groups of Mission Resource Development and Finance that MRD begin a two-step approach to address the concerns surrounding United Mission giving. If the downward trend line continues, by 2016 or earlier, our national partners will not receive UM based on the current allocations described in the Common Budget Covenant. A letter regarding UM was mailed to all churches, among others, in September 2013. The long-term approach involves working with our *Transformed by the Spirit* (TbyS) consultants to find a solution to address ABC's challenge with UM through an adaptive process. The short-term approach involves engaging in a series of UM appeals to our congregations over the next two years. Both approaches were initiated immediately following the BGM meeting. It is clear that the decline in UM needs to be addressed as soon as possible.

#### **Communication**

Beginning in the fall of 2013, MRD added a new printed publication to its communication instruments. This publication is an expanded (8 pages) *ABCUSA Connections*. The focus of the publication is to highlight the ministry of the General Secretary as he represents ABC. The succeeding issues will be published every fall and spring, while the continuing four-page version will be published in winter and summer. Guided by discussions provided by MRD's Response Group, both versions, distributed electronically and in hard copy, will seek to tell the ABC story with digitally sharp photos and content rich stories. MRD is also in the process of updating the ABCUSA website to give it a more contemporary look and feel, and at the same time we are constantly increasing our engagement with social media as additional ways to connect with the ABC family. Our communication strategy is also augmented and enriched by our electronically distributed monthly ABCUSA eNewsletter and with the use of "stringers," professional ABC writers who supply us with stories and photos on selected stories.

#### **Stewardship**

MRD's Stewardship Round Table continues to meet by conference call as it seeks to provide stewardship education and resources for our ABC congregations. At its September meeting, the group decided to take two important steps: (1) to host a denomination-wide stewardship webinar for pastors;

(2) to implement an adaptive process to find a new path for our stewardship ministry. The adaptive process will begin in the new year as a suitable coach is identified. MRD continues to seek the services of a part-time deployed staff person to augment its work in this important ministry area of developing generous stewards, and it continues its partnership with the Ecumenical Stewardship Center, the North American organization dedicated to effective stewardship leadership.

#### **Matthew 25 Grant**

The Matthew 25 Grant discernment team, comprised of two MRD staff persons and two MRD Response Group representatives, completed the second cycle of distributing funds made available by a generous donor. After the first cycle, the BGM approved the continuation of the program. With a revised and more focused Request for Proposals (RFP) set of guidelines, we received 38 applications and distributed awards ranging from \$500 to \$5,000, for a total of \$88,092 (cycle one: 58 applicants; \$110,170). The team is studying ways in which the data received from these ABC entities can be put to greater use.

#### **Additional Ministry Activities**

- MRD staff is seeking bids to produce a major 5-6 minute video that will focus on capturing the momentum created by the TbyS initiative and on building on the successful June 2013 Mission Summit/Biennial. The video is seeking to involve highly recognizable persons like Jimmy Carter, John Lewis, Tony Campolo, Marian Wright Edelman, Aung San Suu Kyi, among others, as they reflect on the impact of ABC on their lives. We are aiming for a spring 2014 denomination-wide release.
- MRD staff was deeply involved in all aspects of coordinating the June 2013 Mission Summit/Biennial. Reports indicate that the event was one of the best ever.
- MRD staff is assisting in the planning of the first-ever Mission Summit and the EMERGE Ministers Conference in several areas, including press coverage, news gathering and dissemination, the use of technology, among other activities.
- MRD staff has worked to create a smooth transition to the new Director of Development, relinquishing direct involvement with the General Secretary's Circles and the Development Advisory Team, among other things. MRD will re-prioritize its ministry emphasis.
- MRD staff is involved in the production of the 2014-2015 ABC Planning Calendar and Directory, published annually.

--Leo S. Thorne, Associate General Secretary for Mission Resource Development

Staff: Lorie Smith, Executive Assistant; Bridget Holmstrom, Assistant Director of Communications and Web Manager; Beth Fogg, Assistant to Associate General Secretary

#### **AMERICAN BAPTIST HISTORICAL SOCIETY**

##### **A Year of Special Projects and Visiting**

"Thank you," "I am impressed," "Happy! Praise God," and "Thank God for his works," were among the comments made over the past year by the two dozen church visitors from Myanmar. They had come to see, assist, and learn from the Burmese, Chin, Karen, Kachin, Mon, and Shan language materials in our collections, to help identify old photographs and pamphlets, and to learn more about the missionaries who had begun Baptist work in their particular region and language group. Librarians and archivists in Myanmar responded with similar enthusiasm when Archivist Jan Ballard and I visited

them and donated to their libraries digital copies of the Sgaw Karen newspaper, *Morning Star* (begun in 1842).

“Fantastic” and “very inviting & beautiful setting” was also the response in January when staff and the board of the American Baptist Home Mission Societies visited and toured the collections and viewed the special exhibit now on view, *Forever Free: American Baptist Home Missions in the Vanguard of Liberty*.

The challenge this past year has been maintaining and improving procedures for handling routine, regular work tasks while at the same time investing many hours in special projects related to the Judson Bicentennial, the Mission Summit convention of the American Baptist Churches, USA, the anniversary of the Emancipation Proclamation, and strategic planning. Routine work has included processing & handling of collections, researching responses to queries, writing grant proposals, and supervision of the reading room, volunteers, and work study students.

--Deborah Van Broekhoven, Executive Director

### **AMERICAN BAPTIST WOMEN IN MINISTRY (ABWIM)**

**Vision:** ABWIM seeks the full participation and full partnership of men and women in ministry in which both women and men are able to fully utilize their God-given gifts and fully live out their God-given call.

**Mission: ACCESS!**

- Advocating for equal access in placement and opportunities for ministry
- Cultivating women's call to ministry
- Celebrating the gifts women bring to ministry
- Educating congregations about the biblical basis for women in ministry
- Shining the Spotlight on American Baptist Women in Ministry!

**A key component in carrying out the mission and vision of ABWIM is the Advisory Team.**

The ABWIM Advisory Team is a unique team comprised of people representing a variety of ministry roles, positions and contexts such as pastor, seminary leader and executive minister, and is ethnically, racially, and theologically diverse. Forming the 2013 team are: Rev. Charles C. Adams, Rev. Dr. Judy G. Allbee, Rev. Holly Bean, Rev. Steve Bils, Rev. Alice Green, Rev. Dr. Mary Hulst, Rev. Lauren Ng, Rev. Jackie Saxon, Rev. Karen Yee, Rev. Dr. Mary H. Young and Rev. Dr. Roy A. Medley. At the end of this year, Rev. Dr. Mary Hulst, Rev. Dr. Alice Green, and Rev. Dr. Mary Young all complete their term of service. Newly elected and beginning their term in 2014 are Pastor Laura Ayala, Associate Executive Minister of Christian Education, Rev. Nikita McCalister, Financial Administrator for ABCORI (American Baptist Churches of Rhode Island), and Rev. Dr. Michelle Holmes, Vice-President and CFO of American Baptist Seminary of the West. Some of the highlights since our last meeting:

- Launch of “**Celebrating the Gifts of Women In Ministry**” letter at 2013 Mission Summit has reached nearly 800 towards the goal and is growing. If you would like to sign, you may do so online at: [http://www.abc-usa.org/what\\_we\\_believe/abc-organizations/abwim/openletter/](http://www.abc-usa.org/what_we_believe/abc-organizations/abwim/openletter/)

- Launch of new Resource: “**Responding to God’s Call: Freedom for Baptist Women**,” a pamphlet authored by Rev. Dr. Molly T. Marshall
- “After Party” at the Mission Summit attended by over 100 women in ministry and their supporters
- Partnered with Ministers Council in sponsoring a breakfast for Ministerial Leaders at the 2013 Mission Summit
- Partnered with AB Women’s Ministries to bring lay women and clergy women together at the National Women’s Conference: workshop, “Charism and Calling”
- Access and Equity Conference – Participated in ecumenical effort to address issues of justice as regards women in ministry.
- New partnership with **Ecumenical Women**, an international coalition of church denominations and ecumenical organizations which have status with United Nations and which seek gender equality

**Serving as the hands and feet of Christ, ABWIM ACCESSES our God-given gifts for the good of all and the glory of God!**

### **TRANSITION MINISTRIES ABCUSA**

After the closing of Interim Ministries - ABC last year, ABCUSA began to administer this vital ministry. Transition Ministries ABCUSA continues the rich tradition begun over 35 years ago of partnering with regions to tap the potential of churches during times of transition.

**The goal** of Transition Ministries ABCUSA is to partner with regions in resourcing churches during times of transition in a way which enhances their ministry and empowers them to journey into the future as vibrant missional congregations.

**Our mission** is to provide intentional interim ministers who are adept and experienced in leading churches through transitions. These interim pastors guide the congregation on a journey which involves celebrating their history, clarifying their identity, articulating their mission, and moving into a fruitful future.

Important components of the program include:

**Ministers-At-Large** – Retired and experienced ABC clergy who live and work with a church 4 1/2 days a week during the interim time between pastors.

**Appointed Interim Pastors** – Active and experienced ABC pastors who desire a transitional position as they search for their next call.

**Interim Ministry Specialists** – Active or retired ABC pastors with special training and skills to lead an intentional interim assignment.

#### Highlights

- Developed new materials: handbook for interim pastors and a handbook for churches
- Partnered with Metro NY in offering an orientation workshop for interim ministers



- Professional Church Leaders Response Group met with Executive Ministers (Rev. Dr. Frank Frischkorn, , Rev. Dr. Marcia Patton, Rev. Dr. Riley Walker, Rev. Dr. John Williams) to invite their input regarding the needs of regions
- Reviewed legal and logistical issues regarding employment matters of interims

Over the coming year, the Professional Church Leaders Response Group will continue to explore how Transition Ministries ABCUSA can partner with regions for excellence in interim leadership of congregations seeking to be healthy, missional churches.

In changing times unique resources are needed. **Transition Ministries ABCUSA** serves as the hands and feet of Christ, connecting with regions and congregations in ways that move mission and ministry forward.

As we head towards the end of 2013 and head into a new year, I am so very thankful for the Rev. Dr. Roy A. Medley, the ABCUSA Leadership Team, the ABWIM Advisory Team and the Board of General Ministries—especially the Professional Church Leaders Response Team—without whom none of this could happen and with whom we move forward into a new and exciting era of ministry. Thank-you!

--Patricia P. Hernandez, National Director ABWIM and Transition Ministries

### **AMERICAN BAPTIST WOMEN'S MINISTRIES**

#### **New events in 2014:**

Spiritual Pilgrimage in Republic of Georgia, June 2014. Six American Baptist women (3 lay, 3 clergy) will embark on a two-week spiritual pilgrimage in the Republic of Georgia with six Georgian Baptist women (3 lay, 3 clergy) as an experiment in mutual partnership.

Intergenerational Retreat weekend for women and girls at Green Lake Conference Center, July 26-29, 2014; Rev. Yana Pagan, retreat facilitator.

The AB GIRLS National Leadership Team invites AB girls to join them at Ecumenical Workweek in New Orleans, Louisiana, August 3-9, 2014, in partnership with ABHMS.

AB Women in Ministry is partnering with us for a 3-day cruise event for lay and clergy women, September 19-22, 2014. Cruise departs from Port Canaveral (Orlando airport) to the Bahamas. Keynote speakers Rev. Dr. Debora Jackson and Dr. Lisa Croft; Joyce Lake featured soloist. Minimal programming; lots of time for hanging out with new friends!

**Leadership Development:** AB Women's Ministries is offering to each ABWM Region a \$1,000 grant to implement a leadership development initiative in their region during 2014. Results and shared learning from the initiatives: priceless!

**Resources:** AB Women's Ministries published in 2013 two *In Their Shoes: Women Walking with Women Worldwide* topical programmatic resources for women's groups: Immigrants and Refugees, and Economic Empowerment. Two more planned for 2014 on topics of Depression, and Christian-Muslim relationships woman to woman.

**Grants:** AB Women's Ministries is disbursing from donations to our Women and Girls Mission Fund six Break the Chains grants totaling \$24,800 (this ends our Break the Chains project), plus an additional \$20,000 for partnership ministries in the U.S. and other countries to address the oppression of women and girls.

**Finances:** At the end of the third quarter, AB Women's Ministries is operating in the black. Praise God!

-- Virginia Holmstrom, Executive Director; Patti Stratton, President

### **MINISTERS COUNCIL**

The Ministers Council is engaged in the following initiatives:

1) Fund Development.

We continue the focus of the Together in Ministry Capital Campaign by piloting outreach phone calls in three regions, ensuring that 100% of our leadership has participated in giving, and developing outreach strategies to better target prospective contributors. We are also working to launch a new planned giving vehicle – the Ministers Council Equipping Ministries Endowment Fund – which we hope to announce in early 2014.

2) Future structure

The Ministers Council Senate voted to consider creating an annual gathering that is open to ministerial leaders. We are currently investigating a site for the 2014 Ministers Council gathering. Going forward we are considering the option of appending our gathering to the Biennial in 2015, traveling regionally in off-biennial years. The Executive Committee is also in the process of designing a more streamlined governance structure for the Ministers Council, which will be voted upon in 2014.

3) Web Site Launch

A new Ministers Council website will go live this month. The site features online giving and membership sign-up. There will be a new Members Only Section of the website, where Ministers Council members will gain access to information and member benefits. The website will provide a platform through which Ministers Council can offer Fee-for-Service programming.

4) Partnerships

The Ministers Council Launched a partnership with Christian Community Credit Union, where both the Ministers Council and International Ministries will receive \$50 for new IM Visa Card holders. We are in discussion with the Pastors Roundtable regarding partnership possibilities and are coordinating efforts with the Pastoral Excellence Network regarding sustaining pastoral excellence. We are excited about the potential for a new clergy health care initiative working Duke Divinity School. We will be partnering with MMBB and ABHMS for this initiative. We are developing resource team to provide facilitation, retreat leadership, and like expertise to clergy groups and speaking with seminaries regarding opportunities to better connect.

5) Transformed by the Spirit

The Pastoral Attrition and Women in Ministry Action Learning Teams are in progress. A new adaptive challenge team on Clergy Health team has been established and dates for training team members are under consideration.

--Debora Jackson, Executive Director