

AMERICAN BAPTIST CHURCHES OF RHODE ISLAND
BOARD OF MINISTRIES MEETING
Minutes

The regular meeting of the ABCORI Board of Ministries Meeting was held via Zoom on **November 28, 2022**.

Present: President Beth Berry; Rev. Dr. Courtney Davis Olds, Executive Minister; David Coon, Treasurer; Rev. Wendy Kiefer-O'Brien, Robert Butzier; Rev. Bob Auld; Eva Irby-Davis; Rev. Leigh Johnson; Rev. Kathryn Palen, Jan Fletcher, Judy Butzier, Rev. George Barclay and Lynne Linden, BOM Clerk. Rev. Evan Howard attended as a guest to report for the Personnel Committee.

Call to Order: President Berry called the meeting to order at 7:00 PM.

Opening Devotions: Rev. Kiefer-O'Brien led the devotions.

Approval of Minutes from September 26, 2022: The minutes of the meeting were approved as corrected. Moved by Rev. Kiefer-O'Brien and approved by voice vote.

Continuing Business:

- **Treasurer's Report** – Treasurer Coon presented the Treasurer's Report. See the report of October 2022. There were no questions. Ms. Berry made a motion to accept and file the report. The Treasurer's Report was received.
 - **Operations Team**
 - Grievance Procedure – Evan Howard
 - The proposed grievance procedure was presented by Mr. Howard. See attached procedure. A motion was made by Beth Berry to add the new grievance process to the Employee Handbook. The motion was passed unanimously by voice vote.
 - Mini-Budget for 2023
 - Bob Butzier explained the proposed January to March 2023 budget. It was asked how the deficit from this three-month budget would be made up. Operations proposes a limited use of unrestricted funds. Other suggestions were made. A voice vote was taken for accepting the motion for the three-month budget and it was passed with nine in favor.
 - Report on Capital Expenditures
 - Bob Butzier presented the information on capital expenses
- **Nominations for Board of General Ministries**

- Jan Fletcher discussed her experience in the position. It was asked if ABCORI needed to budget for the travel required. Jan said that most of the travel expenses are covered by ABCUSA. See job description attached. It was requested that the names of proposed nominees be sent to Rev. Davis Olds by December 6th.

- **Reports from Staff**
 - Elder Care Ministries
 - See attached notes from Rev. Palen.
 - Executive Minister
 - See attached notes from Rev. Davis Olds
 - Update on ABCORI's Staffing Situation
 - Michael Cunningham has been hired as the Director of Operations

- **New Business**
 - Discussion of policy regarding guests at Board meetings
 - Will be discussed further at January meeting
 - Recruitment – Rev. Kiefer-O'Brien
 - SCOM – Rev. Auld
 - See policy Rev. Davis Olds emailed – this doesn't need to be voted on

- **Upcoming Meetings**
 - November 28
 - Planning meeting: January 14, 2023, 10:00 AM – 2:00 PM with January 21, 2023, as a snow day
 - Business & Budget meeting: January 30, 2023, 7:00 PM
 - Annual Meeting: March 6, 2023, at 7:00 PM, host church needs to be determined

Adjourn/Closing Prayer

The meeting was adjourned at 8:44 P.M. by consensus.

Rev. Davis Olds gave the closing prayer.

Respectfully submitted,

Lynne Linden

Clerk

approved January 30, 2023