

**AMERICAN BAPTIST CHURCHES OF RHODE ISLAND  
BOARD OF MINISTRIES MEETING  
June 12, 2023**

**Minutes**

The regular meeting of the ABCORI Board of Ministries was held at Norwood Baptist Church, Warwick, on June 12, 2023.

**Present:** Rev. Dr. Cal Lord, President; Eva Irby-Davis, Vice President; David Dolce, Treasurer; Lynne Linden, Clerk; Rev. Dr. Courtney Davis Olds, Executive Minister; Rev. Kathryn Palen, Associate Executive Minister; Beth Berry, Robert Butzier, Rev. Darin Collins, Joanne Brown, James Ellison, Rev. Dr. Daniel Cottrell, Judy Butzier, Rev. Leigh Johnson, and Rev. George Barclay.

**Call to Order:** President Cal Lord called the meeting to order at 7:00 PM.

**Devotional Moment and opening prayer:** Rev. Collins opened the meeting with a meditation based on the book *Laziness Does Not Exist* by Dr. Devon Price and with prayer.

Rev. George Barclay was invited to share the history of Norwood Baptist Church.

**Minutes of April 24, 2023:** The minutes of the April 24 meeting of the Board of Ministries were reviewed. A motion to accept the minutes as written was made by Joanne Brown. The motion was passed unanimously by voice vote.

**Reports:**

- **Treasurer's Report** – David Dolce gave a report on the current budget and provided an explanation of where the actual expenses were different to the budgeted amounts.
  - On June 7, the amount of \$31,133 was drawn down for operating expenses.
- **SCOM** – Darin Collins indicated that SCOM is still shepherding the candidates through their process.
- **AB Women's Ministries of RI** – Joanne Brown announced that the Women's Conference, *From Trauma to Triumph*, will take place this Saturday, June 17.
  - Joanne also said that the National AB Women's Ministries' organization is having their annual meeting on June 23, 2023, where they will be considering by-law changes that may impact local AB Women's Ministries.
- **Baptist Home Board**- Jim Ellison said the Baptist Home Board has its next meeting in August where grants for the upcoming year will be discussed. The Board will be looking at ideas for funding for senior care.

President Lord received all reports.

- **Introduction to Evaluation documents from Personnel Committee** – Dan Cottrell shared several performance appraisal tools with the Board. The Board is responsible for conducting an annual review of the Executive Minister. The Board will be responsible for developing the performance appraisal tool and then implementing it. Dan recommended that sometime after the new employee manual is adopted the President appoint a small task group comprised of three people to use the available resources to develop the evaluation tool in consultation with the Executive Minister. The Board will then need to approve the tool.

Cal reiterated that it is the Board's responsibility to do the evaluation of the Executive Minister and the Executive Minister is responsible for reviewing the other staff members. ABCUSA also evaluates the Executive Minister every (4) four years.

- **Reflections on the last meeting and our discussions** – Kathryn Palen led a set of experiences to help Board members gain a better understanding of the various organizations, committees, programs, and resources related to American Baptists in Rhode Island. Kathryn also referred the Board to the Elder Care Ministries report and handouts for current and upcoming programs.
- **Presentation by the Purpose Task Force** – George Barclay, chair of the Purpose Task Force, presented the purpose statement for ABCORI. He discussed the process the team went through in developing the statement using all the information gathered from the 2022 Board of Ministries' retreat. George indicated that this purpose statement would be used as a touchstone to decide if future actions fit with this purpose. It wouldn't exist as a stand-alone statement but would work in the context of ABCORI's preamble and by-laws.

There was discussion regarding the wording of the statement.

A motion to accept the Purpose Statement as presented by the Purpose Task Force was made by Rev. Leigh Johnson and seconded by Lynne Linden. After further discussion, the motion was tabled by a show of hands and sent the statement back to the Purpose Task Force.

- **Executive Minister's Report** – Courtney referred the Board to her written report and noted two additional items:
  - Courtney spoke of a suggestion that came from a previous meeting regarding the need for more training in the Board's role and responsibilities. She had reached out to Dan Hotchkiss, a national consultant for church and synagogue consulting in the Alban Institute tradition. Courtney presented a 3-month contract for Mr. Hotchkiss' work with the Executive Council and to facilitate a workshop for the entire Board. The cost of the contract is \$2,000 plus travel and material expenses. Beth Berry moved that the Board accept the terms of the contract with Dan Hotchkiss. This motion was unanimously approved by a show of hands. Courtney proposed beginning this work in September with the workshop scheduled for October once she can confirm the dates with Mr. Hotchkiss.
  - Courtney also presented documents from Haitian Baptist Church of Rhode Island requiring signatures. The first document confirms that Haitian Baptist Church of RI discharged their mortgage in 1993. This fact was researched and confirmed by ABCORI staff. The second document, a Consent to Conveyance, grants ABCORI's consent for Haitian Baptist Church of RI to take out a new mortgage. The deed to the property states that ABCORI must approve any mortgages taken.

Joanne Brown made a motion to approve Haitian Baptist Church of RI taking a new mortgage to expand their ministry. This motion was passed unanimously by voice vote.

Beth Berry made a second motion to grant Courtney Davis Olds permission to sign these two documents on behalf of ABCORI. This motion was unanimously approved by voice vote.

- **Changes to the Annual Meeting format**

The Board brainstormed new formats for the annual business meeting. The by-laws state the meeting must be held between March 1 to May 31. It was noted that the new budget needs to be passed before April 1. A two-day event

including worship and workshops was suggested. This will be discussed again at a future meeting. A suggestion was made that the date be set as early as possible to allow member churches to be able to add the date to their schedules.

**Next meeting:** September 9, 2023, at Oak Lawn Community Baptist Church

### **Adjournment**

Cal Lord adjourned the meeting at 8:45 p.m. George Barclay offered the closing prayer.

Respectfully submitted,

Lynne Linden  
Clerk