



AMERICAN BAPTIST CHURCHES OF WISCONSIN

15330 WATERTOWN PLANK ROAD
ELM GROVE, WISCONSIN 53122-2391
262.782.3140 ♦ 1.800.311.3140 ♦ 262.782.7573 FAX
WWW.ABCOFWI.ORG

July 1, 2021

Dear Prospective Nominee to the Board of Managers,

It is my esteemed pleasure to invite you to consider being nominated to the Board of Managers for the American Baptist Churches of Wisconsin! Your name has been suggested as someone who has the gifts, experience, and Christian witness requisite for effective gospel-centered ministry. We invite you to pray and discern God's will as you respond to this invitation.

Our region is a covenanting partnership of 60 congregations, united in American Baptist mission yet diverse in theological perspective and ministry contexts. We represent a rich ethnic and cultural heritage including African American, Chin, Karen, Hispanic, Native American, Chinese, and Euro-American congregations. The board exemplifies our diversity, and we affirm that diversity of culture, gender, and theological perspectives as *gifts* for ministry. Board service provides leadership for the challenges of living into and through these gifts of diversity.

If you are compelled by God's Spirit to respond affirmatively to this nomination, we will welcome your unique aptitude, look forward to sustaining fruitful ministry in the ABC WI region, and seek to provide you with the resources, companionship, and support needed to serve effectively.

Thank you for your prayerful consideration,

Brandle C. Morrow
Vice President, American Baptist Churches of Wisconsin

Together Living Faithfully through Christ Today

ABC WISCONSIN – REGION PROFILE

Mission Statement

American Baptist Churches of Wisconsin is a fellowship of persons, churches, and organizations drawn together in the love of God as known in Jesus Christ. We affirm our diversity of culture, gender, and theological perspectives as gifts for ministry. We covenant to share the gospel of Christ, encourage each other in our faith, and share our resources in witness and mission.

Strategic Vision

“Together Living Faithfully through Christ Today”

Ephesians 3:18-19

“I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God.” NRSV

“And I ask him that with both feet planted firmly on love, you’ll be able to take in with all followers of Jesus the extravagant dimensions of Christ’s love. Reach out and experience the breadth! Test its length! Plumb the depths! Rise to the heights! Live full lives, full in the fullness of God.” The Message

Our common mission is categorized into four areas of ministry:

- | | |
|---------------------------------------|------------------------------|
| 1.) Church and Ministerial Resourcing | 2.) Education |
| 3.) Camping | 4.) The POST/New Initiatives |

Each of these areas are pursued alongside a network of ministry partners and includes objectives in our four imperatives:

- | | |
|----------------|--------------------|
| 1.) Rootedness | 2.) Collaboration |
| 3.) Growth | 4.) Transformation |

A statement of the mission/vision – including a link to the executive summary of the 2017-2020 Region Strategic Plan can be found on our website: <https://www.abcofwi.org/mission-vision/>

Ministry of ABC/WI Regional Office

To become an effective resource that compels and equips our ministers and ministries toward rootedness, collaboration, growth, and transformation for the sake of a relevant and engaging Christian witness in Wisconsin and beyond.

REGION Staff (emails, bios, & photos available <https://www.abcofwi.org/staff/>)

- | | |
|---|------------------------|
| ➤ Interim Regional Executive Minister | Rev. Dr. John Jones IV |
| ➤ Associate Regional Minister–Camping | Rev. Carolyn Dugan |
| ➤ Hispanic Community Liaison | Rev. Dr. Jim Carlson |
| ➤ Assistant Minister–Camping: Facilities & Guest Services | Rev. Kim Drost |
| ➤ Office Administrator | Ms. Maretta McMullen |

Communication – How Board Members Can Keep Up-to-Date on Region News and Events

- **Wisconsin Baptist (WB)** ½ page bulletin insert designed for parishioners, monthly except in summer, emailed to Board members. Churches have access to reproduce and distribute these inserts for congregation.
- **Synergy (or “Synergy E-news”)** monthly electronic newsletter designed to highlight training, ministry, and missional opportunities, fostering synergy among ABC/WI constituents and network of ministry partners. Emailed 1st Wednesday of every month.
- **Church Mailer** refers to the mailer that we send via USPS to each church (senior pastor/office) with flyers and other "hard copy" items; this is generally monthly.
- **Website** is www.abcofwi.org and is regularly updated with articles, news, event information, and other resources related to our mission work.

ABC WISCONSIN – BOARD OF MANAGERS - OVERVIEW

Function/Duties as stated in the Bylaws:

The ABC/WI Board of Managers has several duties as it acts as stewards of our mission. The Board shall:

- i. Perform fiduciary responsibilities, including adopting and overseeing an annual budget, ensuring legal and organizational accountability, and is understood as the permanent entity of ABC/WI.
- ii. Provide strategic leadership, as it sets policies and strategic direction, employs executive staff (i.e. REM), and participates in problem-solving.
- iii. Engage in generative discussions, regularly studying historical and trending civic, economic, and sociological concerns affecting ABC/WI mission and acts upon findings appropriately.
- iv. Report its proceedings and trusts committed to it to the membership through the REM and recommend such measures as should receive the attention of the ABC/WI at its Annual Meeting.
- v. Cooperate with ABC/USA in promoting denominational activities and ecumenical involvement.

Eligibility and General characteristics/skills desired of Board members:

- Eligibility: Members of the Board must be members of ABC/WI member churches, be willing to adhere to the purpose and duties of the Board as set forth by the Restated Articles of Incorporation and Bylaws of ABC/WI, and act according to the best interest of ABC/WI as set forth by its conflict of interest policy.
- Growing in Christian discipleship and demeanor; familiar and aligned with an American Baptist expression of Christian faith.
- Interested in familiarizing oneself with all-things related to ABC/WI.
- Able to work within a collaborative setting, using skills such as active listening, respectful communication, holy discernment, and organization.
- Generous in sharing expertise and wisdom from fields that would beneficially undergird the work of the Board and ABC/WI (legal, marketing, organizational development, systems thinking, financial stewardship, etc.).

Structure Overview

- The Board consists of 15 voting members and several non-voting ex-officio members.
- **Terms of members:** All terms shall be from the close of the Annual Meeting at which the member is elected until the close of the next Annual Meeting at which the term expires.
- Officer – **President** 2-year term – elected at Annual Meeting: Preside at all Board, Personnel Committee, and ABC/WI meetings. Is an ex-officio member of all other committees, commissions, and collaboratives of the Region except the Nominating Committee.
- Officer – **Treasurer** 2-year term – elected at Annual Meeting: Perform such duties usually related to this office. Serve on the Finance and Personnel Committees.
- **12 at-large members** 3-year terms – elected at Annual Meeting: Serve on one of the following committees or commissions during the duration of their term: Personnel Committee, Finance Committee, Program Committee, Nominating Committee, Commission on Congregational Mission, or Commission on Ministry. Any service on an ad-hoc committee or collaborative will be an additional responsibility. All assignments will be reviewed and finalized by the Board.
- Officer – **Vice-President** 1-year term – appointed by the Board from among 12 at-large members. Fulfill duties of President as needed. Chairs the Program Committee. Serves on the Personnel Committee.
- Officer – **Corporate Secretary** – filled by the Regional Executive Minister; term equal to employment.

ABC WISCONSIN – BOARD OF MANAGERS

Nominations Process Next Steps

1. Read the next four pages:
 - a. Expectations
 - b. Leadership Profile Form
 - c. Conflict of Interest Policy Form
 - d. Background Check Release Form

2. Review the following materials for more detailed information about ABC/WI:
 - a. Articles of Incorporation and By-laws
<https://www.abcofwi.org/mission-vision/governance/>
 - b. Region news and events: Wisconsin Baptists (WB) newsletter and Synergy e-newsletter
<https://www.abcofwi.org/newsletters-updates/>

3. To help you better respond to this invitation, direct questions to any of the following persons:
 - a. 2021 Nominating Committee Contact: Archie Ivy, Chair
Email: revalivy@sbcglobal.net | Phone: (414) 916-6477
 - b. Region Office Contact for logistics about nominating process:
John Jones, Interim REM
Email: john.jones@abcofwi.org | Phone: (414) 412-2746
 - c. For a full listing of Nominating Committee Members:
<https://www.abcofwi.org/2019/06/28/nominations/>

4. If you are agreeing to this nomination, please complete the following four forms:
 - a. Expectations
 - b. Leadership Profile Form
 - c. Conflict of Interest Policy Form
 - d. Background Check Release Form

And return the originals to the ABC/WI Regional Office:

Early deadline: Sunday, 8/15/21

Final deadline: Friday, 9/17/21

Email: abcwi.office@abcofwi.org -or- Fax: (262) 782-7573 -or-

Mail: ABC/WI 15330 Watertown Plank Road, Elm Grove, WI 53122-2340

Please retain a copy for your continued reference or request photocopies from the region office.

5. Confirmation of nomination:
 - a. If the Nominating Committee puts forth your name for the slate, you will be contacted *no later than* the end of September.
 - b. In the meantime, please consider attending the 177th Annual Gathering on Saturday, October 2, 2021 (which will again be held virtually this year), especially the Annual Meeting session at 9:00 AM when elections and installation of newly elected and appointed individuals will take place. Registration information will be available at www.abcofwi.org.
 - c. Please save the dates for 2021-2022 Board meetings, found on the Expectations form in this packet.

6. If you are declining this invitation, please notify the person that gave you this packet as soon as possible.

ABC WISCONSIN – BOARD OF MANAGERS – EXPECTATIONS

Primary Responsibilities	Minimal Level of Performance
1. Know and abide by the duties and eligibility of Board members.	This information is defined in the ABC/WI Bylaws, which are readily available on the ABC/WI website and/or through the regional office.
2. Attend regular meetings of the Board. (Phone and/or video conference are typically available for those who cannot attend in person; mileage reimbursement at IRS volunteer rate is given.)	The Board is scheduled to meet three (3) times per year. The following dates are set for 2021-2022: <ol style="list-style-type: none"> 1. Fall Meeting: Sat., Nov. 6, 2021 9:30am-2:30pm @ Region Offices, Elm Grove, WI. 2. Winter Meeting: Sat., March 5, 2022 9:30am-12:30pm (Milwaukee area). 3. Summer Meeting: Sat., August 6, 2022 9:30am-12:30pm (Place TBD). Special meetings may be called as necessary.
3. Participate in Board discussions and decision-making	Prepare in advance of meetings for discussions and decision-making by reviewing pre-meeting materials and self-educating on the issues posed to the Board as needed. Responsibly follow through on committee, commission, and Board decisions when applicable.
4. Actively participate in Region Committees and/or Commissions	Each Board member is expected to serve as an active, ongoing member of at least one of the following committees or commissions during the duration of one's term: 1) Personnel Committee, 2) Finance Committee, 3) Program Committee, 4) Nominating Committee, 5) Commission on Ministry, and 6) Commission on Congregational Mission. Some of these assignments are dictated by the Bylaws; others can be assigned based on interest/giftedness. This service requires additional meetings per year plus potential individual tasks. All assignments will be reviewed and finalized by the Board at the Fall meeting.
5. Serve as a community ambassador for and representative of the ABC/WI	Proactively reach out to individuals, institutions, and networks to increase awareness and advance organizational priorities. Be present , when able, at region-sponsored events, especially the Annual Gathering (typically the second Friday evening-Saturday of October), and be available as a resource or support person at these events. Seek to be a positive representative of ABC/WI and its mission and values in speech and behavior.
6. Participate in Board education, development, and strategic planning	Participate in development and strategic planning activities designed to support the work of the Board toward purpose, effectiveness, and health. Engage in the recruitment, nominations, and nurturing processes for future Board members.
7. Serve as a resource to the Board and CEO	In general, offer and utilize personal and professional skills, relationships, and knowledge for the advancement of the organization. Be accessible for personal contact in between Board meetings.
8. Comply with Conflict of Interest Policy	See the policy for details. At all times, act prudently and in good faith.

I am aware that this board member position description is an expression of good faith and provides a common ground from which board members can operate. With the information provided in additional materials describing the organizational mission and board responsibilities, I have a comfortable level of understanding of what is expected of a Board member. With my signature below, I accept the nomination to the Board of Managers of ABC/WI, and if elected and upon joining the board, and annually thereafter, I shall take stock of my involvement, and re-commit to appropriate ongoing activities as a condition of continued board participation.

Nominee's Name Printed

Nominee's Signature

Date

ABC WISCONSIN LEADERSHIP PROFILE FORM



Please type or write legibly:

Your Name:		Date:	/ /
Position:	ELECTED: <input type="checkbox"/> President <input type="checkbox"/> Treasurer <input type="checkbox"/> Board of Managers At-Large <input type="checkbox"/> Nominating Committee Other Service Opportunities: <input type="checkbox"/> Commission on Congregational Mission <input type="checkbox"/> Commission on Ministry <input type="checkbox"/> Annual Gathering Program Committee <input type="checkbox"/> Finance Committee <input type="checkbox"/> Milwaukee Christian Center <input type="checkbox"/> Project Focal Point <input type="checkbox"/> Campus Ministries <input type="checkbox"/> Interfaith Conference of Greater Milw <input type="checkbox"/> Wisconsin Council of Churches <input type="checkbox"/> American Baptist National Boards (Various) <input type="checkbox"/> Other		
Full Mailing Address:			
Phone contact(s):	Home:	Work:	Mobile:
Email address:			
ABC/WI Church membership (inc. city):			
<i>The answers to these next four questions help the nominating committee in its efforts to work toward inclusive representation of various groups within our regional family.</i>			
Racial/Ethnic Self-Identity:	Gender:		
Age Group:	<input type="checkbox"/> Teenager <input type="checkbox"/> 18-35 <input type="checkbox"/> 36-49 <input type="checkbox"/> 50-65 <input type="checkbox"/> Over 65		
Ministry Category:	<input type="checkbox"/> Clergy/Vocational Minister <input type="checkbox"/> Layperson		
<i>For the next 3 questions, use additional paper if needed and attach to this page.</i>			
Why are you interested in serving in this position? (assumes you are familiar with position description)			
What gifts, passion, experiences, etc. would you bring to this position?			
Are there any other considerations we should know that may strengthen or hinder your service to ABC/WI?			
<i>ABC/WI values collaborative ministry among our clergy and laypersons. We encourage persons to share about their service within the ABC/WI region with their local faith community.</i>			
For clergy: Does your congregation support you in this nomination? <input type="checkbox"/> Yes <input type="checkbox"/> No			
For laypersons: Does your pastor support you in this nomination? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**AMERICAN BAPTIST CHURCHES OF WISCONSIN
CONFLICT OF INTEREST POLICY**

POLICY: It is the policy of American Baptist Churches of Wisconsin (“ABCW”) that all Officers and members of the Board of Managers, Commissions, and Committees (collectively, including Officers, “Member”) shall scrupulously avoid any conflict between their own respective individual interests and the interests of ABCW in any and all actions taken by them on behalf of ABCW. Such individuals shall not use their position of leadership to give enhanced, or unfair, advantage to business relationships, to further their own personal interests or that of any related interested individual or organization.

In particular Members shall avoid transactions with ABCW in which they have a personal direct or indirect financial interest or in which they are shareholders, members, partners, officers or directors of an entity contracting with ABCW.

In the event that any such Member or a member of such person’s immediate family has such a potential conflict of interest, that person shall promptly disclose the material facts of such conflict or transaction to the Board of Managers as a matter of record.

When any such conflict of interest becomes relevant to any subject requiring action by the Board of Managers or any of its Commissions or Committees, such Member having a conflict shall not vote on the subject with respect to which the conflict of interest exists, shall not attempt to influence the vote of any other Member, and shall not be counted in determining the quorum for dealing with such subject. A Member who is excluded from voting because of such conflict of interest shall briefly state the nature of the conflict and answer pertinent questions of other Members when such Member’s knowledge of the subject will assist the Board, Commission, or Committee.

After such disclosure is made and the Board, Commission, or committee has had the opportunity to ask pertinent questions, a vote should be taken with the action carried by a majority of disinterested Members, who must constitute a quorum. Minutes of the meeting shall reflect that such disclosure has been made, that such Member abstained from voting and that the Member was not counted in determining the quorum for addressing such subject.

PURPOSE: The purpose of this conflict of interest policy is to protect ABCW’s interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an individual in a decision-making capacity within ABCW. This policy is intended to supplement but not replace state laws governing conflicts of interest applicable to ABCW.

Printed Name: _____

Signature: _____ Date: _____

ABC WISCONSIN – BACKGROUND CHECK RELEASE FORM

Serving on the Board of Managers for ABC Wisconsin (ABC/WI) is an honor and a responsibility, as outlined in the Bylaws. The ABC/WI Board of Managers, exercising due diligence in performing legal and fiduciary responsibilities, will conduct a background check for all persons the nominating committee places onto the Slate of Board nominees for election. This background check will be conducted with any law enforcement agency or judicial agency considered appropriate. The Board also reserves the right to conduct a “recheck” at the start of each subsequent term for Board members serving a second sequential term.

The information obtained in this check will be held in confidence. The Regional Executive Minister (REM) will review the report. Should the REM have any concerns from the report, those concerns will be shared with the nominee and Personnel Committee of the Board as appropriate.

Please note that written permission and release is required by the law enforcement agencies before any information is shared. Please complete, sign, and return this form after reviewing this information.

Legal Last Name					
Legal First Name					
Middle Name		Aliases			
Current Street Address					
City		State		Zip Code	
Email Address					
Primary Phone #		Alternate Phone #			
Birthplace (City/State/Country)					
Birthdate (mm/dd/yyyy)		Social Security #			
Driver's License #		State		Exp. Date	

Have you ever been convicted of a felony? Yes or No

Explanation, if Yes:

All information herein is accurate to the best of my knowledge. By signing below, I give consent for a background check to be conducted by ABC Wisconsin.

Signature _____

Date _____