

American Baptist Women's Ministries of WV Board Meeting  
Parchment Valley Conference Center, Ripley, WV  
Friday, March 15, 2019—Saturday, March 16, 2019

The WV American Baptist Women's Ministries board met at Parchment Valley Conference Center in the Santrock Building. Those in attendance were Debbie Higginbotham, Karen Nicholson, Linda Carpenter, Lou Ann Nicholas, Yvette Shafer, Margaret Pratt, Dee Lallemon, Kim Pickrell, Kim Mack, Sandy Currey, Carrie Gasaway, Jane Mullen, Sue Hamric, and Koreen Villers. Those not able to attend were Kathy Hudson, Kathy Wince, and Lois Casto.

Debbie opened the meeting with prayer. She gave an update on Kathy Hudson (currently in the hospital). She introduced Yvette Shafer as she was not able to attend in November, and Amy Starkey, a new officer on the board since our last meeting. Amy will be our Assistant Treasurer.

Linda led us in a devotion entitled "What's In A Name?" She handed out cards with our names and their meanings. We were asked to share how our parents named us, and she closed her devotion by sharing sheets listing the names of God. Linda asked for prayer requests. We were asked to lift up those requests and use the names of God while praying silently.

### **GOOGLE DOCS**

Debbie introduced Matt Ash, Pastor of Parchment Valley Baptist. He was asked to instruct the board on how to use Google Docs, a free web-based application. This computer program will help put all ABWM documents in one central location for future reference. This will help current officers share information, and new officers find documents for reference. Only ABWM officers with the user-name and password can access this information. Matt handed out training sheets and guided the board through the Google Docs program. He did a wonderful job, and the board appreciated the time he spent in training.

The board initiated a yearly audit of the ABWM books per the bylaws of our constitution. This will be done in March of each year. This is also a perfect time of the year to do an annual assessment of the board—what is working and what areas are weak as the board is asking associations and local groups to do the same. An "ABWM Board Assessment Tool" sheet was handed out. Discussion followed. We are working to get contact information from as many officers around the state as possible. Communication is the key!

The ABWM board has the opportunity to send out a monthly email from the WVBC server to increase communication with women around the state. Monthly emails are also sent by the President to the association presidents for ongoing communication and updates. The President

gave board members an ABWM planning calendar and encouraged members to attend as many association events as possible. We were also challenged to obtain as much updated contact information as possible. Attending events will help WV women have access to the state officers for questions or concerns. It will help board members gather contact information and give a one-on-one opportunity to meet new women and develop relationships.

### **WV HOPE (WHITE CROSS)**

White Cross has been renamed “WV HOPE “. The legacy of White Cross and the history of the WV Chapel Car mission were combined to focus on the missions around our state. This year’s projects will concentrate on Baptist Campus Ministries, the STAR Club, Inc. (an after-school ministry through First Baptist, St. Albans), the Gabriel Project (a statewide program reaching out to young mothers across the state), and Weirton Christian Center. Each June at Conference, associations will receive their WV HOPE packet. In that packet will be quotas to share with the churches in the association (much like White Cross). Each year, several missions across the state will be chosen as a focus. Churches and associations can save the project information to encourage continued contact in these missions.

If a church would like to support **international missions** through International White Cross, they may do so through online contact at [www.internationalministries.org](http://www.internationalministries.org). This includes the Congo birthing kits and financial support for various missions.

### **AUDIT COMMITTEE**

Linda Carpenter announced the audit was complete, and all was in order. The Audit Committee members were Amy Starkey, Joan Toler and Cookie Hall. All three signed and dated the “Basic Steps for Conducting an Internal Audit for a Local Church” sheet, and it will be filed with the minutes, the Treasurer’s report, and the Assistant Treasurer.

### **SATURDAY’S SESSION**

Lou Ann opened the session with a devotion concerning women in leadership. The devotion gave tips for becoming good leaders, and Lou Ann shared scripture from Psalm 16. Prayer requests were given, and Lou Ann ended with prayer.

Karen gave out folders sharing president/secretary contact information for all of the associations and some local churches. Coordinators were given separate addresses for association counterparts as well. The folder also contained a copy of the sheet that will be sent each January for associations to update their officer lists and to return to the secretary.

It was announced that the 2018 ABWM end of the year report for the Historical Society was complete and had been submitted to Teresa Miller to place in the historical room in Hill Hall. Also, an updated Presidents’ list was sent to Donna Snyder at the WV Baptist Convention as association presidents receive a free copy of Seasons each quarter.

### **LODGING**

If we have more people attend our events, we will begin to have lodging issues. Groups may need to consider using the cabins at the top of the hill as the lodges are at capacity now if only 2 ladies share a room. We need to encourage ladies to schedule more to a room if possible which would also lower individual prices.

### **INDIVIDUAL MINISTRY TEAMS**

Board members are on several teams. After breaks, the teams would switch. When all the teams had met, the business session began.

### **BUSINESS SESSION**

Margaret opened the session with a devotion entitled "Change". She used scripture from John 20:19-21. She closed in prayer.

Debbie called the business session to order at 2:25 pm. She asked for the reading of the November minutes by Secretary, Karen Nicholson.

- **M1-2019 A motion was made and seconded to dispense with the reading of the November minutes as they had been sent electronically. Motion carried.**

Minutes will be voted on after each meeting. The November minutes were approved. They will now be sent to association presidents.

There was discussion about uploading the minutes after approval to the ABWM website for other officers to access if they have questions about certain matters.

- **M2-2019 A motion was made and seconded that once minutes have been approved by the board, they can be uploaded to the ABWM website. Motion carried.**

### **TREASURER/FINANCE REPORT**

Treasurer, Linda Carpenter, passed out the 2018 Regional Board Report (January 1-December 31, 2018). She went over the sheets and answered all questions.

- **M3-2019 A motion was made and seconded to accept the Treasurer's report as written. Motion carried.**
- **M4-2019 A motion was made by the Finance Committee to take \$20,000 currently in the interest bearing checking account and transfer it to the ABHMS Common Investment Fund Project Good Samaritan. Motion carried.**
- **M5-2019 A motion was made from the Finance Committee to allow Linda Carpenter and Amy Starkey to explore the cost of a laptop for the Treasurer, and**

the cost of Quick Books Desk Top Pro as well as checks versus Intuit currently used and purchase if feasible. Motion carried.

- **M6-2019** A motion was made from the Finance Committee to use Hilliard Lyons #1 Scholarship interest to fund the ABWM Scholarship/Loan Girls' fund yearly. Motion carried.
- **M7-2019** A motion was made from the Finance Committee that \$1431 from the Hilliard Lyons #2 Special Account be used for ABWM Scholarship/Loans for 2019 only. Motion carried.

### **PERSONAL DEVELOPMENT**

Coordinator, Lou Ann Nicholas, reported her committee would be developing the job descriptions/timelines for the Personal Development Coordinator and the Personal Development Coordinator Elect. All officers are asked to turn in a copy of their respective job descriptions/timelines to be put on file. When someone is asked to serve on the state board, these descriptions/timelines will be shared with the nominees, along with the "Responsibilities of a Board Member" guide.

Lou Ann sends out several months' worth of the Bible Books of the Month at a time. If anyone would like to obtain a copy of these documents, please let her know by calling 304-622-0988, or by emailing her at [lanicholas13@aol.com](mailto:lanicholas13@aol.com).

### **CHURCH AND COMMUNITY**

Margaret Pratt, Coordinator of Church and Community, and her committee worked on ministry ideas for 2020. Margaret also passed out a copy of the letter she will be sending to association presidents concerning support for Baptist Campus Ministries. Thus far, \$894 is in the 2019 Special Project fund.

### **MISSION AND SERVICE**

Coordinator Dee Lallemond shared about her trip to Thailand in November/December to work with the House of Blessing Preschool. She has written articles for the WV Baptist Newsletter and ABWM Seasons. She is willing to give a presentation about her trip, complete with Power Points. Items were purchased in Thailand to sell at June Conference.

A video to advertise the Mission Outreach Project—Rice for Students in Thailand—is in the works, and has been "contracted" out to college musicians. (A song, "Rice, Rice Baby", was written by Dee's daughter, Kylie, and will be available on CDs to give to associations!) Dee handed out a flyer to be shared about the MOP project. This year's goal is \$6000. She also shared a letter that will go to association presidents giving a list of creative ways churches can promote MOP. Rice bags made with scents will be sold in the Parkersburg Association.

At the end of February, 2019, donations have totaled \$1250 with 4 associations and individuals making donations.

### **WOMEN'S CAMP**

Dee shared a flyer and registration form concerning The 4<sup>th</sup> Annual Women's Camp 2019. This is an event planned by Marshall alumni for women of all ages. It will be at the WV Baptist Camp at Cowen April 5-7. The registration fee of \$45 includes meals. Registrations are due March 22. For more information, email [womenscampwv@gmail.com](mailto:womenscampwv@gmail.com).

### **CONFERENCE**

Kim Mack, Coordinator of Conference, and Sandy Currey, Conference Coordinator Elect, announced this year's event will have a nautical theme called "Rock the Boat". The speaker will be Lisa Simmons, and she will share how to "enlarge our tents". This year's Conference will be a one day event only (June 1<sup>st</sup>). However, for those traveling long distances or just wanting a time of fellowship and to stay at Parchment Valley, a Pre-Conference is being offered.

On Saturday, four workshops will be offered: "Navigating the Boat"—Social Media by Sue Hamric and Matt Ash, "Anchoring the Boat"—Establishing American Baptist Women's Ministries, "Jibing"—Changing Courses, and "Tacking"—Direction of the Wind. Participants are encouraged to attend all 4 workshops.

Coordinators are asked to make displays highlighting their ministry. Presentations will be made by Margaret for Special Project, Dee for MOP, and Lou Ann for the Scholarship Girls.

**Each board member is to bring a snack to share with the attendees.**

**M8-2019 A motion was made by the Conference committee that the offering for Conference be divided in half--the first going to expenses, and the second to be used for VBS by the Myers and Aragons, missionaries in Mexico. Motion carried.**

### **SPIRITUAL GROWTH RETREAT**

Kim Pickrell, Coordinator of the Spiritual Growth Retreat, reported Hill Hall at Parchment Valley will be transformed into "The Holy Grounds Coffee and Tea Cafe" September 20-22. The theme is "In the Quiet" based on Psalm 46:10 and David Bush will be the speaker. Ideas for a song leader were discussed. Door prizes will be given at the beginning of each session. Snacks will be provided.

A party favor was given to board members to encourage inviting ladies to the retreat. Two crafts will be offered—washer necklaces and wooden crosses.

Flyers were given out to take and share at our churches. The offering for the weekend will be for Special Project—Rice for Thailand.

### **WOMEN'S DAY 2019**

Women's Day will be held in Wilcox Chapel at Alderson Broaddus University October 18 from 9-2. The theme is "The Woman God Sees" based on Isaiah 62:4. No speaker has been confirmed at this time.

- **M9-2019 A motion was made by the Women's Day committee recommending half of the offering from this gathering go for expenses, and half to the women's ministries in Mexico, a project of Debbie Myers and Denise Aragon. Motion carried.**

### **SCHOLARSHIP/LOAN**

Jane Mullen, Coordinator of Scholarship/Loan, announced 18 girls were chosen to receive an ABWM scholarship/loan for the 2019-2020 school year. Each board member received a copy of the names for the scholarships.

- **M10-2019 A motion was made from the Scholarship/Loan committee that 18 scholarship/loans of \$1000 be awarded to the girls for the 2019-2020 school year. Motion carried.**
- **M11-2019 A motion was made from the Scholarship/Loan committee that the application form be put on the ABWM website. Motion carried.**

### **NOMINATING COMMITTEE**

No report at this time.

### **LOVE GIFT**

Linda Carpenter announced we are 18% over giving than we were this time in 2018.

### **PROJECT GOOD SAMARITAN**

No report at this time.

### **SEASONS**

Sue Hamric, Communications Coordinator, will be doing a profile on Amy Starkey in Seasons as the new Treasurer-Elect. She also plans to include information about the new scholarship/loan girls for 2019-2020, Church and Community and the registration form for Conference.

### **REGISTRAR**

No report at this time.

### **CONVENTION LIASON**

Koreen Villers, Liaison from the WV Baptist Convention to ABWM, shared the 2019 convention theme is “Bearers of Hope—Doing Christ’s Work Together”.

Koreen encouraged the board make reservations early for the convention at Alderson Broaddus University as rooms will go quickly. She will send hotel information when available.

### **NEW BUSINESS**

Sue Hamric presented a list of constitutional bylaw amendments for review.

1.

**M12-2019 A motion was made and seconded to accept the alterations to Amendments #5--#25. These amendments will be presented to the membership at large in October at Women’s Day for ratification. Motion carried.**

Debbie asked if we needed to meet before Pre-Conference in order to vote on the 2020 MOP and Special Projects ministries. The consensus was no as the board could respond by email.

Carrie shared the prices at Parchment Valley have been raised, and asked if we could adjust the prices for events. Discussion followed.

- **M13-2019 A motion was made and seconded to raise the room rate from \$28 to \$30 to be in line with the Parchment Valley Conference Center price increase. Motion carried.**

The business session was adjourned and closed in prayer by Debbie Higginbotham at 5:05 pm.