

ADMINISTRATION SUPPORT COMMITTEE MINUTES
BAPTIST GENERAL CONVENTION OF TEXAS
EXECUTIVE BOARD
February 23, 2026
10:15 AM- 12:15 PM

Present

Ross Chandler – Chair
Pete Pawelek
Silvia Flores
Ross Chandler
Don Graham
Sam Medina
Bruce Webb
G. Davis

Staff

Julio Guarneri
Ward Hayes
Craig Christina
John Litzler
Estela Escobar
Kristen Ray
Sarah Mundy
Laurie Spivey
Carol Plant

Absent

Other

Keith Warren
Jean Slaven
Sherry Vinson
Katie Lowrie

WELCOME AND PRAYER

Ross Chandler, Chair of the Administration Support Committee, called the meeting to order and opens with prayer. Chandler welcomes all guests and members.

MINUTES

Chandler presented the minutes from September 22, 2025, for approval; minutes stand as presented and approved.

EXECUTIVE DIRECTOR'S REPORT

Chandler called on Julio Guarneri to bring the Executive Director's report. Guarneri advised that 2025 had been an exciting year for the GC2 Strong strategy and alignment.

- Strengthening churches
- Connecting ministers
- Partnering for missions

Guarneri discussed PAVE church revitalization

- Led by Jonathan Smith – just printed PAVE manual
- Many baptisms
- Kevin Abbot – started Cohort at Texas A&M (DFW and Houston)
- Ongoing connections

This year we are expanding partnerships

- First Baptist Kaufman – working with Ukraine Baptist – 4 year anniversary of war
- Helping deal with trauma

Staff designing process

- Finished questionnaire of where churches are in the process
- Pathway for future growth and an increase of available resources
- About to launch pilot this spring, then broadly in the fall

- Navigators will walk with staff
- Scale up without having to hire more staff

Looking at this year's Cooperative Program giving challenges

- Growing needs
- Still a lot of work to do
- Decrease in CP giving - going in a downward trend
- Ask Executive Board to look at reasons for decline and ways to improve
- 5 reasons people give – primary reason – undesignated gifts of local churches slowed down

Guarneri advised looking for a new Cooperative Program Director

- How can BGCT help our churches
- One way of saving is our new insurance program we launched – Covenant Solutions

Chandler asked if there were any questions; various questions and comments.

ASSOCIATE EXECUTIVE DIRECTOR'S REPORT

Chandler calls on Craig Christina, Associate Executive Director, to bring report. Christina brings following report:

- Launched Covenant Solutions insurance program November 1, 2025, with a focus on feasibility
- Covered Associational meetings around Texas
- Enlisted 120 churches - \$1.2M in savings for churches since launch
- Goal is to save churches money
- Strong push to get word out to other churches
- Open to SBC churches
- Owner wants to go Nationwide – Kings Cover

Christina asked if there were any questions; various questions and comments.

Christina advises board members of the re-structuring of the board committees in process and staff changes. Chandler asks if we can have power point slide at board meeting to go through the organizational chart. Christina advised yes.

Chandler advises on the policy recommendations that we present the 800's policies together as one and let Carol Plant, Director of Human Resources give a summary, and Christina give summary on the 400's policies.

Chandler asked if there were any questions; none.

FINANCIAL PERFORMANCE REVIEW

Chandler called on Ward Hayes, Treasurer/ Chief Financial Officer for the BGCT, to bring a report. Hayes gives following Treasurer's Report of Administration Financials:

CFO/TREASURE'S REPORT:

Statement of Financial Position

- Cash position = \$12.1M (strong liquidity)
- Endowments & Investments are \$276M
- Reserve fund is \$9.0M

Statement of Operations

- BGCT Cooperative Program is steady but lower

- 97.2% of prior year
- \$721K
- Investments
 - Investment Income benefiting CP (budgeted \$7.4M, realized \$8.3M)
 - O&G income \$1M less in 2025 due to changes in production & pricing
 - Unrealized gains & endowment earnings continue to impact financial position
- Net Expenditures less than budget by \$699K
 - Budget stewardship offset most of 2025's CP decline
 - Strong stewardship remains high priority
 - Self-funded insurance benefited the budget even after experiencing above average claims this year

Chandler asked if there were any questions. Various questions and comments.

REPORT ON LEGAL MATTERS

Chandler recognized John Litzler, General Counsel and Director of Public Policy, for an update.

Litzler updated the committee on the lawsuit against Texas Baptists and advised the the case has been settled.

Chandler asked if there were any questions; none.

REPORT ON INFORMATION TECHNOLOGY

Chandler calls on Dave Lyons, Director Information Technology to bring report. Lyons brings following report:

- 2025 IT Highlights - IT User Support
- 2025 IT Highlights – IMT
- 2026 Major Projects - IT User Support
- 2026 Major Projects – IMT
- General Security Tips

REPORT ON HUMAN RESOURCES

Chandler called on Carol Plant, Director of Human Resources, to bring the report. Plant reported on the following:

- January 1, 2026, rolled out new medical insurance plan
 - Trinity Captive Group
 - Fees went from 11% to 8%
- Staff completed Sexual Harassment/Abuse training through Ministry Safe
 - March will roll out manager version
- Board members will now be required to follow BGCT policies 805 and 807
 - Will be required to sign document stating they have read and will follow policies
 - Will have ready before May Executive Board meeting – similar to Conflict-of-Interest form
- Staff Recognitions
 - Joshua Minatrea celebrating 20 years with BGCT
 - Retirees – Becky Brown -34 years and Deby Miller – 28 years
- Position Filled

- Anna Rosales – Assistant to the Executive Director – Julio Guarneri as of March 1, 2026

Chandler asked if there were any questions. None.

RECOMMENDATIONS:

Chandler called on Plant to bring 800's policy recommendations. Plant brings the following recommendations:

Recommendation to Revise Policy 822 Background Investigation. The recommendation is to amend the BGCT's background investigation policy to more comprehensively address controlled substance possession and driving while intoxicated.

Recommendation to Revise Policy 831 Eligibility for Benefits. The recommendation is to update the policy language to comply with the Affordable Care Act.

Recommendation to Amend Policy 842 Time Away from Work. The recommendation is to amend this policy to allow part-time employees to rollover no more than 40 hours of PTO into the next calendar year. It would be consistent with our policy of allowing part-time employees to donate and request donated time, and it supports our values as a family friendly organization.

Recommendation to Revise Policy 852 Flexible Spending Accounts Plan. The recommendation is BGCT will follow the IRS guidelines set for each year regarding the maximum total of contributions for each type of spending account offered under the plan and will communicate these amounts to employees during the annual enrollment period.

Recommendation to Amend Policy 853 Health Savings Account. The recommendation is to remove the entire Policy 853 - Health Savings Account. BGCT is no longer offering a High-Deductible Health Plan, which is a requirement for offering a Health Savings Account (HSA).

Chandler asked if there were any questions; there were various questions and comments. Don Graham made a motion to approve, and Sam Medina seconded motion. Vote: The motion passed.

Chandler calls on John Litzler, General Counsel, to discuss 400's policy recommendations. Litzler brings the following recommendations:

Recommendation to Revise Policy 400's Executive Board. The recommendation is to make committee policy revisions to section 400's of the policy manual to align with re-structuring.

Chandler asked if there were any questions; none. Pete Pawelek made a motion to approve, and Sylvia Flores seconded motion. Vote: The motion passed.

NEW AND MISCELLANEOUS BUSINESS

Chandler asked if there is any new or miscellaneous business to discuss; none.

ADJOURNMENT

Chandler asked Pawelek to close in prayer; meeting adjourned.