

ADMINISTRATION SUPPORT COMMITTEE MINUTES
BAPTIST GENERAL CONVENTION OF TEXAS
EXECUTIVE BOARD
September 22, 2025
10:30 AM- 12:00 PM

Present

Keith Warren – Chair
Pete Pawelek
Silvia Flores
Ross Chandler
Don Graham
Joseph Adams
Heath Kirkwood
G. Davis

Staff

Julio Guarneri
Ward Hayes
Craig Christina
John Litzler
Estella Escobar
Sergio Ramos
Joshua Minatrea
Laurie Spivey
Carol Plant
Kristen Ray

Absent

Noel Dear

Other

Jean Slaven
Charles Hill
Debbie Potter
Suzie Liner

WELCOME AND PRAYER

Keith Warren, Chair of the Administration Support Committee, called the meeting to order and Charles Hill opened in prayer.

MINUTES

Warren made introductions and presented the minutes from May 19, 2025, for approval; minutes stand as presented and approved.

EXECUTIVE DIRECTOR'S REPORT

Warren called on Julio Guarneri to share the Executive Board's focus and clarify the vision needed in Texas. The GC2 Initiative is to focus on churches and set criteria. Guarneri discussed the preparation for the annual meeting and moving forward with the GC2 strategy. GC2 brand has been used in different ways, and we want to define what it means now to all churches moving forward with the GC2 process. Guarneri addressed the lostness in Texas churches and the need to plant more churches. We need an awakening in terms of the Great Commandment/Great Commission. What is the best process to come along with churches and address the need for financial resources. We will continue to make changes to the organization. We are thankful for the work on the budget and strengthening churches and ministers. The budget reflects our vision. There is a bit of difference between the budget structure and the organizational structure. It does not reflect the five centers but rather reflects our goal and mission. Guarneri advised there have been a few changes and that Clay Jacobson who was leading the Cooperative Program is now the Director of Church Starting. The CP position is open, and we desire to turn around the CP decline. Guarneri gave thanks for the investment and other revenue and is hopeful churches will want to be a part of giving. Hill asked if there were any questions. There were various questions and comments.

FINANCIAL PERFORMANCE REVIEW

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

Financial Summary

- Fiscally Sound
 - (net asset and budgetary strength)
- Fiscally Focused
 - (solid stewardship)
- Fiscally Strategic
 - (budget incorporates vision)

CFO/TREASURE'S REPORT:

Statement of Financial Position

- Cash position = \$12.8M (strong liquidity)
- Endowments & Investments are \$264M
- Reserve fund is \$8.6M

Statement of Operations

- BGCT Cooperative Program is steady but lower
 - 97.1% of prior year
- Investments
 - Investment Income benefiting CP is steady
 - Unrealized gains (increase in market value) \$9.2M thru July
 - 10 yr. rolling avg. of total return 8.3% (7.4% 2024)
- Budgeted Revenue
 - CP Gifts \$28.0M (101% of prior year)
 - Investment income \$8.0M (108% of PY estimate)
 - Donor Designated revenue \$8.6M (125K decrease)
 - MHD budgeted income down \$140K
 - BGCT WW budget up slightly
 - Total Budgeted Revenue of \$47.9M is 105% of 2025

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

REPORT ON LEGAL MATTERS

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

John updated the committee on the lawsuit against Texas Baptists involving a youth minister from a cooperating Texas Baptist church. Litzler advised that we are still in lawsuit on the case involving a youth minister with allegations of sending inappropriate pictures via text to a minor. The parents filed the lawsuit. Texas Baptist does not have a history with this youth minister. The victim who was 13 at the time, is now 18. Litzler advised he will make effort to remove BGCT from the case. There has been some movement in the case now after 5 years, and John is optimistic for mediation before the end of the year and BGCT's involvement resolved. Warren asked if there were any questions. Various questions and comments. Warren led prayer for mediation and the Executive Leadership team.

REPORT ON HUMAN RESOURCES

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

- Key Positions Filled:
 - Joe Thompson, Benefits Administrator

- Advised the Policy Manual needs new updates and new policy additions
 - Complete review of sections 800 of the Policy Manual and coordination with updated and revamped Employee Handbook.
- Manager Training
 - Compliance (FMLA, ADAAA, etc.)
 - Employee Management Process and Tools
- Employee Stats
 - 300 full-time and regular part-time employees
 - Looking to fill positions – BSM
 - Moving in a positive direction and building relationships

Warren asked if there were any questions. None.

GC2 DIRECTOR'S REPORT

Kirkwood calls on Sergio Ramos to bring GC2 Director's Report. Sergio gives following GC2 update:

Ramos discusses the 4 key leaders on their team:

- Joshua Minatrea – Design process
- Noe Trevino – Church Starting and Missions
- Clinton Lowin – Professor, Pastor
- Jonathan Smith – Area of Church Health

Ramos advises they have selected 10 key representatives to network with technology and communications.

Hayes advised every ministry reports to Administration Support Committee and GC2 is the frontline.

RECOMMENDATIONS:

Warren called on Hayes to bring recommendations. Hayes calls on Carol Plant to bring following recommendations:

Recommendation to Revise Policy 846 Family Medical Leave Act. We recommend revising Policy 846 Family Medical Leave Act. These recommendation changes are better structured around our current policies. Warren asked if there were any questions; none. Don Graham made a motion to approve, and G. Davis seconded motion. Vote: The motion passed.

Recommendation to Revise Policy 807 Harassment Policy. Regarding the BGCT's Harassment policy, HR has made recommendation for procedural changes, wording put in to strengthen policy. Warren asked if there were any questions; there were various questions and comments. G. Davis made a motion to approve, and Ross Chandler seconded motion. Vote: The motion passed.

Recommendation to Amend Policy 822 Background Investigation. We recommend amending the BGCT's background investigation policy to more comprehensively address controlled substance possession and driving while intoxicated. Warren asked if there were any questions; there were various questions and comments. Sam Medina made a motion to approve, and Don Graham seconded motion. Vote: The motion passed.

Warren calls on Christina to discuss policy 420.3 Sexual Abuse and Task Force Implementation. Christina advises just informing committee that this will be voted on in the Executive Board Committee meeting.

Update on the Texas Baptist Insurance Program

Warren calls on Christina to bring update on the update on the Texas Baptist Insurance Program (TBIP).

TBIP UPDATE

Hill calls on Craig Christina, Associate Executive Director to bring the report on Texas Baptist Indemnity Program (TBIP). Christina spoke on the following:

- Began receiving calls from churches about insurance program
- Conducted feasibility study
- Start captive insurance program
- Met with Dallas partner who has an insurance company
- King's Cover is the company controlling the underwriting
- Soft launch by end of October; by November open to all BGCT/SBC churches
- Our commitment:
 - To keep costs of premiums low
 - Serve like-minded churches
 - Follow guidelines similar to those of Guidestone
 - Churches giving undesignated gifts to BGCT will receive deeper discounts

Hill asked if there were any further questions; There were various questions and discussions.

Hayes advised committee that this was the last meeting as Chair for Keith Warren opportunity for opening.

NEW AND MISCELLANEOUS BUSINESS

Warren asked if there is any new business to discuss; none.

ADJOURNMENT

Warren closed in prayer and adjourned meeting.