

BYLAWS OF AMERICAN BAPTIST WOMEN'S MINISTRIES OF OHIO

ARTICLE 1 - Name and Relationship

The name of this organization shall be American Baptist Women's Ministries of Ohio. It shall be related to and be an integral part of American Baptist Churches of Ohio, American Baptist Churches USA and the National Organization of American Baptist Women's Ministries.

ARTICLE 11 - Mission Statement

In commitment to Jesus Christ as Lord and Savior and to the mission of the Church, and through the enabling of the Holy Spirit, American Baptist Women's Ministries provides opportunities for each woman and girl to
become and develop as God's person
build God's faith community, and
serve God's world

ARTICLE 111 - Invitation to Participate

All women are invited to participate in American Baptist Women's Ministries. Each woman is encouraged to participate according to her own needs, interests and gifts as led by the Holy Spirit.

ARTICLE 1V - Officers

Section 1: ELECTED OFFICERS

The ELECTED Officers of American Baptist Women's Ministries of Ohio shall be: President, Secretary, Treasurer, Coordinator of Personal Development Ministries, Coordinator of Church and Community Ministries, Coordinator of Mission and Service Ministries, Coordinator of Conference, Co-Coordinator of Conference, Conference Coordinator-in-Training, Coordinator of AB GIRLS, Coordinator of Publicity/TELLHERGRAM, and Coordinator of Spiritual Growth Retreat.

Each elected Officer must be an active member of an ABC/OHIO church.

Section 2: ELECTION

The Officers of American Baptist Women's Ministries of Ohio shall be elected at the annual June Conference of American Baptist Women's Ministries of Ohio upon nomination by the Nominating Committee.

In one year the Officers to be elected shall be the President, Coordinator of Mission and Service Ministries, Coordinator of Publicity/TELLHERGRAM, and Conference Coordinator-in-training. It is understood that the following year the Conference Coordinator-in-Training will advance to Co-Coordinator, and the third year to the Coordinator's position, making a three year term.

The next year the Officers to be elected shall be the Treasurer, Coordinator of Personal Development Ministries, Coordinator of Spiritual Growth Retreat, Coordinator of AB GIRLS and Conference Coordinator-in-Training. The following year the Officers to be elected shall be the secretary, coordinator of church and community, and conference coordinator in training.

Section 3: VACANCIES

Vacancies which occur between elections shall be filled by the Executive Committee upon recommendation of the Nominating Committee. These appointments are subject to ratification by the Board of Managers at its next meeting.

If the President is unable to fulfill her duties for a brief period of time, the area ministry coordinator who has the longest tenure in office shall assume the duties of President on a temporary basis.

Section 4: TERM OF OFFICE

The term of office shall be three years and shall begin and terminate at the close of the American Baptist Women's Ministries of Ohio Annual Conference. An Officer shall not hold the same office for more than one term. Officers cannot be elected to any other office until at least one year has elapsed.* A woman who fills a vacancy of one year or less of an unexpired term shall be eligible for a full term of office in the same or some other position. If a person takes over an office in the middle of a term, they will be eligible for an additional 3 year term.

* (Exceptions may be permitted with the approval of the Executive Committee.)

ARTICLE V - Duties of Officers

Section 1: ADMINISTRATIVE OFFICES

A. The President shall

- plan and preside at meetings of the Executive Committee, Board of Managers and all business session.
- be the recognized representative of American Baptist Women's Ministries of Ohio to the National Board of American Baptist Women's Ministries.
- be the recognized representative or appoint one to denominational and interdenominational organizations.
- coordinate the emphasis, plans and policies of the organization with Executive Committee and the Board of Managers.
- appoint chairwomen at the beginning of her term and as needed-Article VIII F.
- be an ex-officio member of all Committees-except Nominating.
- give guidance to her counterparts.
- appoint committee members as needs arise.

B. The Secretary shall

- record and circulate the minutes of the Executive Committee, and the Board of Managers meetings, Conference Committee meetings and the Annual Business Session.
- handle correspondence as directed.
- compile annual directory for members of the Board of Managers.
- serve as Bylaws Committee Chairwoman.
- give guidance to her counterparts.
- serve as chairwoman of the Bylaws Committee. In the event amendments/updating is needed to the Bylaws, the Secretary will activate the committee. Three to five members representing at least three (3) associations shall be appointed by the President to serve with the Secretary.

C. The Treasurer shall

- maintain the financial year from September 1 - August 31.
- promote and interpret the existing funds of the organization.
- all ABW Ministries investment monies must be transacted with an insured financial institution.

- plan ways to provide financial support for the organization.
 - give financial reports at each business session.
 - monitor monthly finance reports.
 - serve as Finance Committee Chairwoman.
 - present Budget for adoption at the annual Conference Business Session.
 - promote and interpret Love Gift*.
 - be responsible for the receipt, banking and disbursement of all monies in a timely manner.
 - be responsible that the charge for non-sufficient fund checks will be the responsibility of the check writer.
 - give guidance to her counterparts.
- *(Love Gift shall be an ongoing emphasis each year, and the President shall appoint a Chairwoman.).

Section 2: COORDINATORS OF AREAS OF MINISTRIES

A. The Coordinator of Personal Development Ministries shall

- identify and develop resources related to this area of ministry, which is designed to provide opportunities for each woman to become and develop as God's person: deepening her faith, developing her gifts, and becoming a more effective Christian disciple and steward. This includes but is not limited to the following:

Bible Study	faith development	prayer
stewardship	reading	discovery of gifts
scholarship*	leadership development	discipleship
 - encourage the inclusion of these ministries in programs and activities.
 - give guidance to her counterparts.
- *(ABW Ministries of Ohio Scholarship shall be an ongoing emphasis each year and the President shall appoint a Chairwoman.)

B. The Coordinator of Church and Community Ministries shall

- identify and develop resources related to this area of ministry, which is designed to provide opportunities for women to build God's faith community: developing relationships with one another, with girls and women of all ages, with their own families and our American Baptist family, with our brothers and sisters of other denominations and women and men in professional church leadership. This area of ministry is also designed to provide opportunities for women to serve their communities by studying issues of concern and involving themselves in meeting the physical and spiritual needs of others in their homes and their communities. This includes but is not limited to the following:

worship	Church Women United
evangelism	community service
family	ABC identity
partnership	ecumenical involvement
local issues	cross cultural relationships
friendship and fun	
- support women in Professional Church Ministry.
- encourage the inclusion of these ministries in programs and activities.
- give guidance to her counterparts.
- provide direction and guideline materials to the chair of Ohio Annual Gathering Women's Day.

C. The Coordinator of Mission and Service Ministries shall

- identify and develop resources related to this area of ministry, which is designed to provide opportunities for women to serve God's world: participating in American Baptist mission outreach, studying issues of concern, and involving themselves in meeting the physical and spiritual needs of others in our nation and God's world. This includes but is not limited to the following:

White Cross*	Care and Share*
Special Interest Missionaries*	special projects
mission tours	mission education
national and global issues	mission study theme

- give guidance to her counterparts.

* (White Cross, Care and Share and Special Interest Missionaries shall be an ongoing emphasis each year, and the President shall appoint Chairwomen for White Cross and Care and Share.)

Section 3: COORDINATORS OF SPECIALIZED MINISTRIES

A. The Coordinator of Conference shall

- serve as the Chairwoman of the Conference Committee in planning the Annual Conference of American Baptist Women's Ministries of Ohio. She shall be assisted by the Co-Coordinator of Conference and the Conference Coordinator-in-Training.

B. The Coordinator of ABGIRLS shall

- plan ABGIRLS Conference, develop needed resources and promote Girls of Joy, Girls of Faith and Young Women of Hope.

- give guidance to her counterparts.

- the ABGIRLS Coordinator will plan and lead the State ABGIRLS Conference each year of her term. Her term of office concludes following the ABGIRLS Conference the final year of her term.

- the ABGIRLS Conference fee for the State ABGIRLS Coordinator shall be paid from the ABGIRLS fund.

C. The Coordinator of Publicity/TELLHERGRAM shall

- promote and publicize events of American Baptist Women's Ministries of Ohio.

- edit and distribute TELLHERGRAM.

- communicate current web-site information to the webmaster of ABC/OH.

D. The Coordinator of the Spiritual Growth Retreat shall

- serve as Chairwoman of the Spiritual Growth Retreat Committee in planning the annual Spiritual Growth Retreat of the American Baptist Women's Ministries of Ohio.

ARTICLE VI - Executive Committee

Section 1: MEMBERSHIP

The Executive Committee shall consist of elected Officers. (Article IV, Section 1)

Section 2: DECISION MAKING

The Executive Committee shall determine the number of meetings and have all the powers of the Board of Managers between Board meetings, except such powers as shall be reserved by the Board.

The action and/or recommendations of the Executive Committee shall be in accordance with the bylaws of the Board of Managers and shall be subject to ratification by the Board of Managers.

ARTICLE VII - Board

Section 1: MEMBERSHIP

The Board of Managers shall consist of the following:

A. Executive Committee (as defined in Article 7, Section 1)

B. The immediate Past President who shall serve one year.

- C. Association President shall have voting privileges. If it is impossible for an Association President to attend a Board of Managers meeting, she shall designate an alternate from the Executive Committee of her Association to attend. The alternate will have voting privileges.
- D. Associate Members, without vote or paid expense. Those who serve on the National Board of ABWM or General Board Representative to ABC/USA.
- E. All other Past Presidents of ABW Ministries of Ohio, and persons by virtue of their office or position with ABC/OHIO for the length of that relationship, shall be Honorary Members without vote or paid expense.
- F. Chairwomen: Love Gift, White Cross, Care and Share, Scholarship, Historian

Section 2: DUTIES

- A. The Board of Managers shall promote the goals and policies of the organization, consistent with the Mission Statement of American Baptist Women's Ministries and the purpose of American Baptist Churches/USA.
- B. The Board of Managers shall review/approve business presented by the Executive Committee of American Baptist Women's Ministries of Ohio.

ARTICLE VIII - Committees

Section 1: WOMEN'S DAY - OHIO ANNUAL GATHERING

The Women's Day planning will be under the direction of the Church and Community Coordinator in Cooperation with the host association president, who will appoint her own committee.

Section 2: CONFERENCE COMMITTEE

The Conference Committee shall consist of the Coordinator and Co-coordinator of Conference, Conference Coordinator-in-Training, Secretary, Treasurer, Coordinator of Personal Development, Coordinator of Mission and Service, Coordinator of Publicity/TELLHERGRAM, President (ex-officio) with the Coordinator of Conference serving as Chairwomen.

The Coordinator of Conference will appoint the Registrar, Co-registrar, Local Arrangements persons, Bookstore Coordinator (if not otherwise provided) and any other position needed.

Section 3: NOMINATING COMMITTEE

The Nominating Committee shall consist of the three State Officers serving the last year of their term and two Association Presidents appointed by the State President. The committee shall prepare a slate of officers as indicated in Article IV, Sections 2 and 4, and shall report this slate at the March Board of Managers meeting. The Chairwoman shall be appointed by the President. The chairwoman shall keep a current roster of potential leaders throughout the state to be handed to the new chairwoman. The nominating committee shall make every effort to secure nominees who have had training or experience in the area for which they are nominated.

Section 4: FINANCE COMMITTEE

The Finance Committee shall consist of three Association Presidents appointed by the State President and shall be chaired by the Treasurer. The Committee shall prepare an annual budget, monitor financial reports and plan adequate support of the organization.

Section 5: SCHOLARSHIP COMMITTEE

The Scholarship Chairwoman shall be appointed by the President and the Scholarship Committee shall consist of three to five Association Presidents who shall be appointed by the Scholarship Chairwoman.

- A. Its objective shall be to assist American Baptist students who are preparing for missionary and/or church related vocations.
- B. Requirements of prospects shall be: A personal commitment to missionary or church occupations within the American Baptist Churches USA, membership in an American Baptist Church, financial need, satisfactory academic rating and acceptance by an American Baptist College or Seminary.
- C. Scholarships shall be given to college Juniors and Seniors, Seminary students, missionaries desiring to further their education, and overseas Baptist students preparing for Christian service. If funds are available, Sophomore will be given consideration.
- D. The Scholarship Committee recommends that only Seminary students who are working in American Baptist Churches of Ohio or working for one of the American Baptist Camps in Ohio be considered for student aid at Seminaries in Ohio.
- E. All Applications for scholarships must be presented to the Scholarship Committee no later than March 1 of each year.
- F. The Scholarship Committee will meet at the call of the chairwoman.
- G. Individual scholarships shall be at least \$1,000. depending on availability of funds and voted on by the Board of Managers.
- H. Emergency requests will be considered at the discretion of the Scholarship Committee.
- I. The Scholarship Chairwoman should send a gift of \$50. to each student upon graduation. This money is to be taken from the scholarship fund.

Section 6: ADDITIONAL COMMITTEES

The Executive Committee shall approve additional committees as needed.

Section 7: APPOINTMENT TERMS

It is understood that committee appointments are for a term of one (1) year or less as stipulated at the time of appointment. A person may be re-appointed to serve a total of three (3) consecutive years on the same committee. If a person takes over an office in the middle of a term, they will be eligible for an additional 3-year term..

ARTICLE IX - Association/Region Organization

The American Baptist Women's Ministries of each Local Church and each Association within the ABC/Ohio shall be affiliated with the American Baptist Women's Ministries of Ohio.

ARTICLE X - Rules of Order

The rules contained in Roberts Rules of Order, Revised, shall govern the organization in all cases to which they are applicable and in which they are not in-consistent with the Bylaws or the special rules of order of the organization.

ARTICLE XI - Amendments

The Bylaws may be amended upon recommendation of the Board of Managers at any Annual Meeting of American Baptist Women's Ministries of Ohio by two-thirds vote of the members present and voting.

Revised for Adoption
June 2004 Women's Conference

Revised for Adoption
June 2008 Women's Conference

By-Laws Committee:
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