

years of active ministry are free, although paying dues is welcome.

3. Each year, please include a list of all life members. This will ensure that our database is up-to-date and accurate.

4. Please make sure that you note any complimentary memberships since these names will also be added in the database but will not count toward your active dues-paying members.

5. When doing your yearly membership drive, make sure you indicate **YOUR NAME AND ADDRESS** on each envelope to be returned to you with the dues payment so that we do not receive them in the national office.

6. At the end of each year you will receive an end-of-the-year report from me. This will include a list of members from your council for the designated year and a financial statement. Please check the information for accuracy and return the form to me.

7. Please make sure your check for membership dues is made payable to The Ministers Council (PO Box 851, Valley Forge, PA 19482-0851).

We count on you to inform us of any changes! Any questions or suggestions, please phone the office.

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# The Ministers Council

## TIPS FOR TREASURERS



American Baptist Churches USA  
PO Box 851  
Valley Forge, PA 19482-0851

# Congratulations!

Congratulations on being Treasurer of your American Baptist Churches USA Ministers Council! This brochure will assist you in fulfilling your responsibilities.



*Dale Thomas  
Secretary/Treasurer  
National Ministers Council*

*Dale is pastor at First Baptist Church, Keokuk, Iowa.*

## Tips for Treasurers ABC USA Ministers Council

If you are not familiar with the Ministers Council Bylaws, please read this excerpt regarding membership.

### ARTICLE V- MEMBERSHIP

Section 1. Eligibility for membership in this body shall be for individuals who are ordained, commissioned, lay professionals, or students in seminary who are eligible for inclusion in the Directory of Ministerial Leaders of the American Baptist Churches in the U.S.A., and who pay dues through a constituent council or to this body.

Section 2. Membership in this body shall be for the calendar year.

Section 3. Dues for this body may be collected by constituent councils, and shall be payable by September 30th of each calendar year.

Section 4. Dues to this body shall be established by the Executive Committee with the approval of the Senate. The privilege of voting and holding office in this body is reserved for those active members who pay dues.

Section 5. Honorary life membership shall be conferred upon those persons who are listed as retired in the Directory of Ministerial Leaders of the American Baptist Churches in the U.S.A. and who were active members of this body for at least three of the five years prior to their retirement. Life members shall not be required to pay annual dues, but may choose to do so, and shall be considered active members.

1. When submitting your membership list, please make sure names are **LEGIBLE**. Make sure you designate membership status as regular, student, complimentary, or life. Also indicate if there are any clergy couples. This will help me to determine if the correct amount of money has been sent. In October, you will receive membership cards for both active and life members. These cards will need to be signed by your local President.

2. Please remember the national dues are as follows: \$25 annual membership, \$35 for clergy couples when both join, \$12.50 for seminary students, and \$17.50 for a seminary couple when both join. Life memberships for retirees who have belonged for three of the past five