

# Confidential Board Memo

**To:** Members of the Deacon Board  
**From:** Pastor Roncone  
**Date:** January 3, 2019  
**Re:** Board Nominations

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Greetings gentlemen,

This year, I would like to use the same semi-confidential procedure we have used over the years to help the board evaluate possible nominees according to Biblical standards as well as those outlined in our constitution and bylaws. The process would work the following way.

1. STAGE #1: The accounting department will screen all male members and give us a list of those who practice tithing on a consistent basis and have contributed over \$3,000 a year as it would be nearly impossible for one to live in our economy with less than \$30,000 of annual income. In the event an individual situation consists of both husband and wife being unemployed, partially employed and or retired, the name as been left on the list for consideration.
2. STAGE # 2: The board would then start with the list of names that came by the accounting screen. The board would eliminate any of those who do not obviously meet the qualifications (conflict of interest, immediate family on the board or staff, life situations ect.).
3. STAGE #3: After we eliminate obvious names in our group setting, we will agree on a list to be evaluated. We will then come to the next meeting, having filled out the enclosed evaluation form by checking the appropriate box for each category, depending on their knowledge of the individual in that area of Biblical or organizational qualification. Place your initials on each form somewhere at the bottom. **PLEASE remember, how important it is to be honest in your evaluations.** Glossing over a friends apparent weakness to flatter them will only complicate the process. Our people have entrusted us to screen possible nominees. It is not our job to select deacons, but to present our people with the most qualified options to choose from.
4. STAGE #4: The board will turn their forms into Pastor and meet for a special nomination meeting to discuss any reoccurring concerns, that the forms reveal, and make a short list. There will be no need to discuss any concerns unless they seemed to be shared by others. The remaining names will become a short list of individuals to be contacted.
5. STAGE #5. The individuals on the short list will be contacted by Pastor Roncone regarding their openness to exploring God's will as a nominee. He will answer any questions they have regarding time demands or responsibilities.
6. STAGE #6: The board will meet to determine a final list that will be placed before the church at the annual business meeting the third Wednesday of February.
7. STAGE #7. The members shall elect individuals.

Pastor Gene

## Nomination Discussion Guidelines

### By Pastor Gene

The nomination process is valuable to the church in that it enables our members to select deacons from a qualified list of candidates. However, it can be difficult for those involved, in that they may become aware of areas of others people's lives that are still in need of God's grace and spiritual growth. The key is to remember that this is a Biblical responsibility we have and that we are charged with presenting qualified candidates, not selecting deacons. Tonight we will go over each of the individual evaluations you have filled out on potential candidates. After handing them in, I will ask our Corporate Secretary to look over my shoulder and I will read (summarize) the responses highlighting discrepancies or areas of concern.

1. **Specifics:** Common concerns will be discussed unless there are qualifications that have been marked with concern by two or more members. Isolated concerns will only be discussed if a concern by one member is marked as "serious reservation".
2. **Respect:** We need to give each other the freedom to voice concerns without others being offended or holding a grudge.
3. **Confidentiality:** You must not share, infer or divulge comments to anyone including spouses. It is important for you to remember that you have been elected to this position by our members, not your spouse, family members or friends.
4. **Loved ones:** It is hard to become aware of concerns others may have about our friends or their spouses that may be related to us. Take it in stride and don't be offended. It was hard for others to express these concerns and no one wants to hurt your feelings.
5. **Pastoral insight:** There are times I will have to share concerns that are highly confidential or things I have come to know through counseling or conflict resolution within the church. If I have these concerns I will try to give enough information to give you perspective without having to divulge the details.
6. **Prayer:** That we see these discussions as an opportunity to pray for God's best in people's lives instead of dwelling on weaknesses.
7. **Hope:** It does not take one long before they come to a deep appreciation for this process. If the Lord allows you to serve for an extended period of time, you will be encouraged by the obvious growth in people's lives and faith. The process is a way to see the work of the Spirit active and alive in people's lives.

Blessing to each of you and may God give you wisdom.

Pastor Gene

## Highpoint Church, 2019 Deacon Nominating Committee - Name under consideration \_\_\_\_\_

**1 TIMOTHY 3:8-13** “8 In the same way, deacons[a] are to be worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. 9 They must keep hold of the deep truths of the faith with a clear conscience. 10 They must first be tested; and then if there is nothing against them, let them serve as deacons. 11 In the same way, their spouses are to be worthy of respect, not malicious talkers but temperate and trustworthy in everything. 12 A deacon must be faithful to their spouse and must manage their children and their household well. 13 Those who have served well gain an excellent standing and great assurance in their faith in Christ Jesus (1 Tim. 3:8-13, NIV, 2011 edition). **ACTS 6:1-4**: “6 In those days when the number of disciples was increasing, the Hellenistic Jews[a] among them complained against the Hebraic Jews because their widows were being overlooked in the daily distribution of food. 2 So the Twelve gathered all the disciples together and said, “It would not be right for us to neglect the ministry of the word of God in order to wait on tables. 3 Brothers and sisters, choose seven from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them 4 and will give our attention to prayer and the ministry of the word.” (Acts 6:1-4, NIV, 2011 edition). **NOTES:** \* 1 Timothy 3:8 The word deacons refers here to Christians designated to serve with the overseers/elders of the church in a variety of ways; similarly in verse 12; and in Romans 16:1 and Phil. 1:1. 1 Timothy 3:11 Possibly deacons' wives or women who are deacons. Acts 6:1 That is, Jews who had adopted the Greek language and culture.

DESCRIPTION	MUCH RESERVATION	SOME RESERVATION	WOULD RECOMMEND	HIGHLY RECOMMEND	NO OPPOR. TO OBSERVE
"Worthy of respect" easily invites the respect of others (1 Tim. 3:8)					
"Sincere" genuine and not double tongued (1 Tim. 3:8)					
"Not indulging in much wine" - no life controlling problems with drugs or alcohol (1 Tim. 3:8)					
"Not pursuing dishonest gain" - no ethical issues or passions to execute personal pet peeves or agenda (1 Tim. 3:8)					
"Keep hold of the deep truths of the faith with a clear conscience" - life an embodiment of scriptural truths (1 Tim. 3:9)					
"First be tested" - proven active, reliable and faithful in servanthood leadership roles in ministry and life (1 Tim. 3:10)					
Spouse "worthy of respect" - spouse invites the trust and respect of others (1 Tim. 3:11)					
Spouse not "malicious talkers" - spouse does not engage in a tendency towards gossip, idle or unproductive talk (1 Tim. 3:11)					
Spouse "temperate and trustworthy" - spouse is balanced and can be trusted (1 Tim. 3:11)					
"Must be faithful to their spouse" - not involved in polygamous or multiple relationships (1 Tim. 3:12)					
"Manage children and household well" - spiritual pulse of the home is balanced and healthy (1 Tim. 3:12)					
"It would not be right for us to neglect the ministry of the word of God" (Acts 6:2) - supports primacy of preaching & prayer					
"Known as one full of the spirit" (Acts 6:3)					
"Known as one full of wisdom" (Acts 6:3)					
Faithful church attendance					
Walks in unity					
Actively using gifts in the body					
Subscribes to church's doctrines and tenets of faith					
Financial stewardship					
Supports vision (purpose and values) and ministry (style and application) of the Lead Pastor and Board of Deacons					

## Highpoint Church, 2019 Deacon Nominating Interview - Name under consideration \_\_\_\_\_

**1 TIMOTHY 3:8-13** “8 In the same way, deacons[a] are to be worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. 9 They must keep hold of the deep truths of the faith with a clear conscience. 10 They must first be tested; and then if there is nothing against them, let them serve as deacons. 11 In the same way, their spouses are to be worthy of respect, not malicious talkers but temperate and trustworthy in everything. 12 A deacon must be faithful to their spouse and must manage their children and household well. 13 Those who have served well gain an excellent standing and great assurance in their faith in Christ Jesus. (1 Tim. 3:8-13, NIV, 2011 edition). **ACTS 6:1-4**: “6 In those days when the number of disciples was increasing, the Hellenistic Jews[a] among them complained against the Hebraic Jews because their widows were being overlooked in the daily distribution of food. 2 So the Twelve gathered all the disciples together and said, “It would not be right for us to neglect the ministry of the word of God in order to wait on tables. 3 Brothers and sisters, choose seven from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them 4 and will give our attention to prayer and the ministry of the word.” (Acts 6:1-4, NIV, 2011 edition). **NOTES:** \* 1 Timothy 3:8 The word deacons refers here to Christians designated to serve with the overseers/elders of the church in a variety of ways; similarly in verse 12; and in Romans 16:1 and Phil. 1:1. 1 Timothy 3:11 Possibly deacons’ wives or women who are deacons. Acts 6:1 That is, Jews who had adopted the Greek language and culture.

	Questions
<b>Life Issues</b>	The nominating committee went over the list of qualifications and did not see anything in your life that they thought would disqualify you. Are there any of the Biblical qualifications listed in the Scriptures that you feel would disqualify you at this time?
<b>Alcohol, Tabaco and Gaming</b>	We realize the Bible does not say drinking, smoking and gambling is a sin. However, we do believe the Scriptures speak clearly about the dangers they present. We do NOT ask our leaders to abstain from these things, but we do ask that they use great wisdom, discretion and sensitivity regarding their use. Would this be something you are willing to do and support with a positive attitude?
<b>Marijuana</b>	Although marijuana is illegal on a Federal level, the state of Colorado has deviated from Federal law by allowing its sale, use and manufacturing. What is your philosophy concerning its personal use by church leadership?
<b>Spouse</b>	The Scriptures teach us that a person’s spouse can disqualify them from service. There are things that we deal with on the Deacon Board that would either not be in your spouse’s best interest to know or would require them to keep in confidence. Is that something you are willing to take responsibility and initiative in addressing should the situation become unproductive? <i>“Spouse” worthy of respect, not “malicious talkers”, “temperate and trustworthy.” (1 Tim. 3:11)</i>
<b>Primacy of Preaching</b>	We understand the Deacon’s role to be one of practical service meant to free the Pastor up for preaching and teaching the Word, as well as support his ministry in word, deed and prayer. Are you able to do this in good conscience? <i>“It would not be right for us to neglect the ministry of the word of God.” (Acts 6:2) Supports primacy of preaching &amp; prayer.</i>
<b>Holy Spirit</b>	Although Highpoint is a Spirit-filled church, we do not require Deacons to have experienced the baptism in the Holy Spirit. We do, however, think Spirit baptism should be encouraged in our community of faith. What is your personal experience or philosophy about Spirit-baptism?
<b>Doctrine</b>	Do you have any problems with our doctrine?
<b>Group Ethics</b>	Are you able to respect others by not discussing or deliberating about Board issues with other board members or people of our church outside the Board Room?
<b>Conflict Management</b>	Are you able to commit to discussing your differences or complaints with others privately as outlined in Matthew 18?
<b>Supportive of Vision</b>	Because the Deacon ministry was established in Scripture as a support to the Pastor, it is important that one see themselves as a support base and not an emergency brake. Can you support the vision (purpose and values) and ministry (style and application) of the Senior Pastor?



February 5, 2016,

Greetings in the name of the Lord! I am writing to inform you that Highpoint's board of deacons believes you may have the qualifications to serve as a possible nominee to fill four (4) normal vacancies on our Board of eleven (11) Deacons at our annual business meeting on Wednesday, March 13<sup>th</sup>. These four vacancies have a three (3) year term. That is why I am asking if you are willing to talk with me over the phone for 30-40 minutes to discuss your openness, qualifications and answer any questions you may have.

The board of deacons evaluated each qualifying member of our church on the following Biblical qualifications listed in 1 Tim. 3:8-13 and Acts 6:1-4 (NIV). In addition to these, we support our church's constitution and bylaws in requiring that those in leadership also be people led by God's spirit, faithful in stewardship and attendance, walk in unity, believe our doctrine and support the vision (purpose and values) and ministry (style and application) of the Senior Pastor.

As a nominating committee, we do not believe it is our job to select deacons. However, we do believe it is our job to identify qualified candidates for the ballot and prayerful selection at our annual business meeting. That is why at this point I am only asking two things.

1. Would you delay a decision in this matter until after we have talked on the phone and you have had a chance to pray?
2. Would you schedule a phone appointment for us to talk?

Please understand, I am not asking you to serve or make a decision at this point. I am not even asking you if you know God's will. I am only asking if you will join us in this journey of discovery.

To help prepare for our phone conversation I have attached two documents. One is the worksheet that the committee used to evaluate all potential candidates. It is a compliment to you that this process reflected so positively on your life, character and faith. Your peers have great respect for you! The second is a list of questions the nominating committee requested me to ask you in the event you would feel open to exploring this opportunity. I will look forward to our phone conversation.

Sincerely,

Pastor Gene Roncone  
Pastor and Chairman of the Board  
Highpoint Church