

NACBA 57TH NATIONAL CONFERENCE

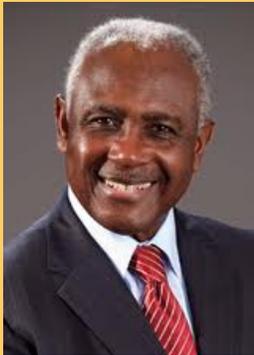
CHARLOTTE NC • JULY 11-15, 2013

RACING TOWARD

EXCELLENCE

NATIONAL ASSOCIATION OF  
CHURCH BUSINESS ADMINISTRATION  
57TH ANNUAL CONFERENCE

Join us in Charlotte, NC  
July 11-15, 2013  
Charlotte Convention Center



FRIDAY, JULY 12<sup>TH</sup>  
"A Challenge to Non-Profits  
to Do More - With Less,  
to Deliver Better - With Less,  
In Order to Advance the Least  
Among Us!"

**Harvey Bernard Gantt**  
Architect and  
Local Politician

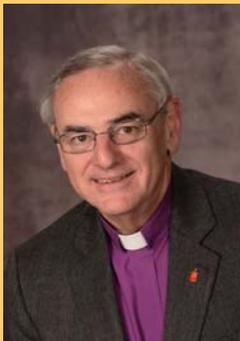


SATURDAY, JULY 13<sup>TH</sup>  
"What to Do When There's Too  
Much to Do"

**Laura Stack**  
Author  
Consultant and Trainer,  
The Productivity Pro<sup>®</sup>, Inc.

SUNDAY, JULY 14<sup>TH</sup>

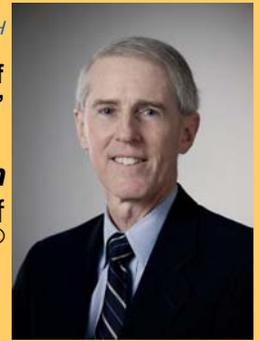
**Bishop Larry Goodpaster**  
Resident Bishop of the  
Western North Carolina  
Conference of the United  
Methodist Church



MONDAY, JULY 15<sup>TH</sup>

"Leaving a Legacy of  
Excellence"

**James H. Morgan**  
Chairman of the Board of  
Krispy Kreme<sup>®</sup>



Event Corporate Sponsors



# RACING TOWARD EXCELLENCE

"RACING TOWARD EXCELLENCE" is the theme for the 57th National Conference of the National Association for Church Administration scheduled for July 11-15, 2013, at the Charlotte Convention Center in Charlotte, North Carolina.

The NACBA conference brings together administrative professionals from throughout the country for five days of networking and training. More than 100 church suppliers at the Trade Show and 80 church administration workshops provide networking and training that is unbeatable!



NACBA's National Conference makes it easy to reconnect with church administrative leaders and create new relationships from across the country, while gaining valuable up-to-date information.



Whether in the corridors, in the trade show, or in the minutes before or after the sessions some of the best information is gained outside the formal meeting sessions in informal conversations.

Sharing knowledge and insight with more than 500 administrative professionals in many moments of networking opportunities makes "being there" a great value.

Each year NACBA gathers many exhibitors who demonstrate and discuss their products and services, first-hand. Each booth in the Trade Show has representatives available to answer questions and provide information on innovations and developments in their products and services.



NACBA has slated some of the brightest and best speakers—knowledgeable, creative, innovative leaders in their fields who come to share their wisdom and expertise with NACBA attendees.

From workshops on technology and social media advancements to workshops on tax and legal updates, the NACBA conference has experts in their fields providing training and information.

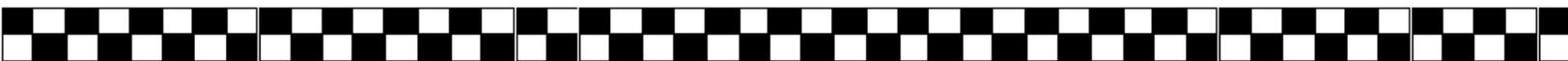
## Earn CPE Credit for Designated Workshops



NACBA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit.

Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its Web site: [www.learningmarket.org](http://www.learningmarket.org).

Be sure to look for this symbol  for workshops designated for CPE credit.



# JULY 11-15, 2013

## Schedule for Thursday, July 11<sup>th</sup>

7:30 am – 9:30 pm	Registration
8:00 am – 5:00 pm	Secure Houses of Worship (Separate registration required)
1:00 pm – 3:00 pm	Presbyterian Polity Course
3:30 pm – 4:30 pm	First Timers' Orientation
5:30 pm – 6:30 pm	Denominational Receptions
6:30 pm – 8:00 pm	Buffet Dinner served in Exhibit Hall



Everyone needs to get away from home for a change of scenery, and Charlotte, North Carolina, is a premier location for our 2013 Conference. It is a dynamic city with many entertainment and cultural sites convenient to our Center City hotels and the Convention Center.

Restaurants, shopping, fun-filled activities and beautiful tree-lined streets await you for outings away from the Convention Center when you look for free-time enjoyment. Center City comes alive every night with diners, theatre-goers, and folks just out to enjoy the view.

Known as the Queen City, Charlotte has a wealth of adventure destinations: Discovery Place, Charlotte Nature Museum, Imax<sup>®</sup> Theatre, Mint Museum, The Billie Graham Library, the U.S. National Whitewater Center, Charlotte Motor Speedway, and ImaginOn are just a few in the area.



Jennifer Childers, General Chair for the 2013 NACBA Conference, says, "Charlotte and NASCAR have been connected throughout the history of auto racing, and that relationship is the driving force behind the theme for the 2013 NACBA national conference.

### *"RACING TOWARD EXCELLENCE"*

emphasizes the drive needed to be the best. Qualities required to win in NASCAR — teamwork, flexibility, endurance, and skill — also are necessary for us if we are to excel in our calling as church administrative professionals. The 2013 national conference will build excellence in all who attend. Come join us in Charlotte and experience the victory for yourself."



Prior to the beginning of the 57th NACBA National Conference, the National Alliance for Insurance Education and Research is hosting a one-day course entitled "Secure Houses of Worship."

Participants will learn steps and benefits of an enterprise risk management program for churches and schools. They will learn what resources and tools are used to identify risks, who should be on the risk management team, and the communication methods and training that should be used to implement a successful program. In addition, they will learn how to mitigate network security risks and analyze the phenomenon of social networking, how to identify risks associated with social networking, and methods to minimize this type of risk.

Course Fee: \$179  
For more information call 800.633.2165

This course is conducted in cooperation with the 57th NACBA National Conference. Qualified participants will get NACBA CEU credit.

Register via the link on NACBA [conference page](#) or go [here](#).



# FRIDAY, JULY 12<sup>TH</sup>

## Schedule for Friday, July 12<sup>th</sup>

8:30 am – 10:15 am	General Session I
10:15 am – 10:45 pm	2013 Certification Class Reception
10:15 am – 5:30 pm	Trade Show Open
10:30 am – 11:15 am	Spouse and Family Orientation
11:30 am – 1:00 pm	Lunch served in Exhibit Hall
11:30 am – 12:45 pm	UMACBA Lunch Meeting
11:30 am – 12:45 pm	PCBAA Lunch Meeting

1:00 pm – 2:45 pm	"A" Workshop Sessions
2:45 pm – 3:45 pm	Refreshment Break in Exhibit Hall
3:45 pm – 5:30 pm	"B" Workshop Sessions
6:00 pm –	SBCBAA Certification Dinner
6:30 pm –	PCBAA Dinner
6:30 pm –	UMACBA Special Event
6:30 pm –	Episcopal Administrator Reception hosted by Episcopal Church Medical Trust

**A1** *Major Donor Ministry--People, Not Money*  
(Exhibitor: RSI)  
**Bill McMillan/ Kimberly Stewart**

Major gifts play an important role in funding ministry. There are people in every church who have the capacity to impact the financial trajectory of ministry dramatically. Many times this group is ignored except for when a contribution is requested. Churches that cultivate major donors not only see their ministry accelerate quickly, but also discover a crowd of people waiting to be discipled and ready to make an unforgettable impact.

**A2** *Valuing Your Church Facilities*  
(Exhibitor: GuideOne)  
**Eric Spacek/Paul Nilles**

In this session, the church will understand what is meant by evaluating the value of church buildings, the difference between market value and construction value, how those two components affect the valuation process for your building, and the hidden factors that may affect valuation of your facilities.

**A3** *Building a Legacy for the Future*  
(UMC hosted)  
**Rev. David Snipes/Christian Burns**

This workshop will focus on how to create an endowment that will benefit ministries in perpetuity. Some questions answered will be: What is a general endowment? How does one go about creating an endowment document? How does one educate a congregation regarding an endowment? Focus will also be given to funding an endowment through the use of planned giving vehicles such as wills and estate planning, life insurance, retirement funds, gifts of appreciated securities, charitable gift annuities, and charitable trusts.

**A4** *Godly HR*  
& **B4** **Frank Sommerville, JD, MPA, CPA**

Many employees of churches experience burnout and quit. Many churches experience excessive turnover among their employees. This session applies scriptures to employer/employee relationships and demonstrate how those principles make complying with employment laws easier for churches.

This session will also discuss the employment laws that apply to churches and provide tools necessary for employment law compliance.

**A5** *Benevolence: Establishing a Strong*  
& **B5** *Program*  
**Elaine Sommerville, CPA**

In a society facing economic challenges, the church is facing an ever-increasing number of requests for assistance from both church members and community members. With an increase in requests, staff members must decide how best to distribute the dollars dedicated to this line of the budget. This session will assist the church in creating a strong structure to provide guidance both to recipients and to staff members to assist in protecting the interests of the church in the midst of meeting the needs of the people.

**A6** *Basic Accounting Forum*  
**Vonna Laue, CPA**  
(Sponsored by ECCU)

This session is intended for administrators who have been in their positions up to five years. We encourage you to bring questions you may have related to accounting or tax issues affecting the church. We will discuss a variety of topics that impact your financial statements and accounting records. It will be a directed, open discussion format; so, come, share your experiences, and take back some new information.

**A7 & B7** *Top Five Emergency Plans Every Church Must Have*  
**Jeffrey Hawkins**

Emergency incidents happen every day in our churches across the country, from accidents to natural and man-made disasters. People are hurt, lives are often lost, church assets are destroyed. Being prepared to handle any crisis that occurs in your church is critical and having plans in place before incidents occur is key. Keeping emergency plans simple is important and having just five plans in place will prepare your church to handle most incidents properly.

Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)

# A & B WORKSHOPS

**A8 & B8** *Practical Church Risk Management*  
**Michael Batts, CPA**

Church leaders today know that risk management is a “front-and-center” issue. Church staff leaders and boards must take an active role to build a culture of risk management, but developing an approach to risk management can appear to be a daunting – even overwhelming – task. In this session, Michael Batts will address simple, methodical, and practical steps for church staff leaders and boards to do it.

 **A9** *Technology: What's Hot and What's*  
& **B9** *Coming*  
**Steve Hewitt**

Steve Hewitt will be sharing the latest and greatest in the area of technology and how it relates to ministry (including his favorite apps!)

**A10** *Philanthropy & Church: Survey Says*  
& **B10** **Dr. William G. Enright**

Dr. William Enright will share the most current research data and analysis from the 2013 Congregational Economic Impact Study (CEIS), exploring the resilience of congregations during tough economic times. Participants will learn about the decisions and practices that have helped faith communities throughout the nation thrive. Join a spirited conversation about the most significant factors influencing how religious congregations are coping with inflation as you acquire critical and practical tools for shaping a culture of generosity.

**A11** *Metro Alpha Part I (Part II is C11)*  
**Glenn Wood**

This is a roundtable discussion group specific to large church administration. Bring your questions and learn from others who have “been there & done that.” Topics are the same in the two groups but differ between Part I and Part II workshops: learn about best practices, policies, finance, reporting, multisite, and payroll just to name a few. The Alpha group is for churches with weekly attendance of GREATER THAN 3000.

**A12** *Metro Omega Part I (Part II is C12)*  
**Mike Klockenbrink**

This is a roundtable discussion group specific to large church administration. Bring your questions and learn from others who have “been there & done that.” Topics are the same in the two groups but differ between Part I and Part II workshops: learn about best practices, policies, finance, reporting, multisite, and payroll just to name a few. The Omega group is for churches with weekly attendance between 2000 and 3000.

**B1** *The Future of Giving? It Ain't Paper*  
(The Charis Group)  
**Mark Brooks**

America is moving away from cash and checks towards e-commerce. Wise churches are adapting their giving platforms to meet this new trend. This session will not only talk about the rise in online giving but give practical helps and advice on how to make this work for your church. Attendees will leave with not only an increased knowledge of online giving but also real tools to make this new trend of giving work for their church.

 **B2** *Purchasing Management: Minimum Waste*  
(Exhibitor: Shelby Systems)  
**Ron Chandler, CCA/Bobby Handcock**

Many church offices, facility operations, pastors, administrators, and managers are challenged when seeking to achieve and enforce maximum stewardship in purchasing policies and procedures. This workshop will focus on issues, best practices, and practical concepts for managing the process and systems of supply management in churches. Among other concepts and best practices, the topics of purchase order systems, centralized purchasing, agreements, contracts, and delivery will be covered in detail.

**B3** *Communications the Right Way*  
(UMC hosted)  
**Ken Garfield**

Ken Garfield will lead a program/conversation on how to build a communications ministry at your house of worship—blending print, social media, media relations, and other platforms to tell the story of the people and programs at your faith home. He will share his general philosophy about communications, then navigate a dialogue on how to bring it to life through staff and laity, keeping to a responsible budget. He will share examples of good communications practices.

 **B6** *Advanced Accounting Forum*  
**Vonna Laue, CPA**  
(Sponsored by ECCU)

This session is intended for administrators who have been in their positions for six years or more. It will be a time where you can share with other experienced administrators the questions you have related to church accounting and tax matters. You can get your questions answered by two CPAs focusing in the accounting and tax areas. The format will be a directed open discussion to allow you to get as much out of it as possible.

Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)

# SATURDAY, JULY 13<sup>TH</sup>

## Schedule for Saturday, July 13<sup>th</sup>

7:00 am – 8:00 am	SW Certification Center Alumni Breakfast
8:15 am – 10:15 am	General Session II
10:15 am – 3:45 pm	Trade Show Open
11:30 am – 1:00 pm	Lunch served in Exhibit Hall

1:00 pm – 2:45 pm	“C” Workshop Sessions
2:45 pm – 3:45 pm	Refreshment Break in Exhibit Hall
3:45 pm – 5:30 pm	“D” Workshop Sessions
6:30 pm –	UMACBA Dinner
6:30 pm –	Episcopal Administrator Dinner

### C1 *Loan Solutions & Cash Management* (Exhibitor: Bank of the West) **Dan Mikes**

New technology is changing the way religious institutions handle banking. Learn how to benefit from electronic depository services, automated transfers, giving kiosks, and other cash management solutions. This workshop will also enable your religious institution to understand better how to secure financing for mortgage or construction, the acquisition of land or building, the expansion /renovation of facilities. Learn how to calculate your borrowing capacity. Understand the loan approval process as well as current financing products.

### C2 *From Consumer to Disciple* (Exhibitor: Cogun) **Bill Couchenour**

Thirty years ago, the “Seeker Sensitive” movement transformed the Christian landscape connecting multitudes to Christ. Research, however, suggests that it has inadvertently bred anonymity and low expectations, creating thousands of “Christian” consumers. But there is a better way. We’ll explore ideas and insights to move to a culture of discipleship. We’ll share what we’re learning from the Future Traveler [www.futuretravelers.org](http://www.futuretravelers.org) effort, churches learning to transform lives, create local missionaries, and committed partners in ministry.

### C3 *Mastering Personal Productivity: Get More Done in Less Time and Leave the Office Earlier* **Laura Stack**

Are you working 60-80 hours a week? Learn how to be more productive at work, so you can achieve the same results in less time and Leave the Office Earlier®. Time management, prioritization, scheduling, concentration, organization, email, workflow, processing, and systems are all covered to help you get Maximum Results in Minimum Time®. You will gain scores of new ideas from “The Productivity Pro”® on increasing output without increasing effort and performing at your matchless best!

### C4 *United Methodist Polity and Beliefs* (UMC specific) **Dr. Robert Winstead**

This workshop will cover the basic structure and beliefs of the United Methodist Church, with particular attention to the admin-

istration and business of the church. Participants will have an overview of fundamental tenets of Methodism. This workshop will satisfy the UM Polity requirement for UMC certification.

### C5 *The Sommervilles Present What's Hot & D5 and What's Not* **Frank Sommerville, JD, MPA, CPA/ Elaine Sommerville, CPA**

From employment law to tax law, Tthe Sommervilles will attempt to address new issues that are the hot topics of the day as well as try to see what is looming on the horizon. Whatever the subject, it will be sure to generate a lively discussion between the two Sommervilles as well as among the audience.

### C6 *Coaching: A Tool for Supervision* & D6 **Beth Kennett**

Coaching is a professional relationship that assists individuals in moving into their greatest potential professionally and personally. Supervisors and leaders can utilize skills from the coaching profession to strengthen their leadership abilities while maximizing the potential of those with whom they are working. This is an interactive workshop where we will explore skills and tools for the supervisor’s toolbox.

### C7 & *Save Me from My Senior Pastor!* D7 (Baptist hosted) **Todd Marlin**

Nothing can make a call to ministry more miserable than a bad relationship with the senior pastor. How you navigate this relationship not only affects you but the whole church. Having served under senior pastors, Todd Marlin has been there. As a senior pastor his heart is to give you the tools to move from survive to thrive.

### C8 *High Deductible Health Plans—Solution or Scary?* (Episcopal hosted) **Laurie Kazilionis**

High Deductible Health Plans (HDHP) continue to gain traction as a way to control the rising cost of health benefits. Employees can be daunted by the “sticker shock” of the large upfront employee out of pocket cost. Health Savings Accounts (HSAs) are designed to work in tandem with HDHP plans making the plans “consumer driven.” How do these plans work and how can you educate your employees to embrace them?

# C & D WORKSHOPS

 **C9** *The ACA and Church Employers*  
& **D9** *(Presby hosted)*  
**Andrew Hendren**

This workshop is an interactive presentation and discussion of the Affordable Care Act and its impact on church employers in 2014 and beyond. Among other topics covered are employer shared responsibility provision ("pay or play" rule), insurance market reforms and essential health benefits, health insurance exchanges and federal assistance for lower income families (premium tax credits), nondiscrimination rules, the individual shared responsibility provision (individual mandate), special considerations for clergy (e.g., housing exclusion), and notice requirements.

**C10 & D10** *Reconnecting Faith and Health*  
**Dr. Chris Gambill**

This workshop will explore how congregations can work hand-in-hand with health care systems to make individuals and communities healthier, both physically and spiritually. Using the concept of the five "Leading Causes of Life," participants will explore how reconnecting faith and health can help both congregations and communities experience more of God's "shalom" in their midst.

**C11** *Metro Alpha Part II (Part I is B11)*  
**Glenn Wood**

A roundtable discussion group specific to large church administration. Bring your questions and learn from others who have "been there & done that." Topics are the same in the two groups but differ between Part I and Part II workshops: learn about best practices, policies, finance, reporting, multisite, and payroll, just to name a few. The Alpha group is for churches with weekly attendance of GREATER THAN 3000.

**C12** *Metro Omega Part II Part I is B12)*  
**Mike Klockenbrink**

A roundtable discussion group specific to large church administration. Bring your questions and learn from others who have "been there & done that." Topics are the same in the two groups but differ between Part I and Part II workshops: learn about best practices, policies, finance, reporting, multisite, and payroll, just to name a few. The Omega group is for churches with weekly attendance between 2000 and 3000.

**D1** *Be Found, Be Noticed, Be Invited Online*  
*(Exhibitor: Trinet)*  
**Ron Weber**

Today's consumers live in a digital world. Your church's potential visitors will first look online or on their phones to find a new community. Will they find you? If they do, what will your online presence say? Learn how to audit and manage your

online reputation, use today's technologies to be noticed online, and leverage the web to be inviting to new church attendees.

 **D2** *Compensation and Excess Benefits*  
*(Exhibitor: Stanfield & O'Dell)*  
**Dan Skerbitz**

Compensation paid to pastors and church executives beyond what is considered reasonable can lead to penalties assessed personally on those individuals involved. The initial penalty is 25% of the amount of the excess benefit. Even small amounts of compensation or expense reimbursements that are improperly documented can trigger the same penalties. This session will explore the definition of reasonable compensation, methods for safeguarding approved amounts from the penalties, and ways to structure compensation packages.

 **D3** *IT Oversight Update for Church Leaders*  
**Nick Nicholaou**

Leadership is responsible for the effective use of technology, but may not want to get into the details of making it work. This session will help church leaders grasp current and emerging trends in local computer networks, cloud computing, mobile technologies, and IT staffing and outsourcing.

**D4** *Building a Better Team*  
*(UMC hosted)*  
**JoAnn Horstman**

Why can't we all just get along! No, really, why can't we? Is there anything we can do to build a more cohesive staff? These are questions raised when any group of people come together as a staff. In this workshop we'll explore characteristics of a solid staff team, consider some of the actions that keep co-workers from serving together well and discover some principles that can encourage staff members to work more closely toward a common goal.

 **D8** *Healthcare Reform*  
*(Episcopal hosted)*  
**Laurie Kazilionis**

Healthcare reform is here to stay! How is the Episcopal Church Medical Trust evaluating and communicating the essential issues surrounding this legislation to our participating dioceses, parishes and institutions? Many healthcare reform provisions become effective in 2014, and 2014 is approaching very quickly. We will discuss employer penalties, state Insurance Exchanges, individual tax subsidies/credits, health insurance market reform, and the "Cadillac Tax."



# E & F WORKSHOPS

clergy and other nonprofit organizations. This session will explore how the recommendations of the first report may impact churches and clergy and review the issues of the second report: political expression.

*E9 & F9* *Planned Giving: A Cooking Light Recipe*  
**Chris McLeod, JD**

This workshop will focus on how to integrate planned giving into your congregation's overall development effort without adding staff or spending money on slick brochures. Topics covered include identifying, engaging and recognizing planned giving prospects; listening to what matters to members; developing a planned giving wish list; and marketing planned giving. The focus of this workshop is on the practical aspects of launching and marketing a planned giving program, not on the technical/legal aspects of planned giving vehicles. Participants will leave with a list of simple steps for launching a planned giving program.

*E10 & F10* *Leading Congregations through Crisis*  
**Dr. Greg Hunt**

Situational crises can strike a congregation at any time, and effective leadership can spell the difference as to whether things get better or worse. This session will draw on the experiences of congregational leaders and leaders from other fields to provide best-practices wisdom for leading before, during, and after a congregational crisis. This session is based on Greg's book *Leading Congregations through Crisis*.

*E11 & F11* *A Comprehensive Guide to Background Checks*  
**Michael Barnes**

An elementary yet comprehensive guide to the world of background checks. We will discuss everything from what you can learn about someone to where to get the most accurate information. We will also cover the FCRA and how to remain compliant.

*F1* *Coordinated Church Communications*  
*(Exhibitor: One Call Now)*  
**Phil Elmore/Bob Wolfe**

This session will help your church build and maintain a consistent, dependable communication strategy, including developing best practices for understanding the most effective ways to communicate with your audiences: staff, church members and the wider community; evaluating communication tools by effectiveness, cost, ease of set-up, maintenance, and usage; and creating and editing content for multiple

channels, audiences, and scenarios.

*F2* *Be Known for Something*  
*(Exhibitor: Be Known for Something)*  
**Mark MacDonald**

This upbeat and motivational session will establish the need of being known for something in your community. Sadly, churches are closing their doors daily and no one misses them. We'll examine the steps to breaking through intentionally and becoming more relevant. It'll save money and increase attendance if it's done right!

*F7* *Cloud Financials: Improving Stewardship*  
*(Exhibitor: INTACCT)*  
**Joan Benson**

Cloud computing can help improve accounting and financial reporting processes. We will discuss the benefits of cloud computing and present real-life examples of how cloud computing offers a lower cost, more effective option for churches, without the hassle of IT. You'll learn the key financial management and technology issues facing churches today, how the cloud can help you be efficient, secure, and sustainable, and how to deliver real-time information to internal and external stakeholders anytime, anywhere.

*Special Event at NASCAR Hall of Fame*  
*Sunday Evening, 6:30 pm—9:30 pm.*

Get a hands-on experience exploring the sport of racing at this cutting edge museum, which features authentic driving simulators, a pit crew challenge, and all the racing memorabilia you can handle. Visit the Hall of Honors to see the racing greats who have been inducted to the Hall of Fame.

The Hall is fueled with more than 50 interactive experiences like tire-changing stations, realistic race simulators, a broadcast booth and even a Kids Zone.

If you are a NASCAR fan, you will enjoy a close look at some of the most cherished pieces of the sport's history.

If you are a car buff, you will enjoy a close look at 31 meticulously maintained automobiles spanning seven decades.

If you are a gamer, the 50 plus hands-on digital kiosks will keep you occupied for hours.

It has everything a race enthusiast could ask for. (Even non-fans will be impressed!)

Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)

# MONDAY, JULY 15<sup>TH</sup>

## Schedule for Monday, July 15<sup>th</sup>

8:30 am – 10:15 am	"G" Workshop Sessions
10:15 am – 10:45 am	Refreshment Break
10:45 am – 12:30 pm	"H" Workshop Sessions
12:30 pm – 1:00 pm	Lunch Served
(	sponsored by MMBB Financial Services)

12:45 pm – 2:30 pm	Lunch and General Session IV with Business Session
2:30 pm	Adjourn

### G1 & Facility Stewardship: Good, Bad, Ugly H1 **Tim Cool**

We have been entrusted to steward the ministry facilities with which God has blessed us. This is a journey from the inception and planning of a facility throughout the life-cycle management. As part of this workshop we are going to explore topics such as What Story Does Your Facility Tell, What's the REAL Cost of Facility Ownership, Facility Stewardship, Technology, and Pro-active Facility Management.

### G2 & Telling Your Story H2 **Larry Howlett, CPA**

Your heart reflects how you worship Christ and how telling your story assists you in reaching others for Christ. "Telling Your Story" workshop will encourage you to get the mission of your church out to other people. Learn about the qualities and types of stories that will reach people's hearts and motivate them to attend your congregation and give. You will gain confidence to encourage people, to promote with boldness and unlimited witnessing the graciousness of the God we serve. Depend on God not government tax deductions to be able to raise the needed funds to operate and take care of others as God has directed us.

### G3 & Communicating, by Faith H3 **Ken Garfield**

Ken Garfield will share his passion for storytelling, and how stories can unite congregations and help people see that we are on a similar journey. His program/dialogue will explore practical ways to tell stories in the everyday life of a congregation; what makes good stories; how to find them; how to balance publicizing programs and telling stories, and how to get laity involved. He'll offer numerous examples of his favorite church stories.

### G4 Budgeting: Aligning Money and Mission (Exhibitor: ECCU) **Jeremy Moore/Arthur Wilson**

Too many churches spend too much money without evaluating whether those expenditures support the church's mission and vision. Instead, ministries and programs are often funded either because they've been in the budget forever or simply because they attract a lot of people. This session will show you why and

how to clarify your church's mission so you have a benchmark for evaluating programs and budgets that are based on mission fulfillment.

### G5 What's Happening to the Downtown Church? (Exhibitor: HH Architects) **Scott Nelson, AIA, LEED AP BD+C/Bruce Woody, AIA**

As a result of the 1970's "mega-church" movement many inner city "First Churches" have been left with large facilities and declining numbers. Today, recent census data indicate most of America's largest cities are growing at a faster rate than their surrounding suburbs—for the first time in a century. Join us for a conversation on what inner-city churches are doing to prepare and respond to this returning population base including facility updates, teardowns and additions.

### G6 2013 Church Employment Law Update **Brian Barger**

Federal and state employment law is ever-changing, and 2013 is no exception. This session focuses on new issues, laws and trends about which churches should be aware. Topics to be addressed include new developments regarding the "ministerial" exception to federal discrimination claims, the Affordable Care Act and EEOC's efforts to impact religious entity healthcare coverage, the EEOC's new background check guidelines, independent contractor classification limits, meal and break changes, and new "unemployment discrimination" protections.

### G7 Leading with Confidence, Even When You're Not "In Charge" **Michael Euliss**

In scripture, the Apostle Paul instructed us all to be aware of our attitudes, actions, and behaviors because of their impact on others. No matter our "official" titles, we are all leaders, and we are all leading...all the time. That means that each of us has an opportunity to influence positively the direction of the organizations we serve. Wherever you happen to be on the organizational chart, this workshop is for you.

Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)

# G & H WORKSHOPS

**G8** *Chapter Leaders A to Z*  
**Ruth Swingle**

This workshop is for all current and future chapter officers! Discover all the resources available to you from NACBA. Be a part of this interactive workshop and learn what fellow chapter officers are doing to grow their chapters. Support will also be available for Chapter Connector and those interested in starting a chapter. Don't miss this opportunity to get the tools you need to be a successful chapter.

**G9** *So You Want to Be a CCA?*  
**Ron Newhouse, CCA**

The NACBA certification program, Certified Church Administrator (CCA) should be a career and advancement goal for all church administrators and pastors. This workshop will include the following information about the CCA certification program: the requirements to become a CCA, the training centers that provide the education component of the CCA, the basic curriculum for the CCA program, the guidelines for the project portion of the CCA, the benefits of becoming a CCA, and the retention of your CCA.

**G10** *Building an Employee Benefits Policy*  
*(Exhibitor: MMBB Financial Services)*  
*(Sponsored by MMBB Financial Services)*  
**Jim Cook**

In this workshop we will explore the numerous benefits that churches can make available to their staff including various insurance and retirement options. A major focus will be on retirement plans and the use of employee classifications, eligibility, vesting and other options that allow churches to create flexible and affordable policies that help attract and retain the best employees.

**H4** *Tax and Legal Update*  
**Richard Hammar, JD, LLM, CPA**  
*(Sponsored by Christianity Today)*

This session will provide a review of legal and tax developments of most relevance to church administrators. Emphasis will be on the identification and management of significant and emerging risks as well as a summary of statutory and regulatory developments, litigation trends, and case studies from the files of this very popular presenter.



Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)



# JOIN US IN CHARLOTTE

JULY 11-15, 2013

## Charlotte Convention Center

accommodations at four hotels

The Westin Charlotte    The Hilton Charlotte City Center  
Hampton Inn Charlotte —Uptown Hilton Garden Inn Charlotte-Uptown

### HOTEL INFORMATION

At the 2013 conference, we will be using a convention center and four hotels. All conference hotels are within an easy walk of the Charlotte Convention Center.

Receive a \$30 per night credit for up to five (5) nights (or \$150 max) off of your hotel bill at the time of checkout when staying in one of our four NACBA hotels.

**The Westin Charlotte**  
(Headquarters Hotel)  
601 South College Street  
Room Rate: \$174

**The Hilton City Center**  
(Co-headquarters Hotel)  
222 East 3rd Street  
Room Rate: \$174

**Hilton Garden Inn  
Charlotte-Uptown**  
508 East Martin Luther King,  
Jr. Blvd  
Room Rate: \$139  
Currently Sold OUT

**Hampton Inn Charlotte-Uptown**  
530 Martin Luther King, Jr., Blvd  
Room Rate: \$139  
Currently Sold OUT

### REGISTER NOW FOR BEST PRICING!

Registration is now available online at [www.NACBA.net/2013](http://www.NACBA.net/2013).

Login for member pricing online, or go [here](#) to register before May 16 for the best pricing.

Until May 16, the cost for NACBA members is \$709 and for non-members is \$979. After that date the costs escalates each week until June 19.

**Be sure to sign up for workshops when you register!**



NATIONAL  
ASSOCIATION OF  
CHURCH  
BUSINESS  
ADMINISTRATION

100 North Central Expressway ■ Suite 914  
Richardson, Texas 75080-5326  
[www.nacba.net](http://www.nacba.net)  
800.898.8085 ■ 972.699.7555

Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)

### HOW TO MAKE HOTEL RESERVATIONS

**Hotel cut-off date is Friday, June 19th.  
Make your reservations today!**

All reservations for these hotels are made through Visit Charlotte! (the Charlotte Housing Bureau). To make reservations at any of the conference hotels, go to the conference Web site at [www.nacba.net/2013](http://www.nacba.net/2013) and click on the Housing tab.

**Hotel reservations cannot be made by telephone.**

Register NOW at [www.nacba.net/2013](http://www.nacba.net/2013)

### SHUTTLE INFORMATION

**Queen City Shuttle, LLC**  
[www.queencityshuttlellc.com](http://www.queencityshuttlellc.com)

- Contact is **Anwar Ismail**
- \$24.00 per person round trip from Charlotte airport to downtown hotels (mention NACBA for discount)
- Email Ismail at [noon704@gmail.com](mailto:noon704@gmail.com) to make reservation OR upon arrival at Charlotte airport, call 704.593.1148 for pick up from airport to hotels.
- Payment by cash or credit card.
- The vans have Queen City Shuttle's logo and they will have a sign with our group name.

