



**A SPANGLED
STAR EXPERIENCE**

NACBA 55TH NATIONAL CONFERENCE



JULY 1-5, 2011

NACBA Washington DC 2011



	Thurs, June 30th	Fri, July 1st	Sat, July 2nd	Sun, July 3rd	Mon, July 4th	Tues, July 5th		
7:00 AM								
7:15 AM								
7:30 AM								
7:45 AM								
8:00 AM	Exhibit Hall Setup	Golf Tournament	Breakfast on Own or Breakfast Meetings		Breakfast on Own or Breakfast Meetings	Breakfast on Own or Breakfast Meetings		
8:15 AM						Music/Devotions		
8:30 AM					Music/Devotions			
8:45 AM								
9:00 AM					General Session I	Worship Service	General Session II	Workshops G
9:15 AM								
9:30 AM								
9:45 AM								
10:00 AM								
10:15 AM								
10:30 AM			Spouse/Family Orientation	Brunch served 10:15 AM to 11:45 AM	Refreshment Break	Refreshment Break		
10:45 AM								
11:00 AM								
11:15 AM								
11:30 AM								
11:45 AM								
12:00 PM			Trade Show with Lunch	Trade Show Open	Workshop E	Workshops H		
12:15 PM								
12:30 PM								
12:45 PM								
1:00 PM	Exhibitor Move-in	Exhibitor Move-in Cont.			Lunch for all or Chapter Presidents Lunch	Lunch and General Session III		
1:15 PM								
1:30 PM					Workshops A	Workshops C		
1:45 PM								
2:00 PM								
2:15 PM								
2:30 PM								
2:45 PM								
3:00 PM					Refreshment Break	Refreshment Break		
3:15 PM								
3:30 PM					Workshops F			
3:45 PM								
4:00 PM		First Timers' Orientation						
4:15 PM								
4:30 PM			Workshops B	Workshops D				
4:45 PM				Exhibit Hall Move Out				
5:00 PM					Future Conference Planning			
5:15 PM								
5:30 PM								
5:45 PM		Denomination Receptions						
6:00 PM								
6:15 PM								
6:30 PM								
6:45 PM								
7:00 PM								
7:15 PM								
7:30 PM								
7:45 PM		Expo Hall Open and Opening Celebration with dinner and prize drawings	Special Event - Dinner and "Monuments by Moonlight" DC bus/walking tour	Evening free - meetings or denominational gatherings (see note in next column regarding possible fireworks show.)	Evening free - possible Fireworks over the Potomac (The Gaylord National has not yet made a decision regarding conducting a fireworks show in 2011. It could take place on the 3rd or 4th or may not take place at all.)	Remainder of afternoon and evening free or travel home.		
8:00 PM								
8:15 PM								
8:30 PM								
8:45 PM								
9:00 PM								

1. Registration Information

Name _____ ID# _____ Phone _____

Name as you want it on name tag _____ Are you a CCA? Yes No Emeritus? Yes No

Church/Organization _____ Denomination/Faith Group _____

Mailing Address _____ FAX: _____

City _____ State _____ Zip _____

Email _____ Web Site _____

Emergency Contact _____ Emergency Contact Phone _____

Are you an NACBA national member? Yes No How many NACBA conferences have you attended PRIOR to 2011? _____

Spouse name for badge _____ Children coming with you? Yes No Number _____

To Register

Register online at www.nacba.net
or
Fax your completed form with credit card information to 972-699-7617
or
Mail your completed form with payment to:
NACBA
100 N Central Expy Ste 914
Richardson TX 75080-5326

2. Fee Section for Yourself only

Registration includes the six meals marked by * in Section 3.
(Complete Section 3 for spouses & guests.)
(Emeritus Members, skip to Section 3.)

	Post- marked by May 26	Post- marked after May 26	Fill in \$ amounts for choices
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NACBA Conference only

- (Fri.-Tues. does not include denominational only meals or events)
- NACBA Member **\$685** **\$800**
- Non-NACBA Member **\$843** **\$958**

Combined NACBA and United Methodist Assn of Church Business Administrators

- (Fri.-Tues., includes meals marked by * plus UMACBA meals and events)
- NACBA Member **\$761** **\$861**
- Non-NACBA Member **\$919** **\$1,019**

Combined NACBA and Presbyterian Church Business Administrators Association

- (Fri.-Tues., includes meals marked by * plus PCBAA meals and events)
- NACBA Member **\$850** **\$950**
- Non-NACBA Member **\$1,008** **\$1,108**

United Methodist Association of Church Business Administrators only

- (Fri.-Sun. only including Sat. night special event and UMACBA events)
- UMACBA Member **\$420** **\$470**
- Non-UMACBA Member **\$475** **\$525**

- Assembly of God (AGCAA) meeting** (Friday - includes lunch) **\$40** \$ _____
- Southern Baptist Church Business Admin. Assn. (SBCBAA) Banquet**
- SBCBAA Member **\$60** \$ _____
- Non-SBCBAA Member (includes membership fee) **\$85** \$ _____
- Southwestern Certification Center Alumni Breakfast** **\$27** \$ _____
- Polity of the United Methodist Church** (Friday - \$25 non-refundable) **\$125** \$ _____
- Polity of the Presbyterian Church** (Friday - non-refundable) **\$25** \$ _____
- One-day registration** (keynote, workshops, and lunch) Which day(s)? _____ **\$250** \$ _____
- Golf Tournament** (please indicate handicap _____) **\$99** \$ _____

Total of Section 2 \$ _____

3. Fee Section for Spouses, Family, & Emeriti

Use this section to purchase extra tickets.

Extra Meals & Events for Purchase:

Event	Price	Quantity	Total
Spouse Attending Workshops	\$75	_____	\$ _____
Friday, July 1			
Golf Tournament (handicap _____)	\$99	_____	\$ _____
AGCAA lunch	\$40	_____	\$ _____
* Opening Event in Exhibit Hall	\$58	_____	\$ _____
Saturday, July 2			
* Lunch	\$38	_____	\$ _____
* Special Event (includes meal)			
Monuments by Moonlight bus/walking tour (Children under 12)	\$99	_____	\$ _____
	\$75	_____	\$ _____
Sunday, July 3			
* Brunch	\$49	_____	\$ _____
PCBAA Dinner Cruise	\$75	_____	\$ _____
SBCBAA Dinner	\$60	_____	\$ _____
UMACBA Event	\$75	_____	\$ _____
Monday, July 4			
SW Cert Cntr Alumni Breakfast	\$27	_____	\$ _____
* Lunch	\$41	_____	\$ _____
PCBAA Dinner	\$90	_____	\$ _____
Tuesday, July 5			
* Lunch	\$44	_____	\$ _____

Total of Section 3 \$ _____

4. Payment Processing

- Check Enclosed American Express Visa MasterCard Discover

Grand Total of All Sections \$ _____

Card Number _____ CVC code _____ Exp. Date ____/____

Exact Name on Card _____ Card Billing Address _____

Signature _____ Card Billing Address Zip Code _____

NACBA memberships are individual. If you are not a member please pay the non-member rate.
Payment must be made in U.S. dollars drawn on a U.S. bank.

Gaylord National - Room rate is \$155; however, there is a \$30 per night credit back to your room bill at check-out up to \$150 when staying in the National. For this rate call 1-301-965-4000 or go through www.nacba.net/dc2011 to make reservations. **NACBA pricing cut-off date June 10.**

Cancellation Policy: By May 26, \$50.00 administrative fee. May 27 - June 17, \$100.00 fee. After June 17, NO REFUND. Notice must be received in writing.

Special Needs



Check here if you have a disability or a dietary need which may require an accommodation and send a written description of your needs by June 10, 2011.

**** \$30 per night off hotel bill for up to \$150 when staying at the Gaylord National. ****

If your home is within 25 miles of the Gaylord and you plan to commute, you may deduct \$150 from your registration fee.

Washington, DC 2011 Workshop Registration Form

Please print name: _____

Please indicate the workshops you plan to attend in order to assist the hotel in determining the appropriate size meeting room for each workshop. We understand you may change your mind once you receive your conference notebook. If your spouse is registered to attend workshops, please copy this form for his/her use. Return this form to NACBA with your conference registration. Workshops marked with an asterisk (E) are vendor workshops and will include marketing of products and services.

(E) =EXHIBITOR WORKSHOP (R)=Repeat

Saturday, July 2 - 8:45-10:15 am --General Session I		
KEYNOTE: Jeff Sheler		
Workshop A 1:00-2:45 pm		SPEAKER
<input type="checkbox"/> A1	There Are No Shortcuts (E)	Joel Mikell
<input type="checkbox"/> A2	Church Facilities Management: Current Trends (E)	Ron Chandler/Tim Cool
<input type="checkbox"/> A3	The 21st Century Church: A Conversation	Jeff Sheler
<input type="checkbox"/> A4	The Pyramid of Christian Generosity (UMC hosted)	Dr. Mark King/Rev. Andy Langford
<input type="checkbox"/> A5	Clergy Compensation: Getting HR Accounting Right	Elaine Sommerville, CPA
<input type="checkbox"/> A6	Going Green: Stewarding Cash & Creation	Jerry Lawson
<input type="checkbox"/> A7	Keeping the Change: Admin Leadership in Times of Transition	Dr. Ken McFayden
<input type="checkbox"/> A8	Creating and Sustaining Momentum in the Midst of Detail	Ken Kessler
<input type="checkbox"/> A9	Developing Effective Performance Reviews	Jennifer Hickl
<input type="checkbox"/> A10	Coaching Intact Teams and Groups	Val Hastings, MCC
Workshop B 3:45-5:30 pm		SPEAKER
<input type="checkbox"/> B1	From Ashes to Celebration(E)	Eric Spacek/Paul Niles
<input type="checkbox"/> B2	Cheerful Online Giving 101 (E)	Tim Whitehorn
<input type="checkbox"/> B3	The 21st Century Church: A Conversation (R)	Jeff Sheler
<input type="checkbox"/> B4	Church and Politics 101(UMC hosted)	Rev. Neal Christie
<input type="checkbox"/> B5	Healthcare Options in 2011 and Beyond	Frank Sommerville, JD, MPA, CPA
<input type="checkbox"/> B6	Going Green: Stewarding Cash & Creation (R)	Jerry Lawson
<input type="checkbox"/> B7	Keeping the Change: Admin Leadership in Times of Transition (R)	Dr. Ken McFayden
<input type="checkbox"/> B8	Creating and Sustaining Momentum in the Midst of Detail (R)	Ken Kessler
<input type="checkbox"/> B9	Salary Surveys & Setting Compensation	Jennifer Hickl
<input type="checkbox"/> B10	Coaching Upward	Val Hastings, MCC

Sunday, July 3 - 8:45-10:15 am - Ecumenical Worship		
Sermon: Rev. Johnny Parker		
Workshop C 1:00-2:45 pm		SPEAKER
<input type="checkbox"/> C1	Cash Management & Church Loan Solutions (E)	Dan Mikes
<input type="checkbox"/> C2	Stewardship: The Proven Path (E)	James Klote
<input type="checkbox"/> C3	How Leaders Manage the Speed of Their Soul	Rev. Johnny Parker
<input type="checkbox"/> C4	Church Boardsmanship and Board Burnout (AG hosted)	Dick Hardy
<input type="checkbox"/> C5	Tax Update (Baptist hosted)	Gene Hill, CPA
<input type="checkbox"/> C6	Right Brain, Left Brain, Part II (UMC hosted)	Dr. Bob Nations
<input type="checkbox"/> C7	People Leave Managers, Not Organization (Presby hosted)	Patti Malott, CCA
<input type="checkbox"/> C8	5 Hot Spots That Require Attention Today	Frank and Elaine Sommerville
<input type="checkbox"/> C9	Fraud in the Church--High Tech Style	Verne Hargrave, CPA
<input type="checkbox"/> C10	What's Hot and What's Coming	Steve Hewitt
<input type="checkbox"/> C11	Great Recession Lessons: Hard-won Wisdom	Dr. Allen Walworth
Workshop D 3:45-5:30 pm		SPEAKER
<input type="checkbox"/> D1	Strategies to Maximize Contributions (E)	Terry Poplava
<input type="checkbox"/> D2	Leveraging Technology to Make Disciples (E)	Steve Caton
<input type="checkbox"/> D3	How Leaders Manage the Speed of Their Soul (R)	Rev. Johnny Parker
<input type="checkbox"/> D4	10 Ways to Destroy a Staff Member's Marriage (AG hosted)	Dick Hardy
<input type="checkbox"/> D5	Tax Update (Baptist hosted) (R)	Gene Hill, CPA
<input type="checkbox"/> D6	Special Needs Ministry - Beyond ADA (UMC hosted)	Dr. Pam Danklefsen
<input type="checkbox"/> D7	People Leave Managers, Not Organizations (Presby hosted) (R)	Patti Malott, CCA
<input type="checkbox"/> D8	5 Hot Spots That Require Attention Today (R)	Frank and Elaine Sommerville
<input type="checkbox"/> D9	Fraud in the Church--High Tech Style (R)	Verne Hargrave, CPA
<input type="checkbox"/> D10	What's Hot and What's Coming (R)	Steve Hewitt
<input type="checkbox"/> D11	Great Recession Lessons: Hard-won Wisdom (R)	Dr. Allen Walworth

Monday, July 4 - 8:45-10:15 am - General Session II		
KEYNOTE: Dr. Dennis Reina		
Workshop E 10:45 am-12:30 pm		SPEAKER
<input type="checkbox"/> E1	Healthcare Reform (E)	Donna Lively
<input type="checkbox"/> E2	Giving: Lessons from Generous Churches (E)	Jim Sheppard
<input type="checkbox"/> E3	Build Trust: Strengthen Relationships	Dr. Dennis Reina
<input type="checkbox"/> E4	Missionary Activity--Tax Considerations	Michael Batts, CPA
<input type="checkbox"/> E5	Basic Accounting Forum	Vonna Laue, CPA
<input type="checkbox"/> E6	Discovering Free Software	Steve Bauseman
<input type="checkbox"/> E7	Resolving Conflict in Church	Esther Gordon
<input type="checkbox"/> E8	Community Development Corp	Will Regan/Ray Nix
<input type="checkbox"/> E9	Above Board: Being a Credible Church	Dr. Stan Hargaves
<input type="checkbox"/> E10	Metro Alpha - Session I	Glenn Wood
<input type="checkbox"/> E11	Metro Omega - Session I	Mike Klockenbrink
Workshop F 2:45-4:30 pm		SPEAKER
<input type="checkbox"/> F1	Developing a Digital Givng Plan (E)	Marty Baker
<input type="checkbox"/> F2	Develop Compelling Ministry Facilities (E)	Bill Couchenour
<input type="checkbox"/> F3	Build Trust: Renew Relationships	Dr. Dennis Reina
<input type="checkbox"/> F4	Missionary Activity--Tax Considerations (R)	Michael Batts, CPA
<input type="checkbox"/> F5	Advanced Accounting Forum	Vonna Laue, CPA
<input type="checkbox"/> F6	Discovering Free Software (R)	Steve Bauseman
<input type="checkbox"/> F7	Resolving Conflict in Church (R)	Esther Gordon
<input type="checkbox"/> F8	Community Development Corp (R)	Will Regan/Ray Nix
<input type="checkbox"/> F9	Above Board: Being a Credible Church (R)	Dr. Stan Hargaves
<input type="checkbox"/> F10	Metro Alpha - Session II	Glenn Wood
<input type="checkbox"/> F11	Metro Omega - Session II	Mike Klockenbrink

Tuesday, July 5 - 12:45pm-2:30pm General Session III		
KEYNOTE: Dr. Julie Bell		
Workshop G 8:30-10:15 am		SPEAKER
<input type="checkbox"/> G1	Winning Game Plan	Dr. Julie Bell
<input type="checkbox"/> G2	Disasters: Positioning for Ministry	Lewis Saylor, CCA
<input type="checkbox"/> G3	Raising Funds While Raising Disciples (E)	Gary Enfinger
<input type="checkbox"/> G4	Shaping Perceptions: Church Branding	John Falke
<input type="checkbox"/> G5	Capital Hill and the Church- 2011 Version	Dan Busby, CPA
<input type="checkbox"/> G6	Understanding the Game	Dr. James Murphy
<input type="checkbox"/> G7	So You Want to Be an CCA?	Ron Newhouse, CCA
<input type="checkbox"/> G8	Chapter Builder/Chapter Leader	Ruth Swingle
<input type="checkbox"/> G9	Profile of a Facility Manager	Dean Johnson
<input type="checkbox"/> G10	Background Check Bootcamp for Churches (E)	Steve Durie (SecureSearch)
<input type="checkbox"/> G11	Conflict: Best Practices, Healthy Church	Cathy Lee Cunningham
Workshop H 10:45 am-12:30 pm		SPEAKER
<input type="checkbox"/> H1	Performance Intelligence	Dr. Julie Bell
<input type="checkbox"/> H2	Disasters: Positioning for Ministry (R)	Lewis Saylor, CCA
<input type="checkbox"/> H3	Tax and Legal Update	Richard Hammar, JD, LLD, CPA
<input type="checkbox"/> H4	Shaping Perceptions: Church Branding (R)	John Falke

KEYNOTE SPEAKERS FOR 2011 NACBA CONFERENCE

The keynote speakers for the 2011 NACBA Conference to be held at the Gaylord National Hotel in Washington, DC, July 1-5, 2011, have been announced.

Saturday, July 2

Jeffery Sheler, an award-winning freelance journalist who has covered the American religion scene for nearly two decades



Sunday, July 3

Johnny Parker, a certified Christian counselor and leadership coach



Monday, July 4

Dennis S. Reina, Ph. D., a speaker, author, and principal of the organizational development research and consulting firm, The Reina Trust Building Institute



Tuesday, July 5

Julie Bell, Ph.D., the founder and president of The Mind of a Champion, a coaching firm in Dallas, Texas



To read more about these keynote speakers, go to the 2011 Conference [Highlights and Keynotes Webpage](#).

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
A1	There Are No Short Cuts	Joel Mikell	In a culture of fast food, microwaves, shortcuts, and oil changes while you wait, we are tempted to look for a quick strategy with substantial results when creating a culture of giving and generosity. This is especially true in our current challenging financial environment. The truth is that there are no quick fixes. There are no shortcuts. Growing a congregation committed to systematic, generous and sacrificial giving takes time and requires a long term, holistic commitment.
A2	Facility Stewardship/Going Green Facts	Ron Chandler, CCA/Tim Cool	What is "Facility Stewardship"? How does this relate to spiritual stewardship? Why is it important for my church to provide a focused approach to Facility Stewardship in caring for the facilities God has entrusted to us? This workshop will help address many of the issues facing the care, maintenance and sustainability of our ministry facilities.
A3	The 21st Century Church: A Conversation	Jeff Sheler	Continuation and conversation on the keynote topic, identifying and analyzing trends characterizing the church of the 21 st Century.
A4	The Pyramid of Christian Generosity (UMC hosted)	Dr. Mark King/Rev. Andy Langford)A first look at a new paradigm of Christian financial stewardship. Developed by two United Methodist pastors, the Pyramid is a comprehensive strategy to teach generous financial stewardship, covering nine levels from persons who give nothing to legacy givers. The strategy includes congregational handouts, PowerPoint presentations, teaching models, and detailed plans for pastors and lay leaders. Sample resources will be shared.
A5	Clergy Compensation: Getting HR Right	Elaine Sommerville, CPA	Constructing compensation packages for clergy requires the consideration of many factors and many different tax laws. Getting it right at the beginning is important to be able to maximize all the tax benefits and getting it right at the end will help the minister stay out of trouble with the IRS. Factors to be discussed will include proper designation, defining taxable fringe benefits, handling housing allowance and how should it all be reported to the government. From start to finish this session will walk through all the important steps to be considered in compensating ministers so that your minister doesn't end up the topic of one of the cases discussed by the Sommervilles' in their joint update session at a future conference.
A6	Going Green: Stewarding Cash & Creation	Jerry Lawson	ENERGY STAR Congregations is a voluntary program of the U.S. Environmental Protection Agency to help the faith community save money in their worship facilities through strategic energy efficiency. Reduced energy waste also reduces the air pollution which harms human health and damages our life-supporting natural environment. Most worship facilities can cut energy cost 25 to 30% with the help of free ENERGY STAR information, tools and technical support found at www.energystar.gov/congregations .
A7	Keeping the Change: Admin Leadership in Transition	Dr. Ken McFayden	Congregations experience significant change when pastors depart or arrive, with staff transitions, and in vision building and strategic planning. These changes have significant impacts upon congregations, members, and leaders. This workshop explores the necessary roles, functions, and relationships of church administrators who provide essential leadership during times of transition.
A8	Creating and Sustaining Momentum in the Midst of Detail	Ken Kessler	TBD

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
A9	Developing Effective Performance Reviews	Jennifer Hickl	Truth be told, we'd rather just not bother with performance reviews. We view them as uncomfortable and unproductive. But what if you changed your approach to reviews? What if you started considering them coaching sessions – an opportunity to speak into the life and ministry of your staff? Join us for a walk-through of a weighted and graded evaluation process and see how you can use reviews to motivate and empower staff teams.
A10	Coaching Intact Teams and Groups	J. Val Hastings, MCC	This workshop will explore the valuable contribution that coaching can make in the development of high impact ministry teams. Those attending this workshop will learn how to coach intact work teams and groups, understand the stages of team development and how this process impacts coaching, learn how your beliefs, behaviors, relationships and results perspective impact your coaching, understand how to develop leaders from a coaching perspective
B1	From Ashes to Celebration	Eric Spacek, JD, ARM/Paul Niles	This workshop will take participants through an actual disaster (church fire) case study that will provide an up-close perspective on responding to a disaster from its initial stages through restoration. This program will help participants understand the importance of disaster pre-planning, expectations during and following a loss, and the restoration process itself. Most importantly, participants will learn how to positively respond to a disaster while using it as a spring board to strengthen their ministry.
B2	Cheerful Online Giving 101	Tim Whitehorn	This presentation provides practical information to assist church staff and lay leaders with making decisions about offering online giving. Topics include summary of research concerning online giving habits, steps in deciding which vendor to use, deciding which types of payment methods to accept, promoting online giving to your congregation, how to overcome common objections from the congregation and a discussion of mobile and kiosk giving.
B3	The 21st Century Church: A Conversation (R)	Jeff Sheler	Continuation and conversation on the keynote topic, identifying and analyzing trends characterizing the church of the 21 st Century.
B4	Church and Politics 101 (UMC hosted)	Rev. Neal Christie	Local churches and their denominations are called to make disciples of Jesus Christ. How can that be done in the context of American democracy? What are the principles that guide us? How do churches affirm moral convictions expressed in public faith? What are the boundaries that distinguish faith-based advocacy from secular lobbying? This workshop will share information learned in local church practice which can be translated across denominational spectrums.
B5	Healthcare Options in 2011 and Beyond	Frank Sommerville, JD, MPA, CPA	Health insurance expenses have risen dramatically over the last decade. Now with Congress passing a huge reform bill, the complexity of this area has dramatically effected the options available to churches. With mandatory coverage looming in 2014, the planning must start now. This workshop will equip church administrators to know the changes that require immediate action and to plan for the coming changes (or not if Congress repeals the reform).

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
B6	Going Green: Stewarding Cash & Creation (R)	Jerry Lawson	ENERGY STAR Congregations is a voluntary program of the U.S. Environmental Protection Agency to help the faith community save money in their worship facilities through strategic energy efficiency. Reduced energy waste also reduces the air pollution which harms human health and damages our life-supporting natural environment. Most worship facilities can cut energy cost 25 to 30% with the help of free ENERGY STAR information, tools and technical support found at www.energystar.gov/congregations .
B7	Keeping the Change: Admin Leadership in Transition (R)	Dr. Ken McFayden	Congregations experience significant change when pastors depart or arrive, with staff transitions, and in vision building and strategic planning. These changes have significant impacts upon congregations, members, and leaders. This workshop explores the necessary roles, functions, and relationships of church administrators who provide essential leadership during times of transition.
B8	Creating and Sustaining Momentum in the Midst of Detail (R)	Ken Kessler	TBD
B9	Salary Surveys & Setting Compensation	Jennifer Hickl	TBD
B10	Conflict Upward	J. Val Hastings, MCC	Many team members and ministry staff are asking the question, How do I coach the senior pastor? This workshop is designed to provide participants with practical, proven coaching skills, techniques and insights that will enable you to coach upward. Participants will learn common shifts, distinctions and powerful questions when coaching upward. The role of trusted advisor and strategic partner will also be explored.
C1	Cash Management & Church Loan Solutions	Dan Mikes	New technology is changing the way churches handle banking. Learn how to benefit from electronic depository services, automated transfers, Giving Kiosk & other cash management solutions. This workshop will also enable your church to formulate a comprehensive plan to fund the acquisition, expansion or construction of church facilities. Learn how to calculate your church's borrowing capacity. Understand the prequalification criteria for church loans, the application process, & the basics of church loan terms & conditions.
C2	Stewardship: The Proven Path	James Klote	A workshop focused on equipping and empowering church leaders with training and education in proven financial stewardship principles and approaches. It will help attendees strategically prepare for various administrative responsibilities incurred during Annual and Capital Stewardship Campaigns. Understand how to engage and involve the congregation in the planning and implementation of such campaigns, discover the most effective way to ask members for contributions, and realize the value of volunteer-driven campaigns.
C3	How Leaders Manage the Speed of Their Souls	Johnny Parker	Great leadership happens from the inside out. Leaders are responsible for attending to the health and needs of their soul. This seminar will enable leaders to recognize the danger signs of when the soul is in a dry place and identify crucial habits that nourish and energize the soul. These habits allow the leader to be pleasing to Christ and impactful in their relationships. The leader is able to "burn on" and not "burn out" in their effectiveness.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
C4	Church Boardsmanship and Board Burnout (AG hosted)	Dick Hardy	Church Boardsmanship and Burnout. Have you ever wondered why board members act the way they do? What about their understanding of their roles? Does burnout ever occur with good men and women who give of themselves to serve on your board? This key leadership group in your church deserves to be the best they can be. We'll talk about the 16 rules of engagement and how to diagnose, treat and prevent church board burnout.
C5	Tax Update (Bapt hosted)	Gene Hill, CPA	This workshop will review the various tax developments affecting both ministers and churches that have occurred since NACBA's 54th National Conferenc in Orlando.
C6	Right Brain, Left Brain Part II (UMC hosted)	Dr. J. Robert Nations	Understanding our own and others tendency to be a Right Brain or Left Brain person helps build effective communication and healthy working styles in church administration. This workshop will help participants build on the theory of Right Brain and Left Brain thinking and learn how to apply this knowledge in their working environment.
C7	People Leave Their Managers, Not Their Organization (Presbyter)	Patti Malott, CCA	When good performers leave the church staff it hurts performance results. Worse than having a talented person quit and leave is having employees quit and stay. The relationship between the manager and the employee is the overriding factor in both the employee's quality of performance and the employee's quality of work life. This workshop will focus on the manger's role to impact performance results and improve performance management competencies.
C8	5 Hot Spots that Require Attention Today	Frank and Elaine Sommerville	With information coming from so many directions as well as scrutiny from different regulatory authorities what are some of the most important areas that require attention today. This session will look at 5 key areas that require attention to assist churches in setting priorities and understanding who is looking at what today and why do we care. As always the Sommervilles will bring to the table the interesting cases and rulings that are related to these five areas along with real life examples of what to do and what not to do.
C9	Fraud in the Church--High Tech Style	Verne Hargrave, CPA, CFE	Just as the nature of business transactions has changed due to the vast advances in technology, so too does the nature of fraud risk. No longer can churches rely solely on strong controls over offering count teams, check writing and payroll processes in fraud prevention. A new threat is growing exponentially – Cyber fraud! A brief introduction to the fundamentals of fraud prevention will be followed by an in-depth discussion of four current cyber threats threatening churches.
C10	What's Hot and What's Coming	Steve Hewitt	Learn what works, what's coming, and what to avoid when using technology for your church or ministry. For over ten years Steve has reported on the latest technology tools weekly on the PrimeTime America radio show. This session will not only disclose what is being used by today's successful churches, but will reveal some startling new technologies that will come into use within the next six months.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
C11	Great Recession Lessons: Hard-won Wisdom	Dr. Allen Walworth	A workshop outlining lessons learned by church leaders in the light of the recent Recession. We will explore how this difficult economic period has reshaped the ways churches teach and model generosity, how they disciple all levels of generous givers, and how they practice wise management of church resources and opportunities. There are nuggets of wisdom available from our common experience which could only be learned in such difficult times.
D1	Strategies to Maximize Contributions	Terry Poplava	Take a step by step approach to increase giving, improve communications and develop strong church communities. Learn about tools and support available to optimize giving, including both printed and electronic options. Study essential communication strategies to help improve member involvement and engagement. Following detailed suggested practices, you will know exactly how giving, communication and community work together to meet the goal of the growing church in these challenging and changing times.
D2	Leveragine Technology to Make Disciples	Steve Caton	Ministry is about people, relationships, communication and intuition, not data analysis and complex algorithms. The problem is, following your gut is not always the best strategy for success. Technology should be a integral part of our decision and disciplmaking process. It should be a lens through which we can see God's hand in and through our ministry. Let's discuss how technology should support our intuition and our most critical ministry objectives.
D3	How Leaders Manage the Speed of Their Souls (R)	Johnny Parker	Great leadership happens from the inside out. Leaders are responsible for attending to the health and needs of their soul. This seminar will enable leaders to recognize the danger signs of when the soul is in a dry place and identify crucial habits that nourish and energize the soul. These habits allow the leader to be pleasing to Christ and impactful in their relationships. The leader is able to "burn on" and not "burn out" in their effectiveness
D4	10 Ways to Destroy a Staff Member's Marriage (AG hosted)	Dick Hardy	Men and women alike have mastered the art of self-deception. Sometimes it lies so far below the surface we do not recognize it until it is too late, and we certainly do not ask questions of ourselves along the way. With the pressures of ministry we convince ourselves we are strong, our marriage is strong and we are spending more time than ever in the Word. Really? Your marriage is worth more than this!
D5	Tax Update (Bapt hosted) (R)	Gene Hill, CPA	This workshop will review the various tax developments affecting both ministers and churches that have occurred since NACBA's 54th National Conferenc in Orlando.
D6	Special Needs Ministry: Beyond ADA (UMC hosted)	Dr. Pam Danklesfsen	Often, people with disabilities find themselves on the fringes of the worship experience. Despite large print bulletins, wheelchair ramps, and automatic doors, people with disabilities frequently remain outside the reach of the church. Families with children with disabilities stay home from worship because it's just not worth the hassle. This workshop provides an overview of some common "hidden" disabilities such as autism. Ways to support individuals with disabilities in their worship experience will be shared.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
D7	People Leave Their Managers, Not Their Organization (Presby ho	Patti Malott, CCA	When good performers leave the church staff it hurts performance results. Worse than having a talented person quit and leave is having employees quit and stay. The relationship between the manager and the employee is the overriding factor in both the employee's quality of performance and the employee's quality of work life. This workshop will focus on the manger's role to impact performance results and improve performance management competencies.
D8	5 Hot Spots that Require Attention Today (R)	Frank and Elaine Sommerville	With information coming from so many directions as well as scrutiny from different regulatory authorities what are some of the most important areas that require attention today. This session will look at 5 key areas that require attention to assist churches in setting priorities and understanding who is looking at what today and why do we care. As always the Sommersvilles will bring to the table the interesting cases and rulings that are related to these five areas along with real life examples of what to do and what not to do.
D9	Fraud in the Church--High Tech Style (R)	Verne Hargrave, CPA, CFE	Just as the nature of business transactions has changed due to the vast advances in technology, so too does the nature of fraud risk. No longer can churches rely solely on strong controls over offering count teams, check writing and payroll processes in fraud prevention. A new threat is growing exponentially – Cyber fraud! A brief introduction to the fundamentals of fraud prevention will be followed by an in-depth discussion of four current cyber threats threatening churches.
D10	What's Hot and What's Coming (R)	Steve Hewitt	Learn what works, what's coming, and what to avoid when using technology for your church or ministry. For over ten years Steve has reported on the latest technology tools weekly on the PrimeTime America radio show. This session will not only disclose what is being used by today's successful churches, but will reveal some startling new technologies that will come into use within the next six months.
D11	Great Recession Lessons: Hard-won Wisdom (R)	Dr. Allen Walworth	A workshop outlining lessons learned by church leaders in the light of the recent Recession. We will explore how this difficult economic period has reshaped the ways churches teach and model generosity, how they disciple all levels of generous givers, and how they practice wise management of church resources and opportunities. There are nuggets of wisdom available from our common experience which could only be learned in such difficult times.
E1	Healthcare Reform (E)	Donna Lively	Join me for a look at the Patient Protection and Affordable Care Act. We will review what has taken place over the 12 months since PPACA became law, the impact the law has on your organization in particular and healthcare in America in general and look into the not-so-crystal-ball to see what the future holds in relation to PPACA. Adequate time for discussion will be included in this session.
E2	Giving: Lessons from Generous Churches	Jim Sheppard	A practical workshop based on years of local church ministry leadership, consulting with a broad spectrum of church leaders and leadership of the Generous Church Leadership Community by Leadership Network, this session provides an opportunity for ministry leaders to join the generosity culture conversation; rethink the role of ministry funding in light of the "new normal" of church giving; adopt a plan of action based on research and observations from church ministry leaders.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
E3	Build Trust: Strengthen Relationships	Dr. Dennis Reina	In this highly relevant, interactive and informative session, you will learn the 16 behaviors to build trust, understand the minor to major ways trust is broken and learn to apply the seven practical steps to rebuild trust in order to engage, motivate and manage your team. Gain tools and learn best practices to build and sustain trust and take your team from where you are now to a higher level of confidence, commitment and energy!
E4	Missionary Activity--Tax Considerations	Michael Batts, CPA	With continuously improving technology and transportation, the world is truly getting smaller. Ready or not, churches are increasingly engaging in direct missionary activities in a variety of ways. When sending long-term missionaries to other countries, sponsoring short-term mission trips, or making grants to foreign recipients, churches must address the unique federal tax issues that apply to each such scenario. This workshop provides an overview of the applicable tax issues.
E5	Basic Accounting Forum	Vonna Laue, CPA	This session is intended for those administrators who have been in their positions one to five years. We will discuss the accounting and tax issues that are of interest and help to you. Come prepared with questions and ready to engage with others.
E6	Open Source or Alternative Software	Steve Bauserman	Today there is no need to purchase expensive software. There are free alternatives for all operating systems and purposes. Two industries that are examples of this are the aerospace industry (NASA) and the motion picture industry (Weta Digital). Come see free solutions for the following: Congregation Relationship Management, Desktop Productivity, Graphic Design, Operating Systems, Storage Area Networks, Virtualization.
E7	Resolving Conflict in Church	Esther Gordon	Do you know difficult people in your church? Have you tried to resolve the inevitable conflicts they can create in the church? This workshop can help! The workshop will help the participant identify categories of difficult people in the church, define the problem of difficult people and then learn communication and redemptive strategies for dealing with them. You will leave this workshop empowered with proven steps to effect biblical resolution of church conflicts.
E8	Role of a Community Development Corporation	Will Regan/Ray Nix	This Workshop will address the potential for a Community Development Corporation (CDC) to advance a Church's outreach, service and ministry programs, and real estate projects. Covered topics include: why and how to form a CDC, aspects of good governance and administration, integrating the CDC into a Church's programs, securing funding for a CDC's activities, and case studies of the use of the CDC's in providing programs and services, and sponsoring real estate activities.
E9	Above Board: Becoming a Credible Church	Dr. Stan Hargraves	There are times when a congregation has a low trust level of the church's leadership. During such untrusting periods people can become afraid that information is intentionally being kept from them, which then just increases their distrust. The church can help alleviate some of this fear by being as transparent as possible in how it conducts business. This workshop will explore some concrete things the church can do to effectively communicate information to the congregation, and discuss the types of information that can be shared as opposed to what needs to be kept confidential.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
E10	Metro Alpha - Session I	Glenn Wood	Roundtable discussion group specific to large church administration. Bring your questions and learn from others who have "been there & done that". Learn about best practices, policies, finance, reporting, multisite, and payroll just to name a few. Topics are the same in the two groups but differ between am and pm workshops. The Alpha group is for churches with weekly attendance of GREATER THAN 3000.
E11	Metro Omega - Session I	Mike Klockenbrink	A roundtable discussion group specific to large church administration. Bring your questions and learn from others who have "been there & done that". Learn about best practices, policies, finance, reporting, multisite, and payroll just to name a few. Topics are the same in the two groups but differ between am and pm workshops. The Omega group is for churches with weekly attendance between 2000 and 3000.
F1	Developing a Digital Giving Plan	Dr. Marty Baker	When giving is convenient, people give more. Attend this workshop and learn the steps to take to incorporate kiosk giving, mobile giving, online and recurring donations into your church's stewardship program. You will learn about hardware, software and merchant accounts. The workshop will also provide you with a roll-out plan to help you introduce digital giving in your church.
F2	Develop Compelling Ministry Facilities	William Couchenour	Alignment of culture, leadership, ministry and facilities can create clear and compelling environments for powerful works of the spirit. But creating Alignment is not easy. Over the past decade churches have invested \$75 billion in church facilities yet the percentage of people attending church has dropped. This workshop will explore some of the underlying cultural currents impacting ministry and facilities today. Armed with that knowledge, churches can maximize the impact from their facility dollars.
F3	Build Trust: Renew Relationships	Dr. Dennis Reina	In this highly relevant, interactive and informative session, you will learn the 16 behaviors to build trust, understand the minor to major ways trust is broken and learn to apply the seven practical steps to rebuild trust in order to engage, motivate and manage your team. Gain tools and learn best practices to build and sustain trust and take your team from where you are now to a higher level of confidence, commitment and energy!
F4	Missionary Activity--Tax Considerations (R)	Michael Batts, CPA	With continuously improving technology and transportation, the world is truly getting smaller. Ready or not, churches are increasingly engaging in direct missionary activities in a variety of ways. When sending long-term missionaries to other countries, sponsoring short-term mission trips, or making grants to foreign recipients, churches must address the unique federal tax issues that apply to each such scenario. This workshop provides an overview of the applicable tax issues.
F5	Advanced Accounting Forum	Vonna Laue, CPA	This session is intended for those administrators who have been in their positions for six years or more. You've had time to work through the basics and now it is the unusual and difficult situations that go home with you at night. Bring those questions and concerns and discuss them with the presenters and each other

2011 NACBA Conference Workshop Descriptions

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F8	Role of a Community Development Corp (*R)	Will Regan/Ray Nix	This Workshop will address the potential for a Community Development Corporation (CDC) to advance a Church's outreach, service and ministry programs, and real estate projects. Covered topics include: why and how to form a CDC, aspects of good governance and administration, integrating the CDC into a Church's programs, securing funding for a CDC's activities, and case studies of the use of the CDC's in providing programs and services, and sponsoring real estate activities.
F9	Above Board: Becoming a Credible Church (*R)	Dr. Stan Hargraves	There are times when a congregation has a low trust level of the church's leadership. During such untrusting periods people can become afraid that information is intentionally being kept from them, which then just increases their distrust. The church can help alleviate some of this fear by being as transparent as possible in how it conducts business. This workshop will explore some concrete things the church can do to effectively communicate information to the congregation, and discuss the types of information that can be shared as opposed to what needs to be kept confidential.
F10	Metro Alpha - Session II	Glenn Wood	Roundtable discussion group specific to large church administration. Bring your questions and learn from others who have "been there & done that". Learn about best practices, policies, finance, reporting, multisite, and payroll just to name a few. Topics are the same in the two groups but differ between am and pm workshops. The Alpha group is for churches with weekly attendance of GREATER THAN 3000.
F11	Metro Omega - Session II	Mike Klockenbrink	A roundtable discussion group specific to large church administration. Bring your questions and learn from others who have "been there & done that". Learn about best practices, policies, finance, reporting, multisite, and payroll just to name a few. Topics are the same in the two groups but differ between am and pm workshops. The Omega group is for churches with weekly attendance between 2000 and 3000.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
G1	Winning Game Plan	Dr. Julie Bell	There are three principles of the mind that take athletes from ordinary to exceptional. Your mind is powerful. You control your mind. Your thoughts lead to your actions. The choices you make in your thinking directly influence your actions. Attend this workshop with sport psychologist Dr Julie Bell, to learn how to take captive your thoughts to create a winning game plan for you, your leadership team and your church.
G2	Community Disasters: Positioning for Ministry	Lewis Saylor, CCA	This interactive workshop is intended to lay out a framework for congregations interested in becoming an effective center of ministry before, during, and after a disaster. Topics to include understanding the context of disasters on an individual and community level, identifying God's resources, considering the potential scale of a disaster, and how to begin or refine your disaster efforts including recommendations on establishing an external network.
G3	Raising Funds While Raising Disciples (*E)	Dr. Gary Enfinger	Utilizing the media tools of power point and video along with lecture and interaction with attendees, the presenter will communicate the value of a Biblically based stewardship campaign for debt retirement and capital needs. Key donor development strategies will be discussed along with suggestions on how to avoid stewardship campaign "land mines". This session will demonstrate how a professionally led, spiritual campaign approach can eliminate the stress for the pastor, administrator, and staff
G4	Shaping Perceptions: Church Branding	John Falke	Branding. It's not just for businesses anymore. In fact any church that cares about how it is perceived by the outside world will ignore brand-centric thinking at its own risk. There's a world waiting for a spiritual reality that they can understand. We really do have what they want, we've just done a poor job of presenting it.
G5	Capitol Hill Events Could Impact Churches	Dan Busby, CPA	Earlier this year, the Senate Finance Committee staff released 61 pages of issues of interest to churches. This session will focus on some of the key issues addressed in this document and is led by Dan Busby, ECFA president and member of the national Commission on Accountability and Policy for Religious Organizations.
G6	Understanding the Game	Dr. James Murphy	Church conflict is becoming a norm process across the landscape of America. Christians are becoming far too willing to settle difference with judicial assistance rather than the assistance of the Holy Spirit through the Word of God. An analysis reveals that a primary reason for such reaction is selfishness, an unwillingness to permit the Bible to become incarnate within our conflict. Victory is far more favorable when the Christians understand the imperativeness of common ground.
G7	So You Want to Be a CCA?	Ron Newhouse, CCA	The National Association of Church Business Administration (NACBA) certification program, Certified Church Administrator (CCA) should be a career and advancement goal for all church administrators and pastors. This workshop will include information for the CCA program: requirements, training centers, basic curriculum, guidelines for the project, benefits of becoming a CCA, retention of your CCA.

2011 NACBA Conference Workshop Descriptions

WS 1	Title 1	Full	Description
G8	Chapter Builder: What - Why - How	Ruth Swingle	This session is for all chapter officers and potential chapter officers. An overview of what is contained in the NACBA Chapter Builder will include how to use and where to find the tools provided by NACBA to help chapters grow and communicate. Instructions on the use of the Chapter Connector (the chapter access to the NACBA database) will also be presented. Anyone interested in starting a new chapter is also welcome.
G9	Profile of a Facility Manager	Dean Johnson	We will look at what a Church Facility Manager really needs to be successful. What are their strengths? What are their weaknesses? When do they cost? When do they struggle? What "tools" do they have? What "tools" do they need?
G10	Background Check Bootcamp for Churches (E)	Steve Durie	Is your ministry as safe as it could be? 1 out of 10 volunteers have a criminal record! Is your screening process thorough enough? Learn the different screening processes and levels of searches. Discover how to implement a screening strategy to enhance your child protection plan. Walk away feeling confident that you have the tools and knowledge to implement or enhance your church screening processes making sure they are safe, compliant and diligent.
G11	The Cost of Congregational Conflict	Cathy Lee Cunningham	
H1	Performance Intelligence	Dr. Julie Bell	Athletes know it takes more than skill to consistently perform their best. Attend this workshop to learn about Performance Intelligence, the ability to perform your best when it matters most. Many can lead when the circumstances are easy. But what about when circumstances are challenging? In this workshop, sport psychologist, Dr Julie Bell, will discuss confidence, focus, self-discipline, competitiveness and a winning game plan as they apply to church leadership.
H2	Community Disasters: Positioning for Ministry(R)	Lewis Saylor, CCA	This interactive workshop is intended to lay out a framework for congregations interested in becoming an effective center of ministry before, during, and after a disaster. Topics to include understanding the context of disasters on an individual and community level, identifying God's resources, considering the potential scale of a disaster, and how to begin or refine your disaster efforts including recommendations on establishing an external network.
H3	Tax and Legal Update	Richard Hammar, JD, LLM	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 your presenter.
H4	Shaping Perceptions: Church Branding (R)	John Falke	Branding. It's not just for businesses anymore. In fact any church that cares about how it is perceived by the outside world will ignore brand-centric thinking at its own risk. There's a world waiting for a spiritual reality that they can understand. We really do have what they want, we've just done a poor job of presenting it.

Hotel and Transportation Information

Gaylord National Hotel & Convention Center National Harbor, MD

The spectacular 18-story glass atrium welcomes you to our 2011 conference hotel, offering sweeping views of the Potomac River, Washington, DC, and Old Town Alexandria.



Outside the hotel is National Harbor, an amazing waterfront community of pedestrian-friendly plazas, tree-lined walkways, colorful streetscapes with shops and restaurants, and a charming waterside promenade.

Perhaps no location can match DC for historical, cultural, and recreational significance. Online hotel reservations at the Gaylord National are now available through a [link](#) from the NACBA 2011 Conference Web page.

- NACBA's special conference room rate (Deluxe Room) is \$155 per night.
- Attendees at the national conference receive a \$30/night credit back at check out for up to five nights.
- For reservations that require splitting the charges with another attendee, please call the hotel reservations office at 1-301-965-4000.
- Sub-blocks and multiple reservations cannot be accommodated through this Website, please contact the hotel directly to assist. Each reservation must be made with a name and valid credit card number.
- Inquiries for rates in suites (Executive, Hospitality or Presidential), please contact the hotel reservations office at 1.301.965.4000 or group housing coordinator at 1.301.965.4010.

Included in the NACBA conference room rate at the Gaylord National Hotel and Convention Center are the following:

- Complimentary self-parking
- Complimentary local phone calls up to 20 minutes (\$.10/minute thereafter)
- Complimentary toll-free and credit card calls up to 20 minutes (\$.10/minute thereafter)
- Complimentary bottled water (2 per room, per day)
- Complimentary daily newspaper
- Complimentary access to the resort's state-of-the-art Fitness Center
- Complimentary high-speed internet access in each guestroom and complimentary wireless internet access in the atriums

Hotel Reservations

Hotel reservations can be made in one of two ways:

1. Online via the NACBA Website by clicking [here](#).
2. Via telephone at 301.965.4000.

Additional information regarding the hotel and ground transportation is available online [here](#).

Airport Transportation

Gaylord National offers an exclusive, express shuttle to and from Reagan National Airport.

This convenient new service will depart every twenty minutes from Gaylord National's front door to Reagan National Airport, and every twenty minutes from the Reagan National Airport baggage claim.

Reservations are recommended, but tickets also will be available from the SuperShuttle desk, located on the lower level of the airport, near baggage claim.

Daily Shuttle Schedule:

6:00 a.m. – 8:00 p.m.

Shuttle Ticket Prices:

\$18 one way
\$32 per person, round trip
\$78 for exclusive van service, booked in advance

Shuttle Reservations:

Local Reservations: 301.965.2080
24 hr Reservations: 800.660.8000
Make [Online Reservations](#)



*Join us for the 2011 NACBA
Gary Gray Memorial Golf Tournament
Benefiting the NACBA Endowment Fund for Education*

Friday, July 1, 2011
Potomac Ridge Golf Club

Cost: \$99 per person
**Includes transportation from the Gaylord National,
continental breakfast and
tournament luncheon, cart & green fees,
goodie bag, & prizes!**

**There will be a \$25,000 prize for a hole-in-one
on a hole to be determined**

On-site rental fee for clubs is \$35

**Bus will depart hotel @ 6:30 a.m.
Shotgun start @ 8:00 a.m.**

Entry Deadline – Friday, June 10, 2011

**Contact Tammy Mirau at 214-446-5710
or tammy@nacba.net**

**For details on the golf course, view their Web site
http://www.mdgolf.com/potomac_ridge/**