

# A CAPITAL EXPERIENCE

THE CHURCH NETWORK • 61ST ANNUAL CONFERENCE  
WASHINGTON, DC • JULY 3-6, 2017

	Monday, July 3rd	Tues, July 4th	Wed, July 5th	Thurs, July 6th	
7:00 AM					
7:15 AM					
7:30 AM					
7:45 AM					
8:00 AM		Breakfast on Own or Breakfast Meetings	Breakfast on Own or Chapter Leaders Breakfast	Brunch Today at 10:15 am	
8:15 AM	Exhibitor Move-in				
8:30 AM					
8:45 AM					
9:00 AM			General Session II	General Session III	Workshops E
9:15 AM					
9:30 AM					
9:45 AM					
10:00 AM					
10:15 AM					
10:30 AM			Spouse/Family Orientation		Hotel Check-Out and Brunch
10:45 AM					
11:00 AM					
11:15 AM				Business Session	
11:30 AM		Trade Show with Lunch	Trade Show with Lunch		
11:45 AM				Workshop F Richard Hammar	
12:00 PM					
12:15 PM					
12:30 PM					
12:45 PM					
1:00 PM					
1:15 PM					
1:30 PM		Workshops A	Workshops C	Prize Drawings	
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	First Timers' Orientation				
3:45 PM					
4:00 PM					
4:15 PM		Workshops B	Exhibit Hall Move Out	Workshops D	
4:30 PM					
4:45 PM	Denom/Networks Receptions				
5:00 PM					
5:15 PM					
5:30 PM					
5:45 PM	Launch Event				
6:00 PM	General Session I				
6:15 PM					
6:30 PM					
6:45 PM					
7:00 PM					
7:15 PM					
7:30 PM	Trade Show Open and Opening Celebration with dinner and prize drawings	Evening free to enjoy National Harbor or "A Capitol Fourth" in downtown DC	Evening free or networks gatherings	Remainder of afternoon and evening free or travel home.	
7:45 PM					
8:00 PM					
8:15 PM					
8:30 PM					
8:45 PM					
9:00 PM					

## CORPORATE SPONSORS



# MBS Cloud SERVICES

With Cloud technology, your servers can be located off-site. MBS has extensive church and ministry IT expertise – let us host your servers in our datacenter!



Exchange



VoIP



SPAM Filtering



File Storage & Sync



Database Hosting

Why put your servers in our private cloud?

- Eliminate the distraction & hassle of hosting your own servers
- Reduce IT staff costs
- Gain 100% up-time

We're in the most advanced datacenter on the planet – located in the USA

- Secure private cloud infrastructure
- Always up (28 Internet carriers & 4 power sources)

We can save you money because we only host Christian churches & ministries!

- Low monthly fees based on charity licensing
- Excellent domestic support

## Consulting & Implementation



Network Engineering & Support



ChMS Selection Consulting



IT Audits

*Serving you and your team would be an honor! Call or email us today to learn more!*

**714.840.5900**  
**cloud@mbsinc.com**



Nick Nicholaou, President



**MBS, Inc.**

MINISTRY BUSINESS SERVICES, Inc.

*"...freeing those in ministry from business distractions."*  
Phone: 714.840.5900 • www.mbsinc.com • info@mbsinc.com

**We host databases, file servers, & VoIP!**



On behalf of the Conference Planning Committee, I would like to welcome you to the 61st Annual Conference of The Church Network, back in our Nation's Capital. We have been hard at work with the wonderful staff at the National Office in order for you and your family to have "A Capital Experience." We hope this time will provide you an opportunity to learn, network with colleagues, and enjoy some amazing sightseeing in the Washington, D.C., metropolitan area.

We have four talented and gifted keynote speakers to enrich each day. There are over 60 workshops covering subject areas such as Information Technology, Emergency Preparedness, Law, Finance and Accounting, Human Resources, Communications, and Facility Management. These are opportunities to expand our knowledge of church administration and to be exposed to new concepts. In addition, there are over 100 exhibitors who will be displaying equipment, tools, software, and resources that are essential in ministerial activities in our churches. Be sure to take advantage of this once-a-year chance to see all of these resources in one central venue.

We hope you and your family are ready to take advantage of the many sightseeing opportunities the Washington, D.C., metropolitan area offers. From the Capitol and the White House, to the National Mall and Smithsonian museums, to beautiful Mount Vernon and Old Town Alexandria, there are opportunities to see landmarks from our nation's history. I hope you take time to find a special way to celebrate the Fourth of July.

The Gaylord National Harbor Resort and Convention Center provides a magnificent setting for us to network, learn, relax, and benefit from the eminent resources of our speakers, the National Office, and each other. The village of National Harbor has grown since we were here in 2011. The Potomac Riverboat taxi can take you across the Potomac to Old Town Alexandria, Georgetown, or Mount Vernon. In addition to the shops in the Harbor, the new outlet center is close by, and you can even take the Harbor shuttle over to the new MGM hotel that offers a myriad of restaurants and entertainment. We hope the days will be a blessing for you and your family. We're glad you are here!

In His Service,

*Mary Ann Vaughan*

Mary Ann Vaughan  
61st Annual Conference General Chair

**TCN OFFICE IS IN CHESAPEAKE A**



HIGHGROUND  
ADVISORS

Protect. Strengthen. Grow.\*

taking you  
**HIGHER**

Offering asset management, planned giving and account administration for 87 years to nonprofit organizations and charitably minded families dedicated to transforming lives.

Our goal is to take care of the details so you can focus on serving your *higher calling*.

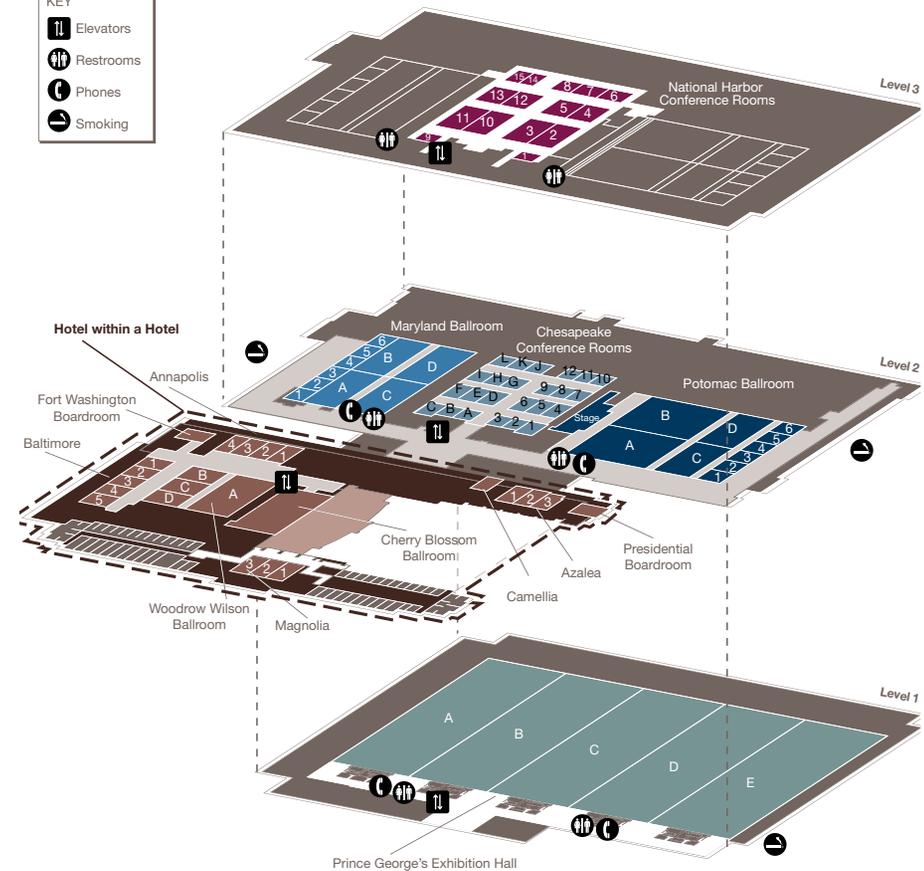
1601 ELM STREET, SUITE 1700, DALLAS, TEXAS 75201-7241  
214.922.0125 | 800.747.5564 | highgroundadvisors.org

General Information

**GAYLORD NATIONAL MAP**



- KEY
- Elevators
  - Restrooms
  - Phones
  - Smoking



**TCN OFFICE IS IN CHESAPEAKE A**

## ABOUT OUR WORKSHOPS

### CONFERENCE CONTENT

Whereas The Church Network makes every effort to ensure accurate and timely information, the opinions and points of view expressed in presentations and speeches during the conference are those of the presenters and do not necessarily represent those of The Church Network. In legal, accounting, and human resources issues it is always wise to seek a second opinion from a professional in the field when there is question about information presented. Remember, it is just information unless you have paid for professional services.

If you have questions or concerns about content at the conference please direct them to Phill Martin, Deputy CEO at [phill@thechurchnetwork.com](mailto:phill@thechurchnetwork.com).

### EXHIBITOR WORKSHOPS

Each day you will note several workshops that are labeled "Exhibitor Workshop." If you are new to a TCN conference you may be wondering what this label means and how these workshops differ from other workshops. There are two major differences:

First is how they are selected. Each year, following the annual trade show, our exhibitors are given a "Call for Presentation" for the next year. From these responses a limited number of presentations are selected.

Second is the expectation that the workshop will have solid, relevant content, but the exhibitors are allowed to engage in directly marketing how their products or services can be supportive of your work in the local church. In attending a workshop marked "Exhibitor Workshop" you can assume useful content and a presentation focused to teach/show you how the organization can help you in your work.

You will also notice from time to time individuals who work with companies that are a part of our trade show leading other (non-exhibitor) workshops. Unless marked as an exhibitor workshop or flagged with a corporate sponsorship you should not expect to have sales or marketing content as a part of the presentation. Obviously, many of these folks have great products and services to offer and can be approached in the exhibit hall if you are interested in learning more; please do not ask them to provide marketing information in these workshops.

### TCN's CONFERENCE CEU PROGRAM

CEUs can count toward certification or retention to which guidelines must be adhered in order to receive credit.

Refer to guidelines found online <http://www.nacba.net/pages/eligibilityreq.aspx>.

1. All participants must sign in. You need to take note of the Line # on the sign-in sheet and record it on your CEU Form (which is on pages 8-9).
2. Please make note of the Workshop # and the code provided by the convener during the session and record it on your CEU form. You must have the proper code for the workshop in order to receive CEU credit.
3. All the lines must be filled in.

## DISCLAIMER

### PHOTO AND VIDEO DISCLAIMER

The Church Network (TCN) reserves the right to use any photograph/video taken at any event sponsored by TCN, without the expressed written permission of those included within the photograph/video. TCN may use the photograph/video in publications or other media material produced, used, or contracted by TCN including, but not limited to, brochures, invitations, books, newspapers, magazines, television, websites, etc.

To ensure the privacy of individuals and children, images will not be identified using full names or personal identifying information without written approval from the photographed subject, parent, or legal guardian.

Persons attending a TCN event who do not wish to have their images recorded for distribution should make their wishes known to the photographer, and/or the event organizers, and/or contact TCN at [info@thechurchnetwork.com](mailto:info@thechurchnetwork.com) or 100 N Central Expy Ste 706, Richardson TX 75080-5324, in writing of his/her intentions and include a photograph. TCN will use the photo for identification purposes and will hold it in confidence.

By participating in a TCN event or by failing to notify TCN, in writing, your desire to not have your photograph used by TCN, you are agreeing to release, defend, hold harmless, and indemnify TCN from any and all claims involving the use of your picture or likeness.

Any person or organization not affiliated with TCN may not use, copy, alter, or modify TCN photographs, graphics, videography, or other similar reproductions or recordings without the advance written permission of an authorized designee from TCN.

Thank you for your understanding and cooperation!

# 2017 CONFERENCE CEU CREDIT

Be sure to keep a copy of this form for your records  
Return to TCN, 100 N Central Expy, Ste 706, Richardson, TX 75080-5324

Please PRINT clearly TCN ID # (It is on your name badge) \_\_\_\_\_

CEUs Earned \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Church \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email address \_\_\_\_\_

To receive credit for the workshops you attend, do the following: NO EXCEPTIONS

1. Note the Workshop Number
2. Sign In - Note the number of the line that you signed on
3. Listen and/or watch throughout the presentation for a CODE

It is very important that you have three (3) numbers to write on your CEU credit sheet in order to receive credit for each workshop. If you are a CPA, please indicate by your name, and star the workshops for which you are requesting CPE credit .

If you want to use these CEU credits for certification, you must have registered prior to or along with submittal of this form. (2017 Registration for Certification -See <http://www.nacba.net/Documents/2017%20Registration%20for%20Certification.pdf> or pick one up at the onsite office.)

Copy and mail this original form or scan or take a picture (make sure it is legible size) of this form and email to Rose Ella McCleary ([rose.ella@thechurchnetwork.com](mailto:rose.ella@thechurchnetwork.com)) at the national office so the CEU credits can be added to your record.

**In order to ensure that credit is applied to your record, this must be done within 30 days of the conference.**

### GENERAL SESSIONS

Monday, July 3  
G S I - CODE \_\_\_\_\_  
0.1 CEU

Tuesday, July 4  
G S II -CODE \_\_\_\_\_  
0.1 CEU

Wednesday, July 5  
G S III - CODE \_\_\_\_\_  
0.1 CEU

# 2017 CONFERENCE CEU CREDIT

Name \_\_\_\_\_ TCN ID # \_\_\_\_\_

### Record the requested information below.

Be sure to note the number of the line on which you signed in and listen or watch through the presentation for the workshop code.

NOTE: FastTrack CEUs earned will be documented in the FastTrack Sessions by sign in sheets.

Tuesday, July 4  
0.2 CEUs

A - Workshop # \_\_\_\_\_

Sign -In Line # \_\_\_\_\_

CODE \_\_\_\_\_

Tuesday, July 4  
0.2 CEUs

B - Workshop # \_\_\_\_\_

Sign -In Line # \_\_\_\_\_

CODE \_\_\_\_\_

Wednesday, July 5  
0.2 CEUs

C - Workshop # \_\_\_\_\_

Sign -In Line # \_\_\_\_\_

CODE \_\_\_\_\_

Wednesday, July 5  
0.2 CEUs

D - Workshop # \_\_\_\_\_

Sign -In Line # \_\_\_\_\_

CODE \_\_\_\_\_

Thursday, July 6  
0.2 CEUs

E - Workshop # \_\_\_\_\_

Sign -In Line # \_\_\_\_\_

CODE \_\_\_\_\_

Thursday, July 6  
0.2 CEUs

F - Workshop- Hammar

CODE \_\_\_\_\_

## General Information CPA CPE CREDITS



The National Association of Church Business Administration (NACBA), doing business as The Church Network (TCN), 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 website: [www.nasbaregistry.org](http://www.nasbaregistry.org). Our NASBA sponsor ID is 115907.

### WORKSHOPS ELIGIBLE FOR CPE

There is a separate evaluation form for CPE credit that must be submitted within 30 days of the conference. Download the form from the Conference Handouts webpage.

**Learning Objective:** The primary learning objective is to maintain or increase competency of participants through expert discussion, explanation, and interactive questioning. The workshops and programs are designed for learners to exercise a practical understanding of new and current issues, as well as the latest changes in a complex and continually changing industry.

**CPE:** There is at least one workshop eligible for 2 CPE credit hours during each of the six workshop sessions, so participants can earn up to 12 CPE credit hours in Accounting, Auditing, Business Law, Business Management and Organization, Communications, Computer Science, Management Advisory Services, Personal Development, Personnel/HR, Taxes and Specialized Knowledge regarding Non-profit Organizations.

**Advance Preparation:** There are no prerequisites or advance preparation requirements for these workshops.

**Program Level:** Most courses are Updates and Overviews.

**Delivery Method:** Group Live

**Refunds, Cancellations, and Complaints:** All CPE administrative policies may be found on our website or you may call our office at 972.699.7555.

## General Information WORKSHOPS ELIGIBLE FOR CPE

There is a separate evaluation form for CPE credit that must be submitted within 30 days of the conference. Download the form from the Conference Handouts webpage.

**BELOW IS A LIST OF WORKSHOPS FOR WHICH CPE CREDIT CAN BE EARNED.**

Number	Title	Speaker
A07	CPE Basics of Church Tax Compliance: Part 1	Mike Batts, CPA
A09	CPE Overtime for Churches Made Simple!	Frank Sommerville, JD, MPA, CPA
A10	CPE Compensation and Conflicts of Interest	Dan Busby, CPA
B07	CPE Basics of Church Tax Compliance: Part 2	Mike Batts, CPA
B09	CPE Payroll: Find the Way through the Maze	Elaine Sommerville, CPA
C01	CPE Loan Solutions and Cash Management (Bank of the West)	Dan Mikes
C02	CPE New Standard on NFP Financial Statement (Stanfiled+O'Dell, PC)	Charlotte Henry, CPA
C05	CPE Information Technology – Part 1	Nick Nicholaou/Jonathan Smith
C07	CPE He Said--She Said: The Debate Continues	Elaine & Frank Sommerville
C09	CPE Communicating Church Financial Data	Dan Busby, CPA
D01	CPE Operating Metrics for Churches (Salmon, Sims, Thomas)	Becky DaVee, CPA
D02	CPE Beyond the Tithe: Creative Giving Plans (HighGround Advisors)	Joe Handcock, JD
D05	CPE Information Technology - Part 2	Nick Nicholaou & Jonathan Smith
D07	CPE He Said--She Said: The Debate Continues (R)	Elaine & Frank Sommerville
E06	CPE Gain Control of Your Schedule	Jonathan Smith
E11	CPE Ministry Pay: Compensation Benchmark and Data Analysis	Phill Martin, CCA, CAE, ACC
F	Legal and Tax Developments	Richard Hammar, JD, LL.M., CPA

## General Information

# SPEAKERS

### Natalie Aho



CHURCH COMMUNICATION NETWORK FASTTRACK FACILITATOR  
B8 - SHOULD YOU HIRE A SOCIAL MEDIA DIRECTOR?

Natalie Aho has spent over fourteen years as a professional in communications and another four years as an educator. She is employed as a communications specialist for Baptist News Global, Alabama Cooperative Baptist Fellowship, and the Center for Healthy Churches. She also provides consulting services to individuals, organizations, and congregations and is married to a pastor. She has an MS in interactive media from Quinnipiac University and a BS in education from Baylor University.

### Dr. Diana Butler Bass



TUESDAY KEYNOTE - GROUNDED: A SPIRITUAL REVOLUTION  
A4 - IN CONVERSATION WITH DIANA BUTLER BASS

Dr. Diana Butler Bass regularly speaks at conferences and leads educational events for religious leaders. She writes at *The Huffington Post* and *The Washington Post* and comments on religion, politics, and culture in the media including *USA TODAY*, *Time*, *Newsweek*, CBS, CNN, FOX, PBS, and NPR.

### Michael Batts, CPA



A7 - CPE BASICS OF CHURCH TAX COMPLIANCE: PART 2  
B7 - CPE PART 2

Mike Batts, managing partner of the national CPA firm Batts Morrison Wales & Lee, has extensive experience serving churches and ministries across the United States. He advises churches on accounting, financial reporting, tax strategy, corporate structure, governance, international activities, and other matters. Mike has been inducted into TCN's Hall of Fame, has authored several books, and is co-author of *Church Finance* with Richard Hammar.

### Dr. Terry Bertrand, CCA



A6 - THEOLOGY AND ETHICS OF CHURCH ADMINISTRATION

Terry Bertrand has served as the associate pastor of administration for First Baptist Arlington, Texas, for nineteen years and has served in the area of church administration ministry in Texas and Louisiana for almost 40 years. Terry has served on the TCN Board (2006-2010), is an adjunct professor at Dallas Baptist University, and directs TCN Certification Center at DBU. He is active in civic affairs in Arlington where he serves on two local boards.

### Mark Brooks



B1-FUTURE SHOCK: FUTURE CHANGES IN GIVING  
(EXHIBITOR: CHARIS GROUP)

Few know the state of giving in America like Mark Brooks, the stewardship coach, as a result of his 20 years of pastoral experience and over 19 years in the stewardship field. He has worked with many of the top 100 churches in America as well as churches running 100. He and his company, The Charis Group, have been leading innovators in helping churches for today as well as preparing for tomorrow.

**DON'T GET THAT GLAZED OVER LOOK...  
when facing your accounting & payroll!**



*Let PSK & Payroll Partners focus on the numbers  
and help your church keep it's eyes on the ministry!*

PSK

3001 Medlin Drive, Suite 100  
Arlington, TX 76015  
Phone (817) 664-3000 • (800) 528-0452  
Fax (817) 664-3001  
www.pskcpa.com

Payroll  
Partners

3001 Medlin Drive, Suite 125  
Arlington, TX 76015  
(817) 226-8111  
Fax (817) 467-9994  
www.payrollpartners.com

Seeing your church's financial tasks being done timely and efficiently gives your church opportunities to grow more dynamically. With online accounting and payroll, your staff has more time to use their gifts in ministry in and out of your church! When you out-source these tasks, you never worry about sick leave, staff relocating, or vacations. We are always there to serve you!

From cyber security attacks to physical security issues, sexual misconduct to marriage equality laws, protecting your members and your ministry today is tougher and more complex than ever. At Glatfelter, we don't just provide the right insurance coverages for your church, we provide crucial education and risk management services that help **protect you** from having an issue in the first place. So you can share fellowship with confidence.

Protect your ministry.

cyber liability | property | general liability | automobile | directors & officers liability | foreign liability  
missionary travel & accident | pastoral counseling service liability | abuse or molestation liability | umbrella & excess liability

## Visit booth #823

Talk to a GRP insurance and risk management specialist



Shawn Yingling | 800.233.1957  
syngling@glatfelters.com  
glatfelterreligiouspractice.com

© 2017 Glatfelter Insurance Group

## General Information

## SPEAKERS

### Dan Busby, CPA



A10 – CPE COMPENSATION AND CONFLICTS OF INTEREST

C9 – CPE COMMUNICATING CHURCH FINANCIAL DATA

Dan Busby is president of ECFA, an organization that certifies churches for meeting high standards in governance, financial management and stewardship. Dan is a member of TCN's Church Management Hall of Fame with over 40 years of experience speaking and writing on church administration issues.

### Marcus Coleman



E7 – WHAT CHURCHES CAN DO IN TIMES OF DISASTER

Marcus Coleman is a skilled coalition builder and strategic engagement professional who has led national efforts to increase preparedness among faith-based and community organizations since 2010. This includes the socialization of the "Guide for Developing High Quality Emergency Operations Plans for Houses of Worship." Marcus earned a Master of Public Administration from American University and a Bachelor in Business Administration from Howard University, and he is a member of Harvard University National Preparedness Leadership Initiative.

### Larry Conrad, CCA



E9 – SO YOU WANT TO BE A CCA?

Larry A. Conrad lives in Olathe, Kansas, and serves as church administrator at Trinity Lutheran Church, Mission, Kansas (a suburb of Kansas City). He is currently serving as a member of The Church Network Board of Directors where he serves as the chair of the Professional Training and Standards Committee (PT&S), which oversees the standards for the CCA program. Larry was certified as a CCA in 2005 and has been a member of The Church Network since 2001.

### Tim Cool



CHURCH FACILITIES NETWORK FASTTRACK

E10 – LEADERSHIP. FACILITIES. ADMINISTRATOR.

Tim Cool is founder of Cool Solutions Group, and has assisted nearly 400 churches with their facility needs. He has collaborated with churches in the areas of facility needs analysis, design coordination, pre-construction/construction management as well as life cycle/facility management. Cool Solutions Group is also the developer of eSPACE Facility Management software. Tim lives in Charlotte, North Carolina, with his wife Lisa and supports his triplet college students at Appalachian State.

### Bill Cox



CHURCH ACCOUNTING NETWORK FASTTRACK

Bill Cox, has spent 30 years as an entrepreneur and business owner primarily in the software industry. From his connection with various ministries and his local church where his son is the pastor, he formed Martus Solutions to provide software tools that supports decision-making and accountability for the leadership of Churches and Non-Profits. Customers have found that the budgeting, dashboard reporting and statistical tracking provided by MartusTools software does just that while saving valuable admin time.

**SPEAKERS**

*Denise Craig, CCA*



*E12- CHAPTER LEADERSHIP*

Denise Craig is the CFO at Abba's House and a Certified Church Administrator. She serves on the TCN Board of Directors and Governance Committee, is the president of the Ocoee Region Chapter, and serves on the editorial advisory panel for *Church Executive Magazine*. She is passionate about utilizing her administrative gifts to serve the Lord and His church. As a firm believer in life-long learning, she continues to hone her skills through continuing education.

*Dr. Tony Dale*



*E3 - HEALTHCARE SHARING FOR EMPLOYERS*

*(EXHIBITOR: DOUBLE HONOR BENEFIT PROGRAM)*

Dr. Tony Dale's interest in medical economics began when he needed knee surgery in 1996. From his experience of the staggering cost of the system, He determined to find a way to find people better access to quality, affordable care. He founded The Karis Group in 1996, a medical cost containment company which serves over 1,000,000 individuals in the US.

*Dr. Pam Danklefsen*



*A8 - DEPLOYING RESOURCES FOR SPECIAL NEEDS*

Dr. Pam Danklefsen's career has revolved around working with children with special needs and their families. A licensed speech/language pathologist, Pam has worked with schools, churches, and individuals to enable people who need supports to engage and participate actively. She was recently honored as a Professional Fellow at Ashland University for her exemplary work with adult learners. Pam lives in Ohio with her husband Tom, past-president of TCN.

*Becky DaVee, CPA*



*D1 - CPE OPERATING METRICS FOR CHURCHES*

*(EXHIBITOR: SALMON SIMS THOMAS)*

Rebecca DaVee, CPA, is a partner and cloud-computing specialist with Salmon Sims Thomas. She has over 30 years of public accounting experience working with churches and other tax-exempt organizations. Her knowledge of governance, best practices, regulatory compliance coupled with a cloud platform gives her clients the tools for long-term sustainability.

*John Falke*



*C8 - 101 FRUGAL WAYS TO ATTRACT MORE VISITORS*

John Falke is a church communications expert from Washington, D.C. He founded Open Resources in 2008, which has been utilized by churches from 150 countries, and the Amplified Impact Church Communication Training Program. Over the course of a decade he helped his church grow from a weekly attendance of 500 to 2500. He speaks regularly at conferences, authored the *Photoshop For Ministry* seminar series and has written articles for several major magazines.

**SPEAKERS**

*Rob Faulk*



*CHURCH ACCOUNTING NETWORK FASTTRACK*

Rob Faulk has more than 35 years of financial leadership experience in serving both for-profit and nonprofit entities, as well as more than eight years of direct ministry experience as executive pastor and CFO of large churches. He previously served with a Big Six accounting firm, where he was the lead manager on the project that developed the COSO Internal Control framework. Rob holds a MA in ministry management from Azusa Pacific University Graduate School of Theology.

*Lisa Francisco, CPA*



*CHURCH ACCOUNTING NETWORK FASTTRACK FACILITATOR*

Lisa Francisco has been the business administrator at Brentwood Baptist Church in Nashville, Tennessee, since 2002. In that role she is responsible for the financial accounting, facility management, food services, information technology and insurance/risk management. She previously served 14 years at HCA Healthcare, two years in public accounting, and three years working for a life insurance company. Lisa is a member of the American Institute of Certified Public Accountants, the Tennessee Society of CPAs, and The Church Network.

*Richard Hammar, JD, LL.M., CPA*



*THURSDAY KEYNOTE (SESSION F) - CPE LEGAL AND TAX DEVELOPMENTS*

Richard Hammar is an attorney, CPA, and best-selling author specializing in legal and tax issues for churches and clergy. A graduate of Harvard Law School, he is the author of more than 100 books, including *Pastor, Church & Law* and the annual *Church and Clergy Tax Guide*. He also writes *The Church Law & Tax Report* newsletter, has contributed articles to numerous journals and publications, is a frequent speaker at legal and tax conferences, and has taught church law at a number of seminaries.

*Joe Hancock, JD*



*D2 - CPE BEYOND THE TITHE: CREATIVE GIVING PLANS*

*(EXHIBITOR: HIGHGROUND ADVISORS)*

Joe Hancock is vice president and general counsel for HighGround Advisors, an investment and trust services company specializing in churches and nonprofit organizations dedicated to transforming lives. Joe, who joined HighGround in 2002, has more than 20 years' experience in nonprofit, trust, estate planning, and charitable tax laws. He holds a BBA from Baylor University and MBA and JD degrees from the University of Arkansas.

*Wendy Hanson, MBA*



*A3 - GIVING & COMMUNICATION TRENDS*

*(EXHIBITOR: MOBILEAXEPT)*

Wendy Hanson serves as vice president of marketing at mobileAxept. She holds an MBA from Bethel University, and a BS in business administration from the Carlson School of Management, University of Minnesota. Areas of study include non-profit and entrepreneurial management plus a focus on strategic leadership. She also served as the Family Life pastor at a mega church, supervising 13 staff and 300 volunteers. Wendy blends insights from business and ministry to support growing churches.

*Scott Hendren, CPA, CCA*



*CHURCH ACCOUNTING NETWORK FASTTRACK*

Scott Hendren, CPA, CCA, has been business operations director at Fellowship Bible Church in Little Rock since 2009. He holds an MBA from the University of Arkansas and a BBA from the University of Central Arkansas.

After a 14-year career in banking and public accounting, Scott and his wife June served for 12 years as missionary staff with CRU. Scott is a member of TCN, the AICPA, and the Arkansas Society of CPAs.

*Charlotte Henry, CPA*



*C2 – CFE New Standard on NFP Financial Statement (Stanfield+O'Dell, PC)*

Charlotte, an audit manager with Stanfield + O'Dell, has experience in audits and reviews of churches, ministries and nonprofits. Her interest in people from varied backgrounds and her expertise in accounting intertwine to support the nonprofits she serves. She translates financial information into terms that are practical for each client. Charlotte has over 10 years of auditing experience in public accounting and is a member of the American Institute of CPAs.

*Jim Hogsett*



*D11 – THE PLAIN TRUTH ABOUT ETHICS IN THE CHURCH*

Jim Hogsett, a tireless Christian worker, has been employed since age twelve when he was America's youngest radio broadcaster, and his career span includes vocational educator and corporate training director. He has written for *Guideposts* magazine and is founder/president of Worker Ministries which promotes the Christian work ethic throughout the world. He is the author of the book *A Worker Need Not Be Ashamed* which teaches how to live the Christian life in the workplace.

*Rev. Micah James, CCA*



*D8 – SUPERVISING MINISTRY LEADERS EFFECTIVELY  
E5 – CHILD CARE: MINISTRY OR BUSINESS OR BOTH?*

Rev. Micah James, CCA, has been an ordained minister with the Christian Church (Disciples of Christ) since June of 2012. Micah became a CCA in 2014 and currently serves The Church Network by serving on the Development Committee. In February 2015, she helped launch AdminIsMinistry.com – a free resource to churches on topics of ministry administration, stewardship.

*Rodney James*



*A1 – COMPLETE YOUR CONSTRUCTION PROJECT UNDER BUDGET (EXHIBITOR: CHURCHES BY DANIELS)*

For 20 years Rodney James served as pastor. During his ministry God allowed Rodney to complete multiple building projects. In 2012 Rodney joined the Churches by Daniels team as director of business and finance. By utilizing his experience and talents in ministry and business he is able to bring a unique perspective to building churches. Rodney has written articles on church construction for multiple publications and has been invited to speak at multiple conventions and events.

*Dean Johnson, CCA, CCFM*



*CHURCH FACILITIES NETWORK FASTTRACK  
A12 – METRO NETWORK – OMEGA – PART 1  
B12 – PART 2*

Dean Johnson is business administrator for First Baptist Church in Lubbock, Texas. He has been on staff at First Lubbock for 21 years. He started out as facilities director, a position for which he is still responsible. He is a charter member of the National Association of Church Facilities Managers and is the past executive director of NACFM.

*Dr. James Johnson*



*C12 – A GOOD RELEASE WHEN FIRING OR BEING FIRED  
D12 – REPEAT*

Jim Johnson's 25 years in ministry are complimented by stints at the University of Virginia and the Virginia Department of Health with assignments in policy, evaluation, grant writing, program, and personnel management. Degrees were completed at West Virginia University, Southeastern Baptist Theological Seminary, Virginia Commonwealth University, and a doctorate from the College of William and Mary. Jim served as board chair of the Ministering to Ministers Foundation before becoming its interim executive director in 2017.

*Paul Johnson, CCA*



*CHURCH FACILITIES NETWORK FASTTRACK FACILITATOR*

Paul Johnson has been a CCA since 1992 and has been a member of The Church Network since 1985. He is a past president of the TCN Board, and he has held many offices with the association. Paul was associate minister of administration at First Christian Church and minister of administration at Plymouth Congregational Church, both in Des Moines, Iowa. He was the minister of business administration at Wilshire Baptist Church in Dallas for 8 years prior to retiring in 2014.

*Rev. Melvin Jones, CCA*



*CHURCH EXECUTIVE PASTOR NETWORK FASTTRACK FACILITATOR  
C11 – AFRICAN AMERICAN CHURCH NETWORK – PANEL*

Rev. Melvin Jones is a member of The Church Network Board of Directors. He is part of a panel with Deborah Miller Wilson and Brandon Woodard. Their diverse experiences in their local churches will help lead a fruitful discussion that will inspire and encourage those who attend this workshop. Their desire is to serve God at this season of their ministries and help pour into others traveling along this journey of church administration.

*Dr. Mark King, CCA*



*B10 – THE FUTURE OF DENOMINATIONAL RELEVANCE*

Mark King is a United Methodist Elder of the Western North Carolina Conference serving as treasurer/director of administrative services for the Conference. Mark possesses divinity and business degrees including a D.Min. from Candler School of Theology, a MBA from Pfeiffer University, and a MAcc from UNCC. He has served four congregations as administrator and executive pastor, most recently in Manhattan.

## General Information

# SPEAKERS

### Jerry Lawson



#### CHURCH FACILITIES NETWORK FASTTRACK

Jerry Lawson is the national manager for EPA's ENERGY STAR program for the faith community and small business. He was recruited by EPA from the utility industry to help develop a voluntary, market-based approach for preventing pollution.

### Kevin Lee



#### E1 – CAN NONPROFITS HELP STOP CHURCH DECLINE? (EXHIBITOR: VANCO PAYMENT SOLUTIONS)

Kevin Lee leverages more than 20 years' experience in the financial technology sector to bring innovative e-Giving technologies to market and to ensure that Vanco's faith-based customers are able to accept electronic donations securely, seamlessly and simply.

### Mark MacDonald



#### CHURCH COMMUNICATION NETWORK FASTTRACK

#### D10 – OUR CHURCH COMMUNICATION IS BROKEN: FIX IT

Mark MacDonald, church brand strategist, author, Bible teacher, and speaker, helps churches discover their thread to attract community, then effectively communicate it through a digital hub (website, social, email). Mark is known for informative, tell-it-like-it-is workshops. He serves on the board of the national Center for Church Communications.

### Phill Martin, CCA, CAE, ACC



#### E11 – CPE MINISTRY PAY: COMPENSATION BENCHMARK AND DATA ANALYSIS

Phill Martin is the Deputy CEO of The Church Network. He has been a member of the association for 30 years, having served twice on the board before joining the staff in 2000. He is a trained facilitator with CoreClarity and holds ACC Certification with the International Coach Federation. Phill loves working with individuals and staff teams to improve communication and staff productivity.

### Anson McDaniel



#### E3 – HEALTHCARE SHARING FOR EMPLOYER GROUPS

#### (EXHIBITOR: DOUBLE HONOR BENEFIT PROGRAM)

Anson McDaniel started his insurance career in 1983. His passion is to serve churches. His motivation to find innovative strategies for ministries has helped his clients save real dollars while providing broad benefits for employees and bringing security to their families.

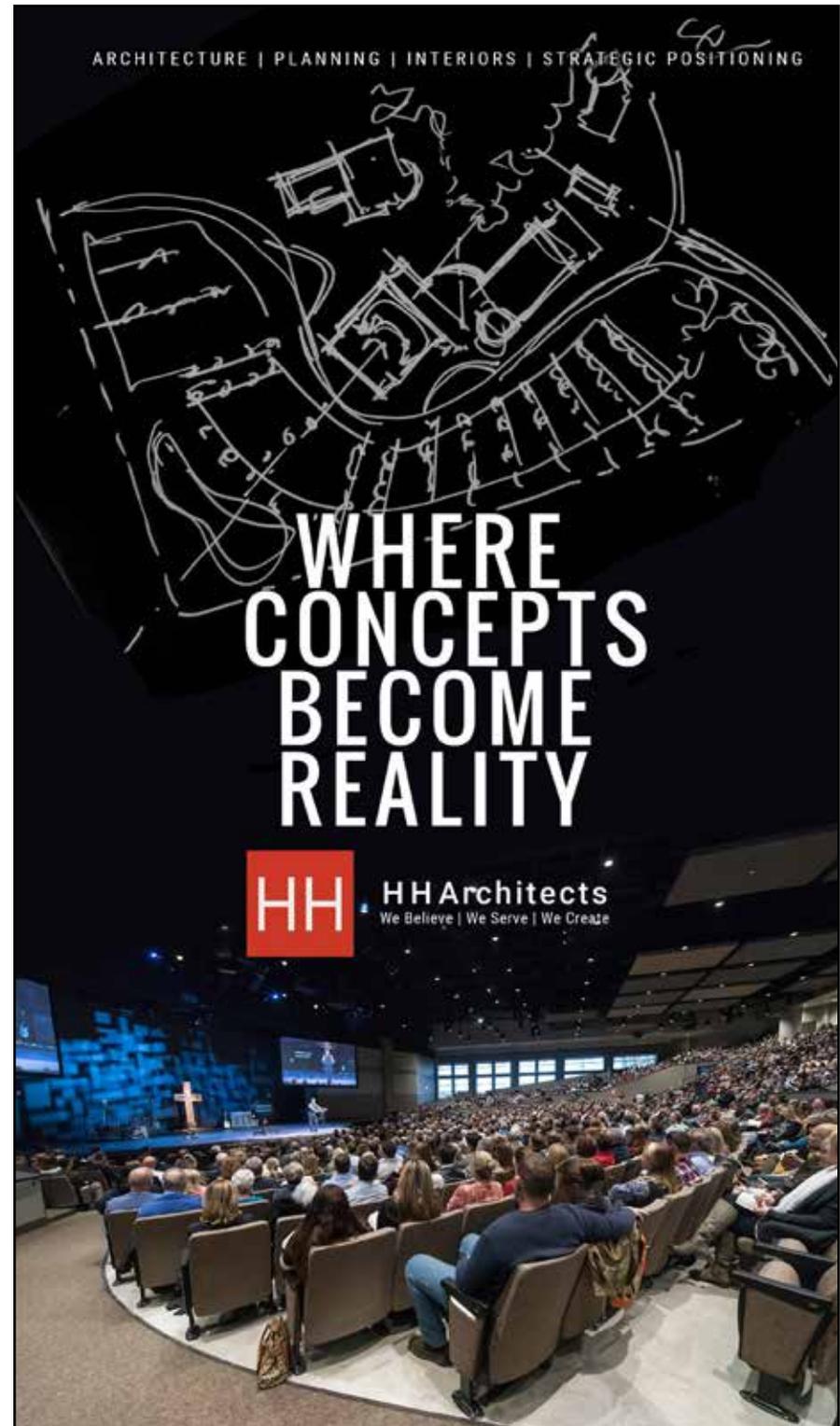
### Joel Mikell



#### C13 – CREATING A YEAR-AROUND GENEROSITY PLAN

#### (EXHIBITOR: HORIZONS STEWARDSHIP)

Joel A. Mikell, a partner and SrVP with Horizons Stewardship has assisted more than 170 churches in raising over \$600 million over the last 17 years. He is the author of *Crafting a Theology of Stewardship (and Why Your Church Needs One)* and the co-author of *Church Giving Matters and The Ministry of Giving* which is the only book of its kind that focuses on ministering to financial leaders in the church outside of a campaign.



**Parish Finance  
Best Practices in  
Church Management**

**Michael J. Castrilli and  
Charles E. Zech**



**Parish Finance  
Best Practices in  
Church Management**



**MICHAEL J. CASTRILLI  
AND CHARLES E. ZECH**

Foreword by Cardinal Donald Wuerl

*A practical, accessible guide to help church leaders through the steps needed to ensure an effective, accountable, and transparent financial process in a parish.*

“Castrilli and Chuck Zech have done a great job in outlining the key principles and best practices for those entrusted with the stewardship and administration of a parish.... As a seminary rector, I recommend that seminarians and those in formation for parish ministry will be well served by a thorough understanding of the concepts, principles, and suggested procedures provided in this text.”

—Bishop Timothy Senior  
Rector, Saint Charles Borromeo Seminary,  
Wynnewood, Pennsylvania

**Overview of  
the Master Budget**

There are a variety of ways to develop a budget, but we like to structure the system into what we call a master budget. The **master budget** will provide a consolidated view of both the operating and capital budgets for the parish. Income and expense projections along with a comprehensive list of budget assumptions are also included.

**Figure 2-1  
The master budget overview**



978-0-8091-4995-7 \$29.95 Paperback

*Dan Mikes*



**C1 – CPE LOAN SOLUTIONS AND CASH MANAGEMENT**  
(EXHIBITOR: BANK OF THE WEST)

As executive vice president and national manager of Bank of the West's Religious Institution Banking Division, Dan Mikes is an active participant in conventions/workshops sponsored by such organizations as The Church Network and Worship Facilities Conferences and Expo (WFX) as well as a contributing author to many industry periodicals. Dan's entire professional career has involved nationwide religious lending and includes over 22 years of working exclusively with religious organizations requiring financing programs in excess of \$1 million.

*Michael Mirau*



**D9 – THE ANATOMY OF A HIGH-PERFORMING TEAM**

Mike Mirau is founder of ProActive Leadership Group, a coaching company that helps organizations get healthy and scaleable. He holds BBA and BS degrees from Texas A&M Commerce and a MBA from the University of Phoenix. After a 26-year career in technology and corporate leadership, he has spent the last 16 years working globally with organizations in 80 different industries, including faith-based and nonprofit organizations. With a straight-forward style, he is recognized by Gazelles International as one of the top business coaches.

*Dr. Tom Moucka*



**E2 – YES! LEGACY GIVING FOR YOUR CHURCH, TOO**  
(EXHIBITOR: IMPACT STEWARDSHIP)

Tom Moucka is the legacy giving specialist for Impact Stewardship Resources, Inc. Tom has served as pastor of two churches and fundraising consultant to hundreds of churches nationwide. He earned his doctorate in leadership development from Regent University. His doctoral dissertation was on strategic funding and its effectiveness for churches – the first of its kind in the field. Dr. Moucka is the author of the book, *Legacy Now – A Step by Step Guide*.

*Scott Nelson, AIA OCEED AP BD+C*



**D3 TRANSITION STORIES: CHURCH RE-CREATED**  
(EXHIBITOR: PARKHILL SMITH & COOPER)

Scott Nelson is a principal with PSC and serves as a ministry-partner/problem-solver with churches across America. As a trusted advisor, Scott helps clients focus on the “why” questions and not merely the “what” questions in creating solutions for church's growth, facility, and financial opportunities.

*Nick Nicholaou*



**C5 – CPE INFORMATION TECHNOLOGY – PART 1**  
**D5 – CPE PART 2**  
**E4 – REMOTE STAFF WORK**

Nick Nicholaou has been published hundreds of times and speaks at many national and regional conferences. Nick leads MBS, an IT consulting firm specializing in church and ministry computer networks, VoIP, and private cloud hosted services.

## General Information

# SPEAKERS

### Andrew Noga, JD, LL.M.



*C10 – SEPARATION OF CHURCH AND STATE*

Andy Noga is senior vice president, general counsel, and corporate secretary for GuideOne Insurance. Prior to joining GuideOne, Andy served as general counsel and regulatory counsel for several insurance organizations.

### Dr. Johnny Parker



*TUESDAY KEYNOTE (LAUNCH SESSION): TURN THE PAGE: WHEN GOD WRITES A LEADER'S STORY*

*A5 – REWRITING YOUR STORY: FROM BURN-OUT TO BURN ON*

*B5 – REPEAT*

Dr. Johnny Parker is passionate about helping people (at any stage) turn the page to the life they've always wanted. He is a leadership consultant, executive coach, and author of several books. He directs the Counseling and Men's ministries at First Baptist Church of Glenarden and previously served as life coach for the Washington Redskins. An adjunct professor at John Hopkins University, Johnny has a master's degree (counseling psychology) and doctorate degree (strategic leadership) from Regent University.

### James Paul



*D6 – WHO YOU GONNA CALL WHEN THINGS GO WRONG? SECURITY!*

James Paul has served in public safety roles for over 35 years. James holds a master's degree in strategic leadership and is a qualified firefighter, fire marshal in the Commonwealth of Virginia. James has experience providing security within military, federal, state, and private environments. He serves Antioch Baptist Church as the security manager since 2011.

### Kreg Robertson, AIA



*D3 – TRANSITION STORIES: CHURCH RE-CREATED*

*(EXHIBITOR: PARKHILL SMITH & COOPER)*

Kreg Robertson is an associate with PSC and serves as the studio leader for all religious work in the firm. Through a collaborative process, Kreg has helped numerous churches visualize their needs and develop designs that are specific for them.

### Scott Romig



*E1 – CAN NONPROFITS HELP STOP CHURCH DECLINE?*

*(EXHIBITOR: VANCO PAYMENT SOLUTIONS)*

Scott Romig has always had a passion for the intersection of technology and people. He has a strong drive to help nonprofits and churches reach donors and raise dollars to further their mission. He has spent a number of years serving his local church as a worship leader, men's ministry leader, and small group leader. Currently, Scott serves as vice president of Touchpoint at The Pursuant Group.

## General Information

# SPEAKERS

### Dr. John Scibilia, CCA



*C6 – DISASTER PREPAREDNESS FOR CONGREGATIONS*

John Scibilia served as executive director of Lutheran Disaster Response of NY at Ground Zero 2001 – 2006. He has been recognized in the field of disaster preparedness and response by FEMA, Red Cross, ELCA, LCMS, Council of Churches in the City of New York and the 9/11 Families Association. A lay church professional for more than forty years, John now serves as executive administrator of Plymouth Church, Brooklyn NY.

### Jonathan Smith



*C5 – CPE INFORMATION TECHNOLOGY – PART 1*

*D5 – CPE PART 2*

*E6 – CPE GAIN CONTROL OF YOUR SCHEDULE*

Jonathan Smith has been the director of technology for Faith Ministries since 2001. Jonathan oversees all technology departments at Faith's multiple campuses. His responsibilities include financial planning and budgeting, network administration, technology team management, IT support and audio/visual team oversight. As faith grows, Jonathan continues to expand the technology resources. He has been the driving force in implementing live broadcasting, point-of-sale systems, and church management software.

### Rodney Smith, CPA



*CHURCH ACCOUNTING NETWORK FASTTRACK*

As a partner with PSK LLP, Rodney Smith serves churches and religious organizations across the nation. A native West Texan and a Baptist deacon, he married the lovely Melissa Smith almost 25 years ago. They have two sons, Hayden, attending Texas Tech University, and Bailey, attending Howard Payne University.

### Elaine Sommerville, CPA



*B9 – CPE PAYROLL: FINDING THE WAY THROUGH THE MAZE*

*C7 – CPE HE SAID, SHE SAID: THE DEBATE CONTINUES*

*D7 – CPE REPEAT*

Elaine L. Sommerville is a CPA and the sole shareholder of Sommerville & Associates, P.C. She is a regular speaker for the Texas Society of CPAs, The Church Network, the Houston Church Coop, and Shelby Systems, and she is an instructor for the AICPA as well as a contributing author for *Christianity Today* and *Thomson Reuters/PPC Nonprofit Tax and Governance Guide*. She is a member of the AICPA, the Texas Society of CPAs, and The Church Network.

Be sure to have  
your picture  
taken by  
Re:MEMBER  
Photography  
in the Maryland  
Lobby

# together

creating buildings that

# change lives



The Abbey at Pawleys Island, SC

540.437.1228 | [BlueRidgeArchitects.com](http://BlueRidgeArchitects.com)



## General Information

## SPEAKERS

### Frank Somerville, JD, MPA, CPA



A9 – CPE OVERTIME FOR CHURCHES MADE SIMPLE!  
 C7 – CPE HE SAID, SHE SAID: THE DEBATE CONTINUES  
 D7 – CPE REPEAT

Frank Somerville is a shareholder in the law firm of Weycer, Kaplan, Pulaski & Zuber, PC, in Houston and Dallas, Texas. He holds a license as a Certified Public Accountant and is also board certified in tax law by the Texas Board of Legal Specialization. He has served nonprofit institutions of all sizes as a bookkeeper, accountant, auditor, tax advisor and advocate, litigator, and legal advisor. He regularly assists churches in preventing litigation. Frank is a member of TCN's Hall of Fame.

### Eric Spacek, JD, ARM



C10 – SEPARATION OF CHURCH AND STATE

Eric Spacek is director of risk management and loss control at GuideOne, where he is responsible for GuideOne's risk management programs for religious organizations. Eric is a former trial attorney and church business administrator, and is a member of The Church Network.

### Matthew Swain, RS



B3 – OUR NEW ROOF WILL LAST FOREVER, RIGHT?  
 (EXHIBITOR: ASSOCIATION RESERVES)

Matthew Swain, RS, is National Worship Facility Specialist at Association Reserves. He joined Association Reserves in 2005, just prior to completing his Bachelor of Science in physics at California Lutheran University. Matthew is recognized as a leading educator of capital budget planning topics. He has published articles and eBooks downloaded by readers throughout the U.S. and international faith community and is regularly invited to speak across the country at national and local conferences for lay and professional leadership in both the Christian and Jewish faiths.

### Eric Tuininga



A2 – MINISTRY DECISION WITH USER-DRIVEN DATA  
 (EXHIBITOR: ACS TECHNOLOGIES)

Eric Tuininga, ministry consultant with ACS Technologies, is passionate about sharing Jesus and building up ministries. When you combine that with his love of all things tech, you have a man who enjoys teaching churches how to incorporate technology to create ministries that are continually growing. Eric has more than 20 years of combined experience in ministry and technology. He has a master's degree from Bethel University.

### Dr. Bill Wilson



CHURCH EXECUTIVE PASTOR NETWORK FASTTRACK

Bill Wilson founded The Center for Healthy Churches in 2014. This followed his service as president of the Center for Congregational Health. Previously he was a pastor and church staff member for 33 years. Bill is a popular speaker and writer, and he brings to his role as the leader of the work of the Center a deep passion for the local church, as well as a commitment to the health and success of both clergy and congregations.

# General Information

## SPEAKERS

### Deborah Miller Wilson, CCA



C11 – AFRICAN AMERICAN CHURCH NETWORK – PANEL

Deborah Miller Wilson is a member of The Church Network Board of Directors. She is part of a panel with Melvin Jones and Brandon Woodard.

Their diverse experiences in their local churches will help lead a fruitful discussion that will inspire and encourage those who attend this workshop. Their desire is to serve God at this season of their ministries and help pour into others traveling along this journey of administration in the local church.

### Dr. Robert Winstead



B6 – SELF-CARE FOR ADMINISTRATIVE LEADERS

Bob Winstead is the director of the Academy of Church Business Administration of GCFA, leading the professional certification process for executive pastors and church business administrators. In addition, Bob is a church consultant and national trainer in clergy self-care, congregational administration, and pastoral leadership. Bob has a Master of Divinity from Candler School of Theology, and a Doctorate of Ministry in church leadership from the University of Chicago.

### Glenn Wood, CCA



A11 – METRO NETWORK – ALPHA – PART 1

B11 – PART 2

Glenn Wood is the pastor of administration for Seacoast Church where he has served since 1995. He oversees administration, IT/AV departments, legal areas, campus leases, site selection, campus design, politics, forecasting, and construction duties. He earned his CCA certification in 2015. He is a power Excel user has a passion for teaching Excel, Pivot Tables, and analyzing data. He currently writes an article in the quarterly TCN publication, *InSIGHT*.

### Brandon Woodard, CCA



C11 – AFRICAN AMERICAN CHURCH NETWORK – PANEL

Brandon Woodard is a member of The Church Network Board of Directors. He is part of a panel with Melvin Jones and Deborah Miller Wilson. Their diverse experiences in their local churches will help lead a fruitful discussion that will

inspire and encourage those who attend this workshop. Their desire is to serve God at this season of their ministries and help pour into others traveling along this journey of administration in the local church.

# PUT THE CONFERENCE AT YOUR FINGERTIPS

Search for TCN Events in the App Store or Google Play or scan the QR code.

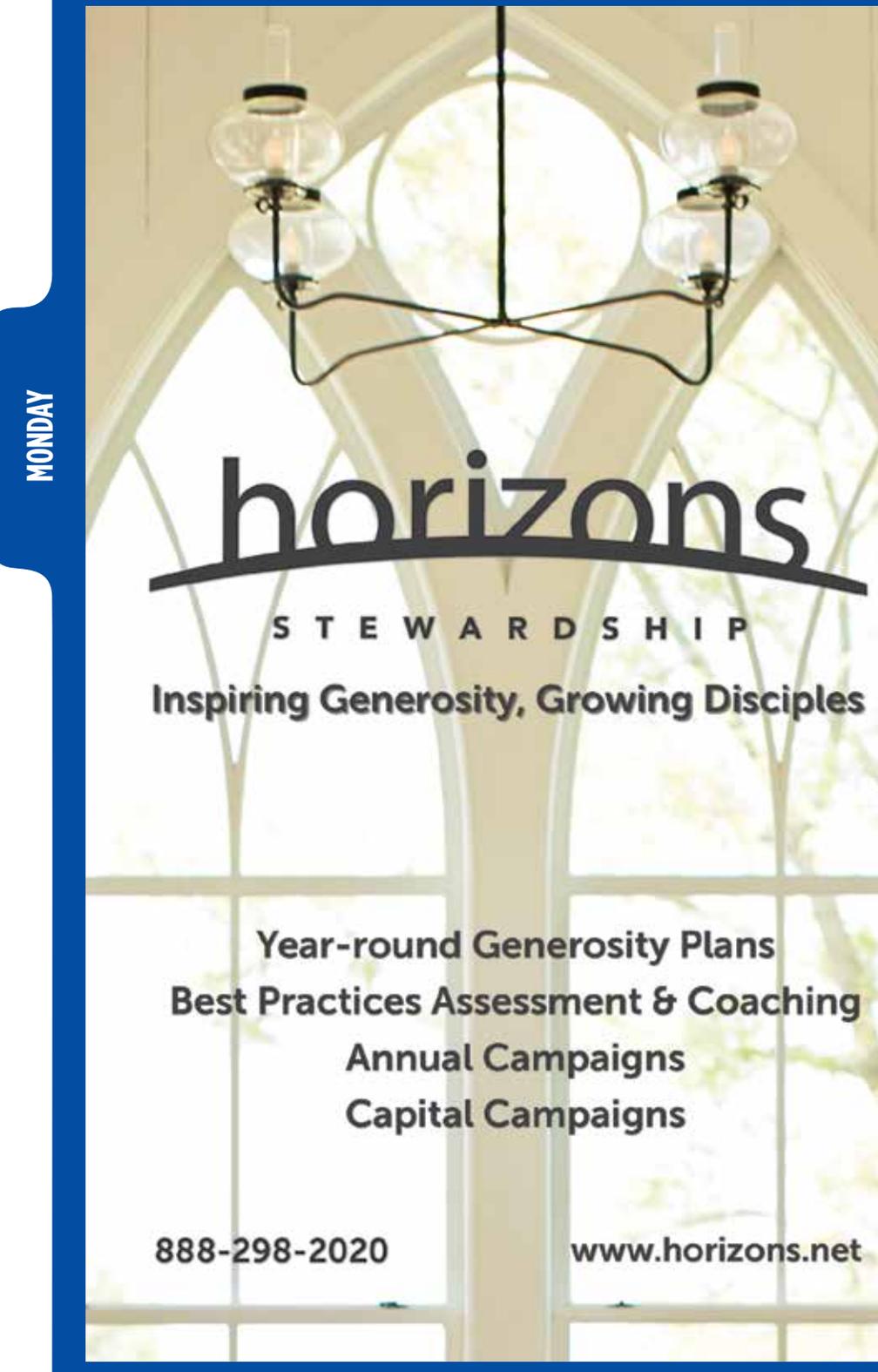
**Manage your schedule. Engage with other attendees. Grow your network.**



SCAN TO DOWNLOAD



MONDAY



# horizons

STEWARDSHIP

Inspiring Generosity, Growing Disciples

Year-round Generosity Plans  
 Best Practices Assessment & Coaching  
 Annual Campaigns  
 Capital Campaigns

888-298-2020

www.horizons.net

Monday, July 3, 2017

## TODAY'S SCHEDULE

Time	Event	Location
9:00 am - 4:00 pm	Network FastTracks FastTrack - Accounting Network FastTrack - Communication Network FastTrack - Executive Pastor Network FastTrack - Facilities Network	National Harbor 5 National Harbor 12 National Harbor 4 National Harbor 13
8:00 am - 8:00 pm	<b>Registration</b>	
9:00 am - 11:00 am	PAN Board Meeting	Mezzanine 1
10:00 am - 2:00 pm	PT&S Committee Meeting	National Harbor 8
11:30 am - 12:00 pm	PT&S, Staff, Board Lunch	National Harbor 7
12:00pm - 1:00 pm	PAN Board Lunch (Offsite)	Rosa Mexicana
1:00pm - 3:00 pm	Governance Committee Meeting	Mezzanine 6
1:00 pm - 3:30 pm	Baptist Leader Network Exec Council	Mezzanine 2
2:00 pm - 5:30 pm	Re:MEMBER Photography open	Maryland Lobby
3:30 pm - 4:30 pm	<b>First-Timers' Orientation</b>	National Harbor 10
4:15 pm - 5:15 pm	<b>Receptions</b> Assemblies of God Baptist Lutheran Non Denominational Presbyterian United Methodist	Chesapeake C Chesapeake D Chesapeake L Chesapeake I Chesapeake G Chesapeake H
5:30 pm - 6:30 pm	<b>General Session I - Launch Session</b>	Maryland Ballroom
6:30 pm - 8:00 pm	Dinner served in Exhibit Hall	Prince George's CD
6:30 pm - 9:00 pm	Trade Show Open	Prince George's CD

**GENERAL SESSION I - 5:30 PM - 6:30 PM**

**KEYNOTE: WHEN GOD WRITES A LEADER'S STORY**

Rev. Dr. Johnny Parker

**Location: Maryland Ballroom**

Every leader's life tells a story. Is your life and leadership telling the story you were born to live? It can! Stop plagiarizing someone else's life and pursue knowing and mastering your true story for His glory.



Monday, July 3, 2017

## FASTTRACK PRE-CONFERENCE SEMINARS

9:00 AM – 4:00 PM - ALL FASTTRACK SESSIONS

### CHURCH ACCOUNTING NETWORK FASTTRACK

Facilitated by Lisa Francisco, CPA

LOCATION: NATIONAL HARBOR 5

#### SCHEDULE INCLUDES

9:00 – 10:00

##### PREPARING FOR THE NEW ACCOUNTING RULES

Rob Faulk / Capin Crouse

10:00 – 11:00

##### KEY PERFORMANCE INDICATOR (KPI)

Bill Cox / Martus Solutions

11:00 – 12:15

##### ACCOUNTING FOR MULTI-SITE

Lisa Francisco CPA / Glenn Wood, CCA

1:00 – 2:30

##### ROLLOUT THE FUNDING FOREIGN ACTIVITIES

Rodney Smith CPA / PSK

2:30 – 3:15

##### BUDGETING

Scott Hendren CPA, CCA

3:15 – 4:00

##### PARKING LOT ROUND TABLE - GROUP QUESTIONS

Panel

Trade Show in  
Prince George's CD  
Hours Today  
6:30 pm - 9:00 pm

Visit TCN  
Resource Center  
in the Maryland  
Lobby

Be sure to have  
your picture taken by Re:MEMBER  
Photography  
in the Maryland Lobby  
Today 2:00 pm - 5:30 pm

Monday, July 3, 2017

## FASTTRACK PRE-CONFERENCE SEMINARS

9:00 AM – 4:00 PM - ALL FASTTRACK SESSIONS

### CHURCH COMMUNICATION NETWORK FASTTRACK

Facilitated by Natalie Aho

LOCATION: NATIONAL HARBOR 12

You've attended workshops, listened to lectures, and read articles on church communication, social media, and websites. You know you need a Facebook presence, a good website, and a communication strategy. You're probably investing money, time and talent into the process!

What do you need now? A safe place to study process, philosophy, structure, and purpose. This Fast Track is for you!

You'll experience:

- A day-long learning lab
- 2 real world church communication case studies
  - You've hired a social media coordinator. Now what?
  - How a church brand helps reconnect with community
- Dialogue, conversation, examination and strategy

And you'll leave with tools you can use now!

This FastTrack pre-conference intensive is for serious church communication professionals (comm director, business admin who oversee comm, or support staff expected to turn it out regularly). Come learn with us in this unique environment!

Monday, July 3, 2017

## FASTTRACK PRE-CONFERENCE SEMINARS

9:00 AM – 4:00 PM - ALL FASTTRACK SESSIONS

### CHURCH EXECUTIVE PASTOR NETWORK FASTTRACK

Leaders include Rev. Melvin Jones, CCA, and Dr. Bill Wilson

LOCATION: NATIONAL HARBOR 4

FastTrack for Church Executive Pastors is a fast-paced, interactive, one-day sharing and learning experience for executive pastors.

Inevitably, idealistic ministry plans get diluted or sidetracked by human interaction and/or drama. What does a high-performing ministry team look like? We will explore a model for building a staff that maximizes individual gifts and keeps the priority of the mission of the church at the forefront.

Dr. Bill Wilson president of The Center for Healthy Churches returns to facilitate the conversation.

A participant survey was conducted in January which asked about the roles greatest challenge. Response fell into nine distinctive categories with Human Resources – Staffing, Vision – Strategic Direction, and Productivity as the top three challenges.

Be sure to have  
your picture taken by Re:MEMBER  
Photography  
in the Maryland Lobby  
Today 2:00 pm - 5:30 pm

Trade Show in  
Prince George's  
C&D Hours Today  
6:30 pm - 9:00 pm

Visit TCN  
Resource Center  
in the Maryland  
Lobby

Monday, July 3, 2017

## FASTTRACK PRE-CONFERENCE SEMINARS

9:00 AM – 4:00 PM - ALL FASTTRACK SESSIONS

### CHURCH FACILITIES NETWORK FASTTRACK

Facilitated by Paul Johnson, CCA

LOCATION: NATIONAL HARBOR 13

#### SCHEDULE INCLUDES

9:00 – 10:30

#### FACILITIES 101 – BASICS FOR FACILITY MANAGEMENT

Dean Johnson, CCA, FBC Lubbock

Everything you need to know about facilities management in 90 Minutes

10:30 – 12:00

#### EPA – ENERGY STAR AND GREENING CHURCHES

Jerry Lawson, EPA

12:00 – 12:45

#### LUNCH-TABLE TALK

12:45 – 2:15

#### FACING THE INEVITABLE – BEYOND THE DAILY GRIND

Tim Cool, Cool Solutions

Focus will be for the working facilities manager and business administrator on honing our skills managing existing structures. Typical topics include

- Assembling a team to manage and care for a facility
- Programing space for optimal utilization/overcoming deficiencies
- Budgeting for maintenance
- The life cycle of space - When to remodel or demo and start from scratch
- How to plan and budget for reserves
- Role of consultants in planning space & use
- Energy efficiency

2:15 – 4:00

#### BEST PRACTICES ROUND TABLE

Dean Johnson will facilitate a round table discussion with workshop presenters and attendees about best practices and practical solution to facility management problems.



**DOUBLE HONOR**  
BENEFITS INSURANCE SERVICES

www.DoubleHonorBenefits.com  
888-884-4574

**Anson McDaniel**  
ansonm@dhbteam.com

**Ben McDaniel**  
benm@dhbteam.com

CA License #0G78216

**Employee  
Benefits**

**Online  
Enrollment  
&  
Administration**

**Human  
Resources  
Support**



**Find a Job. Fill a Position. Don't Go It Alone.**

Many job seekers and congregations are discovering the advantages of searching online for ministry jobs and candidates to fill them. When it comes to making career connections in the church environment, the mass market approach of the mega job boards or ads in denominational publications may not be the best way to find what you need. The Church Network created the Church JobCenter ([www.thechurchnetwork.com/jobs](http://www.thechurchnetwork.com/jobs)) to give church employers and ministry job seeking professionals a better way to find each other and make that perfect fit. There is no need to go it alone.

**Job Seeker Benefits**

- Free and confidential resumé postings
- Automatic email notifications when new jobs match your criteria
- Save up to 100 jobs to a folder in your account
- Upload up to 5 career-related documents
- Assess a commute through Google Maps

**Church Benefits**

- Targeted advertising exposure
- Easy online job listing management
- Resumé search included with job posting
- Automatic email notifications when job seekers match your criteria
- High member discounts available

Visit today to post your job or resumé.  
[www.thechurchnetwork.com/jobs](http://www.thechurchnetwork.com/jobs)

TUESDAY

Protect Your Organization With

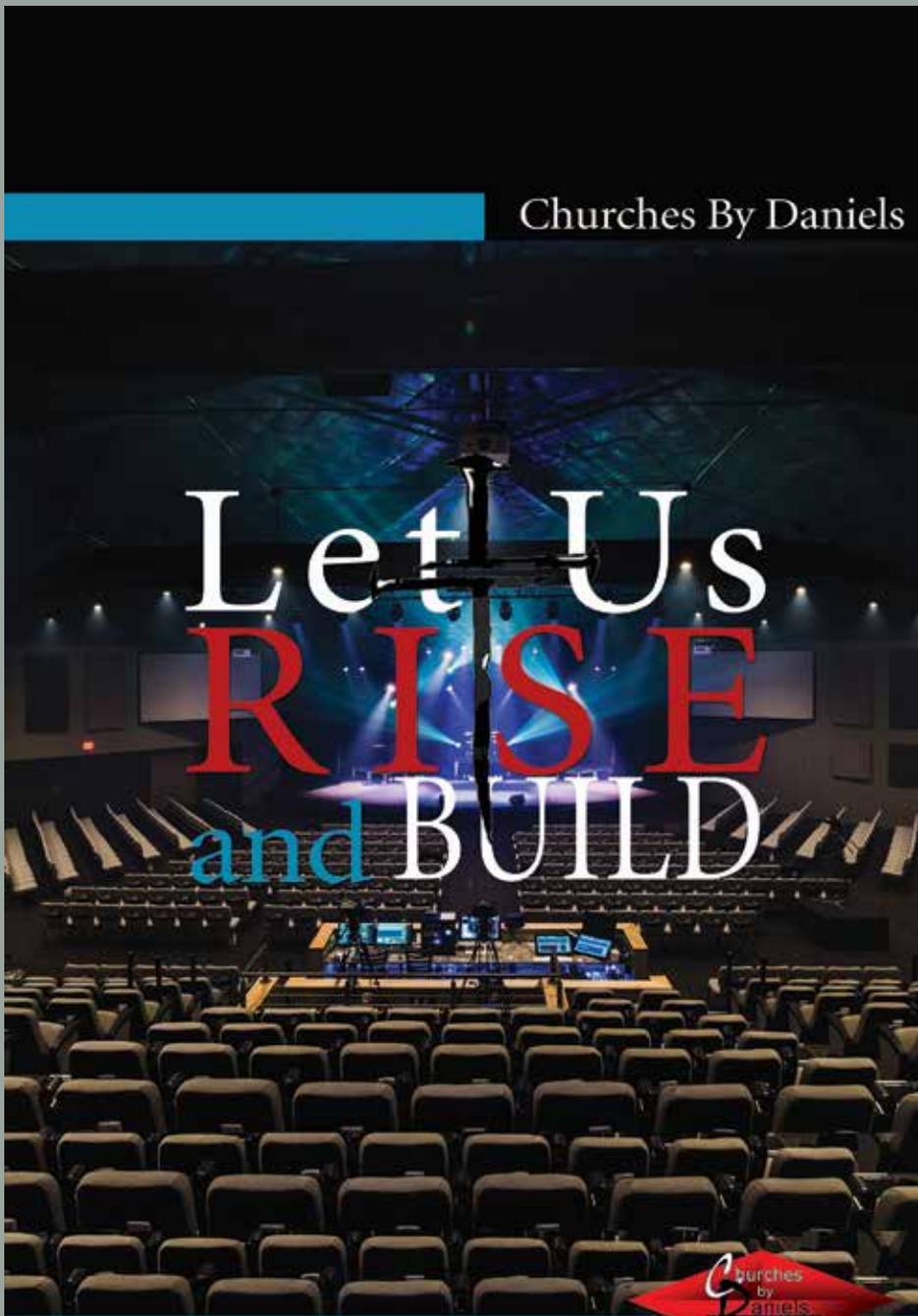
**CYBERIQ**

Did You Know? The majority of cyber attacks are caused by human error. As the threat of cyber crime continues to grow it's important to optimize your most important line of defense: your staff. **CyberIQ by FifthWall** is an interactive, engaging and comprehensive training program that helps minimize common human errors and promotes safe practices and procedures.

**Stop by our booth to learn more about  
CyberIQ training for your church!**



**FIFTHWALL**  
fifthwallsolutions.com



Churches By Daniels

Let Us  
**RISE**  
and BUILD



918.872.6006 ChurchesByDaniels.com

Tuesday, July 4, 2017

**TODAY'S SCHEDULE**



<i>Time</i>	<i>Event</i>	<i>Location</i>
7:00 am – 8:15 am 7:45 am – 5:30 pm	UMC Network Breakfast Registration	National Harbor 7 Convention Center Pre-Function
10:15 am – 4:00 pm 8:00 am – 8:30 am	Exhibits Open Rehearsal with CCA Class of 2017 and retention Candidates	Prince George's CD Maryland Ballroom
8:30 am – 10:15 am 10:00 am – 5:30 am 10:15 am – 10:45 am	General Session II Re:MEMBER Photography Reception for 2017 Certification Class	Maryland Ballroom Maryland Lobby Maryland 1-6 Lobby
10:15 am – 4:00 pm 10:30 am – 11:15 am 10:45 am – 11:30 am	Exhibit Hall Open Spouse and Family Orientation Future Conference Planning	Prince George's CD National Harbor 13 National Harbor 8
11:30 am – 12:30 pm 11:30 am – 1:00 pm	Lunch Served in Exhibit Hall UMC Network Lunch Gathering	Prince George's CD Reserved section of exhibit hall
1:00 pm – 2:45 pm 2:45 pm – 3:45 pm 3:45 pm – 5:30 pm 4:00 pm	Workshops A Refreshment Break Workshops B Exhibit Hall Closes	Prince George's CD  Prince George's CD

**GENERAL SESSION II – 8:30 AM – 10:15 AM**

**KEYNOTE: GROUNDED: A SPIRITUAL REVOLUTION**

*Dr. Diana Butter Bass*

**Location: Maryland Ballroom**



Based on her recent book, *Grounded*, Diana Butler Bass shares that faith isn't in as much in decline in the United States as it is changing. We are surrounded all the time by a culture of spiritual longing, as people seek to discover God in new ways and new places, but churches and religious institutions are struggling to understand these changes and adapt to them.

Tuesday July 4, 2017  
**BUSINESS SESSION**

*The Church Network Business Session Agenda  
Gaylord National Convention Center  
National Harbor, Maryland*

**TUESDAY, JULY 4, 2017**  
**APPROXIMATE TIME: 8:30 AM**

- Opening of Business Session .....Ross Burton, CCA  
President
- Proof of Notice and Proof of Quorum ..... Harold Carlson, CCA  
Secretary
- Governance Committee Report.....Tom Danklefsen, CCA  
Governance Committee Chair
- Meeting Recessed until Thursday

Visit TCN  
Resource Center  
in the Maryland  
Lobby

Be sure to have  
your picture taken by  
Re:MEMBER Photography  
in the Maryland Lobby  
Today 10:00 am - 5:30 pm

Trade Show in  
Prince George's CD  
Hours Today  
10:15 am – 4:00 pm



# CHURCHEXCEL

A new **FREE** resource  
for pastors and church administrators!

Sponsored by



*“Whether you’re with a smaller congregation or a multisite church like Seacoast, the information and resources available on ChurchEXCEL.org are tremendous.”*



Glenn Wood, Pastor of Administration  
Seacoast Church

Subscribe **FREE** at **ChurchEXCEL.ORG**



## Get More Out Of Your Envelope Program

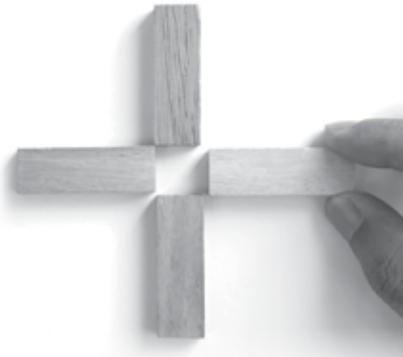
A **Mailing Program from National Church** is more than just envelopes: it's a full communication tool designed to engage, inspire and connect with your members. With a full array of add-ons and features, as well as a dedicated team of experts at your disposal, we have everything you need to reduce your workload, and **increase giving by up to 30%**.

**Stop by our booth to learn more, and register to win a \$50 gift card!**

 **National Church**  
ncssolutions.org

## Beyond Numbers. To Solutions.

The heart of our mission is helping Christian ministries, their leadership and related businesses grow and succeed. Whatever your needs, we focus on more than just the numbers, working hard at finding solutions to help achieve your unique goals.



ACCOUNTING, AUDITS, TAX PLANNING, FINANCIAL  
& LOAN PROPOSALS, COMPENSATION & BENEFITS,  
PAYROLL AND RETIREMENT PLANNING

For more information please  
visit us at: [stanfieldodell.com](http://stanfieldodell.com)

**Stanfield + O'Dell**  
CPAS & ADVISORS

Tuesday, July 4, 2017

SESSIONS

*A Workshops — 1:00 pm – 2:45 pm*

**A1 – COMPLETE YOUR CONSTRUCTION PROJECT UNDER BUDGET**  
(EXHIBITOR: CHURCHES BY DANIELS)

Rodney James

Location: Chesapeake C

It is possible to plan, design, and complete a construction project under budget, even though it is not the norm. Whether you are planning to renovate, expand, or build new facilities, this session will give you practical information on how to take the right steps to insure that your project is completed within your financial parameters.

**A2 – MINISTRY DECISIONS WITH USER-DRIVEN DATA**  
(EXHIBITOR: ACS TECHNOLOGIES)

Eric Tuininga

Locations: National Harbor 6

Every click tells a story. Your congregation is constantly telling you about themselves by their actions. If you know where to look, it's possible to glean information from their behavior. This is user-driven data and it can be used to inform important ministry decisions more effectively. It can also help move you from knowing about someone, to truly knowing them.

**A3 – GIVING AND COMMUNICATION TRENDS**  
(EXHIBITOR: MOBILEAXEPT)

Wendy Hanson

Location: Chesapeake H-I

The ubiquity of mobile devices is changing how we send and receive information. How is this impacting the church community? How do leaders balance the convenience of this tool and still protect the sacred space of a service? Throughout time the Church has wrestled with incorporating new technologies with tradition. Historical trends and research from thought leaders will be presented. This will be an interactive presentation with opportunities for discussion.

**A4 – IN CONVERSATION WITH DIANA BUTLER BASS**  
Dr. Diana Butler Bass

Locations: Maryland 1-2

In this special session, keynote speaker Diana Butler Bass will share the latest trend data on religious affiliation in the United States, reflect on recent issues in the news, and engage in questions and conversation about her work and her address.

**SESSIONS**

**A5 – REWRITING YOUR STORY: FROM BURN-OUT TO BURN ON**

Rev. Dr. Johnny Parker

**Location: National Harbor 10**

Burn-out is a form of abuse – soul abuse. Soul abuse is the silent internal killer but the signs are evident: restlessness, little sleep, driven, easily angered, and forgetfulness just to name a few. With the demands, pressures, and stresses facing today's leaders it is easy to "burn out." This workshop will help you write a new chapter and provide practical solutions for recharging and living your best story.

**A6 – THEOLOGY AND ETHICS OF CHURCH ADMINISTRATION\***

Dr. Terry Bertrand, CCA

**Location: National Harbor 12**

Through a dynamic mix of presentations, discussions, and case study material, this workshop will explore five interrelated topics: (1) theological perspectives on church administration, (2) administration as ministry and mission, (3) administration as a fundamental task of faithful stewardship, (4) key ethical issues in administering churches and ministry organizations, and (5) the TCN Code of Ethics. **\*Participants in this workshop will complete 0.2 CEUs required for certification in The Church Network. All four are offered at this year's national meeting see A6, B6, C5, D5. For details on certification go to [www.thechurchnetwork.com/certify](http://www.thechurchnetwork.com/certify).**

**A7 – CPE BASICS OF CHURCH TAX COMPLIANCE: PART 1**

Mike Batts, CPA

**Location: National Harbor 2**

This two-part session focuses on the fundamentals of federal tax compliance for churches. In this first session, topics will include protecting the church's exempt status, excess benefit transactions, private inurement, private benefit, compensation-setting, conflicts of interest, and expense documentation requirements. Part 2 is Workshop B7.

**A8 – DEPLOYING RESOURCES FOR SPECIAL NEEDS**

Dr. Pam Danklefsen

**Location: National Harbor 1**

This interactive session will discuss how churches currently deploy resources to support people with special needs. Resources are more than just money, facilities, persons, and their unique talents and gifts can also be used in creative ways to encourage all people to participate actively in the life and work of the church. We will talk about how to find, train, and exploit (in a positive way) the gifts of the individual regardless of ability or disability.

Trade Show in  
Prince George's CD  
Hours Today  
10:15 am – 4:00 pm

**SESSIONS**

**A9 – CPE OVERTIME FOR CHURCHES MADE SIMPLE!**

Frank Sommerville, JD, MPA, CPA

**Location: National Harbor 3**

This session will explain the current overtime rules as they apply to churches and ministries. The participants will receive guidance on when and how to apply the ministerial exception from overtime to their staff under both federal and state overtime rules. The handout will include guidance on properly classifying non-ministerial employees for overtime purposes.

**A10 – CPE COMPENSATION AND CONFLICTS OF INTEREST**

Dan Busby, CPA

**Location: National Harbor 13**

Compensation and conflicts of interest can be two of the most complex and sensitive areas of church administration. If not handled with excellence and integrity, they can bring the ministry of your church to a screeching halt... or to crash and burn in the worst cases. But a little tune-up can go a long way to avoid trouble. Join Dan Busby for an interactive discussion and practical pointers on these two critical areas.

**A11 – METRO NETWORK – ALPHA – PART 1**

Glenn Wood, CCA

**Location: Maryland 3-4**

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 A and B workshops. The Alpha group is for churches with weekly attendance of GREATER THAN 3000.

**A12 – METRO NETWORK – OMEGA – PART 1**

Dean Johnson, CCA, CCFM

**Location: Texas Maryland 5-6**

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 A and B workshops. The Omega group is for churches with weekly attendance between 2000 and 3000.

Be sure to have  
your picture taken by  
Re:MEMBER Photography  
in the Maryland Lobby  
Today 10:00 am - 5:30 pm

Visit TCN  
Resource Center  
in the Maryland  
Lobby

Tuesday July 4, 2017

## SESSIONS

*B Workshops — 3:45 pm - 5:30 pm*

**B1 – FUTURE SHOCK: FUTURE CHANGES IN GIVING**  
(EXHIBITOR: CHARIS GROUP)

Mark Brooks

Location: National Harbor 11

In 1970 Alvin Toffler coined the term Future Shock to mean, “Too much change in too little time.” If the 1970’s seemed fast-changing, today we are living in even faster-changing times. This session will deal with how these changes are leading to the decline in giving that is threatening the life of the church. The church that survives into the future is the church that plans today for tomorrow.

**B2 – BEST PRACTICES FOR HIRING**  
(EXHIBITOR: FISHER PHILLIPS)

Lisa McGlynn

Location: National Harbor 6

The new hire process has become increasingly complicated and full of legal land mines. The EEOC and other agencies have published guidance on what they perceive to be employer missteps and areas of concern in matters such as applications, handbooks, and interview questions. Understanding these issues and addressing them is imperative to ensure that churches are not opening themselves up to legal claims. We will also cover the best strategies for ending an employment relationship.

**B3 – OUR NEW ROOF WILL LAST FOREVER, RIGHT?**  
(EXHIBITOR: ASSOCIATION RESERVES)

Matthew Swain, RS

Location: Chesapeake H-1

Real estate that supports the ministry has changed drastically from the early Pilgrim churches. Not only has the footprint of the average American church grown, but the infrastructure itself and usage has grown considerably in capacity and complexity. This workshop will provide practical guidance to help lay and professional leadership plan for and budget for the eventual need to replace your congregation’s major capital assets such as roofing, mechanical systems, and parking lots among others.

**B4 – CANCELLED**

Tuesday, July 4, 2017

## SESSIONS

**B5 – REWRITING YOUR STORY: FROM BURN-OUT TO BURN ON (B)**  
Rev. Dr. Johnny Parker

Location: National Harbor 10

Burn-out is a form of abuse – soul abuse. Soul abuse is the silent internal killer but the signs are evident – restlessness, little sleep, driven, easily angered, and forgetfulness just to name a few. With the demands, pressures, and stresses facing today’s leaders it is easy to “burn out”. This workshop will help you write a new chapter and provide practical solutions for recharging and living your best story.

**B6 – SELF-CARE FOR ADMINISTRATIVE LEADERS\***  
Dr. Robert Winstead

Location: National Harbor 12

This workshop explores the dimensions of physical, emotional, spiritual, and professional self-care for those in the business of ministry. Participants will be encouraged to examine their own routines of care and consider how to reduce stress and improve wellness.

\*Participants in this workshop will complete 0.2 CEUs required for certification in The Church Network. All four are offered at this year’s national meeting see A6, B6, C5, D5. For details on certification go to [www.thechurchnetwork.com/certify](http://www.thechurchnetwork.com/certify).

**B7 – CPE BASICS OF CHURCH TAX COMPLIANCE: PART 2**  
Mike Batts, CPA

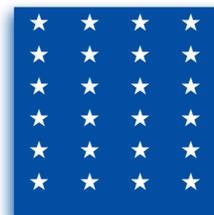
Location: National Harbor 2

This two-part session focuses on the fundamentals of federal tax compliance for churches. In this second session, topics will include unrelated business income, contribution acknowledgments, foreign grant-making, school nondiscrimination requirements, new hire reporting, and the special treatment of ministers under federal tax law, including housing allowance basics, Social Security treatment, and 403(b) plan opportunities.

**B8 – SHOULD YOU HIRE A SOCIAL MEDIA DIRECTOR?**  
Natalie Aho

Location: National Harbor 13

Dive into a case study of a specific challenge for one church who has successfully tackled church communication for the Digital Age: What do you do after you hire a social media coordinator and what is a minister to the online community? Our time will be spent in dialogue, conversation, examination, and strategy. You will be an active participant and will walk away with tools you can use right away.



Visit Trade Show Today: 10:15 am - 4:00 pm

Drop by TCN Resource Center

Visit Re:MEMBER and have your picture taken

TCN OFFICE IS IN CHESAPEAKE A

Tuesday July 4, 2017

## SESSIONS

### **B9 – CPE PAYROLL: FINDING THE WAY THROUGH THE MAZE**

*Elaine Sommerville, CPA*

**Location: National Harbor 3**

Navigating the ins and outs of payroll is no easy task and churches must consider additional issues regarding their ministers. This session will discuss areas of payroll commonly overlooked or over simplified including identifying and correctly treating ministers, conforming to documentation standards and requirements, identifying fringe benefits and properly classifying employees and independent contractors. Discussion will be welcome, so come prepared with comments and questions.

### **B10 – THE FUTURE OF DENOMINATIONAL RELEVANCE**

*Dr. Mark King, CCA*

**Location: National Harbor 1**

Historically, denominations yielded tremendous influence, but has their relevance diminished? Many congregations are “non-denominational” or loosely connected to denominational structures. Is there a role in the future for denominations? This workshop will explore how local church administrators and denominational executives can partner with unique roles and benefits in an ever changing church landscape that addresses if denominations hold continuing relevance. It will also serve as an initial gathering for those interested in denominational administration.

### **B11 – METRO NETWORK – ALPHA – PART 2**

*Glenn Wood, CCA*

**Location: Maryland 3-4**

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 A and B workshops. The Alpha group is for churches with weekly attendance of GREATER THAN 3000.

### **B12 – METRO NETWORK – OMEGA – PART 2**

*Dean Johnson, CCA, CCFM*

**Location: Maryland 5-6**

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 A and B workshops. The Omega group is for churches with weekly attendance between 2000 and 3000.

## THE CHURCH NETWORK ANNOUNCES THE *e-learning lab*



### **Training and Resources Are at the Heart of The Church Network's Mission.**

Our e-learning lab is designed to provide “just in time” learning for all areas of church management. From pastors, lay leaders, executive pastors, church administrators, to general church staff, the association's lab is focused on answers that build professional competences. In addition, the lab supports The Network's certification program.  
Don't go it alone.

**Check it out today at  
<http://thechurchnetwork.com/elearning>**



WEDNESDAY

We believe tranquility can come in many forms.

Proud to support the Church Network 2017 Conference. Please stop by booths 403 & 502.

As one of the national leaders in religious institution banking for over 25 years, we've provided more than \$3.5 billion<sup>1</sup> in financing to the faith community. Our affiliation with BNP Paribas, one of the world's largest banks, and our industry expertise help us provide you with the services and solutions to best reach your financial goals.

To speak to a Relationship Manager, call (800) 405-2327.

©2017 Bank of the West. Member FDIC.

 Equal Housing Lender.

<sup>1</sup>Bank of the West Religious Banking Institution 1998-2016.

<sup>2</sup>Loans subject to credit approval.

<sup>3</sup>Bankrate.com Q4 2016.



Wednesday, July 5, 2017  
**TODAY'S SCHEDULE**

Time	Event	Location
7:00 am – 8:30 am 8:00 am – 5:30 pm	Chapter Leaders Breakfast Registration	Maryland 1-2 Convention Center Pre-Function
8:30 am – 10:15 am 10:00 am – 5:30 pm 10:15 am – 11:30 am	General Session III Re:MEMBER Photography PAN Business Meeting	Maryland Ballroom Maryland Lobby National Harbor 6
10:15 am – 3:45 pm	Exhibit hall open	Prince George's CD
10:30 am – 11:15 am	Small Churches Network Gathering	Coco Bean
11:30 am – 1:00 pm	Lunch Served PAN Lunch Gathering	Prince George's CD reserved section in exhibit hall
1:00 pm – 2:45 pm 1:15 pm – 2:00 pm 2:15 pm – 6:00 pm 2:45 pm – 3:45 pm 3:45 pm	Workshops C Exhibitor Wrap-Up Meeting African-American Ticketed Event Refreshments Break Exhibit Hall closes	Prince George's CD Meet at Bus Loop Prince George's CD
3:45 pm – 5:30 pm 5:45 pm – 10:00 pm 6:00 pm – 10:00 pm 6:30 pm – 10:00 pm 7:00 pm – 10:00 pm	Workshops D BLN Offsite Ticketed Event PAN Offsite Ticketed Event Non Denomination Offsite Event UMC Offsite Ticketed Event	Meet at Bus Loop Meet at Hotel Lobby Meet at Hotel Lobby Meet at Bus Loop

**GENERAL SESSION III – 8:30 AM – 10:15 AM**

*Keynote: FOR THE LIVING OF THESE DAYS*

Rev. Dr. Amy Butler

**Location: Maryland Ballroom**

Harry Emerson Fosdick, first pastor of The Riverside Church, penned the beloved hymn, "God of Grace and God of Glory," for the times in which he lived and served. The words of the hymn, however, echo down the corridors of time to accompany the work we do in religious institutions right now. As we seek to lead institutions facing a shifting moment unique in the history of this country, our work must include embracing and leading change. How do we need to adjust our thinking as much about the big picture as each day we are working and living? What strategies can we introduce that will help us welcome excellence and innovation in the living of our days?



Wednesday, July 5, 2017

## 2017 AWARD RECIPIENT



*Maurice Saucedo  
Church Administrator  
of the Year*

**DEAN JOHNSON, CCA**

Dean Johnson was born and raised in Pecos, Texas, a small West Texas town that's claim to fame is the Home of the World's First Rodeo and the sweetest cantaloupe in the world. He grew up in a Christian home, attended First Baptist Church, and accepted Christ as Lord and Savior on October 11, 1969.

Dean moved to Lubbock to attend Texas Tech University in 1977. After attending Tech he went to work in the industrial electrical field. In 1994, First Baptist Church of Lubbock created the position of director of facilities and Dean joined their staff. In 2008 he became their business administrator.

He is a charter member of The National Association of Church Facilities Managers and served NACFM in different leadership positions for 19 years – as their executive director for 8 years. It was through the NACFM that he was introduced to TCN. He became a member in 2008 and was certified in 2014. He has attended TCN conferences since Atlanta 2000.

Dean's responsibilities at FirstLubbock include the financial responsibilities as well as church operations. In 23 years on staff he has been a part of and/or responsible for over 15 million dollars of remodeling and renovations. He has been blessed to work with a tenured staff and to see our church reach out across the street, the state, the country and the world. Along with his administration duties at FirstLubbock, he teaches a young adult Sunday school class, leads several of the churches mission endeavors, and is an ordained deacon.

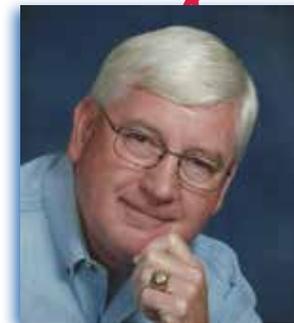
Dean has been married to Janice for 26 years. They have two sons: Miles, whose wife is Hannah, is on staff at the University of Georgia and Luke will be a senior at Dallas Baptist University.

Dean's passion is Christ, his family, his church, and teaching and learning from others in the ministry of church business administration and facilities management.... And golf.

Dean's life verse is John 10:10, *The thief comes only to steal and kill and destroy; I came that they may have life, and have it abundantly.*

Wednesday, July 5, 2017

## 2017 AWARD RECIPIENT



*F Marvin Myers  
Service Award*

**GREG HUMPHRIES, CCA**

Greg Humphries was born in Waco, Texas, to an Air Force family. Life growing up was great for a kid living on eight different bases in sixteen years. seeing everything from B-52 bombers on Barksdale SAC Base to Titan II ICBM's at Vandenberg Air Force Base, and meeting astronaut John Glen—getting his signature was a special experience. A military career, however, was not for Greg.

After a start in civil engineering at Texas Tech University he was swayed to the Rawls School of Business where he majored in marketing and finance and received his BBA. His business degrees and the science education in the school of engineering paved the way for Greg to enter the field of pharmaceutical sales and sales management where he worked for Beon, Glenbrook and Winthrop Laboratories, all divisions of Eastman Kodak, for 29 years.

After serving on the finance committee of First United Methodist Church of Rockwall, Texas, for four years, Greg was asked to join the staff as director of finance and administration in January of 2002.

Greg currently serves as delegate to the North Texas Annual Conference representing his church. He has also served on the General Board of Pension and Health Benefits of the United Methodist Church since 2007.

Being certified as CCA was a requirement of employment at his church, and he received his certification as CCA and CMCA through the National Institute of Church Finance and Administration at the Candler School of Theology, Emory University in 2009. This year marks his second application for retention for both credentials.

Since joining TCN Greg has served as secretary, vice president of programming, and president at the chapter level and also served on the 2016 Dallas Conference Team. He currently serves on TCN's Professional Training and Standards Committee.

Greg and his wife Darlene will celebrate 48 years of marriage on August 1st. They have one daughter, soon to be Doctor of Physical Therapy, Claire Marie Humphries.

Wednesday, July 5, 2017

2017 AWARD RECIPIENT



~ Hall of Fame ~  
Administrator

DAVID ALEXANDER, CCA

David Alexander is a native of Arkansas but has lived in 8 states and one foreign country. He received a Bachelor of Business Administration from the University of Arkansas and later an MBA from Auburn University. David has served 6 churches during the last 40 years that include PCUSA, Southern Baptist, United Methodist, and ELCA. He is certified by TCN, PCUSA, Southern Baptists, and United Methodists and has been an active (now emeritus) member of TCN since 1974.

David served on the Board of Directors of TCN and also as Chairman of the PT&S Committee. He also served on the search committee for executive director for the association selecting Marvin Myers. He has attended over 30 annual conferences, most of them with his wife of 47 years, Charla.

David retired after 10 years from Central Lutheran Church in Minneapolis in 2015. He and Charla moved to Hagerstown, Maryland (state # 8) in 2015 and enjoy the proximity of both children and all four grandchildren within 25 miles. David volunteers 3 days a week at Meritus Medical Center in Hagerstown and serves as the vice president of the hospital auxiliary.

David and Charla attend First Christian Church (Disciples) and will both serve as deacons beginning in the fall.

Wednesday, July 5, 2017

2017 AWARD RECIPIENT



~ Hall of Fame ~  
Significant Contributor

MARK MACDONALD

Mark MacDonald was raised in Atlantic Canada and completed his Bachelor of Fine Arts degree in branding and communication design in 1986. While he ascended the career ladder to become senior creative director with one of Eastern Canada's premier ad agencies, Mark regularly met and challenged local pastors to communicate more effectively.

In 2000, he and his family relocated to Winston-Salem, North Carolina, to establish a communication agency, "Be Known For Something," that used his knowledge of developing national secular brands to help churches with their challenging communication projects. Over the years, he has won prestigious national and international awards for his team's outstanding creative work.

Mark is a committed Christian, active in his faith, serving as a deacon and teaching a weekly Bible study with more than 160 adults attending. Truly, he loves the church and its leadership, business administrators, and communicators.

He speaks regularly at numerous national and regional church conferences, writes almost 100 church leadership articles a year, and works with hundreds of churches across the country, including articles for TCN's *InSIGHT* journal.

Mark also assisted the Board of NACBA to transition to "The Church Network" (TCN) and helped them develop their branding thread, "Don't Go it Alone." As an active TCN business member for the last 6 years, he has led TCN Church Communication Network FastTracks, general workshop sessions, webinars, and local workshops.

He is the best-selling author of *Be Known For Something | Reconnect with Community by Revitalizing Your Church's Reputation*; a practical guide to ensure the church communication process will lead a congregation to be known for something relevant and wanted in their community.

Mark and his wife of 27 years, Tammy, have two sons Joshua and Isaac, who are ministering at growing churches in Calgary and Chicago.

Wednesday, July 5, 2017

# 2017 AWARD RECIPIENT



~ CEO Award ~

**SHERRE BARBER**

**VICE PRESIDENT, PRIVATE CLIENT ADVISOR  
J.P. MORGAN SECURITIES, L.L.C.**

Sherre Barber is a private client advisor with Chase Private Client. Sherre began her career in the Capital Markets group and with over thirty years of experience in the financial industry. She draws upon the full resources of J.P. Morgan to help clients as they pursue their current and future financial goals.

Sherre holds a Series 7, 63, and 65 registration. She grew up in Dallas, Texas, married Kevin Barber, and has two children. Sherre holds a Bachelor of Arts degree in marketing and real estate from the University of North Texas.

Visit TCN  
Resource Center  
in the Maryland  
Lobby

Be sure to have  
your picture taken by  
Re:MEMBER Photography  
in the Maryland Lobby  
Today 10:00 am - 5:30 pm

Trade Show in  
Prince George's CD  
Hours Today  
10:15 am - 3:45 pm

Wednesday, July 5, 2017

# SESSIONS

*C Workshops* — 1:00 pm - 2:45 pm

**C1 – CPE LOAN SOLUTIONS AND CASH MANAGEMENT**  
(EXHIBITOR: BANK OF THE WEST)

Dan Mikes

**Location: Chesapeake L**

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

**C2 – CPE NEW STANDARD ON NFP FINANCIAL STATEMENT**  
(EXHIBITOR: STANFIELD + O'DELL, PC)

Charlotte Henry, CPA

**Location: National Harbor 13**

This presentation will take an in-depth and practical look at implementing the new standard on NFP Financial Statement Presentation, including what information will need to be tracked to facilitate reporting and improvements that address net asset classification, restrictions of gifts for long-lived assets, information about the availability and liquidity of resources, expenses and investment return, and statement of cash flows as well as discussing the issues remaining in the proposed Phase 2 of FASB project.

**C3 – INVITATIONAL CHURCH BUILDINGS**  
(EXHIBITOR: BLUE RIDGE ARCHITECTS)

Randy Seitz, AIA

**Location: National Harbor 10**

Is your church building as welcoming as your people? It's hard to see our church buildings the way they appear to people who haven't been to church for a long time. Discover the techniques hotels, restaurants and stores employ to invite people in. Session will explore in-depth how accessibility, way-finding, furnishings and comfortable circulation put guests at ease. Attendees invited to send pictures of their own challenges in advance to rseitz@blueridgearchitects.com.

**C4 – HEALTHCARE BENEFITS IT'S CHANGING**  
Megan Cuzen

**Location: National Harbor 11**

Health care reform is constantly evolving, and it is important that you are up-to-date and in compliance. This discussion will review the current state of the healthcare industry and high-light forces expected to have the most impact on employers, and most specifically, church employers, in the near future. Get the guidance you need here.

**TCN OFFICE IS IN CHESAPEAKE A**

Wednesday, July 5, 2017

## SESSIONS

### **C5 – CPE INFORMATION TECHNOLOGY – PART 1\***

Nick Nicholaou / Jonathan Smith

**Location: National Harbor 12**

Church administrators wear many hats, and one that is important and, often, puzzling is oversight of Information Technology. We'll look at these foundational issues to help you make strategically wise IT decisions regarding current networking technologies, making wise hardware and software purchases, IT staffing, system data & security, and disaster recovery. **\*Participants in this workshop will complete 0.2 CEUs required for certification in The Church Network. All four are offered at this year's national meeting see A6, B6, C5, D5. For details on certification go to [www.thechurchnetwork.com/certify](http://www.thechurchnetwork.com/certify).**

### **C6 – DISASTER PREPAREDNESS FOR CONGREGATIONS**

Dr. John Scibilia, CCA

**Location: Chesapeake H-1**

"It won't happen to us. Besides, we've got so much more important Kingdom work to be about," says just about every congregation. Did you know the statistical likelihood of a typical organization having some form of emergency – natural, man-made or technological – is at least every four to five years. This workshop will provide hands-on tools to get started in the process of getting ready and responding. And, read Psalm 57:1.

### **C7 – CPE HE SAID, SHE SAID: THE DEBATE CONTINUES**

Elaine and Frank Sommerville

**Location: National Harbor 3**

Listen in while Elaine and Frank Sommerville discuss recent tax and legal developments that are relevant to church administrators. In one session, hear the CPA perspective and the legal perspective, and see the Sommervilles debate the relative merits of each discipline. Administrators will come away with a new understanding of how they can help their churches operate within the laws and regulations applicable to them.

### **C8 – 101 FRUGAL WAYS TO ATTRACT MORE VISITORS**

John Falke

**Location: National Harbor 7**

Learn 101 practical proven ways you can amplify your church's impact and reach your community. These low-cost, high-impact tips and tools will help you utilize the latest trends in digital marketing, improve your church's stickiness, close the backdoor, and position your church to engage the community. This is a dynamic and entertaining presentation with lots of great takeaways.

### **C9 – CPE COMMUNICATING CHURCH FINANCIAL DATA**

Dan Busby, CPA

**Location: Chesapeake D-F**

Like it or not, every church administrator is tasked with having to communicate church financial data in some form or fashion. Your pastor, board, congregation, and the public all need financial data and they need it in different forms. And the right communication begins

Wednesday, July 5, 2017

## SESSIONS

with a solid understanding of key financial terms and elements. Don't miss this opportunity to enhance your financial IQ and be equipped with practical tools for your church!

### **C10 – SEPARATION OF CHURCH AND STATE**

Andrew Noga, JD, LLM / Eric Spacek, JD, ARM

**Location: National Harbor 2**

Over our nation's history, "separation of church and state" has been used as a shield to protect religious organizations from government and as a means to deny churches benefits available to non-religious entities. In the 2017 Supreme Court case Trinity Lutheran Church v. Pauley, the Court considered whether a public funding program that excluded religious organizations violated the Constitution. This workshop will explore the origins and current landscape of separation of church and state.

### **C11 – AFRICAN AMERICAN CHURCH NETWORK**

Deborah Wilson, CCA / Rev. Melvin Jones, CCA / Brandon Woodard, CCA

*NOTE: All those who purchased tickets for the African American Museum outing, should attend this workshop since departure will take place at 2:15 (during the workshop).*

**Location: Maryland 1-2**

Deborah Miller Wilson, Melvin Jones, and Brandon Woodard serve as members of The Church Network Board of Directors. Their collective experiences and passion for creating a culture of excellence in their local churches will help lead a fruitful discussion that will inspire and encourage those who attend. Their desire is to serve God faithfully at this season of their ministries and to help others along this journey of administration in the local church.

### **C12 – A GOOD RELEASE: WHEN FIRING OR BEING FIRED**

Dr. James Johnson

**Location: National Harbor 1**

It's going to happen. You are charged with firing an employee. Executive ministers and church business administrators are often compelled to carry a great deal in what can prove to be a very difficult process. What are the best practices for managing a termination? Furthermore, how do we prepare for that possibility, whether we find ourselves on the firing line or when we are actually in the gunshots?

### **C13 – CREATING A YEAR-AROUND GENEROSITY PLAN**

**(EXHIBITOR: HORIZONS STEWARDSHIP)**

Joel Mikell

**Location: National Harbor 9**

The days of fully funding a robust ministry budget with a sermon and a pledge card are long gone. This presentation offers a dynamic alternative which uses the natural rhythms of the church calendar to focus communication and calls to action related to developing generosity that matches household activity cycles and felt needs. Solutions offered in this session will provide participants enough practical information to begin to reshape how ministry is funded in their church.

Wednesday, July 5, 2017

## SESSIONS

D Workshops — 3:45 pm - 5:30 pm

### D1 – CPE OPERATING METRICS FOR CHURCHES

(EXHIBITOR: SALMON, SIMS, THOMAS)

Becky DaVee, CPA

Location: National Harbor 10

Cash is KING! Ask any business administrator. Cash flow rises and falls throughout the year. Trends develop over time that can be aligned with operational metrics, providing easy cash flow projections for departmental meetings and the finance committee. As a bonus this year – attendees will have the opportunity to submit financial data and discover how their metrics compare to other churches in their peer group.

### D2 – CPE BEYOND THE TITHE: CREATIVE GIVING PLANS

(EXHIBITOR: HIGHGROUND ADVISORS)

John Handcock, JD

Location: National Harbor 13

This workshop will review tools and techniques to make estate planning and charitable giving more beneficial to individuals, churches, and ministry organizations. We will discuss the importance of engaging and educating your congregation on the long-term impact of giving to Kingdom causes while still achieving personal and family goals. We also will provide information about planning methods that individuals can use to further the stewardship of their assets during this lifetime and beyond.

### D3 – TRANSITION STORIES: CHURCH RE-CREATED

(EXHIBITOR: PARKHILL, SMITH & COOPER)

Scott Nelson, AIA LEED AP / Kreg Robertson, AIA

Location: Chesapeake L

The church leadership team identified the “what,” 120,000 sq. ft. facility including new worship (2,000 seats) and education space. Unfortunately the vision stalled when costs were projected to exceed \$40 million. Rather than starting with the “what,” the architect began to ask the “why” questions.... Join us for a conversation on how this church implemented strategic planning to study growth options before deciding to spend fewer dollars to build less space to ultimately reach more people.

### D4 – HEALTHCARE BENEFITS: IT’S CHANGING (R)

Megan Cuzen

Location: National Harbor 11

This discussion will review the current state of the healthcare industry and highlight forces expected to have the most impact on employers, and most specifically, church employers, in the near future. Get the guidance you need here.

Wednesday, July 5, 2017

## SESSIONS

### D5 – CPE INFORMATION TECHNOLOGY – PART 2 \*

Nick Nicholaou / Jonathan Smith

Location: National Harbor 12

Church administrators wear many hats, and one that is important and, often, puzzling is oversight of Information Technology. We'll look at these foundational issues to help you make strategically wise IT decisions: embracing the Cloud, mobile device and app management, BYOD (bring your own device), and future trends. **\*Participants in this workshop will complete 0.2 CEUs required for certification in The Church Network. All four are offered at this year's national meeting see A6, B6, C5, D5. For details on certification go to [www.thechurchnetwork.com/certify](http://www.thechurchnetwork.com/certify).**

### D6 – WHO YOU GONNA CALL WHEN THINGS GO WRONG?! SECURITY!

James Paul

Location: Chesapeake H-I

News headlines provide an outlook of an increase in events occurring at houses of worship nationwide. How will your congregation respond to these events as they occur? During this workshop we will discuss what emergencies could occur in your church and the planning necessary to respond to these instances. You say, “Do I really need to think about responding to an emergency at my church?” Consider an Internet search as soon as you can!

### D7 – CPE HE SAID, SHE SAID: THE DEBATE CONTINUES (R)

Elaine and Frank Sommerville

Location: National Harbor 3

Listen in while Elaine and Frank Sommerville discuss recent tax and legal developments that are relevant to church administrators. In one session, hear the CPA perspective and the legal perspective, and see the Sommervilles debate the relative merits of each discipline. Administrators will come away with a new understanding of how they can help their churches operate within the laws and regulations applicable to them.

### D8 – SUPERVISING MINISTRY LEADERS EFFECTIVELY

Rev. Micah James, CCA

Location: National Harbor 6

If your ministry consists of more than one person (and most ministries do), supervision is going to be involved. We will explore how to be a manager of ministry without being a micro-manager. We will discuss what to do when things just don't go according to plan with the people we supervise. We will think creatively about how to celebrate success and progress in formal and informal ways. This session will be speaker-talk and discussion.

Wednesday, July 5, 2017

## SESSIONS

### **D9 - THE ANATOMY OF A HIGH-PERFORMING TEAM**

Mike Mirau

**Location: Chesapeake D-F**

Discover how to attract, develop, and maintain a high-performing team. People issues are the #1 battle in organizations. Learn how to eliminate 95% of those issues with clear tactics in establishing expectations and creating an empowered culture of accountability. Attendees will walk away with some clear examples of how to implement these things and a plan to execute them when they return to their organizations. It will be a fast-paced, interactive, and fun session with some very practical application.

### **D10 – OUR CHURCH COMMUNICATION’S BROKEN: FIX IT**

Mark MacDonald

**Location: National Harbor 2**

Can churches communicate effectively? Is it possible to keep your congregation happy with a busy ministry calendar? How do you reach your external community at the same time? Mark MacDonald leads churches across the nation to get it right! So you can be known for something that your people will want. He'll share the steps, people, and tools necessary for a state-of-the-art church communication process.

### **D11 – THE PLAIN TRUTH ABOUT ETHICS IN THE CHURCH**

Jim Hogsett

**Location: National Harbor 9**

We are living in a day when ethical behavior is not valued. Business executives value the bottom line over ethics. Newspaper headlines and the evening news reveal the scandals brought about by unethical behaviors. There is one place, though, where unethical behavior should never appear — in the lives of ministers and staff employees of churches. This workshop separates ethical myths from the real truth and provides real practical answers to subscribing to ethical behavior, regardless of circumstances and temptations.

### **D12 – A GOOD RELEASE: WHEN FIRING OR BEING FIRED (R)**

Dr. James Johnson

**Location: National Harbor 1**

It's going to happen. You are charged with firing an employee. Executive ministers and church business administrators are often compelled to carry a great deal in what can prove to be a very difficult process. What are the best practices for managing a termination? Furthermore, how do we prepare for that possibility, whether we find ourselves on the firing line or when we are actually in the gunsights?

# MinistryPay.com

## The Salary Survey of The Church Network

MinistryPay.com is a reliable source for ministry pay data that includes information for more than 100 job titles from a wide range of churches.

Using a system that automatically updates data as participants submit new information, The Church Network's salary survey tool provides the most accurate and current pastor and church salary resource available.

MinistryPay.com is owned and produced by The Church Network and is powered by Industry Insights.

Gain a competitive edge, with access to the most up-to-date and accurate national, regional, state, and local ministry pay information available.

Log in to the system to generate, save, and print reports at any time, obtaining the most recent salary data when you need it.

Input salary data from your church to compare your information directly with any custom report, displaying information in a professional format that is easy-to-read and understand. For more information, visit us online at [www.ministrypay.com](http://www.ministrypay.com).



THURSDAY



# Unlocking Generosity

Vanco is trusted by more churches than any other faith-based provider.

Stop by Booth 503/602  
Or, visit [vancopayments.com/tcn2017](http://vancopayments.com/tcn2017)  
to learn more.



Thursday, July 6, 2017  
**TODAY'S SCHEDULE**

<i>Time</i>	<i>Event</i>	<i>Location</i>
8:30 am – 10:15 am 10:30 am – 11:30 am	Workshops E Brunch	Maryland 1-6 Lobby
11:30 am – 12:00 pm	General Session IV	Maryland Ballroom
12:00 pm – 1:45 pm 1:45 pm – 2:00 pm	Workshop F Prize Drawings	Maryland Ballroom Maryland Ballroom
15 minutes after general session concludes	Wrap up meeting with both 2017 and 2018 Teams	Chesapeake D-E

**GENERAL SESSION IV – 11:30 AM – 12:00 PM**

**Location: Maryland Ballroom**

**BUSINESS SESSION FOLLOWED BY WORKSHOP F (SEE PAGE 69)**

Brunch today is in the Maryland 1-6 Lobby.  
If you need to check out of the hotel,  
there should be enough time during the brunch break.

General Session IV is a Business Session  
followed by Workshop F (Richard Hammar's presentation)  
followed by prize drawings.

THURSDAY

Thursday, July 6, 2017

## SESSIONS

*E Workshops — 8:30 am -10:15 am*

### **E1 – CAN NONPROFITS HELP STOP CHURCH DECLINE?**

**(VANCO PAYMENT SOLUTIONS)**

*Kevin Lee / Scott Romiig*

**Location: Chesapeake G**

Churches across America are struggling to meet their financial obligations consistently and fund their ministries; yet, overall giving is growing – to the tune of one billion dollars a day. Join two leaders focused on helping churches achieve thriving, sustainable ministries as they take a closer look at the changing giving landscape and how nonprofits have successfully evolved their fundraising techniques and technology -- valuable insights that churches can no longer afford to ignore.

### **E2 – YES! LEGACY GIVING FOR YOUR CHURCH, TOO**

**(IMPACT STEWARDSHIP)**

*Dr. Tom Moucka*

**Location: National Harbor 2**

Legacy giving is the largest sector of philanthropy for universities, hospitals, and national nonprofits, but it's barely on the radar for most churches. Something's not right with that and it has to change. This workshop will look at a new paradigm that makes it possible for churches of every size and denomination to have an effective legacy giving program that includes all members, not just a select few. Tools to use the day you get back!

### **E3 – HEALTHCARE SHARING FOR EMPLOYER GROUPS**

**(DOUBLE HONOR BENEFITS SERVICES)**

*Anson McDaniel / Dr. Tony Dale*

**Location: National Harbor 7**

Learn some of the best ways that Churches are using Church Management Software to further their mission. See how technology is making the work of ministry more intuitive and mobile, and understand where technology is going in the future.

### **E4 – REMOTE STAFF WORK**

*Nick Nicholaou*

**Location: National Harbor 12**

Church teams are an increasingly mobile workforce. Questions abound! How do you manage a workforce that often doesn't work onsite? What technologies work best? What HR and legal issues are there? What are the benefits to the church? Join us for a discussion on the answers to these questions and more!

Thursday, July 6, 2017

## SESSIONS

### **E5 – CHILD CARE: MINISTRY OR BUSINESS OR BOTH?**

*Rev. Micah James, CCA*

**Location: National Harbor 6**

That depends on who you ask. We will discuss the different philosophies of child care centers and their relationship to the church. We will also talk about the general administrative details of running a Child Care Center – selecting an appropriate tuition rate, income projections, budget making, and liability concerns. We will conclude our time together with a discussion of the evangelical door that Child Care Centers open to our communities. This session will be speaker-talk and discussion.

### **E6 – CPE GAIN CONTROL OF YOUR SCHEDULE**

*Jonathan Smith*

**Location: National Harbor 3**

Controlling your schedule can be tough. How do you accomplish your work objectives while also balancing time for life in line with biblical priorities? How to manage/handle people is also critical to being effective with your time. Learn how to gain control of your schedule, enjoy life and ministry, and maximize your effectiveness, do more with the time you have, distinguish effectiveness from busyness, how to control interruptions, and communicate with your co-workers.

### **E7 – WHAT CHURCHES CAN DO IN TIMES OF DISASTER**

*Marcus Coleman*

**Location: National Harbor 13**

Conferees will learn how emergency operations planning tools can be leveraged to strengthen the church's relationship with their local emergency manager and local emergency management partnerships. Dialogue will include a facilitated discussion around *The Guide for Developing High Quality Emergency Operations Plans for Houses of Worship* and a recommended 12-Month engagement strategy that sustains engagement within the church and alongside local first responders and emergency preparedness partners

### **E8 – SELF-CARE THROUGH SPIRITUAL FORMATION**

*Rev. Dr. James Melson*

**Location: Chesapeake C**

What is more important than deepening our relationship with God in Christ? This workshop provides a context to discuss a variety of spiritual practices and structures for developing and maintaining spiritual self-care both individually and in community. With all the demands of ministry, it is easy to neglect our need for ongoing spiritual support and accountability. We will explore some of the benefits and challenges of ordering our lives for spiritual self-care.

Thursday, July 6, 2017

## SESSIONS

### **E9 – So You WANT TO BE A CCA?**

Larry Conrad, CCA

**Location: National Harbor 5**

The Church Network Certification Program should be a career and advancement goal for all church administration staff. This workshop will include requirements to become a CCA, identification of training centers that provide the education component, the basic curriculum for the program, the guidelines for the project requirement, the benefits of becoming a CCA, and retention of your CCA.

### **E10 – LEADERSHIP. FACILITIES. ADMINISTRATOR.**

Tim Cool

**Location: National Harbor 11**

As an administrator, what is your role related to your churches facilities? How much falls directly on your shoulders? How do you lead your staff to accomplish the needs of the church related to facilities? Come join us for a fun and insightful session as we explore Leadership...Facilities...and the role of the Church Administrator.

### **E11 – CPE MINISTRY PAY: COMPENSATION BENCHMARK AND DATA ANALYSIS**

Phill Martin, CCA, CAE, ACC

**Location: Chesapeake H-I**

MinistryPay.com is a vital tool to help church administrative leaders and lay committees to ensure their staffs benefits fall under reasonable compensation. In this workshop, participants will take a deep dive into the TCN's subscription based resource. They will learn how to leverage its secrets and apply them to the work on compensation and benefits. Included in the session will be a case study of how The Church at Rancho Bernardo is using the tool to guide their compensation decisions

### **E12 – CHAPTER LEADERSHIP**

Denise Craig, CCA

**Location: Chesapeake L**

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

Thursday, July 6, 2017

F Workshop — 12:00 pm - 1:45 pm

### **LEGAL AND TAX DEVELOPMENTS**

Richard Hammar, JD, LL.M., CPA

**Location: Maryland Ballroom**

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.



**GOVERNANCE • FINANCIAL MANAGEMENT  
HUMAN RESOURCES • OPERATIONAL MANAGEMENT**

*Ministry Supporting Vision*

**WWW.MINISTRY-SUPPORT.COM**

Thursday, July 6, 2017

# BOARD NOMINEES

## The Church Network Nominees Officers and Directors 2017-2018

The following people serve on the Governance Committee: Tom Danklefsen, CCA (Chair), Grove City UMC, Grove City, OH; Denise Craig, CCA (TCN VP Board- *ex-officio*), Abba's House, Hixson, TN; Jennifer Childers, CCA, Sardis Presbyterian Church, Charlotte, NC; Greg Gordon, CCA, First Church of God, Saint Joseph, MI; Larry Conrad, CCA, Trinity Lutheran Church, Shawnee Mission, KS; Cynthia McInvale, CCA, Church on the Drive, Orlando, FL; Simeon May, CCA (TCN CEO - *ex-officio*).

The following criteria were used in considering nominees:

- Expertise in area of governance
- Attendance at national conferences
- Involvement with local chapter (if any)
- Geographic area
- Gender, ethnicity, and leadership strengths
- Active membership in TCN
- Completion of TCN's Key Leader Training
- Certification status as a CCA
- Denominational/Faith group
- Number of Nominations

### President



#### **ROSS BURTON, CCA**

*First Baptist Church, Jonesboro, AR*

President 2016-present; Vice President 2014-2016; Secretary 2012-2014; Director 2010-2012; Awards Committee 2013-2014; Endowment Committee 2010-2016; Governance Committee 2014-2016; TCN member since 1985; Certified CCA 2003; Retained CCA 2010, 2014; attended 11 national conferences.

### Vice President



#### **DENISE CRAIG, CCA**

*Abba's House, Hixson, TN*

Vice President 2016-present; Secretary 2014-2016; Director 2012-2014; TCN member since 2006; Certified CCA 2006; Retained CCA 2011, 2015; Governance Committee 2014-present; PT&S Committee 2008-2011, 2012-2014; Nashville 2015 Support Team; President of Ocoee Chapter 2008-2014; attended 8 national conferences.

### Secretary



#### **HAROLD CARLSON, CCA**

*Thanksgiving Lutheran Church, Bellevue, NE*

Secretary 2016-present; Director 2014-2016; TCN member since 2004; Certified CCA 2013; Endowment Committee 2015-present; president Nebraska Chapter 2009-present; attended 11 national conferences.

Thursday, July 6, 2017

# BOARD NOMINEES

### Director



#### **GREG GORDON, CCA**

*First Church of God, Saint Joseph, MI*

Director 2016-present; TCN member since 2001; Certified CCA 2004; retained 2011, 2015; Governance Committee 2016-present; attended 12 national conferences.

### Director



#### **MELVIN JONES, CCA**

*Antioch Baptist Church, Fairfax Station, VA*

Director 2014-present; TCN member since 2004; Certified CCA 2010; retained 2014; Development Committee 2016-present; Internal Controls Committee 2013-2016; attended 7 national conferences.

### Director



#### **DR. MARK KING, CCA**

*Western North Carolina Conference, Charlotte, NC*

TCN Member since 1990; PT&S Committee 2016-present; president UMC Network 2011-2013, president Charlotte Metro Chapter, 2005-2006; Certified CCA 1992; retained 2008, 2012, 2016; attended 14 national conferences.

### Director



#### **LAUREL SWANSON, CCA**

*Lutheran Church of the Cross, Altoona, IA*

Director 2016-present; TCN member since 2006; Certified CCA 2013; president Midlands Chapter 2006-present; 2015 Conference Support Team; PT&S Committee 2013-2016; attended 9 national conferences.

### Director



#### **DEBORAH MILLER WILSON, CCA**

*Pritchard Memorial Baptist Church, Charlotte, NC*

Director 2014-present; TCN member since 2004; Certified CCA 2007; retained 2011, 2015; Internal Controls Committee 2011-2013; Awards Committee 2014-2015; Endowment Committee 2013-2014, 2016-2017; Charlotte 2013 Support Team; Attended 12 national conferences.

### Director



#### **BRANDON WOODARD, CCA**

*Cornerstone Church, Richmond, VA*

Director 2013-present; TCN member since 2010; Certified CCA 2013; past president Central Virginia Chapter; Endowment Committee 2012-2015; Awards Committee 2015-2017; attended 5 national conferences.

Thursday, July, 2017

# BUSINESS SESSION

## The Church Network Business Session Agenda Gaylord National Convention Center National Harbor, MD

**THURSDAY, JULY 6, 2017**

**START TIME: 11:30 AM**

Approval of Minutes .....	Denise Craig, CCA (Published online and in the June issue of TheLink)	Executive Vice President
Questions and Answers on Reports .....	Ross Burton, CCA	
Election of 2017-2018 Officers and Directors .....	Ross Burton, CCA	
Installation of Officers and Directors .....	Simeon May, CAE CCA	
President's Remarks .....	Ross Burton, CCA	
Chief Executive Officer's Remarks .....	Simeon May, CAE, CCA	
Other Business/Announcements		
Adjournment		

Thursday, July 6, 2017

# REPORT OF THE VICE PRESIDENT

The Church Network Annual Conference is always a highlight of my year, and I hope your experience at the Gaylord in the Washington, D.C., area has been amazing thus far. Celebrating the Independence Day holiday in our nation's capital gives us a special opportunity to thank God for the freedoms we experience as Americans and express gratitude for the many men and women who have fought for that liberty. It also is a reminder to pray for our Christian brothers and sisters in other countries who do not have that same opportunity.

The Church Network staff and Board of Directors have worked together the past twelve months to pursue the goals and objectives of the Long Range Strategic Plan. The Board would welcome your feedback while at conference or post-conference via email at [board@thechurchnetwork.com](mailto:board@thechurchnetwork.com). The ongoing work of the board and staff positions our association to continue to be the indispensable resource for individuals serving Christ in local churches. This unified work led to the following enhancements and improvements:

1. Hosting a successful regional conference in Atlanta in February
2. Increasing membership value by continuing free e-learning opportunities each month
3. Developing Chapter Connector 2.0 to better support our chapter leadership
4. Engaging emeritus members to assist with membership development
5. Enlisting a membership recruitment task force

The staff has managed the finances of our association well, and as you can see in our published financial statements, we believe in being fully transparent regarding The Church Network and its resources. Our investment funds at Chase continue to do well, and we applaud Sherre Barber for her *pro bono* work with the endowment investment committee of TCN. You can also take a look at our membership numbers in this notebook. Increasing membership benefits the association in many ways, two of which are aiding its financial welfare and increasing the rich human resources that have always been of value to The Church Network.

God designed us for community. When He created Adam, He knew it was not good for him to be alone. He created Eve, they had a family, and then eventually a community. The greatest asset of The Church Network is its people and the community we experience. I pray you have soaked up knowledge while you have been here and that you have experienced the relationships, the fun, and the community. You were created for this.

It has been my joy and privilege to serve you, The Church Network, and our Father this year. Let's press forward – there are big things ahead.

*Denise Craig*

Denise Craig, CCA  
TCN Vice President

# PT&S REPORT

One of the values of The Church Network is to strive to be a life-long learner by seeking to attain the highest degree of competency in your field. Attending your local chapter meetings, TeleWebs, the annual national conference and interaction throughout the year with your fellow church leaders is proof that you are living out this value. I applaud you!

The purpose of the Professional Training and Standards Committee (PT&S) is to fulfill the significant role of the mission of The Church Network, which is to assist individuals serving Christ through administration in local churches, to achieve the highest level of professional competence. The PT&S committee does so by being the oversight committee for the Certified Church Administrator (CCA) certification program. Each of you is the most important reason the PT&S committee exists.

Since beginning web-based training in 2005, 10,108 participants have accessed remote learning through live web seminars. In 2016, 1,214 participated in these live sessions. With the introduction of the eLearning Lab in May of 2015, 505 users have accessed one or more of the 75 course presentations. New seminars are being added almost weekly. These just-in-time learning events are a feature of membership with at least one free seminar offered monthly. A special project in 2016 was the addition of a 5-part video series for administration of small congregations. This free resource is presented by the father/daughter CCA team, Mike Hunter and Micah James. This seminar was funded through the TCN endowment fund: your contributions at work. If you have not yet checked out this resource use your Church Network login and see what you are missing. <http://thechurchnetwork.com/elearning>

I am honored to have had the privilege to serve as the Chair of PT&S for the last three years, as well as my last four years as serving as a National Board Member. I hand off the PT&S Chair position this year to Laurel Swanson. I know she will be effective and persistent in maintaining the high-quality standards for which TCN has become known.

Now, a word to our new CCA class. Achieving the CCA designation is more than the opportunity to place three letters after your name on stationary. It is a benefit of The Church Network membership, that results in the personal satisfaction that you are committed to striving for life-long learning, it is the relationships that you build as you work through the program, it is recognition to those outside our field of your competency – it is really a new start – a commitment to be better at serving Christ and your church.

To this year's new CCA recipients, I thank God for your commitment and work. You have achieved your goal! Congratulations!

I invite you all to join me in becoming a part of the CCA community. Make this your number one professional development goal!

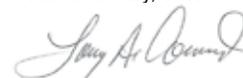
Thank you to the **PT&S Committee:**

- Laurel Swanson, CCA    Roxy Vanstory, CCA
- Dory Speer, CCA        Harry Fritzenschaft, CCA
- Sherrie Turner, CCA    Keith Brown, CCA
- Dr. Mark King, CCA     Glenn Wood, CCA

Thank you to the **Training Center Directors:**

- Dr. Terry Bertrand, CCA**, Dallas Baptist University
- Dr. Bob Winstead**, the Academy of Church Business Administration at Nashville
- Dr. Marilyn Johns**, Union Presbyterian Seminary in Richmond, VA
- Brian Braskich**, United Theological Seminary, Twin Cities

Also thank you to our **National staff** who make things happen day to day: **J. Phillip Martin, CAE, CCA**, Deputy Chief Executive Officer, TCN; **Rose Ella McCleary**, Education Associate PT&S Secretary, TCN.



Larry A. Conrad, CCA  
PT&S Committee Chair

## CERTIFICATION CENTERS SCHEDULES

### ACADEMY OF CHURCH BUSINESS ADMINISTRATION, NASHVILLE

Monday, June 18, 2018	UM Polity
Tuesday, June 19 – Friday, June 22, 2018	Core Week 2
Saturday, June 23, 2018	Electives
Monday, June 25-Thursday, June 28, 2018	Core Week 1

### DALLAS BAPTIST UNIVERSITY

Dallas Schedule is not yet available

### UNITED THEOLOGICAL SEMINARY

Tuesday, May 15 –Thursday, May 24, 2018	Core Week 2 will be first, followed by Core Week 1
---	--

### UNION PRESBYTERIAN SEMINARY IN RICHMOND

Tuesday, July 24 –Thursday, Aug 2, 2018.

No classes in Charlotte in the 2017/18 academic year

## Membership by Denomination/Faith Group

Adventist	1	Interfaith Military Chapels	1
African Methodist/Episcopal	1	Jewish	2
Anglican	12	Lutheran	
Apostolic	4	Lutheran	18
Assemblies of God	72	EV Lutheran Ch in America	52
Baptist		Missouri Synod	36
American	14	Brethren	2
Conservative	8	Congregations in Mission for Christ	13
Cooperative Baptist Fellowship	38	Mennonite	2
General	23	Methodist	
Missionary	28	Methodist	4
National Convention of America	3	Free Methodist	4
North American	4	United Methodist Church	258
Other Baptist	55	Missionary Church	3
Progressive National	4	Nazarene	7
Regular	4	No denom/no church now	27
Southern	422	Open Bible Standard Church	2
Catholic	42	Orthodox	2
Christian Missionary Alliance	7	Pentecostal	6
Christian Reformed	1	Pentecostal Assemblies of Canada	1
Church of Christ	20	Presbyterian	
Church of God	14	Presbyterian	17
Church of God in Christ	2	Church in America	25
Church of God in Prophecy	1	USA	174
Disciples of Christ/Christian	25	Associate Reformed	2
Episcopal	61	Cumberland	3
Evangelical Church of North America	2	ECO	10
Evangelical Covenant Church	8	EPC	18
Evangelical Free Church in Amer	32	Reformed Ch in America	4
Evangelical Friends	1	Swedenborgian	1
Fellowship of Brethren Churches	1	Unitarian Universalist	9
Foursquare	6	United COC/Congregational	15
Fundamentalists	1	Vendor	113
Independent/Nondenominational	267	Vineyard USA	4
		Wesleyan	4
			<u>2,023</u>

## MEMBERSHIP DATA

The following membership numbers reflect the membership as of May 31 of each year.

**Membership:** Males – 1,153 (57.0%): Females – 870 (43.0%)

### New members since June 1, 2016

June.....	27	October.....	17	February.....	35
July.....	21	November.....	22	March.....	35
August.....	21	December.....	15	April.....	20
September.....	12	January.....	23	May.....	34

<u>Membership</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Active Members	1,864	1,726	1,638
Associate Members	35	36	24
Business Members	144	134	114
Affiliate Members	46	27	34
Student Members	19	11	6
<b>Total (dues paying mbrs.)</b>	<b>2,108</b>	<b>1,934</b>	<b>1,816</b>
Emeritus/Honorary	193	199	207
<b>Grand Total</b>	<b>2,301</b>	<b>2,133</b>	<b>2,023</b>
<b><u>Dues Paying Members</u></b>			
Dues Paying Members beginning of year	2,318	2,108	1,934
Members not renewing from prior year	(593)	(511)	(462)
Renewals from prior year	1,725	1,597	1,472
New members during the year	326	263	282
Renewals from former members (who did not pay dues prior year)	65	82	74
Awarded Emeritus/Honorary during year	(8)	(8)	(11)
Members deceased during the year	-	-	(1)
<b>Total Dues Paying Members end of year</b>	<b>2,108</b>	<b>1,934</b>	<b>1,816</b>
Total Dues Paying Members beginning of year	2,318	2,108	1,934
<b>Net increase (decrease) in dues paying members</b>	<b>(210)</b>	<b>(174)</b>	<b>(118)</b>
<b><u>Emeritus &amp; Honorary Members</u></b>			
Emeritus/Honorary Members beginning of year	199	193	199
Awarded Emeritus/Honorary during year	8	8	11
Members deceased during the year	(14)	(2)	(3)
<b>Total Non-Dues Members</b>	<b>193</b>	<b>199</b>	<b>207</b>
<b><u>Members with CCA</u></b>	<b>408</b>	<b>389</b>	<b>383</b>

### Members Deceased

Ron McDowell .....	Grand Prairie, TX	Edward O. Webber, CCA .....	Lake Jackson, TX
Clayton Spranger, CCA .....	Minneapolis, MN	Thomas J. Williams .....	Houston, TX
Rodney Van Dyke, CCA.....	Hoover, AL	Todd Wood.....	Chattanooga, TN

\* Difference in number of deceased members due to the timing of learning of the death.

**THE CHURCH NETWORK**  
Richardson, Texas  
Financial Statements  
Years Ended December 31, 2016 and 2015

**THE CHURCH NETWORK**  
Financial Statements  
Years Ended December 31, 2016 and 2015

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditors' Report	1
Financial Statements	
Statements of Financial Position	2
Statements of Activities	3 - 4
Statements of Cash Flows	5
Notes to Financial Statements	6 - 11



INDEPENDENT AUDITORS' REPORT

To the Board of Directors
The Church Network
Richardson, Texas

We have audited the accompanying financial statements of The Church Network (the "Association"), a Minnesota nonprofit corporation, which comprise the statement of financial position as of December 31, 2016, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Church Network as of December 31, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Prior Period Financial Statements

The 2015 financial statements were reviewed by us, and our report thereon, dated February 13, 2016 stated we were not aware of any material modifications that should be made to those financial statements for them to be in conformity with accounting principles generally accepted in the United States of America. However, a review is substantially less in scope than an audit and does not provide a basis for the expression of an opinion on the financial statements.

PSK LLP

Arlington, Texas
February 13, 2017

3001 Medlin Drive Suite 100 • Arlington, Texas 76015-2368 • 817-664-3000 • FAX 817-664-3001
www.pskcpa.com

THE CHURCH NETWORK
Statements of Financial Position
December 31, 2016 and 2015

Table with 3 columns: Description, 2016 (Audited), and 2015 (Reviewed). Rows include ASSETS (Cash and cash equivalents, Accounts receivable, Inventory, Prepaid expenses, Investments, Intangible assets, net of accumulated amortization, Total Assets) and LIABILITIES AND NET ASSETS (Liabilities: Accounts payable and accrued liabilities, Deferred dues, Other deferred revenues; Net Assets: Unrestricted, Temporarily restricted, Permanently restricted; Total net assets, Total Liabilities and Net Assets).

The accompanying notes are an integral part of these financial statements.

**THE CHURCH NETWORK**  
Statements of Activities  
Years Ended December 31, 2016 and 2015

Page 3

	<u>2016</u>	<u>2015</u>
	<u>(Audited)</u>	<u>(Reviewed)</u>
<b>Changes in unrestricted net assets</b>		
Revenues and other support:		
Conferences	\$ 707,099	\$ 764,506
Dues	353,923	377,117
Product sales	118,063	121,003
TeleWeb seminars	51,022	41,618
Professional training and standards committee	13,118	26,195
JobCenter	4,557	8,139
Advertising	31,062	28,906
Royalties	52,476	68,578
Special gifts and contributions	13,311	17,492
FastTrack training	9,205	8,137
Interest and dividends	8,389	7,117
Unrealized gain (loss) on investments	(5,234)	(3,628)
Other	7,452	608
Net assets released from restrictions	<u>35,318</u>	<u>27,298</u>
<b>Total revenues and other support</b>	<u>1,399,761</u>	<u>1,493,086</u>
Expenses:		
Personnel costs	516,598	507,094
Conferences	456,434	462,823
Cost of product sales	35,313	37,144
Member publications	38,129	36,352
Insurance	2,870	2,867
Office supplies and printing	6,001	2,774
Maintenance contract	18,297	19,819
Postage	1,675	2,254
Telephone	16,062	16,592
Office rent	38,868	43,453
Audit and legal	5,055	6,571
Bank card fees	24,335	26,440
Committees, board and staff expenses	54,068	55,758
Area regional expenses	6	-
Depreciation and amortization	16,298	42,204
Computers and technology	126,846	107,064
Scholarships	28,181	10,538
Key leader training and campaign expenses	7,137	16,760
Teleseminar expenses	<u>4,388</u>	<u>3,088</u>
<b>Total expenses</b>	<u>1,396,561</u>	<u>1,399,595</u>
<b>Change in unrestricted net assets</b>	<u>3,200</u>	<u>93,491</u>

The accompanying notes are an integral part of these financial statements.

**THE CHURCH NETWORK**  
Statements of Activities  
Years Ended December 31, 2016 and 2015  
(Continued)

Page 4

	<u>2016</u>	<u>2015</u>
	<u>(Audited)</u>	<u>(Reviewed)</u>
<b>Changes in temporarily restricted net assets</b>		
Revenues and other support:		
Interest and dividends	\$ 10,244	\$ 13,944
Realized gain (loss) on sale of investments	8,328	22,005
Unrealized gain (loss) on investments	16,709	(30,234)
Endowment allocation	1,248	23,804
Net assets released from restrictions	<u>(35,318)</u>	<u>(27,298)</u>
<b>Change in temporarily restricted net assets</b>	<u>1,211</u>	<u>2,221</u>
<b>Changes in permanently restricted net assets</b>		
Revenues and other support:		
Endowment allocation	(1,248)	(23,804)
Special gifts and contributions	<u>20,800</u>	<u>14,041</u>
<b>Change in permanently restricted net assets</b>	<u>19,552</u>	<u>(9,763)</u>
<b>Change in net assets</b>	<u>23,963</u>	<u>85,949</u>
<b>Net assets at beginning of the year</b>	<u>934,434</u>	<u>848,485</u>
<b>Net assets at end of the year</b>	<u>\$ 958,397</u>	<u>\$ 934,434</u>

The accompanying notes are an integral part of these financial statements.

**THE CHURCH NETWORK**  
Statements of Cash Flows  
Years Ended December 31, 2016 and 2015

Page 5

	<u>2016</u>	<u>2015</u>
	<u>(Audited)</u>	<u>(Reviewed)</u>
Cash flows from operating activities		
Change in net assets	\$ 23,963	\$ 85,949
Adjustments to reconcile change in net assets to net cash and cash equivalents provided by (used in) operating activities:		
Amortization	16,297	42,204
Realized and unrealized (gain) loss on investments	(19,803)	11,857
Contributions restricted for endowment	(20,800)	(14,041)
(Increase) decrease in assets:		
Accounts receivable	(1,027)	(24,221)
Prepaid expenses	464	1,685
Inventory	4,080	(1,619)
Increase (decrease) in liabilities:		
Accounts payable and accrued liabilities	25,499	30,714
Deferred revenue	(60,840)	34,627
Net cash and cash equivalents provided by (used in) operating activities	<u>(32,167)</u>	<u>167,155</u>
Cash flows from investing activities		
Purchase of intangible assets	-	(10,543)
Purchase of investments	(415,688)	(432,278)
Proceeds from sale of investments	<u>384,568</u>	<u>433,982</u>
Net cash and cash equivalents used in investing activities	<u>(31,120)</u>	<u>(8,839)</u>
Cash flows from financing activities		
Contributions restricted for endowment	<u>20,800</u>	<u>14,041</u>
Net change in cash and cash equivalents	(42,487)	172,357
Cash and cash equivalents at beginning of the year	<u>285,311</u>	<u>112,954</u>
Cash and cash equivalents at end of the year	<u>\$ 242,824</u>	<u>\$ 285,311</u>

The accompanying notes are an integral part of these financial statements.

**THE CHURCH NETWORK**  
Notes to Financial Statements

Page 6

**1 - Description of Organization**

The Church Network (the "Association") is incorporated as the National Association of Church Business Administration in the State of Minnesota as a nonprofit corporation. The Association is a nationwide, interdenominational Christian association of churches and individuals, which exists to professionally train, certify, and provide resources to those serving in the field of church administration.

**2 - Summary of Significant Accounting Policies**

**Basis of Accounting** - The financial statements of the Association have been prepared on the accrual basis of accounting. Under the accrual method, revenues are recognized when earned and expenses are recognized when the obligation is incurred.

**Basis of Presentation** - As required by the Not-for-Profit Entities Classification of Net Assets topic of the Financial Accounting Standards Board *Accounting Standards Codification* ("FASB ASC"), the Association reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

**Revenue Recognition** - Membership dues are recognized as income during the applicable membership period. Subscription fees to the Association's Compensation Survey are recognized as income over a twelve month period from date of payment. Conference fees are recognized as income in the period the conference is held. Sales of publications are reflected in income when the items are mailed.

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

All donor-restricted contributions are reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

**Functional Allocation of Expenses** - The costs of providing the various program services and supporting activities of the Association have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the program services and supporting activities.

**Programs** - The Association pursues its objectives through the execution of one major program, the providing of training, certification, and resources for Church administrative leaders throughout the United States of America.

**Use of Estimates** - Management used estimates and assumptions in preparing these financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

**Inventory** - Inventory consists of publications produced or purchased for resale and various clothing items. Inventory is carried at the lower of cost or market determined on the first-in, first-out (FIFO) basis.

**Donated Services** - No amounts have been reflected in the financial statements for donated services. The Association pays for most services requiring specific expertise. A large number of people have contributed significant amounts of time to the activities of the Association without compensation. The financial statements do not reflect the value of those contributed services.

2 - Summary of Significant Accounting Policies - continued

**Donated Assets** - Donated marketable securities and other noncash donations are recorded as contributions at their estimated fair values at the date of donation.

**Cash and Cash Equivalents** - For purposes of the financial statements, the Association considers all short-term investments with an original maturity of three months or less to be cash equivalents. At year-end, all cash and cash equivalents consist of deposits in bank, certificates of deposit, and investment accounts.

**Provision for Bad Debts** - The Association recognizes bad debt expense when accounts are deemed uncollectible based on a periodic review of all accounts. No bad debt expense was recognized in 2016 or 2015.

**Investments** - As required by the Investments - Debt & Equity Securities topic of the FASB ASC, investments in marketable securities with readily determinable fair values and all investments in debt securities are valued at their fair values in the consolidated statement of financial position. Unrealized gains and losses are included in the change in net assets.

**Property and Equipment** - Property and equipment are stated at cost, if purchased, and fair market value at date of donation, if contributed. Depreciation is calculated using the straight-line method over the estimated useful lives of the assets as follows:

Computer equipment	3 to 5 years
Furniture, fixtures and other equipment	10 to 15 years

Costs of maintenance and repairs are charged to operations when incurred. Costs of betterments and renewals exceeding \$2,500 are capitalized. Upon sale or retirement of equipment, the cost and related accumulated depreciation are relieved and any gain or loss is included in operations.

**Compensated Absences** - Employees of the Association, administrative and ministerial, are entitled to paid vacation depending upon length of service and other factors. The Association cannot reasonably estimate the amount of compensation for future absences and, accordingly, no liability has been recorded in the accompanying financial statements. The Association's policy is to recognize the cost of compensated absences when paid to employees.

**Deferred Revenues** - Deferred revenues consist of prepaid dues, advertising, compensation survey fees and prepaid fees for the Association's annual conference. Those fees will be recognized as revenues as the related expenses are incurred.

**Endowment Funds** - The Association maintains an endowment fund for the purpose of supporting a scholarship and grant program, which provides funds for training, new chapter startup, research and other similar endeavors.

Consistent with the standards of prudence prescribed by the Uniform Prudent Management of Institutional Funds Act ("UPMIFA"), the Association generally appropriates 5% of the fair value of the endowment fund for expenditure (based upon a moving average of the prior 12 quarters ending September 30 each year). This portion of the fund is considered temporarily restricted, while the remaining balance of the endowment fund is considered permanently restricted.

Based upon applications and the prevailing economy, as well as criteria approved by the Board of Directors, the Endowment Fund Committee is responsible for awarding scholarships and grants.

2 - Summary of Significant Accounting Policies - continued

**Endowment Funds (continued)**

The Association has adopted investment and spending policies that attempt to provide a steady stream of funding to be available for grants and scholarships while maintaining the purchasing power of the endowment assets. Under this policy, the endowment assets are invested in a manner that will yield a rate of return associated with a moderate level of risk. The Association targets a diversified asset allocation that places emphasis on a balanced portfolio of equity and fixed-income securities.

**Subsequent Events** - Subsequent events have been evaluated through February 13, 2017, which is the date the financial statements were available to be issued.

3 - Investments

Investments at December 31, 2016 are comprised of the following:

	Market Value	Cost	Unrealized Appreciation/ (Depreciation)
Money market funds	\$ 52,063	\$ 52,063	\$ -
Equity mutual funds	348,753	283,620	65,133
Certificates of deposit	652,348	652,607	(259)
	<u>\$ 1,053,164</u>	<u>\$ 988,290</u>	<u>\$ 64,874</u>

Investments at December 31, 2015 are comprised of the following:

	Market Value	Cost	Unrealized Appreciation/ (Depreciation)
Money market funds	\$ 1,707	\$ 1,707	\$ -
Equity mutual funds	321,569	269,129	52,440
Certificates of deposit	678,965	680,783	(1,818)
	<u>\$ 1,002,241</u>	<u>\$ 951,619</u>	<u>\$ 50,622</u>

4 - Property and Equipment

Property and equipment at December 31, 2016 and 2015 consist of the following:

	2016	2015
Furniture and fixtures	\$ 20,626	\$ 20,626
Equipment	58,251	58,251
Accumulated depreciation	(78,877)	(78,877)
	<u>\$ -</u>	<u>\$ -</u>

Property and equipment were fully depreciated for the years ended December 31, 2016 and 2015.

**THE CHURCH NETWORK**  
Notes to Financial Statements

Page 9

**5 - Intangible Assets**

Intangible assets consist primarily of website development costs and are being amortized over the estimated useful economic life. The initial project was completed during 2010 with a useful life of five years. Since then, the Association has incurred additional development costs and estimates a three year useful economic life for each project. As of December 31, 2016 and 2015, gross intangible assets totaled \$437,488 and \$437,888, respectively. Amortization expense for the years ended December 31, 2016 and 2015 totaled \$16,297 and \$42,204, respectively.

**6 - Restricted Net Assets**

During 2016 and 2015, temporarily restricted net assets, in the amount of \$35,318 and \$27,298 respectively, were expensed in accordance with donor restrictions and have been reclassified to unrestricted net assets.

Permanently restricted net assets consist of investments to be held in perpetuity, the income from which is expendable to support program activities as described in Note 2.

A summary of composition by net asset class and reconciliation of changes in endowment net assets for the reporting period follows:

	Beginning Balance	Endowment Earnings	Earnings Allocated	Contributions	Distributions	Ending Balance
2016						
Temporarily restricted	\$ 27,231	\$ 35,281	\$ 1,248	\$ -	\$ (35,318)	\$ 28,442
Permanently restricted	535,076	-	(1,248)	20,800	-	554,628
	<u>\$ 562,307</u>	<u>\$ 35,281</u>	<u>\$ -</u>	<u>\$ 20,800</u>	<u>\$ (35,318)</u>	<u>\$ 583,070</u>
2015						
Temporarily restricted	\$ 25,010	\$ 5,715	\$ 23,804	\$ -	\$ (27,298)	\$ 27,231
Permanently restricted	544,839	-	(23,804)	14,041	-	535,076
	<u>\$ 569,849</u>	<u>\$ 5,715</u>	<u>\$ -</u>	<u>\$ 14,041</u>	<u>\$ (27,298)</u>	<u>\$ 562,307</u>

**7 - Operating Leases**

The Association has non-cancelable leases for office space and office equipment which require minimum future rentals as follows:

Years ending December 31,	
2017	41,136
2018	41,811
2019	35,985
2020	30,173
	<u>149,105</u>
Total future minimum payments	\$ 149,105

Rent expense for the years ended December 31, 2016 and 2015 was \$44,626 and \$55,240, respectively.

**THE CHURCH NETWORK**  
Notes to Financial Statements

Page 10

**8 - Retirement Plan**

The Association has a defined contribution plan for its employees. All employees are eligible to participate within completion of one month of service. The Association contributes 10% of each participant's combined base salary and housing allowance. The amount contributed to the retirement plan and charged to expense by the Association totaled \$37,412 and \$36,500 for the years ended December 31, 2016 and 2015, respectively.

**9 - Income Tax Status**

The Association is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code as other than a private foundation. However, income from certain activities not directly related to the Association's tax exempt purpose is subject to taxation as unrelated business income.

Certain advertising revenues are subject to unrelated business income taxation. After deducting allocable expenses, the Association generated net losses from unrelated business activities for the years ending December 31, 2016 and 2015.

A summary of these unrelated business activities for the years ending December 31, 2016 and 2015 follows:

	2016	2015
Revenues	\$ 60,345	\$ 57,283
Allocable expenses	80,132	76,757
Net unrelated business income	(19,787)	(19,474)
Net operating loss utilized	-	-
Taxable income (loss)	<u>\$ (19,787)</u>	<u>\$ (19,474)</u>

A summary of net operating loss available for carry forward for the years ending December 31, 2016 and 2015 follows:

	2016	2015
Net operating loss available	\$ 87,444	\$ 67,970
Net operating loss generated (utilized)	19,787	19,474
Amount available for carry forward	<u>\$ 107,231</u>	<u>\$ 87,444</u>

The Association follows the Income Taxes topic of the FASB ASC, which prescribes a comprehensive model for the financial statement recognition, measurement, presentation, and disclosure of uncertain tax positions taken or expected to be taken in income tax returns. The Association annually files an IRS Form 990T to report taxable income from unrelated business activities and is not aware of any activities that would jeopardize its tax-exempt status. As of December 31, 2016, the Association has no uncertain tax positions that qualify for either recognition or disclosure in the financial statements and does not expect this to change in the next twelve months.

The Association files federal and state tax returns. In the normal course of business, the Association is subject to examination by taxing authorities for years ending after December 31, 2012.

# The Church Network New Orleans 2018 Conference July 17-21, 2018

## THE CHURCH NETWORK Notes to Financial Statements

Page 11

### 10 - Concentration of Credit Risks

The Association occasionally maintains deposits with financial institutions in excess of federally insured limits. In addition, certain investments are in marketable securities, which are subject to interest rate, credit and market risk.

### 11 - Fair Value Measurements

The Association follows the Fair Value Measurements topic of the FASB ASC for all financial assets and liabilities measured at fair value on a recurring basis. The topic establishes a framework for measuring fair value and enhances disclosure requirements for fair value measurements. The Fair Value Measurements topic of the FASB ASC defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The topic establishes market or observable inputs as the preferred sources of values, followed by assumptions based on hypothetical transactions in the absence of market inputs. The topic establishes a hierarchy for grouping these assets and liabilities based on the significance level of the following inputs:

Level I – Quoted prices in active markets for identical assets or liabilities.

Level II – Quoted prices in active markets for similar assets and liabilities, quoted prices for identical or similar instruments in markets that are not active and model-derived valuations whose inputs are observable or whose significant drivers are observable.

Level III – Significant inputs to the valuation model are unobservable.

The following is a listing of assets measured at fair value on a recurring basis and where they are classified within the hierarchy as of December 31, 2016:

	Level I	Level II	Level III	Total
Money market funds	\$ 52,063	\$ -	\$ -	\$ 52,063
Equity mutual funds	348,753	-	-	348,753
Certificates of deposit	-	652,348	-	652,348
	<u>\$ 400,816</u>	<u>\$ 652,348</u>	<u>\$ -</u>	<u>\$ 1,053,164</u>

The following is a listing of assets measured at fair value on a recurring basis and where they are classified within the hierarchy as of December 31, 2015:

	Level I	Level II	Level III	Total
Money market funds	\$ 1,707	\$ -	\$ -	\$ 1,707
Equity mutual funds	321,569	-	-	321,569
Certificates of deposit	-	678,965	-	678,965
	<u>\$ 323,276</u>	<u>\$ 678,965</u>	<u>\$ -</u>	<u>\$ 1,002,241</u>

	Wed, July 18th	Thurs, July 19th	Fri, July 20th	Sat, July 21st	
7:00 AM					7:00 AM
7:15 AM					7:15 AM
7:30 AM		Breakfast on Own or Breakfast Meetings	Breakfast on Own or Chapter Leaders Breakfast	Brunch Today at 10:15 am	7:30 AM
7:45 AM					7:45 AM
8:00 AM					8:00 AM
8:15 AM					8:15 AM
8:30 AM					8:30 AM
8:45 AM					8:45 AM
9:00 AM		General Session II	General Session III	Workshops E	9:00 AM
9:15 AM					9:15 AM
9:30 AM					9:30 AM
9:45 AM					9:45 AM
10:00 AM					10:00 AM
10:15 AM					10:15 AM
10:30 AM		Spouse/Family Orientation		Hotel Check-Out and Brunch	10:30 AM
10:45 AM					10:45 AM
11:00 AM					11:00 AM
11:15 AM					11:15 AM
11:30 AM				Business Session	11:30 AM
11:45 AM					11:45 AM
12:00 PM	Exhibitor Move-in	Trade Show with Lunch	Trade Show with Lunch	Workshop F	12:00 PM
12:15 PM					12:15 PM
12:30 PM					12:30 PM
12:45 PM					12:45 PM
1:00 PM					1:00 PM
1:15 PM					1:15 PM
1:30 PM					1:30 PM
1:45 PM				Prize Drawings	1:45 PM
2:00 PM					2:00 PM
2:15 PM					2:15 PM
2:30 PM					2:30 PM
2:45 PM					2:45 PM
3:00 PM		Refreshment Break	Refreshment Break		3:00 PM
3:15 PM					3:15 PM
3:30 PM					3:30 PM
3:45 PM	First Timers' Orientation				3:45 PM
4:00 PM					4:00 PM
4:15 PM					4:15 PM
4:30 PM			Exhibit Hall Move Out		4:30 PM
4:45 PM	Denom/Networks Receptions	Workshops B	Workshops D		4:45 PM
5:00 PM					5:00 PM
5:15 PM					5:15 PM
5:30 PM					5:30 PM
5:45 PM	Launch Event				5:45 PM
6:00 PM	General Session I				6:00 PM
6:15 PM				Remainder of afternoon and evening free or travel home.	6:15 PM
6:30 PM					6:30 PM
6:45 PM					6:45 PM
7:00 PM					7:00 PM
7:15 PM		Evening free	Evening free		7:15 PM
7:30 PM					7:30 PM
7:45 PM					7:45 PM
8:00 PM	Trade Show Open and Opening Celebration with dinner and prize drawings				8:00 PM
8:15 PM					8:15 PM
8:30 PM					8:30 PM
8:45 PM					8:45 PM
9:00 PM					9:00 PM



JULY 18-21, 2018  
HILTON RIVERSIDE HOTEL AND CONVENTION CENTER  
NEW ORLEANS, LOUISIANA

## ARE YOU LOOKING TO...

- connect with your visitors?
- engage with your attendees?
- remove barriers to giving?

Stop by **Booth 617** to learn more about our ground-breaking discovery, where *instant messaging* and *mobile giving* intersect.



### ConnectNow

offers a way to connect with guests using a virtual visitor card



### ReachNow

delivers instant messages and campaign updates



### GiveNow

provides online, mobile app, and text giving

Visit us at **Booth 617** to be entered for our **Visa Gift Card Drawing**.  
Contact us to get started today.

mobile **Axept**

888-500-1997 • Text INFO to 28950 • [contact@mobileAxept.com](mailto:contact@mobileAxept.com) • [mobileAxept.com](http://mobileAxept.com)

# SPECIAL OFFER\*



***Will you consider the potential relational, financial, and spiritual benefits of a church business directory?***

If you are willing to give us 60 minutes and an open mind, **we will give you \$100-\$200 in gift cards for your time.**

There is no catch and no obligation to sign up. Just listen and decide if the value to your church, and your business owners, is for real.

All we need is 2 church decision makers to meet via phone or in person for 60 minutes to discuss this valuable **FREE** resource for your church. After that, it's all up to you!



Want to learn more?  
Stop by Booth #517  
to learn more about our  
**FREE OFFER!**



(706) 550-3033



Text "CIBInfo" to 95577



[info@ChristiansInBusiness.com](mailto:info@ChristiansInBusiness.com)



The World's Largest Online  
Christian Business Directory



*\*Average weekly attendance of 750 or more to qualify.*