

COSP

A Publication of Church Supplies & Services | February 2019



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Exclusive Texas Ministry
ConferenceSM Issue –
Brochure Inside

Feature article by
Dr. Andrew Johnston,
Keynote Speaker



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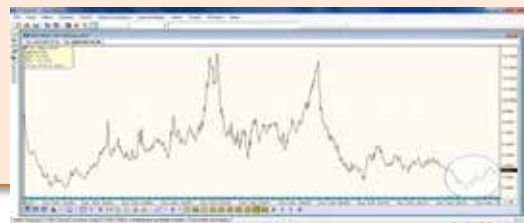
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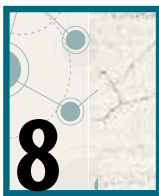


FEBRUARY 2019

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Know Your Vendor Page 45

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Keep your contact information current. The lifeline of communication to our members is through correct contact information, i.e. key contact names, phone numbers and e-mail addresses. Send all updates to patti@churchco-op.org. Help us keep you informed of the latest in events and savings from our vendors.

Editor's Note: For submitting articles, artwork or comments about this publication, please contact: Patti Malott at 832.478.5131 | patti@churchco-op.org

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From the Director

My father fell and broke his neck last August, resulting in several months of hospitalization. I flew back and forth to Michigan to visit during his recovery. Each day I would stay at the hospital for several hours. For lunch, I would visit the hospital cafeteria and often stop on my way home at night to grab something for dinner.

My first day to visit, two hospital employees almost ran into me as they were walking with their heads down, gazing into their phone screens. When I got off the elevator at the 6th floor, there were four people sitting at the main nurses' station (much like a welcome center). Three were looking down at their phones, and one was glued to the computer screen. I was going to acknowledge them, but they looked totally focused on their electronic devices.

When I went to the cafeteria to pick something up for lunch, I noticed that people were not visiting with each other. Instead, most of them were shoveling food in as they stayed glued to their phones. I noticed the same thing when I picked up food for dinner.

I couldn't help but wonder how many relationships were hindered or opportunities lost from the lack of real conversations. People to people. I admit, electronic devices are useful, but they can come with a cost. We must work hard at preserving that which is vital in our society—our willingness to get involved and participate with others in ways that bring growth to the Kingdom and to relationships here on earth. We do that by engaging with others.

This entire issue of CO+OP magazine is full of articles that address some type of engagement in ministry. Each author is one of many who will be joining us on February 21st to share their knowledge at the upcoming Texas Ministry Conference.

Inserted right in the middle of this issue is the 2019 Conference Brochure. You can thumb through the many workshops and make copies for others in your organization. Bring your entire team with you so each of you can soak in four workshops, hear a dynamic keynote, eat some incredible food, visit vendors, and network with others in ministry.

For now, grab that favorite cup of tea or latte, silence your electronics, and enjoy this issue of CO+OP Magazine. See you in February!

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Patti Malott
Executive Director



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- Providing educational opportunities at a reduced rate through our annual Texas Ministry ConferenceSM using national and local relevant speakers
- Meeting the needs of others through our nonprofit organization

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Texas Ministry ConferenceSM

www.TexasMinistryConference.org

The purpose of the Texas Ministry ConferenceSM is to provide tools and resources for those who serve in churches, schools and nonprofit organizations. This includes both people in leadership who drive the vision and those who support them such as employees; committee, lay, council, and session members; elders and volunteers.

We do this at our annual conference by offering affordable training, educational workshops, quality vendors and sponsors, networking, fellowship and encouragement.

The Texas Ministry ConferenceSM is held the third Thursday of each February.

Learn more about how you can benefit from attending this conference at www.TexasMinistryConference.org or calling **832.478.5131**.

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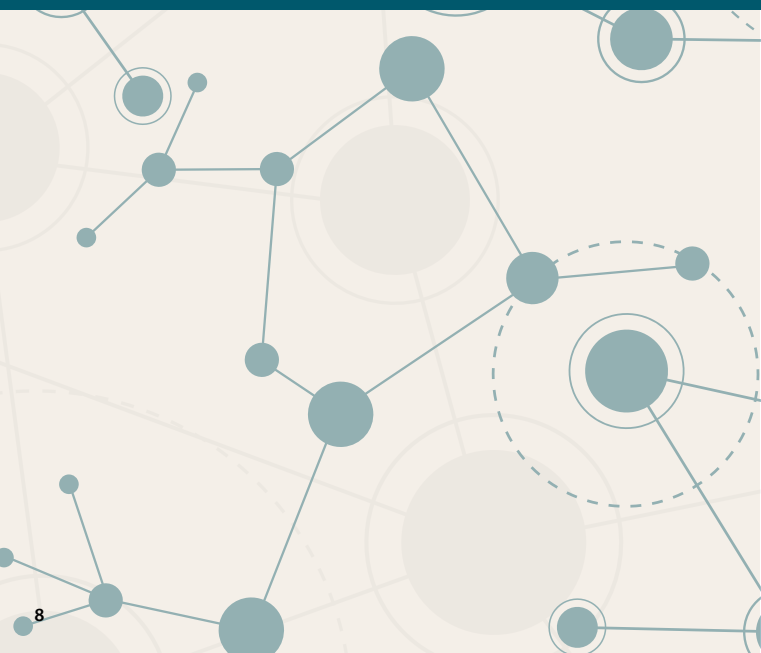
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YOUR CULTURE IS ENGAGING OR FRACTURED: THOSE ARE THE OPTIONS

by Mark Waltz

Culture is. It's not what we say it is, when it isn't. It is. And it's easily identified.



I recently walked through the local hub of a growing HR support company with their CEO. It was a Friday afternoon and about half the staff were onsite working. As we toured, my host introduced me to nearly every team member we encountered. Each one of them stopped their work and turned to greet me. They were cheerful, appropriately curious and engaging. As we passed through a large space of multiple cubicles, the CEO opened a door and said, "This is our employee recreation center."

It was simple, but intentional. One room, dimly lit with comfy seating and throw blankets, was a reading library. Another room featured billiards and a ping-pong table. Next was a room with a 1,000-piece jigsaw puzzle spread over a large table in the center of the room. The walls were covered with completed puzzles, framed to display the result of patient teamwork. A room with a large flat-screen monitor featured a variety of X-box games. Those wanting more physical activity had access to weights and aerobic equipment. The CEO commented, "We don't put any time restrictions or other requirements on our employees' use of this space. And no one abuses it. We want them to decompress, breathe and maintain focus." *Culture is.*

Another locally-based company is taking on the challenging, but intentional, work of building value into their employees by asking questions like "What's causing your lack of performance?" "How can we support our team with needs they have outside the workplace?" "How can we invest in coaching line leaders and managers so they not only put out high productivity, but learn to care for their teams?" "How can we send employees home feeling valued, like they actually matter?" "How can we practice the core value that 'everybody matters?'" The company is in process on all this, but even the challenging work of getting there can define culture. *Culture is.*

But what about the local church and culture?

I recently visited a church for an entire weekend. I had the privilege of spending time with their staff and taking in their multiple services. The staff was tired. Overwhelmed. Their span of care with volunteers was unmanageable. At the same time, they talked of needing more people to participate in serving. Thousands attended the weekend services. The strongest sense of community for many was limited to the greetings and brief chats following the services. Although there were guest service teams greeting, providing service programs and checking in children, the intentional engagement with guests — like me — seemed to be a

function limited to these teams. I sat near people who didn't speak to me, before or after the service. There were plenty of friends talking with each other, but it didn't feel like a very friendly church. *Culture is.*

In my consulting work, I've been to churches where engagement was high ... but I questioned the focus of that engagement. Weekend attendance was strong. The opportunities for attendees to engage with these churches were many. But I've wondered if people were engaged with the organization, or if they were just as engaged in relationships and opportunities outside the organized venues of the church. Was the leadership committed to making the small-group program successful, or helping people develop authentic and safe relationships — in or out of the church small group? Was every promoted story a tidy, the-pain-is-gone, we're-on-the-other-side-of-it story? Was it ever okay to share a story of struggle and darkness that was still in process? *Culture is.*

When churches (or any organization) put the corporate success over the interest of individuals who make up the organization, the result is often a compartmentalized, siloed, numbers-driven entity. However, when ...

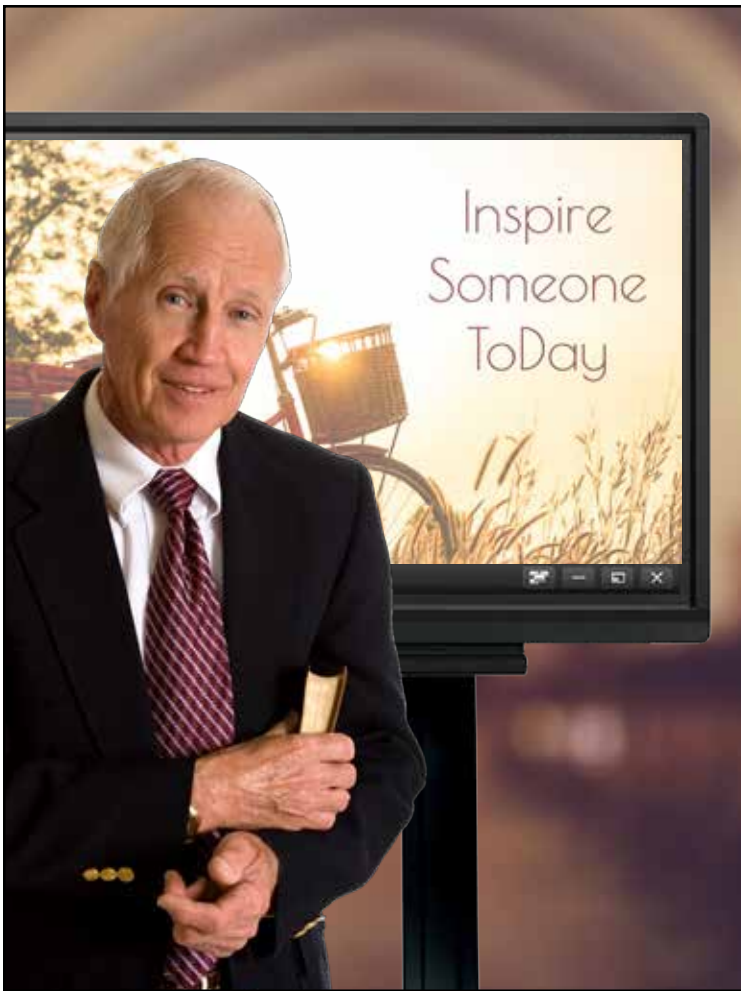
- individual journeys are prioritized over mass assimilation numbers, a culture of care is cultivated.
- vulnerability about our stories is practiced from the stage to the seat, a culture of safety is developed.
- greeting is a practice of the congregation, rather than the guest services team, a culture of hospitality is celebrated.
- people are empowered to live out personal significance and purpose, a culture of serving is established.
- guests are invited to be part of a family rather than a member of an organization, a culture of belonging thrives.

Yes, training for specific and strategic success in unique areas of ministry is critical. Involving volunteers in the many facets of ministry not only advances the vision of the church, it also calls out the unique best of each person. And when everyone owns the mission, the values and the vision — organic, relational, intentional journeys will be the result. ✚

Mark Waltz



Mark served as a pastor at Granger Community Church where he led in various leadership roles over 18 years. As a coach, Mark is a certified Guide of the Paterson Process® including StratOp for Churches, StratOp for Businesses and Individual LifePlan. To learn more about Mark, go to his website at becausepeoplematter.com



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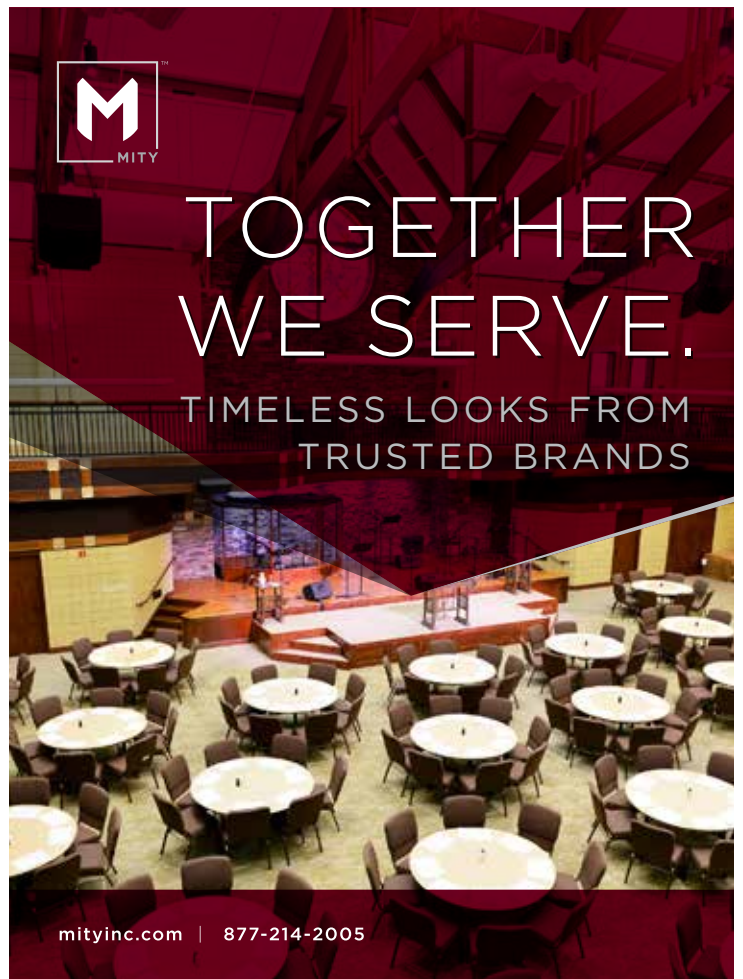
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BUILDING BUY-IN: IMPROVING ENGAGEMENT BY ELEVATING VALUE

by Dr. Andrew Johnston

When you want to call people to greater commitment, don't tell them why it won't cost too much – tell them why it's worth everything they've got.

I was recently flipping channels and marveling at the barrage of infomercials on late-night TV. I learned about stain removal, slicing things, and the wonders of nonstick cooking. I also learned that the men and women pitching these products are amazingly persuasive. I found myself thinking, “You know, he’s right ... I probably do need a special gizmo to pull weeds the correct way;” and “She’s got a point ... I would be a lot happier if my kitchen knives could saw a brick in half.” The items they were selling were intriguing, but it wasn’t the actual products that drew me in, it was the deal. It was the prospect of getting an exceptional, life-changing gizmo at such a low, low price. (In fact if I acted quickly they told me I could get a second set of the steak knives for free!)

In my experience, many leaders think of themselves as pitchmen or pitchwomen, too. Like salespeople, they describe exciting future states in ways that inspire action, and their vocabulary is filled with sales jargon. They sell people on their vision. They cultivate buy-in from stakeholders. They talk about ROI (returns on investment) in their development plans and performance reviews. But leaders are not simply pitchmen and pitchwomen in at least one important respect: They are not merely wooing their people toward a new idea or opportunity: they are trying to create genuine commitment over time, and that takes more than the prospect of a great deal. It takes a compelling purpose.

Think of the difference this way – the late-night hucksters I was watching cared more about my compliance than my commitment. Compliance is about getting the right action and moving people’s hands and feet, but Commitment is about getting the right convictions and moving people’s hearts. The product-pitchers were looking for action. They wanted me to grab my credit

card and “call now” because quantities were limited, and operators were standing by. In contrast, leaders who are looking for engagement need to care more about commitment than compliance. They want to motivate a change in people’s underlying values. They need to be wary of being satisfied with behavior when what they really want is buy-in. This means they need to be more concerned about the amount of worth than the amount of work. They need the courage to tell the potentially unappealing truth about what serving worthy goals will cost.

Many leaders miss this. Like infomercial spokespeople, they try to enlist others in their endeavors by pitching the best deals they can describe. They think people will move in new directions or accept new ideas best if the cost appears inconsequential. So they try to make any changes and investments sound as minimal or manageable as possible. “There won’t be too many extra hours required.” “The project won’t last all that long.” “There will be new synergies and shortcuts that offset any increased demands.” “The change isn’t really *that* big, and the transition won’t take that long.”

There’s just enough truth in this to convince you it’s the secret to motivating behavior and leading change. Unfortunately, if you try it, you’ll discover that this technique is only about behavior and that dialing down the investment can drain the buy-in of your people even as it temporarily elevates their activity.

Here’s why: It isn’t crazy to think that people might respond to a good deal, but this technique focuses on the wrong side of the equation. It tries to sweeten the deal by making the investment seem less consequential instead of by making the return seem more worthy. It entices people to do what you’ve asked, but without increasing their commitment to the purposes behind it.

YOU NEED TO CREATE THE KIND OF ENGAGEMENT THAT ENABLES THEM TO PERSIST AND REGULARLY REINVEST.

If they act, it's not because they've genuinely bought in: it's because what you've asked isn't troubling enough to resist. The unfortunate truth is that commitment never exists without action, but action frequently exists without commitment. Sweetening the deal like this might get things moving, but it also makes the "deal" fragile and prone to failure as soon as things get uncomfortable or demanding. And let's face it, every important or meaningful endeavor eventually gets uncomfortable and demanding.

Buyers' remorse may be a small concern for the infomercial pitchman, but it's a big one for you as a leader because you're looking for more than a one-time response from your people. You can't afford for them to burn out and leave, or worse, burn out and stay! So you need to create the kind of engagement that enables them to persist and regularly reinvest. You need them to believe in what they're doing enough to want to give generously of their time and talent. That means you probably need to be more preacher than pitchman and dial up the worth more than you dial down the work. Instead of lightening their load, give your people a better reason to carry it. ✦

Dr. Andrew Johnston



For more about making the most of your team, connect with Dr. J at DrAndrewJohnston.com or check out his latest book, *Fired Up! Kindling and Keeping the Spark in Creative Teams* (SALT Community Press).



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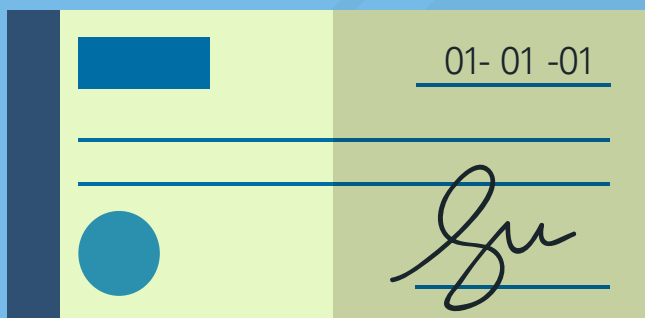
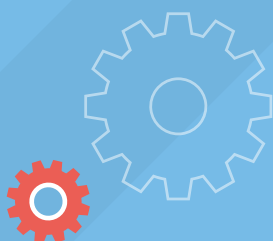
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It's the Little Things That Count: Fraud Prevention Tips

by Cynthia Cox



Fraud happens. Is it cynicism or just realistic to believe that you personally or your organization will be a victim of fraud at least once in your lifetime? In reality, the vast majority of employees are hardworking and completely trustworthy people. However, there are times when even well-liked and respected employees may do things that we would never expect. We must acknowledge that the risk of fraud exists, and we must take steps to prevent it. In order to reduce that threat, here are a few tips to help you protect your assets.

Big picture

First, I recommend you educate your staff about the risks of fraud. This education has to start at the top and move its way down to all of the employees. When management is willing to consider the risk of fraud and take steps to prevent it, the rest of the staff will take it seriously too. Educating your staff can begin in a staff meeting. You can discuss the types of fraud you might experience, or better yet, ask the staff what they see as potential risks. This shows your employees that you are actively involved in safeguarding the organization and protecting them as employees. Develop a “whistleblower’s policy” so that anyone can report their concerns confidentially without fear of recrimination.

Once you acknowledge that the possibility for fraud exists and must be considered, be strategic about how you address the risks. What policy or new procedure(s) can you implement that will be the most helpful in preventing or catching fraud? Spend your time where you get the most value back. Here are some tips for areas that I consider essential when developing a valuable strategy.

Internal Responsibilities

Don’t let one employee do all of the bookkeeping and accounting. This provides “opportunity” to an employee who might not steal from your organization if it were not so easy. Once the fraud occurs in this scenario, there is no one other than that one employee who is in a position to catch the fraud.

In many organizations there is only one bookkeeper because of budget restraints. So what do you do? Assess where the opportunities for fraud exist and find ways to separate out those tasks. Utilize staff from other departments, volunteers, or members of your board to perform tasks. For example, if you have one employee who prepares the checks, makes the deposits, and reconciles the bank accounts, make sure you have someone else to sign the checks and approve the cash disbursements. Use someone outside the accounting department to review the bank statements monthly. Review copies of cancelled checks for unauthorized signers, unknown payees, or amounts that are more than you typically pay. Scan your bank statement for ACH payments that are not authorized or debit card charges that look personal. Review the list of cash disbursements for anything unusual. Match the checks per the check register with the cancelled checks to ensure the payees have not been altered. These are just a few ways to help discourage fraud when you have a lack of segregation of duties.

The hardest place to detect fraud is from the time the money leaves the payee’s or the donor’s hands to when the cash gets deposited into the bank. Concentrate your controls on making sure that the cash or checks get into the bank account safely. Use two people to receive the funds together and document their count of the monies received. Once the deposit has been made, it is much easier to track the funds if they go missing. Until you have a record of the monies that you have received, it is very easy to redirect them into someone else’s account.

Outside Help

I always recommend that my clients get to know the staff at their local bank. Go to the same branch each time you make a deposit, go inside for services and interact with the bank’s staff, and take the time to get to know the branch manager. Then next time you have a question or a problem, the staff will be more knowledgeable about your account. I also recommend that you contact treasury management at your bank

and discuss best practices to protect your bank accounts and your cash transactions. Your bank has years of experience with customers like you. They are up to date on the types of fraud that are perpetrated on bank accounts, and they have tools that you can utilize to protect your cash. These tools include but are not limited to positive pay, restricted approval on ACH transactions, and dual authorization on wire transfers.

Your bank wants to work with you to protect your cash assets, so take advantage of this valuable resource. Find out which of these tools — or others that your bank offers — will work for your organization.

To summarize:

- Realize that fraud exists and educate your staff about the risks.
- Be strategic. Assess the risks inherent in your specific organizational structure and implement controls that most effectively address them.
- Utilize staff and volunteers outside the accounting department to add controls in a small accounting office.
- Protect your cash and checks from when you first receive them until you deposit them in the bank.
- Get to know the staff at your local bank, and use them as a resource.

These are just a few of the tips that can be used to deter or prevent fraud. They are the “tip of the iceberg” of ways to strengthen the internal controls in your organization. ✦

Cynthia Cox, Managing Partner, Cox and Associates CPAs LLC



For the last 19 years, Cynthia has owned her own accounting firm and has served nonprofit organizations and churches. She has helped her clients understand internal controls; good accounting procedures; and tax laws impacting nonprofits, churches and ministers. Her firm performs audits, reviews and compilation engagements as well as preparing 990's and 1040's. See more about Cynthia at www.cynthiacoxcpa.com or reach her firm by phone at 281.399.8153.

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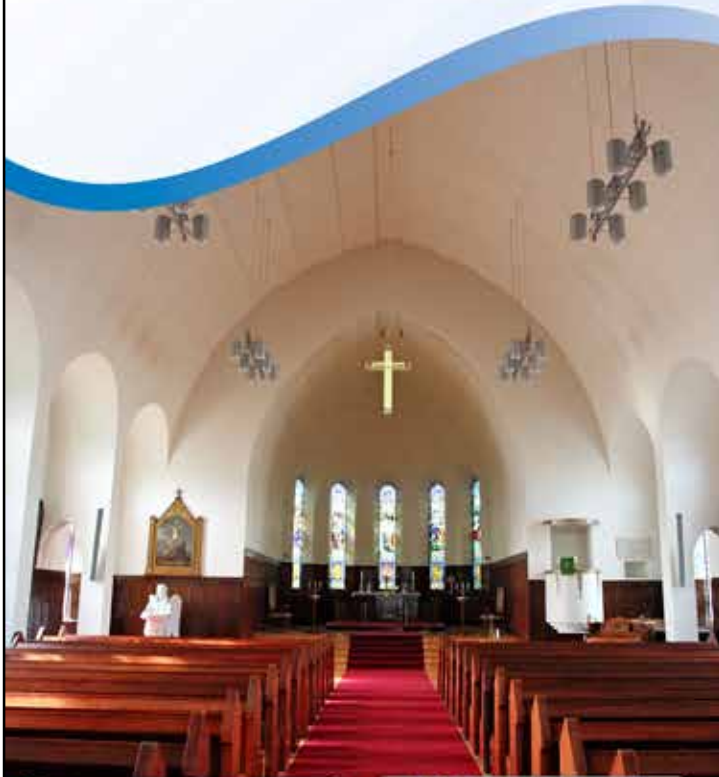
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ENGAGE YOUR FACILITY

by Tim Cool

Engage is an interesting word, and it has a number of meanings and connotations. For example:

1. *Engage* is the root word for the time period between the decision to marry and the ceremony.
2. *Engage* can relate to getting involved with an activity or conversation.
3. *Engage* can be a means to describe someone engrossed in something.

In the world of church facility management and stewardship, *engage* has a place in all of the above ... but it has another meaning, or at least a subset of a meaning. As I ponder this, it is actually a component of #2 above...the “activity” portion, but with a slight twist. Let me explain.

In the physical and mechanical world, systems have to be “engaged” in order for them to function. There must be a trigger or definitive action to cause the desired reaction. Basically a “cause and effect” or “action and reaction.”



When I flip a light switch ... and assuming the wires are properly connected and the lightbulb is operational ... the light turns on. The light fixture is engaged by the switch. I move the temperature dial on the thermostat and the temperature in the space changes accordingly. I turn a key in a door, and the door locks or unlocks. It is engaged to a state of locked or unlocked.

That is how mechanical devices work. They must be engaged in order for them to operate. The trigger for engagement is what fascinates me.

My first car was primarily made of metal and rubber (I know ... I am dating myself). Today vehicles have over 100 microprocessors. These sensors and mini-computers are the new trigger to engage many of the safety features of newer models. For example, moisture on the windshield is now the trigger to engage the wipers. The sensors in the front grill are the trigger to engage the braking of the cruise control as I get too close to the vehicle in front of me. Putting the vehicle in reverse is the trigger to engage the "back-up camera."

Get my point?

The same is now true with our ministry facilities. The world of IoT (Internet of Things) is growing at a rapid pace. This new interconnection of technology is what I described above in our cars. It is what allows your mobile device to engage other systems such as your home security camera, thermostat and Amazon Echo. This is not a Star Trek futuristic fantasy ... we are living it right now. And it is not just at the consumer or "home" level -- it is happening in commercial buildings at an almost exponential rate.

WHY?

Efficiency and convenience. That is why. Why have humans doing mundane tasks that can be automated? This is not about being lazy or reinforcing "First World" problems. This is being driven by a desire for people to do the things that only they can do ... and automate (engage) the rest.

Think about these examples:

- How many hours a week does your facility team spend adjusting thermostats (or Building Automation System)?
- How many hours are spent locking and unlocking doors for events?
- Are you entering event data in one system, then re-entering that same data in your Building Automation System or Door Access System ... or BOTH?
- Does your communications team have to take that same information and re-enter it in yet another system?

Lord have mercy! Is that really the best use of the resources (human resources in this case) that God has entrusted to us? I have worked with dozens of churches that spend 8-10 hours a week in double entry of event data in multiple systems. Let's assume that you pay them \$18/hr and they invest ten hours a week performing dual entry or "engaging" systems manually (e.g. adjusting thermostats). That is \$180 a week, or \$9,360 a year. REALLY?!?!

What other intentional things could those resources be doing for those 520 hours in a year? We see a rash of churches with massive deferred maintenance issues. Could some of the deferred maintenance be mitigated by allocating an additional 520 hours a year to the general maintenance and upkeep of our facilities?

I think so.

Think about what other means you can incorporate to ENGAGE your facility systems ... and in turn ENGAGE your facility team in activities that have longer-term impact.

That is called Stewardship. ✚

Tim Cool



Tim Cool is the Chief Solutions Officer at Cool Solutions Group and has assisted nearly 400 churches (equating to over 4 Million Sq Ft) throughout the U.S. with their facility needs. He has collaborated with churches in the areas of facility needs analysis, design coordination, construction management and life cycle planning/management. Tim is also the "architect" of the eSPACE software solutions. You can reach Tim at info.eSPACE.cool.

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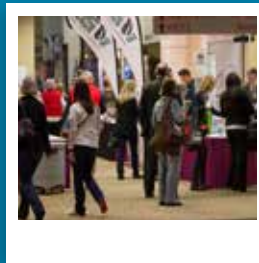
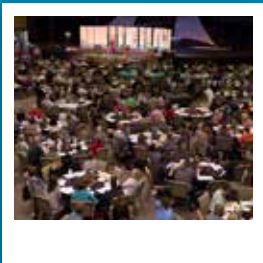
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Personnel and Human Resources

HR Roundtable – William Vanderbloemen, Facilitator (Session D)

Join HR innovators, leaders and practitioners to share ideas on topics that churches, schools and other nonprofit organizations face in Personnel and Human Resources. Our panel of experts will share their knowledge and experience, so be sure to bring your questions! Panel members include Chad Carter, Wade Sharayha and Narda Weierbach.

Medicare Made Clear – Michelle Feagin (Session A, B, C)

This workshop provides basic information about Medicare for Human Resources, individuals considering Medicare enrollment, and caregivers for parents. Come learn about the parts of Medicare, enrollment, and coverage options. The workshop is interactive and includes time for Q&A.

The Predictive Hiring Model: Get It Right Every Time! – Chad Carter (Session A)

Fantastic organizations don't just happen, they are built by people who are passionate and intentional about their business. But how do you find the right people to grow your organization? This workshop offers practical insights and hands-on tools for hiring the right person virtually every time through a predictive hiring process.

Performance Management: Growing People Who Grow Your Ministry – Chad Carter (Session B, C)

Managers and employees dread performance reviews, but when you participate in this workshop, you will gain practical insight, best practices, and hands-on tools for success at every step of the performance review process.

Effective Succession Planning for Nonprofit Leaders – William Vanderbloemen (Session A)

Your nonprofit's succession plan has a direct impact on your ministry's legacy and long-term health. In this workshop, you will learn how to prepare yourself and your nonprofit for its next generation of leadership as you transition well and finish strong.

Effective Succession Planning for Lead Pastors – William Vanderbloemen (Session B)

Every pastor is an interim pastor. Your personal succession plan has a direct impact on your church's legacy and long-term health. In this workshop, you will learn how to prepare yourself and your church for its next generation of leadership as you transition well and finish strong.

How to Hire the Right People for Your Ministry – William Vanderbloemen (Session C)

The most expensive hire you will ever make is the wrong person. So how can you discern who is the right person? Staffing is one of the greatest challenges ministry leaders face. Learn how to know which role you need to hire next, how to interview successfully, and how to determine the right fit for the next hire on your team.

How Lead Pastors & Executive Pastors Can Work Together Without Killing Each Other – Tim Stevens (Session A, D)

The relationship between the Lead Pastor and Executive Pastor can make or break a church. Often wired differently, if Lead Pastors and Executive Pastors can't work together, the church could lose morale and momentum. But when they can work together effectively, it creates a magnetic powerhouse that can propel a ministry forward. In this workshop, you will learn how you can work with your counterpart without killing each other.

What's Hot in HR? – Frank Sommerville (Session C)

This workshop will focus on changes in employment law from 2017, including a discussion of changes to the Affordable Care Act, Fair Labor Standards Act, and Title VII. The workshop will also discuss the issues that arise when a religious organization's beliefs contradict what the law requires, such as when a single female becomes pregnant while employed by the religious organization. And we will discuss whether a Code of Conduct helps in administering HR.

Managing Generational Differences in the Workplace – Karen White (Session A, B)

We will review the influences and traits of each generation and define Generational Personality. By the end of this workshop, you will be able to recognize the influences and traits of each generation and understand the "why" behind the talent gap and clashpoints so you can close the generational gap and allow your staff to work together for the benefit of your organization.

Finance, Tax and Legal

New (and Improved?) Financial Statements – Ashley Voss (Session A)

In this workshop we'll look at the new 2018 financial statement presentation requirements for nonprofits (ASU 2016-14) that became effective this past year. Special attention will be given to practical applications, examples, and "lessons learned thus far" to make sure your financial records are ready before the auditor arrives!

7 Things Every Pastor Should Know About Church Accounting – Ashley Voss (Session B, D)

Accountants and pastors are usually working from different sides of the Church and different sides of the brain! In this workshop, we'll discuss a few things that every pastor should know: contributions policies, expense reimbursements, bank reconciliations, financial reports and more. Perhaps most importantly, we'll learn the key to building a strong relationship between the front and back offices of the church.

Fishing 101: Nonprofit Accounting Q&A – Ashley Voss and John Ratliff (Session C)

We will discuss some of the most common nonprofit accounting questions our CPA firm has been asked over the years. And we will take questions from you! Our goal here is not only to provide "the fish" of helpful answers, but also to provide you with the "how to fish" tools for asking key accounting questions, searching out solutions and confidently coming to conclusions.

Financial Freedom: Budget Your Way Out of Debt – Matthew Paul (Session B, C)

Are you living paycheck to paycheck and have you ever wondered how to be debt-free? Are you worried about your finances as we head to the next economic downturn? By the end of this biblically-based workshop, you will be introduced to several types of debt and the danger of living with them and the step-by-step process of being debt-free.

He Said, She Said – Frank & Elaine Sommerville (Session A, D)

The Sommersvilles are back to discuss and debate all the year's hottest topics with updates on employment law, IRS exemption rules, health care rules, property taxes and more. Come for the show but leave with more information than you can comprehend.

Compensation Planning: Building the Basic Foundation – Elaine Sommerville (Session B)

Creating a core structure for building compensation plans requires an understanding of the regulatory requirements of both the IRS and the DOL. This workshop will assist participants in gaining this understanding as well as the importance of identifying and evaluating various forms of compensation commonly overlooked or under-reported.

It's the Little Things That Count: Fraud Prevention Tips – Cynthia Cox (Session B, C)

Fraud is an important topic in our world today. "Trusting" our employees is not enough. In this workshop we will discuss preventive measures to deter and detect fraud from very small to large accounting departments. We will also discuss why every accounting department needs to develop a strategy against fraud. We will learn how to utilize volunteers, staff members, and board members as we fraud-proof our organization.

Operations and Facilities

Facilities Roundtable – Tim Cool & Nathan Parr, Facilitators (Session C)

Got questions about your church facilities, facility budgets, or operations and utilization? Then bring those questions to Houston and let our panel of Church Facility Management Professionals and Practitioners address your issues. We may not have all the answers (in fact, we can guarantee we don't) but this team has decades of facility management experience and what we don't know, we will find out for you.

Security Training for Church Volunteers – Alan Ware (Sessions A, B)

This workshop will inform church volunteer greeters how to help first-time guests connect more quickly and build lasting relationships, improve security, and position the church to respond to unexpected bad actors.

Church Buildings: A Bootcamp on Casting Your Vision for Growth – Marissa Buckner (Session A)

In this workshop, you will learn how to implement a vision-casting plan for the church over time and how to choose and motivate the best building, long-range committee members. Discover how, when, and why to share pertinent information about your vision for the church facilities. This workshop will feature case studies and vision-casting tools as well as including a copy of the book *Church Buildings* for all participants.

Church Buildings: Upcoming Trends for the Worship and Teaching Spaces – Katie Burch (Session B)

Regardless of size (church plant, multi-site, established congregation, startup church experiencing massive growth, or churches seeking rejuvenation), these trends are injecting energy and producing engagement for churches in 2019. Learn what these trends are and why they are taking hold, how to implement these and other new ideas at any size and explore what these trends mean to the millennial (and after!) groups. This workshop will feature case studies and tools as well as including a copy of the book *Church Buildings* for all participants.

Church Buildings: Long-Range Planning for the Long Haul – Katie Burch (Session C)

Long-range planning is often a lifetime commitment for a church. Learn how to inspire and organize the group for success, how long-range planning differs from vision-casting, what due diligence must be completed before decisions are made, and how to prioritize and take action on the most important things. This workshop will feature case studies and long-range planning tools as well as including a copy of the book *Church Buildings* for all participants.

Additional workshop content and speaker biographies can be found online at TexasMinistryConference.org.

Operations and Facilities (continued)

Commercial HVAC Preventive Maintenance – Kevin Wheeler (Session B)

Why are maintenance programs important? Are there benefits? What should your maintenance program include? We will explore these questions to find out what preventive maintenance program can work for you.

R-22 Phaseout Timeline and Facts – Kevin Wheeler (Session A)

The 2020 deadline for phasing out R-22 refrigerant is quickly approaching. We will discuss what this means and how it affects users that have R-22 equipment. This workshop will also explore the options for end users and additional facts regarding the phase-out.

Covering All Your Facility Needs – Pete Jones (Session A, B, C)

In this workshop you will learn about the newest trends in the coatings industry that will not only beautify but also improve the life of your facility. In addition, we will discuss how the Sherwin Williams' National Account partnership with the Church CO+OP provides services and value for the maintenance of your property.

Fresh Eyes – What Do Your Guests See? – Tim Cool (Session A)

As regular attenders of our churches, we too often stop “seeing” certain items. We stop seeing the grass growing between parking spaces. We just step over the duct tape that was used to repair the carpet. However, these are the type of items that our first-time guests are more than likely going to see. When they do, what will they think about what matters to your church? Join us for a fun-filled hour to see how first impressions make a huge impact.

A Measured Approach to Church Security – Nathan Parr (Session B)

A security mindset is always going to be necessary... implementing it across your facility will not always be easy. Defining what security means, what it encompasses, and what your people are willing to accept are critical. Understanding this foundational component is critical to designing and implementing an effective security plan. This workshop will explore this critical but often overlooked step as well as discuss current security trends and equipment.

Impact of Internet of Things (IoT) on Houses of Worship – Tim Cool (Session B)

In the world of IoT, how IT and facilities integrate is becoming more mainstream than ever before. This workshop shows how HVAC integrates with event scheduling and how the use of mobile devices can track work orders and inventory, schedule events, project the life cycle of the facilities/equipment/assets... and so on and so on. In addition, the trend toward full integration of electrical systems and access/security systems is on the rise. The church world needs to be aware of these IoT options and to utilize the ones that fit their vision and mission, all the while increasing operational and energy efficiencies. The future is NOW!

Asset Planning for HVAC Systems – Mike Patrick (Session A, B, C, D)

This workshop will help attendees understand the projected lifecycle of different types of HVAC equipment and how to extend the life of the equipment. They will learn the effects of the EPA regulations on current HVAC equipment and what options are available to them. Attendees will also be shown the need for a capital management and replacement/refresh plan for existing HVAC equipment and how to develop a plan that works for them.

Top-Down Cleaning: Tools & Tips for Cleaning Ceilings & Floors – Harrison Fregia (Session A, B, C, D)

This workshop will educate you on the new technologies and procedures for cleaning ceilings and floors. What types of new flooring are being installed and how do you maintain them? Come learn about proper procedures, new equipment available, and new technologies to help clean your facilities.

Leadership and Ministry Development

A Basic Plan for Discipleship in the Local Church – Scott Riling (Session A, B, C)

It would seem developing a plan for discipleship for the church would be easy. After all, to make disciples of all nations is the essential command of Jesus in the Great Commission. However, deciding what it should look like and how to implement it in the local church can be both confusing and frustrating. This workshop offers practical tracks to run on for the local church to begin to design and implement a workable discipleship process.

Guest Services Is for Everybody – Mark Waltz (Session A)

Every volunteer, every staff member, every member is on the guest services team. It's the culture of your church or it's not. It's more than the weekend. Attendees will be empowered to infuse hospitality into every ministry of the church and given ideas to coach/train the entire church.

Beyond Greeting to Caring – Mark Waltz (Session B)

25% of the population has been diagnosed with a mental illness. What does care for them look like church-wide? How do we create safe environments for story-telling? What does hope look like? Attendees will discover that the stigma of mental illness is lifted, people are empowered to “come alongside,” and understand that you only have to be “adequate” to care.

Creating a Culture of Belonging – Mark Waltz (Session C)

People don't want to fit in, they want to belong. But they must be invited. What onramps exist to belonging to your church? How are people equipped to make those onramps work?

Recruiting & Retaining Volunteers – Mark Waltz (Session D)

First: why would someone volunteer? What are the myths that prevent volunteering? Do we recruit to grow our team or to give an opportunity for participating? People must be invited, and retention is all about relationship. Attendees will learn to reshape their view on volunteerism: from need to opportunity, gain tools to address myths that prevent volunteering, learn effective ways to recruit and retain volunteers.

Additional workshop content and speaker biographies can be found online at TexasMinistryConference.org.

Leadership and Ministry Development (continued)

Leadership Principles for Building a Healthy Church Staff Culture – Tim Stevens (Session B, C)

Does your church staff have high turnover? Do you lack a leadership development pipeline? Do you have trouble finding and keeping the right people for your team? In this workshop you'll learn proven leadership principles to building a culture that draws people to your staff and develops them into leaders that people want to follow.

Why Coach?: Coaching vs. Fixing – Jay Harris (Session A)

You wear the flowing cape and spring into situations to rescue individuals and organizations by taking on the problem head-on! You provide experienced, tried and proved direction. You are a Fixer! It is great to be the expert and know the answers but how much better would it be if you could help that person, team or organization solve their own situation? Not only would they own their own custom-designed course of action but also, they would be learning the way to address similar situations in the future.

Coaching and Your Team: Empowering vs. Directing – Jay Harris (Session B)

Coaching is not just a one-on-one process. When the coach approach is combined with the dynamics of the group, the results are greatly enhanced. The input of every member is valued, respected and expected. The resulting decisions are a sum of everyone's expertise, insight, giftedness and investment. Move your team from a group working hard to "say what the boss wants them to say" to a team where results are truly greater than the sum of its parts.

Coaching Life Groups: Navigating vs. Telling – Jay Harris (Session C)

Did you learn how to teach a Bible study lesson from a teacher who lectured? Surely, because that is the way it has always been done. That is the way we should teach, right? Actually, Jesus taught with questions, personal discovery and life-transforming results. He coached. Discover how you can transform your teaching from telling to navigating people through discovery, response and commitment using a coach approach.

Living in a Coaching Culture: Shepherding vs. Herding – Jay Harris (Session D)

In the church staff the only thing better than simply using coaching is to be living in a culture of coaching. A coach listens deeply and asks powerful questions as they help others dream, determine action steps and needed accountability to get to where they really want to be. When all members of the staff are actively giving, receiving and expecting coaching, an amazing culture comes to life.

Embracing Effective Community Outreach – Olus R. Holder, Jr., MDiv (Session A, B)

In this interactive workshop you will learn to diagnose the community that surrounds your church or ministry and develop a strategic plan for community outreach. Brainstorm innovative community outreach activities, such as Christmas in July, athletics, or carnivals. Pastors and lay people alike will learn creative ways and strategies to develop various avenues to reach their community.

Biblical Ministry Alignment – Taylor Lassiter (Session D)

"Ministry alignment" is a hot topic today – but what does it mean? Is it possible for your church to re-direct its energy to effectively carry out the Great Commission without causing collateral damage to your congregation? As church leaders, it is important to determine which ministries are biblically effective and those which may distract from God's call. Come discover scriptural principles for helping your church re-examine its activities to move towards healthy and God-glorifying ministry structure.

Adding Value from the Second Chair – Stephen Trammell (Session C)

You are designed by God to add value to others, both personally and professionally. Is it possible to make a difference in your organization from the second chair? In this workshop we will explore essentials to adding value from the second chair. Be prepared to remove the lid on your leadership and learn how to maximize your gifts to glorify God as you join Him in His activity.

Stewarding a Safety Culture in a World of Abuse – Kaycie Berley & Christy Schiller (Session A, C)

The responsibility of leading a nonprofit organization begins with training, education, and implementation. Proper training is not limited to procedure, it also focuses heavily on preparation. Failure to adequately prepare your employees and volunteers could leave you subjected to negligence. In a world where abuse claims are prevalent, if a child or adult is mistreated while in the care of your nonprofit, you could be at fault. Learn the trends and challenges of abuse in nonprofit organizations, prevention and management of sexual abuse and molestation, and create a culture of safety within your organization.

7 Critical Questions that Clarify Your Church's Future – Mark Slabaugh (Session A)

This workshop will provide prompting questions to reignite the vision for the future, identify needed areas of focus, and bring unity to your team.

Moving from Dream to Reality – Mark Slabaugh (Session B)

Should we set goals or solve problems? Shoot for the stars or be realistic? This workshop will uncover practical next steps for you to move forward on the dream God has given you for your church.

Do It or Delegate It? – David Fleming (Session D)

There are many things a pastor could be doing, but what are the things that a pastor should be doing to make sure everything gets done? This workshop will address a pastor's high payoff activities as well as what tasks should be delegated to others.

Stewardship

The New Capital Campaign Model: Discipleship vs. Fundraising – Greg Morris (Session A, C)

The traditional capital campaign model is no longer the best option for today's fast changing church culture. In the church, we should be about transformation, not transaction. Here, you will learn about a new campaign model that engages your entire church, not just those who are already giving, and takes them on a discipleship

journey. By the end of this workshop, you will be able to recognize the pitfalls of the traditional capital campaign model, understand how you can more fully engage the hearts of your attendees, and understand how it's possible to create a culture of generosity that will live on for years to come.

Stewardship (continued)

Generosity Through Stories: How to Celebrate Ministry Through Stories – Greg Morris (Session B, D)

People don't become more generous when we employ an output model: in other words, when we focus on what we want them to do. Instead, generosity is birthed and matured when we focus not only on the head, but when we also engage the heart. Narrative is the most effective way to involve the heart of the giver. Through story we can help people truly understand the life-changing impact of generosity. By the end of this workshop you will have learned how to best identify stories, help people tell their stories, capture those stories, and use the power of narrative to accelerate generosity in your church.

Multiplying Stewardship: Cultivating Givers Who Get It – David Fleming (Session B)

Stewardship is more than just giving money and time. This workshop will look at encouraging church members to understand a lifestyle of good stewardship.

Social Media and Communications

Powerful Stories: A Deep Dive – Jon Gauger (Session A)

We are all moved by powerful stories. But observing one is not the same as telling it powerfully! What makes the difference? We'll do a deep dive into the DNA of powerful stories – and return to the surface with great tools for equipping you to tell great stories – powerfully! Attendees will learn to discern truly powerful stories from merely interesting ones, overcome obstacles in the way of powerful story-telling, and strategize ways to amortize one story across several media platforms.

Small Tots, Big Thoughts: Leveraging Kids' Comments for Your Ministry – Jon Gauger (Session B, D)

Kids say the craziest things. Some are absolutely profound, illustrating compelling biblical truth. But how can we harness them in ministry? Donor letters, annual reports, email blasts, ministry blogs and speeches can all be enriched with kids' comments that audiences never forget. Attendees will be able to identify the marks of a great quip or story, edit the story for maximum impact and enact a strategy for harvesting multiple uses out of the same story.

How to Get Ideas – Jon Gauger (Session C)

We all need ideas. Desperately. But where do they really come from? Is it possible to live a lifestyle that actually increases our ability to discover new ideas? This workshop directly challenges the notion that only some of us are "idea people."

Building Your Ministry's Brand from the Ground Up – Holly Tate (Session A)

A brand is more than a logo and a tagline. Your brand communicates who you are as an organization and the value you bring to the world. So how should you think about branding if you're starting from the beginning or going through a rebrand for the first time? In this workshop, you will learn how to tackle the branding process one step at a time.

Innovative Social Media Tactics to Grow Your Ministry – Holly Tate (Session D)

Social media is changing each day with new features and ways to connect with your audience. How do you keep up? In this workshop you will learn how to decide which social media platforms are best for your ministry and innovative tactics to make them most effective for your audience.

#RUHooked – Teenagers and Social Media – Jonathan Smith (Session B)

Raising kids and working with youth can be challenging with all the technology today that young people know how to use, and you don't. Get an overview of the latest technology trends for young people and learn how to respond and help those in trouble with the truths found in God's Word.

The News vs. The Good News – Steven Murray (Session C)

Local media outlets can be a valuable asset for your church or ministry as you seek to spread your message. Fortunately, a hefty marketing budget is not required. Discover how you can successfully leverage "the news" through relationships and strategic efforts to help advance the Good News in your community!

Order! Order! Read All About It! – Steven Murray (Session D)

Ecclesiastes tells us there is a time for everything, and that applies to how you communicate information in your church, too. When, where, and how you say it can determine what needs to be said. Discover how using a cascading approach can streamline your messages, increase their impact, and prevent your audience from tuning out too much information.

Media and Technology

IT Security Essentials – Nick Nicholaou & Jonathan Smith (Session C)

Churches and ministries have the best intentions to doing things well. IT security is no different. However, most in church and ministry leadership are not familiar with IT security risks and solutions. Join us as we talk through common vulnerabilities and how to strategically minimize them.

What's Hot & What's Not – Nick Nicholaou & Jonathan Smith (Session D)

Technology is changing at an ever-increasing speed! Some of it is good. Some of it is very good. Some of it is not very good, or even horrible. Our panelists will share their perspectives on some hot and not-hot technology, and then open it up for Q&A.

Media and Technology (continued)

Working Remotely – Nick Nicholaou & Glenn Wood (Session B)

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? Join us for a panel discussion that's sure to be helpful, thought provoking, and fun!

When Time & Technology Collide – Nick Nicholaou (Session A)

Time management is a challenging topic all its own. Technology came with the promise of freeing up time but didn't deliver! We will look at some time management tools – high-tech and non-tech – and try to regain some of our life balance.

Mapping the Mobile Future of Your Ministry – Scott Romig (Session A, B)

It's essential for today's churches to have a mobile presence. You want to be where your church members are. If you don't have a mobile-first engagement strategy for your ministry, you could be missing out on some big discipleship opportunities. We want to show you a real-world example of what church management looks like in a mobile-first world. Along the way, you will be inspired by all the exciting new tools for empowering your ministry on the go.

Using Technology to Streamline Your Ministry's Communication – Holly Tate (Session B)

The world is noisier than ever with email, text messages, and social media bombarding us every minute. How can you unify your team and create effective internal and external communication systems in a noisy world? Reduce the noise and get things done. In this workshop, you will learn how to leverage technology to create effective communication systems for your team and your church.

Different Ways to Host Your Programs: Servers, Hosts & Clouds – Trent Carroll (Session A)

The trend in IT is "Go to the Cloud." Does this make sense in every situation? In this workshop, we will talk about reasons why on-premise servers still make sense. There is a wide array of options for applications to run on the Cloud. We will spend some time walking through the pros and cons. We will also discuss the many hosted options to choose from.

Protecting My Laptop and All That's Within It – Josh Gause (Session B)

A majority of churches are embracing the ability of their staff to work from anywhere. More and more users are desiring the ability to work remotely on laptops, tablets and smartphones. Data and apps are decentralizing – moving to the Cloud. During this workshop we will walk through protecting your devices and data from the evil that lurks about. From tips on physically securing your device, to data encryption, to protecting your logins, this comprehensive and interactive workshop will give you the knowledge needed to make sure you are protecting the church and your members' information.

IT Roundtable Discussion – Chris Green, Facilitator (Session D)

This workshop is a meeting of church and ministry IT peers. Come with your challenges and receive proven solutions from your peers! Share your proven solutions with others struggling with challenges you have overcome. The group attending will decide the topics to discuss. Chris Green will be prepared to facilitate and discuss many pertinent IT topics, including security, wireless, hosted solutions, scam preventions, mobile workforce, Church Management selection, how audio/video meshes with IT networks, et cetera. Expect to come away encouraged – you are not alone.

Preschool, Children, Youth and Schools

You + Family = Eternal Impact – Stephanie Chase (Session D)

Can you imagine the impact in the life of a child, when what God is doing in their life at church unites with what God is doing in their life at home? Come learn how to connect church and home in the area you lead! You will leave inspired and ready to lead, encourage, equip and minister to the parents and families of the children you teach! God has called you not just to kids, but to families!

Teaching the Bible to Transform Lives – Stephanie Chase (Session A)

How do children learn and develop? Knowing the answer to these two questions will radically impact the way you teach the Bible to preschoolers and children! Discover ways to bring God's word to life in the heart and mind of a child in a way they can understand! (And have fun doing it!)

Moving Your Church to Value Kids Ministry – Stephanie Chase (Session B)

Do you ever feel like the only person who cares about kids? Does everyone view your ministry as babysitting or a 3-ring circus? No more! It's time to cast the vision and call the church to raise up the next generation of Christ followers. Take away simple practical ideas to move your church to know the importance of Kids Ministry.

I Have 10 Minutes and Nothing to Do – Stephanie Chase (Session C)

Guest speaker finished his talk 10 minutes early and you have 20 preschoolers? Pastor went 30 minutes long this morning and you have 100 kids with nothing to do? That one adult Sunday School class let out 15 minutes late again and you have 12 children waiting for Mom and Dad? What do you do with those extra minutes? Teach God's word! Point kids to Jesus! But how? Discover tips and tricks to keep kids on track in the dull moments of ministry.

Technology and Its Impact on Parents and Teachers – Jonathan Smith (Session A)

Social Media is everywhere, and it is hard to keep up. What do you need to know to stay current online and to help those around you who may be struggling with screen addictions? How do you keep up with the latest trends and what impact does all this technology have on parenting, educating, and all our lives?

How to Build a Turkey Sandwich (and Other Useful Tools for an Inclusive Setting) – Arielle Lewis (Session A, B)

In this workshop we will discuss vision for inclusive settings and why they are mutually beneficial for all. We will also present People-First Language, etiquette for how best to communicate with and about persons with ability differences. We will share information about Sensor Processing Disorder, what it is, and tools and techniques to "lend strength" to those showing needs. Finally, we will discuss how and when to talk to families about children with struggles. Come learn in a fun, creative way with hands-on activities, games, and more.

Additional workshop content and speaker biographies can be found online at TexasMinistryConference.org.

Preschool, Children, Youth and Schools (continued)

The Jellybean Effect: Why Inclusion Is Crucial and the Tools to Make It Possible – Arielle Lewis (Session C, D)

In this workshop we will share specific methods for starting an Inclusive Special Needs Ministry and statistics about why it is so important. From vision casting to the leadership team, recruiting volunteers, documents, tools and the techniques to use them, to ministering to families. Come be part of this interactive session!

Students AND Parents! – Steven Morris (Session A)

Most students active in church spend 2-3 hours per week at the church. Ministry during those times is so important, but what happens when our students leave the building? They go home with their parents! Effective student ministries are active in equipping and training parents to invest in their students all week long.

The Bible and Students – Steven Morris (Session B)

Yes, students can understand and love reading the Bible! They're smart enough, old enough, have the attention span, and have plenty of time. As teachers and preachers, we need to ensure that we're properly trained and equipped to teach the Bible truthfully, passionately, and effectively to the generation coming behind us.

Policies and Procedures to Protect Students – Steven Morris (Session C)

Every church needs to ensure they have every possible safeguard in place to protect the students in their care. Come hear what several student ministries are doing, including Safe and Secure, background checks, cameras, new teacher applications, building and technology policies, and more.

Technology and Students – Steven Morris (Session D)

Is it possible to keep up with changing technology? We need to make sure we're doing everything we can to know what our students are exposed to and how to disciple them in the midst of it. Come learn about the technology that's available to our students and how we can equip them and their parents to best navigate it.

Custodial Budgeting for Schools: Tools for Lowering Costs – Geoff Abbott (Session A, B, C, D)

How much should you be spending on your custodial supplies? Come learn about budgeting techniques, the average cost schools are spending, and tips for lowering your custodial supply budget.

Discover Awana: The Global Leader in Child Discipleship – Taylor Lassiter (Session B)

Whether your church currently uses Awana as a ministry resource or whether you've never heard of it, this workshop is for you! Awana is the global leader in children's discipleship, serving over 40,000 churches in over 110 countries. Come learn and discover ways Awana can help you effectively equip leaders to reach kids and youth with the gospel and engage them in life-long discipleship.

How to Share the Gospel with Kids – Taylor Lassiter (Session C)

Come learn some time-tested techniques to share Christ in a way that is both biblical and age-appropriate. In this workshop, you'll discover new tools to help you communicate the gospel with clarity and urgency to all ages, the difference between a gospel presentation and a gospel invitation, and a new tool you can immediately use in your ministry.

Active Shooter Training for Schools, Churches, and Nonprofit Ministries – Alan Ware (Session C, D)

This workshop will inform anyone in a classroom or office how to respond to an intruder or active shooter. Topics covered are secure in place, evacuation, and tactics and tools to improve survival. Actual active shooter events will be reviewed, and lessons learned discussed.

Personal & Spiritual Development

Peacemaking: Building a Ministry of Reconciliation – Rev. Charlie Holt (Session A, C, D)

Conflict in ministry is inevitable. Viewed through the lens of the Gospel, conflict provides an opportunity to glorify God and grow in Christian maturity. How do we cultivate a culture of peace in our ministry organizations? Attendees will gain deeper understanding on how to peacefully resolve conflict through personal and assisted peacemaking responses. Come learn how to apply the Gospel to interpersonal relationship challenges through godly negotiation and reconciliation.

Overcoming Inertia When Planning for Short-Term Mission Trips – John Nadolski (Session A, C, D)

Many church leaders fear mission trips, thinking trips may take resources away from the church and/or may cause more hurt than help. In this workshop attendees will (1) see the value of short-term trips, (2) be able to overcome mission trip inertia common to many churches, and (3) plan for effective trips using tools such as participatory training and those learned from integral mission.

Destructive Mindsets: Identifying and Eliminating the 5 Mindsets That Hinder Personal & Ministry Growth – Arlen Busenitz (Session B)

A mindset is how a person or group view themselves, life, and God. The wrong mindset can cripple a ministry or slow it down. A person with a destructive mindset will limit their growth and drag down the people around them. In this interactive and enlightening workshop, you will learn the 5 destructive mindsets God warns about, and how to identify and replace them with productive and Biblical mindsets.

Ministry Lessons from Jesus – Arlen Busenitz (Session A)

In this workshop, you will learn how Jesus was able to accomplish all God gave him to do yet still left people unhealed and untaught. Discover how Jesus related differently to people depending on their situation and attitude. How did Jesus avoid burnout? Learn the three attitudes critical for effective ministry. Jesus knew his mission: discover how you can know yours.

Additional workshop content and speaker biographies can be found online at TexasMinistryConference.org.

Personal & Spiritual Development (continued)

Fast-Track Your Growth and Success with Mentors – Arlen Busenitz (Session C)

What did Paul and Jesus teach about mentoring? Why are mentors vital to growth and success? In this workshop, you will learn the three types of mentors and which one you need, how to find and work with a mentor, and how to be a mentor to someone else.

The World Needs Your Story – Arlen Busenitz (Session D)

Your experiences, struggles, and victories can be a tremendous blessing to others. God will take us through challenges, so we can encourage others going through those same challenges. In this workshop, you will learn how to tell stories that change lives, how to use the BCAC formula to share your testimony, and how to craft a powerful three-minute story you can share with others.

Gaining Victory Over the Friction of Difficult Relationships – Stephen Trammell (Session B)

Where there is motion, there is friction. In this workshop, two questions will be addressed: Why does God allow difficult people into your life? And how do you serve with difficult people in your life? Overcoming the friction of difficult relationships will be explored with a focus on gaining clarity on how to serve with difficult people in a way that honors Christ and promotes unity.

Ministry Tools

Be a Ministry Superhero with Rock RMS – Jason Gibb (Session C)

Rock RMS is crafted to make you a ministry superhero with a balance of simplicity and power. In this workshop, you will learn more about this new church management system, and the possibility of hosting it completely free of charge on Microsoft's powerful Azure cloud platform.

Using Data to Become a More Effective Ministry – Steele Billings (Session C, D)

What would the Church look like if we knew exactly when and where our ministry was needed the most? The data that your church absorbs every day can tell us that story if we know how to use it. In this workshop, we are going to look at three key ways that ministries around the globe are using key identifiers to automate assimilation, help develop their members, and drive ministry engagement that results in growing their – your – church.

Reporting in MS Excel Shouldn't Be Ugly – Glenn Wood (Session A)

In this workshop we will discuss bar, line, and pie charts as well as enhancing readability of reports, adding features to reports and much more. We will have practical exercises and step-by-step directions, so attendees can review and apply the techniques after they have returned to their offices. There will also be a Q&A session at the end to tackle tricky topics and ask questions.

MS Excel Beyond the Basics – Glenn Wood (Session C)

This workshop is designed to teach new skills, new techniques, and explain practical use of selected MS Excel functions. Attendees will walk away with a detailed handout with step by step practical application of how to use the Fill Handle, Flash Fill, and similar techniques.

MS Excel Advanced Functions – Glenn Wood (Session D)

This workshop is designed to teach MS Excel techniques on an Intermediate to Advanced skill level. Topics will include the VLOOKUP function, date functions, Absolute and Relative cell references, and Pivot Tables, to name a few. Attendees will walk away with a detailed handout and practical directions to apply the techniques when they return to their office.

Energize Your Library Activity with Focus on Ministry – Jane Hope (Session A)

Come and explore library ministry activities that can turn your library into an active, busy place where your church members are blessed by the valuable services offered by a library focused on ministry. Gather ideas for how libraries can support church ministries from Bible studies to mission activities, reading activities for children with a spiritual purpose, effective use of book donations, and many more. The library ministry puzzle has many pieces, and you will leave knowing that libraries are not dusty, musty and doomed, but rather energized and effective!

Newsflash for Libraries: How to Get Bigger Without Adding Square Feet – Jane Hope (Session B)

Has your library run out of space even though it has not run out of ministry opportunities? Come and explore creative possibilities to expand your ministry reach without adding square feet. Allow your library imagination to broaden as you consider non-traditional uses of spaces and furniture that can increase your library's ability to achieve effective ministry goals.

v5 and What's Next: ShelbyNext Membership & Financials – Kristy Shotwell & Stacey Blackstock (Session B)

This workshop will educate Shelby v5 users on the offerings through the ShelbyNext platform. ShelbyNext is a complete suite of applications for Membership, Financials, Websites and Giving. Attendees will learn ways to reach their membership with effective and easy-to-use tools such as Mass Communications, Forms, Calendar, Interactions, and Workflows. They will learn how to utilize the applications in their own ministries.

Using Pivot Tables with ShelbyNext Data – Alfred Johnson (Session A)

How can you locate data in ShelbyNext that can be used in tables and charts? Or export this information to Excel? In this workshop, you will discover how to pull data from ShelbyNext Membership and ShelbyNext Financials, and how to use that data to create Pivot Table reports along with an accompanying graphic chart.

Shelby Arena – Extendable Church Management Platform – Alfred Johnson (Session C)

How can you effectively manage Membership Data, Events, Mission Trips, Donations, and more? Or quickly communicate with leadership, committees and groups? In this workshop, you will discover how Arena meets the needs of average-sized congregations as well as large organizations with many campuses or reporting churches.

Schedule

7:30 - 8:30

Registration, Coffee, Continental Breakfast

8:30 - 8:45

Kick-Off, Welcome, Door Prizes

9:00 - 10:15

Session A	Workshop Topics	Speaker
A-1	New (and Improved?) Financial Statements	Ashley Voss
A-2	No Workshop This Session	Matthew Paul
A-3	He Said, She Said	Frank & Elaine Sommerville
A-4	No Workshop This Session	Cynthia Cox
A-5	The Predictive Hiring Model: Get It Right Every Time!	Chad Carter
A-6	Effective Succession Planning for Nonprofit Leaders	William Vanderbloemen
A-7	How Lead Pastors & Executive Pastors Can Work Together Without Killing Each Other	Tim Stevens
A-8	Medicare Made Clear	Michelle Feagin
A-9	Managing Generational Differences in the Workplace	Karen White
A-10	Security Training for Church Volunteers	Alan Ware
A-11	Church Buildings: A Bootcamp on Casting Your Vision for Growth	Marissa Buckner
A-12	R-22 Phaseout Timeline and Facts	Kevin Wheeler
A-13	Covering All Your Facility Needs	Pete Jones
A-14	Fresh Eyes – What Do Your Guests See?	Tim Cool
A-15	Asset Planning for HVAC Systems	Mike Patrick
A-16	Top-Down Cleaning: Tools & Tips for Cleaning Ceilings and Floors	Harrison Fregia
A-17	A Basic Plan for Discipleship in the Local Church	Scott Riling
A-18	Guest Services Is for Everybody	Mark Waltz
A-19	Why Coach?: Coaching vs. Fixing	Jay Harris
A-20	Embracing Effective Community Outreach	Olus Holder
A-21	No Workshop This Session	Taylor Lassiter
A-22	No Workshop This Session	Stephen Trammell
A-23	7 Critical Questions that Clarify Your Church's Future	Mark Slabaugh
A-24	Teaching the Bible to Transform Lives	Stephanie Chase
A-25	Students AND Parents!	Steven Morris
A-26	Custodial Budgeting for Schools: Tools for Lowering Costs	Geoff Abbott
A-27	How to Build a Turkey Sandwich (and Other Useful Tools for an Inclusive Setting)	Arielle Lewis
A-28	Technology and Its Impact on Parents and Teachers	Jonathan Smith
A-29	When Time & Technology Collide	Nick Nicholaou
A-30	Reporting in MS Excel Shouldn't Be Ugly	Glenn Wood
A-31	Powerful Stories: A Deep Drive	Jon Gauger
A-32	Building Your Ministry's Brand From the Ground Up	Holly Tate
A-33	No Workshop This Session	Steven Murray
A-34	Mapping the Mobile Future of Your Ministry	Scott Romig
A-35	Different Ways to Host Your Programs: Servers, Hosts & Clouds	Trent Carroll
A-36	The New Capital Campaign Model: Discipleship vs. Fundraising	Greg Morris
A-37	Ministry Lessons from Jesus	Arlen Busenitz
A-38	Peacemaking: Building a Ministry of Reconciliation	Rev. Charlie Holt
A-39	Overcoming Inertia When Planning for Short-Term Mission Trips	John Nadolski
A-40	No Workshop This Session	David Fleming
A-41	Using Pivot Tables with ShelbyNext Data	Alfred Johnson
A-42	Energize Your Library Activity with Focus on Ministry	Jane Hope
A-43	Stewarding a Safety Culture in a World of Abuse	Kaycie Berley & Christy Schiller
A-44	No Workshop This Session	Nathan Parr

Register & Pay Online at www.TexasMinistryConference.org

10:15 - 10:45

Coffee & Snack Break

10:45 - 11:55

Session B Workshop Topics

Speaker

Session B	Workshop Topics	Speaker
B-1	7 Things Every Pastor Should Know About Church Accounting	Ashley Voss
B-2	Financial Freedom: Budget Your Way Out of Debt	Matthew Paul
B-3	Compensation Planning: Building the Basic Foundation	Elaine Sommerville
B-4	It's The Little Things That Count: Fraud Prevention Tips	Cynthia Cox
B-5	Performance Management: Growing People Who Grow Your Ministry	Chad Carter
B-6	Effective Succession Planning for Lead Pastors	William Vanderbloemen
B-7	Leadership Principles for Building a Healthy Church Staff Culture	Tim Stevens
B-8	Medicare Made Clear	Michelle Feagin
B-9	Managing Generational Differences in the Workplace	Karen White
B-10	Security Training for Church Volunteers	Alan Ware
B-11	Church Buildings: Upcoming Trends for the Worship and Teaching Spaces	Katie Burch
B-12	Commercial HVAC Preventive Maintenance	Kevin Wheeler
B-13	Covering All Your Facility Needs	Pete Jones
B-14	Impact of Internet of Things (IoT) on Houses of Worship	Tim Cool
B-15	Asset Planning for HVAC Systems	Mike Patrick
B-16	Top-Down Cleaning: Tools and Tips for Cleaning Ceilings and Floors	Harrison Fregia
B-17	A Basic Plan for Discipleship in the Local Church	Scott Riling
B-18	Beyond Greeting to Caring	Mark Waltz
B-19	Coaching and Your Team: Empowering vs Directing	Jay Harris
B-20	Embracing Effective Community Outreach	Olus Holder
B-21	Discover Awana: The Global Leader in Child Discipleship	Taylor Lassiter
B-22	Gaining Victory Over the Friction of Difficult Relationships	Stephen Trammell
B-23	Moving from Dream to Reality	Mark Slabaugh
B-24	Moving Your Church to Value Kids Ministry	Stephanie Chase
B-25	The Bible and Students	Steven Morris
B-26	Custodial Budgeting for Schools: Tools for Lowering Costs	Geoff Abbott
B-27	How to Build a Turkey Sandwich (and Other Useful Tools for an Inclusive Setting)	Arielle Lewis
B-28	#RUHooked – Teenagers and Social Media	Jonathan Smith
B-29	Working Remotely	Nick Nicholaou & Glenn Wood
B-30	No Workshop This Session	Glen Wood
B-31	Small Tots, Big Thoughts: Leveraging Kids' Comments for Your Ministry	Jon Gauger
B-32	Using Technology to Streamline Your Ministry's Communication	Holly Tate
B-33	No Workshop This Session	Steven Murray
B-34	Mapping the Mobile Future of Your Ministry	Scott Romig
B-35	Protecting My Laptop and All That's Within It	Josh Gause
B-36	Generosity Through Stories: How to Celebrate Ministry Through Stories	Greg Morris
B-37	Destructive Mindsets: Identifying & Eliminating the 5 Mindsets That Hinder Growth	Arlen Busenitz
B-38	No Workshop This Session	Rev. Charlie Holt
B-39	No Workshop This Session	John Nadolski
B-40	Multiplying Stewardship: Cultivating Givers Who Get It	David Fleming
B-41	v5 and What's Next: ShelbyNext Membership & Financials	Kristy Shotwell & Stacey Blackstock
B-42	Newsflash for Libraries: How to Get Bigger Without Adding Square Feet	Jane Hope
B-43	No Workshop This Session	Kaycie Berley & Christy Schiller
B-44	A Measured Approach to Church Security	Nathan Parr

12:00 - 12:30

Lunch in FLC & Networking

12:30 - 1:45

Special Events, Door Prizes and Keynote Address

Additional workshop content and speaker biographies can be found online at TexasMinistryConference.org.

2:00 - 3:15

Session C	Workshop Topics	Speaker
C-1	Fishing 101: Nonprofit Accounting Q & A	Ashley Voss & John Ratliff
C-2	Financial Freedom: Budget Your Way Out of Debt	Matthew Paul
C-3	What's Hot in HR?	Frank Sommerville
C-4	It's The Little Things That Count: Fraud Prevention Tips	Cynthia Cox
C-5	Performance Management: Growing People Who Grow Your Ministry	Chad Carter
C-6	How to Hire the Right People for Your Ministry	William Vanderbloemen
C-7	Leadership Principles for Building a Healthy Church Staff Culture	Tim Stevens
C-8	Medicare Made Clear	Michelle Feagin
C-9	No Workshop This Session	Karen White
C-10	Active Shooter Training for Schools, Churches, and Nonprofit Ministries	Alan Ware
C-11	Church Buildings: Long-Range Planning for the Long Haul	Katie Burch
C-12	No Workshop This Session	Kevin Wheeler
C-13	Covering All Your Facility Needs	Pete Jones
C-14	Facilities Roundtable	Tim Cool & Nathan Parr, Facilitators
C-15	Asset Planning for HVAC Systems	Mike Patrick
C-16	Top-Down Cleaning: Tools and Tips for Cleaning Ceilings and Floors	Harrison Fregia
C-17	A Basic Plan for Discipleship in the Local Church	Scott Riling
C-18	Creating a Culture of Belonging	Mark Waltz
C-19	Coaching Life Groups: Navigating vs. Telling	Jay Harris
C-20	No Workshop This Session	Olus Holder
C-21	How to Share the Gospel with Kids	Taylor Lassiter
C-22	Adding Value from the Second Chair	Stephen Trammell
C-23	No Workshop This Session	Mark Slabaugh
C-24	I Have 10 Minutes and Nothing to Do	Stephanie Chase
C-25	Policies and Procedures to Protect Students	Steven Morris
C-26	Custodial Budgeting for Schools: Tools for Lowering Costs	Geoff Abbott
C-27	The Jellybean Effect: Why Inclusion Is Crucial and the Tools to Make It Possible	Arielle Lewis
C-28	IT Security Essentials	Nick Nicholaou & Jonathan Smith
C-29	No Workshop This Session	Nick Nicholaou
C-30	MS Excel Beyond the Basics	Glenn Wood
C-31	How to Get Ideas	Jon Gauger
C-32	No Workshop This Session	Holly Tate
C-33	The News vs. The Good News	Steven Murray
C-34	Using Data to Become a More Effective Ministry	Steele Billings
C-35	Be a Ministry Superhero with Rock RMS	Jason Gibb
C-36	The New Capital Campaign Model: Discipleship vs. Fundraising	Greg Morris
C-37	Fast-Track Your Growth & Success with Mentors	Arlen Busenitz
C-38	Peacemaking: Building a Ministry of Reconciliation	Rev. Charlie Holt
C-39	Overcoming Inertia When Planning for Short-Term Mission Trips	John Nadolski
C-40	No Workshop This Session	David Fleming
C-41	Shelby Arena—Extendable Church Management Platform	Alfred Johnson
C-42	No Workshop This Session	Jane Hope
C-43	Stewarding a Safety Culture in a World of Abuse	Kaycie Berley & Christy Schiller
C-44	No Workshop This Session	Nathan Parr

3:15 - 3:45

Afternoon Snack in CO+OP Alley

Session D Workshop Topics

		Speaker
D-1	7 Things Every Pastor Should Know About Church Accounting	Ashley Voss
D-2	No Workshop This Session	Matthew Paul
D-3	He Said, She Said	Frank & Elaine Sommerville
D-4	No Workshop This Session	Cynthia Cox
D-5	No Workshop This Session	Chad Carter
D-6	HR Roundtable	William Vanderbloemen, Facilitator
D-7	How Lead Pastors & Executive Pastors Can Work Together Without Killing Each Other	Tim Stevens
D-8	No Workshop This Session	Michelle Feagin
D-9	No Workshop This Session	Karen White
D-10	Active Shooter Training for Schools, Churches, and Nonprofit Ministries	Alan Ware
D-11	No Workshop This Session	Katie Burch
D-12	No Workshop This Session	Kevin Wheeler
D-13	No Workshop This Session	Pete Jones
D-14	No Workshop This Session	Tim Cool
D-15	Asset Planning for HVAC Systems	Mike Patrick
D-16	Top-Down Cleaning: Tools and Tips for Cleaning Ceilings and Floors	Harrison Fregia
D-17	No Workshop This Session	Scott Riling
D-18	Recruiting & Retaining Volunteers	Mark Waltz
D-19	Living in a Coaching Culture: Shepherding vs. Herding	Jay Harris
D-20	No Workshop This Session	Olus Holder
D-21	Biblical Ministry Alignment	Taylor Lassiter
D-22	No Workshop This Session	Stephen Trammell
D-23	No Workshop This Session	Mark Slabaugh
D-24	You + Family = Eternal Impact	Stephanie Chase
D-25	Technology and Students	Steven Morris
D-26	Custodial Budgeting for Schools: Tools for Lowering Costs	Geoff Abbott
D-27	The Jellybean Effect: Why Inclusion Is Crucial and the Tools to Make It Possible	Arielle Lewis
D-28	What's Hot and What's Not	Nick Nicholaou & Jonathan Smith
D-29	No Workshop This Session	Nick Nicholaou
D-30	MS Excel Advanced Functions	Glenn Wood
D-31	Small Tots, Big Thoughts: Leveraging Kids' Comments for Your Ministry	Jon Gauger
D-32	Innovative Social Media Tactics to Grow Your Ministry	Holly Tate
D-33	Order! Order! Read All About It!	Steven Murray
D-34	Using Data to Become a More Effective Ministry	Steele Billings
D-35	IT Roundtable Discussion	Chris Green
D-36	Generosity Through Stories: How to Celebrate Ministry Through Stories	Greg Morris
D-37	The World Needs Your Story	Arlen Busenitz
D-38	Peacemaking: Building a Ministry of Reconciliation	Rev. Charlie Holt
D-39	Overcoming Inertia When Planning for Short-Term Mission Trips	John Nadolski
D-40	Do It or Delegate It?	David Fleming
D-41	No Workshop This Session	Alfred Johnson
D-42	No Workshop This Session	Jane Hope
D-43	No Workshop This Session	Kaycie Berley & Christy Schiller
D-44	No Workshop This Session	Nathan Parr

Evaluation Drawing & Door Prizes

Schedule at a Glance

7:30 - 8:30

Registration, Coffee,
Continental Breakfast;
CO+OP Alley Opens

8:30 - 8:45

Welcome & Door Prizes

9:00 - 10:15

Session A Workshops

10:15 - 10:45

Morning Snack Break

10:45 - 11:55

Session B Workshops

12:00 - 12:30

Lunch & Networking

12:30 - 1:45

Special Events, Door Prizes &
Keynote Address

2:00 - 3:15

Session C Workshops

3:15 - 3:45

Afternoon Snack in CO+OP Alley

3:45 - 4:55

Session D Workshops

5:00

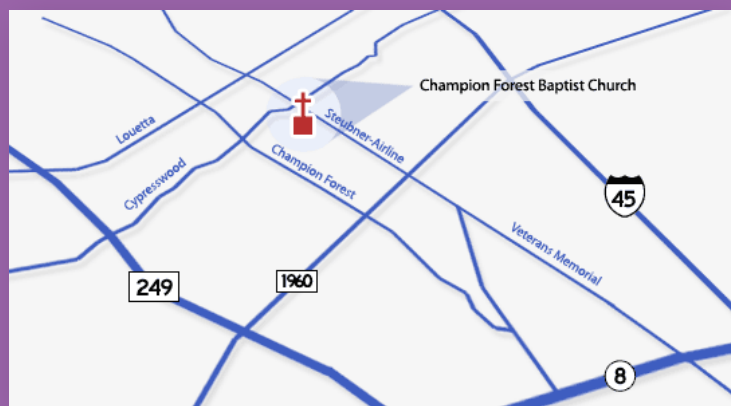
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Champion Forest Baptist Church

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* Parking & Registration Entrance on West Side
of Campus near Family Life Center.



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Groups of 3 or more per registration	\$99	\$129

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At the Door: \$145 \$165

Additional Information:

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- Make additional copies of this form as needed or download from www.TexasMinistryConference.org.
- Many door prizes will be drawn throughout the day. You must be present to win.
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Is this your first time to attend? Yes No

If you were invited, please share the name of the person who invited you:

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How did you learn about this conference?

Mailout Magazine CO+OP Rep Website Social Media

Email/Eblast Attended Previously Word of Mouth Other _____

Email info@TexasMinistryConference.org with any special needs you may have.

Select Your Workshops (One Per Session)

Session A: 9:00 - 10:15

Session # _____ Title _____

Session B: 10:45 - 11:55

Session # _____ Title _____

Session C: 2:00 - 3:15

Session # _____ Title _____

Session D: 3:45 - 4:55

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Speaker Bios, Workshop Summaries,
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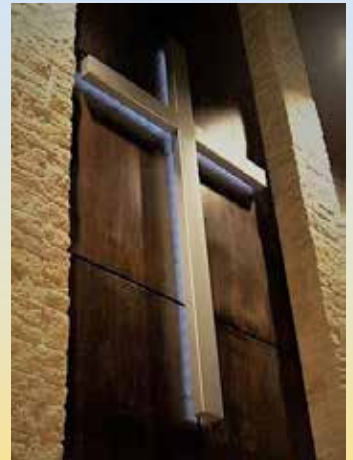
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