

# TOP

A Publication of Church Supplies & Services | February 2021



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Annual Texas Ministry  
Conference<sup>SM</sup> Issue –  
Brochure Inside





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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](mailto:patti@churchco-op.org). Help us keep you informed of the latest in events and savings from our vendors.*

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# From the Director

I've heard many people comment that 2020 was one of the worst years in terms of challenges. Some faced sickness, others lost jobs or family members, some fought depression from isolation, and others were disappointed by the elections, to name just a few.

2020 indeed had its obstacles, and one thing is for sure—we will face more in the days ahead. From our forefathers until now, generation after generation has had its own set of challenges. Some were survivors and others not so.

As Christians, we can stand on God's promises knowing that He will never give us more than we can bear. He is in full control. He walks with us as we lean on Him and trust him.

We can also learn from others who are skilled in their areas of expertise. Whether you are facing a health, personal, spiritual or work challenge, we have people waiting to help you on February 18, 2021.

The 2021 Virtual Texas Ministry Conference<sup>SM</sup> offers extra benefits this year. You will have the opportunity to:

- Attend 4 workshops on February 18, then over 60 more at your leisure through March 15, 2021
- Spend 2 full hours in CO+OP Alley, meeting others who can save you ministry dollars
- Be inspired by interviews with people just like you who overcame overwhelming obstacles
- Win fabulous door prizes
- Hear from the top litigation lawyer in the US
- Enjoy a special ministry tour of the Lanier Theological Library
- Participate from your home or office, avoiding Houston traffic and travel expenses

We are so excited about the robust selection of speakers this year! With 9 categories, there is something for everyone, so sign up your staff, elders, committee members and volunteers at special member and group rates! With a month of full access to 67 workshops, your conference cost is less than \$2 per topic. Just think how many great ideas you could implement in your ministry for that price!

Included in this issue is our entire Conference Brochure, as well as articles by some of our featured speakers. All attendees registered before Late Registration (February 2) will be entered into a prize drawing! So, find a comfy spot, turn the ringer off on your phone, browse the agenda and register today!

Together We Overcome!

Patti Malott  
Executive Director



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- Providing professional networking experiences
- Providing tools to help members in their ministries

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**Texas Ministry Conference**<sup>SM</sup>

[TexasMinistryConference.org](http://TexasMinistryConference.org)

The purpose of the Texas Ministry Conference<sup>SM</sup> 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 Conference<sup>SM</sup> is held the third Thursday of each February.

Learn more about how you can benefit from attending this conference at [TexasMinistryConference.org](http://TexasMinistryConference.org) or by calling **832.478.5131**.

# Exploring the Enneagram

Recently, the CO+OP team participated in a series of enneagram training sessions facilitated by Jodee Melton. When asked to reflect on the experience, employees shared that the tool explained many of their communication patterns. They now find themselves more patient and mindful of others, pausing before becoming frustrated. They also recognize that others' reactions are often not intentional, a reflection on themselves, or even due to a bad day, but rather a natural outgrowth of personality type. Learn more in our interview with Jodee:

## What is the enneagram?

The enneagram is a personality analysis tool growing in popularity among churches and businesses. The enneagram looks at who you are and the WHY of what you do. It allows you to discover the motivations of your heart and more fully appreciate yourself and others. Enneagram coaching can inspire team discussion unlike any you've experienced before and serve as a healthy guide for functioning at your best.

To better understand the enneagram, imagine there are nine people in a room. All have on glasses, but each pair of lenses is a different color. While all nine see the same thing, each looks through a different lens. This is what the enneagram reveals. It helps you distinguish what you see from what others are seeing and processing.

## Why do you use the enneagram?

I have been learning and growing through use of the enneagram for the last few years. Now that I recognize my patterns, I approach and handle people differently. As my family and friends have discovered their types, it has enabled me to relate to them in a fresh, new way. It has strengthened my relationships because I am able to understand their motives and they can do the same for me.

## What would the process be if you met with our staff?

The first step would be to explore and identify each person's type. Then, we would dig deeper into the layers

of the enneagram. Topics of discussion could include strengths, weaknesses, growth areas, stress management, communication, conflict and subtypes. I can tailor the approach to fit the needs and interests of the team.

## How do organizations use enneagram coaching?

I introduced the basic levels of the enneagram to a church in The Woodlands, TX to start the coaching process. Over time, we explored how each type handles communication. This stirred up discussion because employees began to realize how each type deals with difficult conversations and positive feedback. Since then, staff members have made a point to review coworkers' types before challenging meetings and end-of-year reviews. Leaders want to ensure they are communicating so that individuals can process conversations in healthy ways. This was a turning point for the staff and has engendered team building and trust.

Another church wanted to pack their enneagram training into six hours. We did it—it was a lot to cover—but it laid the foundation for honest conversation. As they add to their staff, it has been important to them to know new individuals' types and how to communicate with them as effectively as possible.

## Is the enneagram a one-time training?

Doing six hours of coaching at one time is a lot. Your brain will be on overload, and the training will not be as effective. In my opinion, the best method is 2-3 hours of coaching and discussion, followed by another 2-3 hours in a few weeks. We can follow up as long as necessary. After each session, staff members can practice applying the enneagram and ask each other questions based on what they learned. Teams can call or email me to keep the ball rolling.

## Does the enneagram only apply to work environments?

Not at all. Once you identify with one of the nine types, you will find the enneagram is an amazing tool in every aspect of your life. We are surrounded by people all the time. As you grow in your understanding of the enneagram, you will find it helpful in all relationships, and it can push you toward growth.

## How is the enneagram related to the Gospel?

When you look at the core of each type, you can see how they are each in need of a Savior. Knowledge of

the enneagram helps you identify when people are trying to live on their own without seeking the Lord and when they are aligned with the Gospel. The enneagram points back to the Gospel because we all desire to be whole. It exposes our weaknesses in a safe way that allows us to see how desperately we need Jesus day-by-day.

### Why do you think the enneagram is beneficial for church staffs?

No matter our position, age, phase of life or accomplishments, we should all be growing.

I have worked on church staffs for 6 years and taught and coached in private schools for 5 years. It was a joy to work in each place. My husband has been on staff at churches since before we were married. I see the church in a different way than most people do. The staff is made up of ordinary people with a calling on their lives to serve in vocational ministry. Yet, they still have struggles—in their workplace, at home, and with family and friends. Churches can be one of the greatest or hardest places to work. People are still people, even though they work in a church. We are all sinners in need of a Savior.

Whether part of a church staff or small business, we all must learn to work together. When the enneagram is used at its best, it triggers healthy conversations and supports unity. It promotes vulnerability where it may not have been accepted before. It inspires laughter, honesty, loyalty and truth. While helping each other identify their types, light bulb moments happen. People begin to see others in a new way. They also recognize how they process conversations and how they could better encourage others. Often, we are so busy doing the work of the church that we forget to build up the staff. Church staffs need to be invested as a whole, as well as individually. Enneagram coaching is an excellent way to achieve that! +



Jodee Melton will be delivering two sessions at the Texas Ministry Conference<sup>SM</sup> including “Ennea HUH?” She is a certified enneagram coach who is passionate about serving the local church and nonprofit organizations. She attended Wayland Baptist University, earning her degree in Christian Ministry and minoring in Business.



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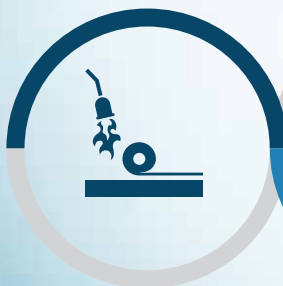
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# Information is Power

The information we produce and maintain within the administration role of the church is critical to the ability to succeed in programming and ministry. Let's explore a couple of examples.

Financial information provides leaders, both in management and on the governing board, with the ability to assess the fiscal health of the church. If information is not maintained and communicated properly, there is a risk that decisions could be made with negative consequences to the ongoing operations of the ministry.

The responsibility for communicating this financial information lies not only with the preparer, such as the business administrator or accounting department, but also with the reader. The pastoral staff should be trained in key aspects of financial statements, and the governing board should include at least one person with financial expertise.

There are a few key components to financial reporting:

**Accuracy** – It seems too obvious to state, but financial information must be accurate to be useful. Sometimes we can get caught up in a flurry of activity and make mistakes. If those go undetected, a poor decision could be made. If the mistake is detected by a leader or the board, it may prevent a poor decision from being made, but it will impact the credibility of you or your department. Either option is not good, so we need to take the extra time to do things well and involve a second set of eyes for verification purposes.

**Timely** – Information that is accurate but months old is also not useful. A monthly closing process should be in place that identifies each of the

necessary steps to produce the financial reports. A deadline should be set that is reasonable to provide enough time to do things well, but with an expectation that the information will not become stale and outdated.

**Relevant** – I'm a fan of the phrase, "Just because you can do something doesn't mean you should." You can produce a 40-page report for the board meeting, but I would strongly encourage you to refrain from doing so. Different audiences need different information. The level of detail that a ministry leader needs for their department is significantly different from what the board or finance committee should review. In the same manner, the board or finance committee should be reviewing more information than you would share with the congregation at an annual meeting. Know your audience and make the information relevant to them.

Contracts and agreements are another area of crucial information in churches. Unfortunately, we often have few controls surrounding these documents and no guidelines on what is appropriate. The consequences of entering into a bad contract or agreement can result in financial implications for years to come. Let's put our elementary English skills to work and look at the important questions surrounding contract management.

**Who?** You need to determine who has authority on behalf of the church to enter into contracts. Those individuals need to look at all of the terms very closely and be certain the church can comply both now and into the future.

**What?** Consider what would be appropriate approval levels. This would include the requirements for more than one person to be involved in decision making and possibly the requirement for board approval. You should also determine what criteria will be used for selecting a vendor.

**When?** There are many issues surrounding this question. When should we enter into this kind of transaction (buy

vs. lease)? When should we re-negotiate? When do we need to make the other party aware of a desire to terminate the contract? When should legal counsel be involved?

**Where?** The church should have a filing system that includes a physical and electronic storage location for agreements. Far too often, these documents are maintained by the individual who signed them. This impedes the ability to monitor compliance and often means that things get missed if there is a staff transition.

**Why?** Keep in mind the reason for entering into a contract and consider both the short-term and long-term implications. Things change so rapidly in our society that the reason we enter into an agreement today may not be valid in two years. Do you remember children's ministry pagers or giving kiosks? While those things may have had a long-run in your congregation, others remember them as an expensive foray into "new technology" that didn't last long.

**How?** I would encourage you to consider three key thoughts. 1 – Understand how to carefully review a contract. 2 – Learn how to manage contracts that are currently in effect. 3 – Determine how to maintain records such as contracts and agreements in accordance with a record retention policy.

Information is power. When utilized and maintained well, it allows us to overcome the administrative hurdles that can keep us from fulfilling our full ministry calling. +



Vonna Laue will be delivering two sessions at the Texas Ministry Conference<sup>SM</sup> including "Managing Contracts and Records to Protect Your Ministry". She has worked with ministries for over 20 years. Vonna was a partner for a CPA firm serving not-for-profit entities and held the role of executive vice president for ECFA. In 2010, Vonna

was inducted into the Church Management Hall of Fame. She now serves as a financial and operational consultant for ministries and is a recognized author and speaker.

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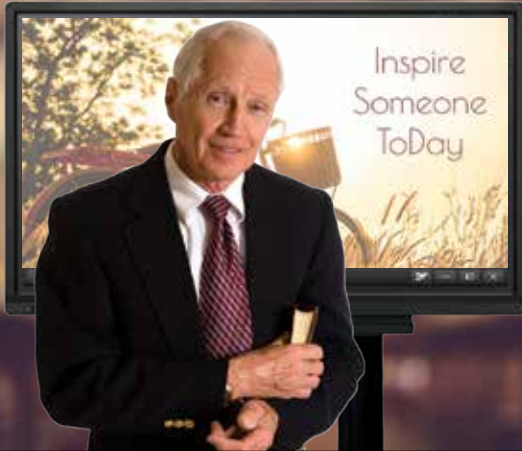
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# Share Your Story and Benefit Others

It was Christmas break and I was five months away from receiving my college degree. Instead of being excited, I was discouraged. Why? I was not sure what I was going to do after college. The future was murky and lacked clarity.

One night I was sharing my struggle with my dad. He asked, "Arlen, what is the next step?" I said, "Finish college." Dad said, "Do the next step. Then God will reveal the next step." This is based on Proverbs 16:9. "The mind of man plans his way, But the LORD directs his steps." NASB

I did the next step and finished college. Then, like my dad said, the next step opened up to work and go on a mission trip. After that I was asked to become lead pastor of a church. God leads one step at a time.

In your life, "What is the next step? Do the next step."

I've shared that story with more details to many audiences. People will come up afterwards and even years later and share how that concept has brought clarity and peace about their future. God has used my struggle and the truth I learned to positively impact many people.

What challenges have you dealt with in life? What has God taught you through them?

Your experiences and what you learned can be an inspiration and encouragement to others. God comforts us in our trials so that we can turn and be a comfort to others (2 Cor 1:4).

I challenge you to create short 1-3 minute stories from your past that you can share with others. You can share in conversations, Bible studies, small groups, with your kids, short videos on social media, or from the stage.

Not only will this help you grow, but it will help others grow in their walk with God and journey in life.

Follow these three steps to create mini stories from your life.

## Step #1: Ask and answer three questions.

- What key struggles or rough times have I had in my life? (Quickly list 3)
- What truth or principle did I learn that helped me?
- How did this truth change my life?

People may not be able to relate to your specific situation, but they can relate to the struggles and emotions you experienced.

## Step #2: Craft your story and message.

The simplest and most powerful speech formula is this: Tell a story. Make a point. Jesus did it with parables. The prophet Nathan used a story with David to help bring conviction to David after he committed adultery.

Here are a couple of tips for putting your story together and making a point that changes lives.

- Jump right into the story, or ask a question and then jump into the story.
- Keep it brief—between 1-3 minutes.
- A good story has a character (you), a goal you are seeking to reach, and/or a challenge you need to overcome.
- Share the resolution or "win" over the problem or achievement of the goal. Life is not always perfect. Maybe the "win" is an attitude switch or life is slightly better.
- Be real. Life does not have fairy tale endings and is often a series of improvements.

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- Share the truth you learned or applied in a simple sentence like: "What's the next step? Do the next step."
- Make the truth or another person the hero of the story. Put God and/or the truth on a pedestal and not yourself. If you sound like the hero of the story, rework it.
- End with a pause.

### Step #3: Practice and address one person at a time.

Fear of public speaking holds people back from impacting the world with their stories. You can overcome this with a few tactics.

Practice. Practice. Practice.

Deliver your talk to the mirror, while you are driving, or as you are out for a walk. You don't need notes for a short speech. Put yourself back in the experience. Live it. Tell it.

When you share in a group, just carry on a conversation. Deliver one sentence to each person. You'll connect and communicate effectively.

Start with a pause. Speak with enthusiasm. Speak from the heart.

Others can be encouraged and inspired by your experiences. Take a few minutes and create your first 1-3 minute talk. Then, share it with your family or group. God will use you to inspire others and together you will overcome. +



Arlen Busenitz will be delivering four sessions at the Texas Ministry Conference<sup>SM</sup> including "The World Needs Your Story". Having overcome a speech impediment as a child, Arlen pastored for 15 years, taught college public speaking, and coaches speakers. Learn more at [speakinginfo.com](http://speakinginfo.com).

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# What is the Condition of Your Clay Pot?

Are you prepared to be an overcomer? As we look around at the continued deterioration of Christian influence in our culture, it is easy to become concerned about the types of hardships we may face in living out our faith in the future. We will need to be overcomers. The good news is that overcoming is exactly what Christians are designed to do!

In 2 Corinthians 4, Paul gives this description of what the experience of an overcomer looks like:

*Hard pressed on every side, but not crushed*

*Perplexed, but not in despair*

*Persecuted, but not abandoned*

*Struck down, but not destroyed*

Paul makes it clear that God is the source of the strength and power that allows us to overcome.

*This all-surpassing power is from God and not from us*

If you have any doubt about that, just take a look at what God is working through in bringing the light of the gospel to the world.

*...we have this treasure in jars of clay*

What is a jar of clay? Think about the common clay flowerpot.

Clay pots are:

- Common – easily found at any hardware store and purchased for less than \$1
- Fragile – easily smashed into pieces and useless if broken
- Inconspicuous – our attention is drawn to the beautiful flower growing in the pot, rather than the pot itself

**Clay pots are nothing special, but they are purposeful in housing and displaying something beautiful to the world outside.**

In spiritual terms, clay pots are the vessels through which the light of Christ shines into the world. The light of Christ shines through our physical being—as common, fragile and inconspicuous as it may be. All that is required of a clay pot is to be available and functional.

**As a clay pot Christian, have you ever considered that your health habits have something to do with being available and functional for God's use?**

If we neglect our clay pot by neglecting our health, we run the risk of becoming limited, both in our availability and our ability to function. The consequences of a lifetime of poor health habits may limit us in what we can do and where we can go.

**In your life as a clay pot Christian, are your health habits supportive of you being able to enthusiastically answer "yes" in response to God's calling or next assignment for you?**

Some may resist giving serious thought to this question by making the argument that if God receives glory by fulfilling His purposes through humble clay pots, then the condition of the clay pot is irrelevant. In fact, the more cracked the clay pot, the better, so that God can receive the most glory. Putting this in human terms, neglecting our health may be seen as an opportunity for God to be glorified by displaying His strength through our weakened state.

This argument is similar to the one made by Paul regarding the contrast between sin and grace in Romans 6. If the presence of sin magnifies the abundance of God's grace, then why not continue to sin so that God's grace can be displayed? But Paul emphatically answers, "By no means!" God's glory shines through our weakness, but this is no excuse for sin and poor stewardship.

As Christians, we are called to be overcomers. Hardships will come, but through God's light and power working through our humble clay pots, we can continue in our God-given assignments day after day.



God provides the treasure – the gospel, gifts and good works.  
 God provides means to overcome adversity – strength and power.  
 God provides the clay pot—your physical being—designed to be both available and functional so that His glory can be displayed to the world through you.

How are you stewarding the clay pot that God has given to you?

How are you taking care of and maximizing whatever degree of good health God has gifted to you?

Is the condition of your physical being making you available and functional for God's use when He calls?

Has the neglect of your physical being placed limitations on your ability to say "yes" to God?

Your good health habits:

- Enable you to be available and functional to serve when God calls
- Enable you to be a full participant in the abundant life given to you
- Enable you to show others what a vibrant life in Christ looks like
- Are an indication of the practice of good stewardship of the resources God has given you
- Are an appropriate response to the loving God who created you and cares for you

As a clay pot Christian ministering to others, your health matters! ✦

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Ginger Hill will be delivering two sessions at the Texas Ministry Conference<sup>SM</sup> including "Weary or Well". She is a Christian wellness speaker and coach, employee well-being program consultant, and founder of Good Health for Good Works, where she helps earnest, but often exhausted, workers in Christian organizations take steps toward healthier living so they can serve with energy, excellence and endurance.

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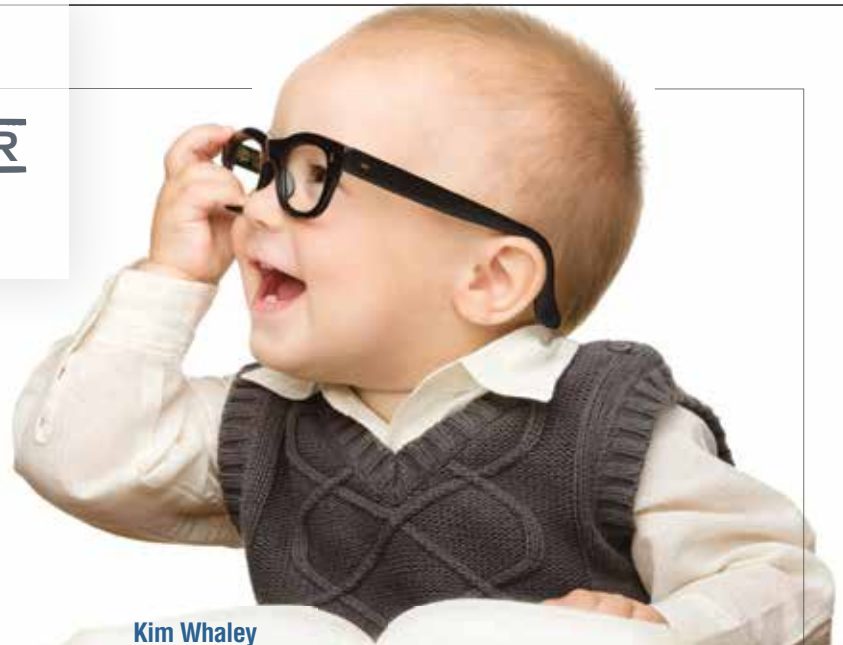
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# Whatever You Manage, Do It Well

Have you ever said to yourself: How in the world can I maintain my church facility and budget for all these expenses? Believe me, you are not alone on that question. Not only have I heard it from other church business leaders, but I have experienced it first-hand.

My first full-time staff position was at a small church with all new facilities. My challenge was fast growth and the need to keep building and adding portable buildings as fast as possible. The demand for general repairs was low due to all new structures.

My second church was four times the size of the first church with older structures requiring constant care. That's when I first discovered I needed a plan. It took me years to develop, but I learned from my mistakes, ended up with a manageable system and saved money.

My third full-time position was at an even larger church facility that was old and unmaintained, had antiquated systems and no real plan. For the next 9 years, I continued learning from my mistakes, but soon I had a plan in place and began working it hard.

Have you ever asked yourself: How in the world am I going to afford all the repairs and maintenance of such a complex facility? Through my adventures in facility management, I began seeing ways to manage smarter and cut costs. I spent many years focused on developing better ways to operate under the huge hindrance of finding budget money to cover it all. It is beyond me how church budgets always seem to leave out facility management! That is exactly why my third church found itself in such a bad position. Year after year, funds were never

allocated to upgrade and repair the property. There was so much to get done that it was overwhelming. Deferred maintenance was huge, yet budget money was scarce. Sometimes, you have to be very creative.

As mentioned before, my first church was small and new. Through trial and error, I used outsourced cleaning versus in-house staff until I had the most proficient cleaning at the lowest cost. At one point, my wife and I cleaned the entire church for several months just to see what it took to do the job right. Then I could make a better-informed decision for long-term cleaning.

One church where I served had 200K square feet of old space. Energy consumption was \$350K a year, just for electricity. How do you even begin to drive costs down in an aged facility that has not been maintained? With energy use that high, it left very little room for general maintenance dollars. I started developing some history from tracking to get a handle on why we used so much energy. Long story short, I was able to reduce energy consumption by 25%. That's a lot of savings! That gave me encouragement to look around for more ways to save money.

At another church, I researched energy conservation, implemented new programs and entered the 21st century of Wi-Fi thermostats. What a glorious invention to manage all your HVAC from your cell phone! The cost and time savings were huge. On another occasion, I mapped my entire roof system and numbered all the rooftop units, which sped up the service and repair times charged by my vendor. Can you say cost savings?

Over the past 25 years, I have learned the importance of patience, trial and error, and being intentional. You must be proactive and look around you. You must understand what you have before you can manage it well. You have to set priorities, create a long-term plan, look everywhere for ways to improve and save money, and recognize that what you put into facility management upfront will give you greater results and cost savings.

In each of the churches where I served, I was also able to discover ways to improve the way the church looked at finances. Managing and presenting church finances to staff, leaders and members must be transparent and make sense. Church data needs to tell a story. There are key metrics that should be tracked and presented in a way people can easily follow. At my current church, we have a cultural statement that says, "Good decisions start with good data".

Whatever you manage, do it well and do it right! ✦



Rick Cadden, CCA, CCBA, will be delivering two sessions at the Texas Ministry Conference<sup>SM</sup> including "7 Ways to Save Money on Facilities". Rick is Pastor of Business Administration at First Baptist Church, Burleson, Texas.



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# 2021 Texas Ministry Conference<sup>SM</sup>

# From the Conference Director

**Welcome to the 2021 Texas Ministry Conference<sup>SM</sup>** where you will enjoy expert speakers, knowledgeable exhibitors, fabulous door prizes, networking, and fun! You will also be inspired by special interviews with guests who have overcome great challenges in their lives.

Due to COVID-19 guidelines, we are producing this year's conference virtually. We have partnered with Cvent as our event platform to bring you the most robust experience in video conferencing. There are many advantages to attending our virtual conference. Workshops will be recorded and accessible until March 15, 2021, giving you the opportunity to attend all 65 topics if desired! You can also revisit a previous workshop and capture that powerful point or helpful suggestion.

This year's speakers are the cream of the crop. Packed with knowledge and a heart for ministry, they will help you learn new ways of doing ministry, overcome your current challenges, and thrive in your role!

Back by popular demand, Mark Lanier will join us as Keynote Speaker. Mark is the founder of the Lanier Theological Library where we are hosting this year's conference. He and his team will lead us through a grand tour of the property's abundant resources available

to churches, schools and ministries. Early risers can join the 8:00 am tour, while others can opt for the 8:00 pm tour on conference day.

You will also have the chance to spend quality time with our dedicated exhibitors in CO+OP Alley. Once registered, you can book appointments with exhibitors prior to the conference. Or you can visit their virtual booths during two CO+OP Alley times—one hour in the morning and one in the afternoon.

Fantastic door prizes will be drawn from among our registered attendees! As always, pricing is discounted for CO+OP Members, and group rates are available for three or more registering together. If you are not a CO+OP member, please contact us at 832-478-5131 for details on additional savings.

Feel free to make copies of this brochure and share with coworkers, family and friends. The brochure is also available online at [TexasMinistryConference.org](http://TexasMinistryConference.org). Gather your team and mark February 18, 2021, on your calendars. Be prepared for the many blessings you will enjoy as you spend your day learning and growing with us!

We look forward to seeing you on February 18!

Together We Overcome!

*Patti Malott*



**Mark Lanier**

## Keynote Speaker

**Life, and ministry, has its challenges. We all face them.**

However, it's not what happens to us, but what we choose to do next, that makes all the difference. Join us on February 18 as Mark Lanier explores the right and righteous response to the challenges we face.

Attorney, author and Bible teacher, Mark Lanier graduated from Lipscomb University with a degree in Biblical Languages in 1981 and received his law degree from Texas Tech Law in 1984. With offices in Houston, New York, Los Angeles and Oklahoma City, Mark has earned international recognition setting record verdicts in courtrooms throughout the United States. Organizer of the Christian Trial Lawyers Association, Mark was twice named National Trial Lawyers Association's Trial Lawyer of the Year and further inducted into the National Trial Lawyers' Hall of Fame. The American Association of Justice honored Mark with its Lifetime Achievement Award, and he was selected the 2018 Outstanding Trial Lawyer of the Year by The National Law Journal.

Mark was bestowed the Ambassador of Peace award by the Guatemalan government for his ministry and mission work among the poor, just one example of his philanthropic work around the world. In Houston, Mark founded and built the Lanier Theological Library, one of the nation's largest collections for serious theological research and study. An active member of Champion Forest Baptist Church, he teaches a Bible class weekly to thousands, both in class and online at [Biblical-Literacy.org](http://Biblical-Literacy.org). Mark is married to Becky, and they have five children and three grandchildren.





## Abundant Resources: Lanier Theological Library

# Ministry Tour

Experience this exciting virtual tour of the magnificent Lanier Theological Library, chapel and grounds! This 18,000 sq. ft. research library in Northwest Houston, Texas incorporates stunning architectural features and serves as a historical resource and sanctuary for all students of the Bible. If you have never visited, this is your chance to have the staff walk you through the facilities, highlighting the vast collections and exhibits available to churches, ministries and the Christian community.

**8:00 am/8:00 pm**

## Human Resources

### Medicare Guide for HR Administrators – Michelle Feagin

This workshop is a guide for HR administrators on best practices and potential pitfalls surrounding employees eligible for Medicare enrollment. Items covered include Medicare enrollment windows, options for employees working past age 65, coordination with group insurance, types of Medicare plans, comparing coverage options, protecting employees from COBRA pitfalls and reducing group insurance premiums. Leave with a Medicare consultant as your personal CO+OP resource!

### Onboarding Your Next Employee – Chad Carter

Your organization can experience 50% greater new hire productivity with this one thing! Come to this workshop and learn when you should begin the onboarding process, the onboarding bottom line, best onboarding practices from Chick-fil-A, and specific takeaways you can start using immediately.

### HR Roundtable – Chad Carter

Join HR innovators, leaders and practitioners to share ideas on Human Resources topics that churches, schools and other nonprofit organizations face. Our panel of experts will share their knowledge and experience, so be sure to bring your questions! The group attending will decide the hot topics to discuss. Expect to come away encouraged—you are not alone.

### Ennea HUH? – Jodee Melton

The enneagram is a personality assessment growing in popularity among churches, organizations, teams and individuals. As you explore the enneagram, you will see and understand the why and the motives of your heart. When used in the proper manner, the enneagram will also align you with the truth of the gospel. Come learn, grow and change through the lens of the enneagram.

### Getting Ahead of the Game – Jodee Melton

On any team, conflict and communication struggles occur that create stress. In ministry, we all know the conflict is coming. By understanding the personalities of yourself and others, you will have the confidence to face it, rather than dodge it. We will look at practical steps you can take to get ahead of the game of conflict and communication.

### What's Hot in HR – Frank Sommerville

Personnel decisions represent one of the highest risks to ministry. Yet the rules are constantly changing, making it nearly impossible to keep up. This workshop will highlight the most significant changes in HR so ministry leaders can make decisions with confidence.

### Identifying Costly Gaps in Your Compensation Process – Elaine Sommerville

Small, inadvertent errors can create costly consequences. By identifying these errors, you can avoid potential penalties and additional taxes that may be assessed to both churches and their employees. This session will review common errors and practices that create costly gaps in compensation and provide solutions for closing them.

### Leading Remote Teams Without Losing Your Mind – Chad Williams

In this workshop, learn how to increase productivity, ensure accountability and build a team culture among distributed teams.

### Hiring for the Long-Term: Five Factors for a Healthy Fit – Greg Morris

Currently, the average tenure of ministry staff is 3.5 years. What would it look like for your church to have a team in place for five years or more? In this workshop, we'll share the five key factors of a long term, healthy fit and what the team at Chemistry Staffing has learned about how to ensure your search process screens for each factor.

*"Thank you for an awesome day! I came with work burdens and left uplifted, blessed and encouraged."*

# Finance, Tax & Legal

## Top 5 Compliance Issues for Churches and Other Nonprofit Organizations – Frank & Elaine Sommerville

Join the Sommervilles as they review some of the common compliance issues facing churches today. Utilizing recent guidance from the IRS, the DOL and the courts, both new and old compliance challenges will be discussed to ensure your church or organization can continue to confidently operate within established rules and guidelines.

## Accounting for the Future – Ashley Voss

Whether you are accounting for contracts, commitments, obligations or a vision and budget for the future, your accounting should be forward thinking. From capital projects to capital leases, pledged contributions to retirement obligations, legal matters to liquidity, you will learn how to practically account for your future plans and commitments and comply with the most current accounting standards.

## What is Your 990 Telling You? – Jonathan Tucker

The IRS Form 990 is a long, detailed and complex return for nonprofits. A lot of information in addition to financials must be provided by the filing organization. This workshop will highlight sections of the return and discuss common mistakes, pitfalls and areas to avoid or emphasize. The Form 990 is a very informative document but must be completed well in order to communicate well.

## Overcoming and Preventing Fraud: Being a Faithful Steward – Laurel C. Vant

An unfaithful steward steals people's trust as much as the community's assets. In the moments after fraud has been discovered, people are hurt as much as they are shocked. This workshop will explore how fraud happens, vulnerabilities churches and schools face, and safeguards to prevent it in the future. Whether trying to keep or rebuild people's trust, this session will help you faithfully protect what God has provided.

## Recent Developments from Capitol Hill Impacting your Ministry – Michael Martin & Nicole Wallenfelsz

Effective leadership begins with understanding today's ministry environment. In our fast-paced and ever-changing world, it can be difficult to keep up with all the latest trends impacting our ministries—from new legal issues to evolving political dynamics and more. Awareness of trends is just the beginning. Join this discussion to gain professional insights and tips for facing the new ministry realities of 2021.

## 10 Essentials for Accounting and Financial Reporting – Michael Martin & Nicole Wallenfelsz

Finances are vital to an organization's operations. This is as true in ministry as in for-profit businesses. Wherever money is involved, there needs to be proper accounting and reporting. A ministry's reputation and donors' trust depend on the proper handling of funds. Start with these 10 essentials and enjoy a take-home resource from ECFA to lay the groundwork within your ministry.

## Managing Contracts and Records to Protect Your Ministry – Vonna Laue

The contracts a ministry enters into may be in effect for years. We must review options and terms carefully, considering both short-term and long-term benefits and requirements. This session will help you determine criteria for selecting a vendor, understand how to carefully review a contract, learn how to manage contracts in effect, and develop an appropriate record retention policy for your ministry.

## What is Your Financial Statement Telling You? – Vonna Laue

Financial information is crucial to ministry operations. However, you must know how to produce and interpret financial statements to gain necessary insight. In this session, you will understand the necessary factors for meaningful financial statements, learn the key indicators in the statement of financial position (balance sheet), statement of activities (income statement), and statement of cash flows, and identify the various audiences that use the ministry's financials to determine the corresponding reports needed.

## Financial Metrics: The Who, What, When, Where and Why – Rick Cadden

Church financials that make sense and tell a story are key to the overall success of presenting your financial picture to the congregation. Church metrics that are stated with purpose can build a healthy culture that encourages giving and generosity. This session will include samples, resources and tools you can use to share your church financial metrics in an effective manner.

# Stewardship

## Mission Critical: Generosity Discipleship – Mark Slabaugh

The entire landscape of church attendance and congregational interaction regarding giving has changed. Church leaders must embrace the generosity conversation in order to survive and continue their ministry. But how? This workshop will uncover current giving behaviors and how to reshape them through a discipleship conversation.

## The Importance of Vision and Credibility in a Post-COVID World – Greg Morris

Now, more than ever, we must have crystal-clear vision and vision credibility. We must be able to demonstrate that we are consistently turning the plans God has laid before us into reality. In this workshop, we'll talk about the importance of listening to God's leading, having a laser-focused message, crafting a successful execution strategy, and having a plan to fund our vision.

## Giving and Stewardship in the New Normal – Greg Morris

As we move out of a global pandemic, we are transitioning to a new normal. While a culture of generosity and stewardship in the local church will be as important as ever, the execution and delivery of giving principles has changed—possibly forever. In this workshop, we'll discuss how to cultivate a culture of generosity and stewardship and how to fund your church's mission and vision in uncharted waters.

## The Age of Experience – Dave Raley

The world is changing. Much has been shared how as a society we've moved from commodities, to brands, to experiences. But how does this affect nonprofits? How is fundraising transformed by the Experience Economy? We'll discuss trends, where things are headed, and how ministries can respond.



**CJ Malott**



**Scott Riling**

## Hosts

Enjoy both laughter and thought-provoking moments as CJ Malott and Scott Riling guide you through a fun-filled day and share their personal stories of triumph.

## Special Guest



**Peter Ndikumana**

Come hear Peter Ndikumana's compelling account of how he was miraculously spared from a tragic death by genocide and devoted himself to a life of service to God.

## Leadership & Ministry Development

### Creating a Culture to Help Visitors Become Regular Attendees – Arlen Busenitz

We want visitors to get plugged in, grow and get involved in helping advance the Kingdom of God. In this workshop, Arlen shares Biblical principles and practical advice based on 15 years of pastoring experience and church research.

### Check Your Leadership Vital Signs – Dr. Teresa Moon

Research overwhelmingly points to five skills as vital for success in every arena of life. Psychologists, marketers, educators, scientists, business leaders, doctors, pastors and scholars agree. If we want those whom we mentor and teach to thrive in an ever-changing world, we need to know how to coach these skills. We'll explore how to leverage them on our ministry and leadership teams.

### Global Megatrends That Will Change Your Ministry – Robert Yi

As ministries rebuild their strategic plans, leaders must keep in mind the megatrends which will define the world over the next decade. This session will reveal key trends in the global economy, technology, labor and demographics. Ministry leaders will gain practical insights for how they should prepare today in light of the factors that will shape the future.

### How to Lead from Here to There – Denise Craig

Leaders take people places. In this workshop, we will discover practical ways to cast vision for the future and develop strategies to get your team on board and make the journey. Want to go there? It all starts here!

### More Ministry Lessons of Jesus – Arlen Busenitz

Ministry is hard but rewarding. Through his example and teaching, Jesus gave us life changing principles and tactics to help us lead an effective ministry that brings true results.

### The World Needs Your Story – Arlen Busenitz

Your struggles and victories can be a tremendous blessing to others. God guides us through challenges so we can encourage others in similar situations. Learn to use your experiences to craft testimonies and talks that change lives. Pick out several powerful stories from your past and apply a proven system to turn them into 2-3 minute short stories you can tell in person or video. Overcome your fear of public speaking, keep your audience's attention, build credibility and influence others. Plus, discover which equipment to buy for creating social media videos.

### Even Churches Need World Class Service – David Reed

In this engaging presentation, we will explore the importance of customer service in the not-for-profit world, the top 10 customer turnoffs, keys to excellent service, diffusing an angry customer and the importance of relationships. Benefits include enhanced listening skills, improved internal and external customer service skills, and better relationships with customers and between teams.

### The Importance of Strategy Development and Execution – Greg Morris

The creation of strategy, and the successful implementation of that strategy, are imperative for the ongoing success and long-term health of your church. In order to impact the Kingdom in significant ways, we must always be thinking and acting strategically. A solid game plan begins with executive leadership. In this workshop, we'll explore practically what this looks like for every church, regardless of size.

### Remote Workforce Strategy – David Reed

Working remotely has become part of our world, but are you doing it correctly? During this session, we will help your organization evaluate your current remote workforce plan and discuss areas where you may want to take a step back and consider changes.

# Personal & Spiritual Development

## Weary or Well? – Ginger Hill

Staying energetic in the midst of unmet needs, unexpected challenges, competing priorities and pandemic adaptations can derail even the best of healthy intentions. Overcoming ministry weariness requires an investment in good health habits in four key areas: Eat, Move, Cope and Rest. This workshop will help transform your desired health goals into scriptural, small, smart and strategic daily health habits that fit your lifestyle of service.

## Authentic Charisma: How to Build Rapport and Influence Others – Arlen Busenitz

Charisma includes the ability to be approachable, influence others, and be a person that others want to follow. Many people fake it or use its power for personal gain at the expense of others. Arlen combines Biblical principles, scientific research and his experience as a pastor, realtor and business manager into a proven system to help you have authentic charisma and positively influence others.

## Avoiding Burnout in Your Ministry – Paul Calcote

What is burnout? How can you recognize and prevent it? We'll explore how to keep your body, mind and soul healthy so you can effectively and efficiently do ministry at its highest level. We will dive into Soul care and Self-care. What does it look like and why does it matter? How do you set boundaries and create margin in your schedule? Attendees will walk away with a framework for a plan to avoid ministry burnout.

## Increasing Your Intimacy with God – Peter Ndikumana

For the vast majority of believers, when we hear the word "God", the first thing that comes to mind is our heavenly Father, Creator of the universe, Judge, Savior, Provider, and so on. While many believers cannot firmly say, "God is my intimate Friend," the highest desire of God is that we have an intimate relationship with Him. In this workshop, we will dig into God's Word and learn how to increase our intimacy.

## Gettin' (un)Busy – Dr. Garland Vance

You work long hours, pour your life into your ministry, and stay up late trying to keep up. When someone asks how you're doing, you tell them you're good but really busy. But busyness is destroying your body, mind, emotions, relationships and walk with God. This workshop will expose you to the scientific and theological research about overcommitment and the five steps to beat busyness so you can stress less and accomplish more.

# Operations & Facilities

## Why We Need Each Other – Gary Robinson

Sometimes church facilities managers can feel isolated and alone as the weight of our ministry piles up on our shoulders and around us. Fortunately, you don't have to go it alone. Gary will explore why we need each other and how you and your ministry will benefit from professional relationships.

## How Clean Is Clean? – Nathan Parr

COVID-19 has brought to the forefront the role cleaning plays in your facility. Here is the reality check—if you have provided your team with the right chemicals, equipment and training, there is very little you need to adjust. Effective cleaning practices are well established. You can provide a clean, disinfected and sanitized facility without going to extraordinary lengths. Knowing you are cleaning correctly and sharing that with your visitors can reduce the fear surrounding gatherings.

## Church Facility Management: Ask Away – Nathan Parr & Tim Cool

Ever wish you had a group of experts at your fingertips to ask questions about your church facility? Now is your opportunity. Tim and Nathan have collectively assisted over 1,000 churches with the stewarding of their facilities. While they may not have all the answers, they will bring their 40 years of church facility stewardship expertise to you. Submit your questions and if they don't know the answer, they will find out for you.

## What You Don't Know Can Hurt You – Tim Cool

Do you know the age of your major systems, when they need to be replaced, and at what cost? Do you have capital reserves to cover the costs? Does your facility suffer from deferred maintenance? How does your facility measure up to other church facilities? Do you spend too much on utilities? Too little on general maintenance? Do you have enough facility staff? We will be addressing things you should know and ways to gather that data.

## Levites in Levis: The Ministry of Church Facilities Management – Patrick Hart

From the Levites, charged with the care of the tabernacle during the exodus, to the church facilities managers of today, this workshop will explore the importance and role of the church facilities ministry in stewarding the properties of the 21st century church.

## Keeping Churches Safe: Cleaning Through COVID-19 – Robert Jacobs

In a time when cleaning is of the utmost importance, how to reopen churches and schools is a conversation many are having. We will discuss how to ensure the safety of your coworkers, students and congregation through good cleaning practices. Topics include which chemicals to use and their kill times, whether your facility should be adding disinfecting specialists, and the importance of properly using electrostatic disinfecting machines.

## 7 Ways to Save Money on Facilities – Rick Cadden

Taking care of facilities can be a daunting task. Whatever size facility you manage, there are basics that will help you manage and be effective. In this session you will learn the theory of facility management, preliminary procedures to implement before you start, and how to do so in ways that will save you money. The workbook will provide you with many practical methods you can implement at your facility.

## Churches Need Saving Too – Dr. Nathan Rouse & Micah Simecek

Churches who fail to maintain modern, competitive facilities risk irrelevancy, but renovation provides churches with an effective, cost-efficient way to elevate their ministry. This architect and client team will share a case study of their recent experiences working together to transform a tired 800-seat worship room, fellowship lobby and children's areas into inspiring, spirit-filled spaces that can change lives, sharing with attendees the pinnacles and pitfalls of the renovation process along the way.

## Where Facilities and IT Intersect – Nick Nicholaou & Jonathan Smith

Whether you're a facility manager who has an IT counterpart, or are also responsible for IT, you work with many systems that are based on IT structure. Fire and security systems, security cameras, door access systems, HVAC management, data cable, WiFi, and more! In this session, we'll cover best practices from a ministry perspective, with the goal of helping you make wise decisions where facilities and IT intersect.

# Worship Team

Relax and join us for inspiring worship time with Josh Philpot, Megan Larson and the Founders Band.

## Before Keynote



**Josh Philpot, Megan Larson and Founders Band**



## Children, Youth & Schools

### Supportive Self-Care Strategies for Teachers – Ginger Hill

Hats off to teachers who have been ministering to children while continually adapting in a cloud of uncertainty! Serving children effectively requires more than lesson plans, teaching methods, classroom management and spiritual disciplines. Every teacher needs practical strategies to stay well so they can serve well. Explore the small and sustainable health habits that enable teachers and childcare workers to overcome obstacles to fulfilling their ministries during unprecedented times.

### Top Risks to Students Today – Paula Burns

Risk Manager Paula Burns, CIC, CRM leads this workshop discussing emerging risk in youth and children's ministry. Topics include online meeting formats, childcare structure for home group meetings, and child-on-child abuse prevention. Includes an interactive and informative roundtable discussion on these topics.

### America's Future is in Your Hands – Justin Holcomb & Stephanie Chase

Our students are America's future. Bring your questions and join us for a serious discussion regarding children and youth topics that will shape our country in the years to come.

### Leading Kids Ministry in the New COVID Culture – Stephanie Chase

As a result of COVID, Kids Ministry rules and guidelines are different. Everything can change at a moment's notice. Some leaders are afraid, and others say they're "over it." Discover a new way to lead your ministry in our current reality.

### Artificial Maturity: Leading a Tech-Savvy but Emotionally-Stunted Generation – Dr. Tim Elmore

Today's students are facing a complex crisis: adolescence is expanding in both directions—starting earlier and ending later. This new reality is creating a generation of paradox, one in which young people are both more and less mature than generations before. Using key insights from his book, "Artificial Maturity: Helping Kids Meet the Challenge of Becoming Authentic Adults," this session will help leaders of all kinds understand authentic maturity, how it impacts society, and how to create a balanced environment that enables children to lead themselves well and influence others in a positive way.

*"The session leaders were amazing and shared relevant information for churches about current issues in our society. I never leave the conference without being challenged to grow professionally and personally."*

# College & Single Adults

## Steps to Take Your College Ministry from Good to Great – Paul Calcote

This session will equip you to take your ministry to the next level of engaging and discipling college students. Explore the crucial ideas of keeping Christ at the center of your ministry and continuing to grow as a minister, as well as teaching the Bible well, modeling churchmanship, creating memories with college students and more!

## 5 Topics You Must Teach Every Year to College and Single Adults – Paul Calcote

These topics are always on the minds and hearts of college students: Purpose, Relationships, Finances, Mental Health and Physical Health. All fall under the umbrella of “adulting.” 3 John 1:2 “Beloved, I pray that all may go well with you and that you may be in good health, as it goes well with your soul.” With over a decade of experience in college ministry, Paul will discuss why these topics matter and how to approach them from a Biblical worldview.

## From Spectators to Participators: Building Leaders in Your Ministry – Paul Calcote

The mark of great and effective ministry is the level of participation of its members. Discipling our people means they are not just great followers, but great leaders. This session will explore how to create a leadership team, leadership applications, interviews, meetings and more! Ephesians 4:12 “To equip the saints for the work of ministry, for building up the body of Christ.” Through the example of Moses, we will see that delegation and building leaders matters!

# Communications, Media & Technology

## The Shifting Workplace: How We Can Effectively Work from Anywhere – Mark Owen

A recent study revealed an incredible 42% of the U.S. labor force is now working from home full-time. This has favorably impacted the features at our fingertips to efficiently complete our tasks in real-time collaboration with colleagues and those outside our organization. We will discuss the current landscape of tools available and how today’s modern desktop, complimented by Microsoft 365, provides a seamless experience at home and the office.

## Where Do I Put My Stuff? Migrating Data from Onsite to the Cloud – Alton Fojtasek

With Microsoft 365 Teams, SharePoint and OneDrive, ministry team members can now work and access data from anywhere in the world. These tools, provided to nonprofits as a Microsoft donation, allow your team to collaborate on documents simultaneously, keep each other informed on projects, and share information from any device at any time. Learn how they work together, how to structure and move your data to the cloud, and how to put this technology to work for your ministry.

## Deep Dive into Working with Microsoft Teams – Josh Gause

As a result of the shift to remote work, many organizations have begun collaborating using the Microsoft Teams platform. Teams has a seemingly endless supply of features, including holding meetings, accessing files and even serving as a phone system. We will take a deep dive into the various features and use-cases, the multitude of ways your ministry can benefit from the platform, and how to get started with Teams in your ministry.

## Features vs. Platforms: Picking Tools to Empower Your Ministry – Chris Green

How do you decide when to use the tools you already have versus the latest trendy tool everyone is talking about? We will talk specifically about Microsoft and Google technologies (Teams and Meet) versus market-leading point solutions such as Zoom, GoToMeeting and Slack. We will discuss the right time to embrace the features and powers of the platform you already have versus spending extra time, money and mindshare on those point solutions.

## Why Choose Rock RMS for Your Church? – Ben Chapman

When it comes to church management, you have choices. Rock Relational Management System (RMS) is fairly new to the market and is customizable. We will walk through a general overview of Rock RMS, contributions and giving, communications and member follow-up processes, check-in, attendance and managing groups, building a mobile app, reports, dashboards and other features and benefits. You will leave with a solid, high-level view of what Rock can do for your ministry.

## How to Utilize Facebook and Instagram in Your Ministry – Paul Calcote

The Apostle Paul accomplished GREAT kingdom work with pen and paper. We have social media and the internet at our disposal, so why not use it to fulfill the Great Commission? This session will teach you how to leverage Facebook and Instagram to build engagement with your people and do ministry online. Learn how to create a Facebook and Instagram page for your ministry and use Facebook and the Instagram “Live” function to do Bible study and announcements.

## The Transformative Power of Brand – Ted Vaughn

When your brand isn’t aligned, it creates a disconnect in how your ministry is presented and operates. This workshop will give you tools to assess, develop and implement your brand for greater impact. We will examine traditional vs. new strategy and explore what’s changed in the church and ministry landscape and why.

## The 7 Disciplines of Relationship Marketing Strategy – William Dolan

Tragically, every day organizations underperform as millions are wasted on ineffective marketing. Tired strategies and failing methods are exhausting and discouraging. The 7 Disciplines of Relationship Marketing Strategy is a biblical model with a track record of transforming organizations, cultures and people.

*“We always leave with immediate ideas we can implement to streamline systems or save resources.”*

## Communications, Media & Technology (continued)

### Beyond Social: Why Your Organization Needs Email Marketing – Tia Stabenow

In a day and age when social media is being used to censor and silence, algorithms are constantly changing, and organic reach is a thing of the past, organizations can no longer rely only on social media to grow and reach new customers. Email marketing must be a part of your marketing strategy if you want to see long-term growth and results. Learn why it is one of the most cost-effective marketing tools that yields the highest ROI.

### How to Adapt in a Digital Age Gone Wild – Tia Stabenow

Gone are the days of depending solely on your organization's brick and mortar presence. COVID-19 ushered the world into the digital age whether we were ready for it or not. Churches, schools, businesses, stores and restaurants all had to adapt in a matter of weeks in order to keep their doors open. Unfortunately, those that didn't are no longer with us. Learn how to "pandemic-proof" your organization by leveraging the power of technology and digital marketing.

### Simple Social Media Strategies for Nonprofits – Tia Stabenow

Getting followers and posting regularly as a nonprofit can seem like a daunting task when you don't have the right understanding of how social media works and the right tools. In this workshop, you will learn how to post consistently, what to post and when, understand the primary social media platforms and how to leverage them appropriately, the do's and don'ts of social media, and how to use it to grow your organization.

### Starting a Podcast in 3 Easy Steps – Tia Stabenow

Out with the old, in with the new. Podcasts are replacing blogs at a rapid pace. In order to keep up with digital trends, organizations must pivot and give their customers or members what they want—podcasts. Learn why podcasts are taking over the world, why your organization should start one, and how to start one in three simple steps.

### Power Up Your Podcast – Jon Gauger

Nobody creates a podcast with the goal of turning listeners away. But that's exactly what many of us are unintentionally doing. It's the echoey room we're recording in, or talking too far from (or close to) the microphone. In this practical seminar, we'll explore some simple, cost-effective tweaks that can be made to your podcast setup, acoustics and strategy to up your quality and increase listenership.

### Better Photos, Better Videos NOW! – Jon Gauger

You already shoot pictures and video—for your ministry, your business and your family—but so many of us settle for mediocre quality because we lack a few basic principles. This seminar will help you capture better images using the phone or camera you own right now! Learn to harness existing light, unlock the secrets of shot composition, and discover the "worst case" skills for effective videos. These simple techniques will kick your photos and videos up immediately—guaranteed!

## CEUs and Accreditation

The Texas Ministry Conference<sup>SM</sup> is a registered provider for Continuing Education credits with The Church Network.



We also provide CEU letters of participation for non-TCN attendees, including the NACFM and others who may need them.



The CO+OP is accredited by the ECFA (Evangelical Council for Financial Accountability). ECFA, founded in 1979, provides accreditation to leading Christian nonprofit organizations that faithfully demonstrate compliance with the ECFA Standards pertaining to financial accountability, fundraising and board governance.



*"Of all the continuing education conferences I attend as a CPA, this is my favorite."*

# Schedule

8:00

**Ministry Tour**

8:50 - 9:10

**Kickoff, Welcome & Door Prizes**

9:10 - 9:30

**Special Interview**

9:35 - 10:20

**Session A Workshop Topics**

**Speaker**

|      |  |                                  |
|------|--|----------------------------------|
| A-1  | The World Needs Your Story                                     | Arlen Busenitz                   |
| A-2  | How to Lead from Here to There                                 | Denise Craig                     |
| A-3  | The Importance of Vision and Credibility in a Post-COVID World | Greg Morris                      |
| A-4  | Medicare Guide for HR Administrators                           | Michelle Feagin                  |
| A-5  | Onboarding Your Next Employee                                  | Chad Carter                      |
| A-6  | What's Hot in HR   | Frank Sommerville                |
| A-7  | Accounting for the Future                                      | Ashley Voss                      |
| A-8  | Overcoming and Preventing Fraud: Being a Faithful Steward      | Laurel C. Vant                   |
| A-9  | Steps to Take Your College Ministry from Good to Great         | Paul Calcote                     |
| A-10 | Gettin' (un)Busy   | Dr. Garland Vance                |
| A-11 | Church Facility Management: Ask Away                           | Nathan Parr & Tim Cool           |
| A-12 | Weary or Well?   | Ginger Hill                      |
| A-13 | Top Risks to Students Today                                    | Paula Burns                      |
| A-14 | Deep Dive into Working with Microsoft Teams                    | Josh Gause                       |
| A-15 | The Transformative Power of Brand                              | Ted Vaughn                       |
| A-16 | Beyond Social: Why Your Organization Needs Email Marketing     | Tia Stabenow                     |
| A-17 | Churches Need Saving Too                                       | Dr. Nathan Rouse & Micah Simecek |

10:20 - 10:30

**Break**

10:30 - 11:30

**CO+OP Alley**

11:30 - 12:15

**Session B Workshop Topics**

**Speaker**

|      |  |                                  |
|------|--|----------------------------------|
| B-1  | Authentic Charisma: How to Build Rapport and Influence Others          | Arlen Busenitz                   |
| B-2  | Where Facilities and IT Intersect                                      | Nick Nicholaou & Jonathan Smith  |
| B-3  | Even Churches Need World Class Service                                 | David Reed                       |
| B-4  | Hiring for the Long-Term: Five Factors for a Healthy Fit               | Greg Morris                      |
| B-5  | Ennea HUH?   | Jodee Melton                     |
| B-6  | Top 5 Compliance Issues for Churches and Other Nonprofit Organizations | Frank & Elaine Sommerville       |
| B-7  | Financial Metrics: The Who, What, When, Where and Why                  | Rick Cadden                      |
| B-8  | Mission Critical: Generosity Discipleship                              | Mark Slabaugh                    |
| B-9  | Avoiding Burnout in Your Ministry                                      | Paul Calcote                     |
| B-10 | Why We Need Each Other   | Gary Robinson                    |
| B-11 | How Clean is Clean?  | Nathan Parr                      |
| B-12 | America's Future is in Your Hands                                      | Justin Holcomb & Stephanie Chase |
| B-13 | Features vs. Platforms: Picking Tools to Empower your Ministry         | Chris Green                      |
| B-14 | The 7 Disciplines of Relationship Marketing Strategy                   | William Dolan                    |
| B-15 | How to Adapt in a Digital Age Gone Wild                                | Tia Stabenow                     |
| B-16 | Better Photos, Better Videos NOW!                                      | Jon Gauger                       |

12:15-1:30

**Lunch, Worship & Keynote Speaker**

*"I attend every year and leave reenergized to do my job and grow our church."*



1:30 - 2:15

**Session C Workshop Topics**

|      |  | <b>Speaker</b>                      |
|------|--|-------------------------------------|
| C-1  | More Ministry Lessons of Jesus   | Arlen Busenitz                      |
| C-2  | Global Megatrends That Will Change Your Ministry                             | Robert Yi                           |
| C-3  | The Importance of Strategy Development and Execution                         | Greg Morris                         |
| C-4  | HR Roundtable  | Chad Carter                         |
| C-5  | Leading Remote Teams Without Losing Your Mind                                | Chad Williams                       |
| C-6  | What is Your 990 Telling You?  | Jonathan Tucker                     |
| C-7  | Recent Developments from Capitol Hill Impacting Your Ministry                | Michael Martin & Nicole Wallenfelsz |
| C-8  | Managing Contracts and Records to Protect Your Ministry                      | Vonna Laue                          |
| C-9  | Increasing Your Intimacy with God  | Peter Ndikumana                     |
| C-10 | 5 Topics You Must Teach Every Year to College and Single Adults              | Paul Calcote                        |
| C-11 | What You Don't Know Can Hurt You   | Tim Cool                            |
| C-12 | Artificial Maturity: Leading a Tech-Savvy but Emotionally-Stunted Generation | Dr. Tim Elmore                      |
| C-13 | The Shifting Workplace: How We Can Effectively Work from Anywhere            | Mark Owen                           |
| C-14 | Why Choose ROCK RMS for Your Church?   | Ben Chapman                         |
| C-15 | Simple Social Media Strategies for Nonprofits                                | Tia Stabenow                        |
| C-16 | Power Up Your Podcast  | Jon Gauger                          |
| C-17 | The Age of Experience  | Dave Raley                          |

2:15 - 2:25

**Break**

2:25 - 3:25

**CO+OP Alley**

3:25 - 4:10

**Session D Workshop Topics**

|      |   | <b>Speaker</b>                      |
|------|---|-------------------------------------|
| D-1  | Creating a Culture to Help Visitors Become Regular Attendees        | Arlen Busenitz                      |
| D-2  | Check Your Leadership Vital Signs                                   | Dr. Teresa Moon                     |
| D-3  | Remote Workforce Strategy   | David Reed                          |
| D-4  | Getting Ahead of the Game   | Jodee Melton                        |
| D-5  | Identifying Costly Gaps in Your Compensation Process                | Elaine Sommerville                  |
| D-6  | What is Your Financial Statement Telling You?                       | Vonna Laue                          |
| D-7  | Giving and Stewardship in the New Normal                            | Greg Morris                         |
| D-8  | From Spectators to Participators: Building Leaders in Your Ministry | Paul Calcote                        |
| D-9  | Levites in Levis: The Ministry of Church Facilities Management      | Patrick Hart                        |
| D-10 | Keeping Churches Safe: Cleaning Through COVID-19                    | Robert Jacobs                       |
| D-11 | 7 Ways to Save Money on Facilities                                  | Rick Cadden                         |
| D-12 | Supportive Self-Care Strategies for Teachers                        | Ginger Hill                         |
| D-13 | Leading Kids Ministry in the New COVID Culture                      | Stephanie Chase                     |
| D-14 | How to Utilize Facebook and Instagram in Your Ministry              | Paul Calcote                        |
| D-15 | Where Do I Put My Stuff? Migrating Data from Onsite to the Cloud    | Alton Fojtasek                      |
| D-16 | Starting a Podcast in 3 Easy Steps                                  | Tia Stabenow                        |
| D-17 | 10 Essentials for Accounting and Financial Reporting                | Michael Martin & Nicole Wallenfelsz |

4:10 - 4:15

**Break**

4:15 - 4:45

**Special Interview**

4:45 - 5:00

**Door Prizes & Closing Announcements**

8:00

**Ministry Tour**

*"I am impressed with the variety of vendors. They are never pushy, but always friendly and generous in their support of the conference."*

# Schedule at a Glance

|                     |                                     |
|---------------------|-------------------------------------|
| 8:00 am             | Ministry Tour                       |
| 8:50 am – 9:10 am   | Kickoff, Welcome & Door Prizes      |
| 9:10 am – 9:30 am   | Special Interview                   |
| 9:35 am – 10:20 am  | Session A Workshops                 |
| 10:20 am – 10:30 am | Break                               |
| 10:30 am – 11:30 am | CO+OP Alley                         |
| 11:30 am – 12:15 pm | Session B Workshops                 |
| 12:15 pm – 1:30 pm  | Lunch, Worship & Keynote Speaker    |
| 1:30 pm – 2:15 pm   | Session C Workshops                 |
| 2:15 pm – 2:25 pm   | Break                               |
| 2:25 pm – 3:25 pm   | CO+OP Alley                         |
| 3:25 pm – 4:10 pm   | Session D Workshops                 |
| 4:10 pm – 4:15 pm   | Break                               |
| 4:15 pm – 4:45 pm   | Special Interview                   |
| 4:45 pm – 5:00 pm   | Door Prizes & Closing Announcements |
| 8:00 pm             | Ministry Tour                       |

| Pricing:  | CO+OP Member | CO+OP Non-Member |
|---|--------------|------------------|
| <i>Early Bird Registration - to January 12:</i>         |              |                  |
| Individual  | \$99         | \$150            |
| Groups of 3 or more per registrant                      | \$89         | \$130            |
| <i>Regular Registration - January 13 to February 2:</i> |              |                  |
| Individual  | \$130        | \$160            |
| Groups of 3 or more per registrant                      | \$110        | \$140            |
| <i>Late Registration - after February 2:</i>            |              |                  |
| Individual  | \$140        | \$170            |
| Groups of 3 or more per registrant                      | \$120        | \$150            |
| <i>Day of Event:</i>                                    | \$150        | \$170            |

## Registration Information:

- Register online and pay by credit card at **TexasMinistryConference.org**.
- If circumstances prevent you from attending the conference after registering, feel free to invite a coworker or friend to take your place.
- Only registered attendees are eligible for door prizes.
- **Sneak Preview:** All attendees who sign up during Early Bird Registration will receive exclusive early access to the Ministry Tour!
- Registered attendees will have access to recorded workshops through March 15, 2021.
- Download our app for information on speakers, workshops, exhibitors and events throughout the day.
- If you have questions, please call 832-478-5131 or email: [info@TexasMinistryConference.org](mailto:info@TexasMinistryConference.org).

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For a complete list, please visit [texasministryconference.org/sponsors](http://texasministryconference.org/sponsors).

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## AUDIO VISUAL & INFORMATION TECHNOLOGY

### BEMA Information Technologies, LLC

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**Doug Reed** 713.586.6431

doug.reed@bemaservices.com

## CUSTODIAL SERVICES & SUPPLIES

### Buckeye Cleaning Centers

buckeyeinternational.com

**Geoffrey Abbott** 713.969.9336 HOU

gabbott@buckeyeinternational.com

**Charles Wood** 210.340.7777 SA

cwood@buckeyeinternational.com

**Victor Gutierrez** 512.386.7888 AUS

vgutierrez@buckeyeinternational.com

**Harrison Fregia** 314.374.0307 NAT

hfregia@buckeyeinternational.com

### Professional Janitorial Service (PJS)

pjs.com

**Robert Jacobs** 281.799.2112

rjacobs@pjs.com

### Ridley's Vacuum & Janitorial Supply

RidleysOnline.com

**Greg Zimmerman** 832.714.2950 S HOU

gzimmerman@ridleysonline.com

**Tom Poe, Jr.** 281.415.0838 N HOU

tom@ridleysonline.com

## EDUCATIONAL SUPPLIES

### Educational Products, Inc. (EPI)

educationalproducts.com

**Teresa Cliett** 832.327.6325 HOU

tcliett@educationalproducts.com

**Kevin Banker** 972.695.4973 DFW

kbanker@educationalproducts.com

**Karla Jackson** 210.714.3006 SA

kjackson@educationalproducts.com

**Lori Longoria** 512.337.9787 AUS

llongoria@educationalproducts.com

**Marta Savin** 800.365.5345 NAT

msavin@educationalproducts.com

## ENERGY & HVAC

### APS Building Services

apshou.com

**Lee Harvey** 713.979.0720 STX

lharvey@apshou.com

**Tony Ayala** 817.822.9362 NTX

tayala@airperformance.com

### CFAC Mechanical

cfacservice.com

**Buddy Randall** 281.379.2665

brandall@cfacservice.com

**Belinda Davis** 281.379.2665

bdavis@cfacservice.com

### Daikin Applied

daikinapplied.com

**Duane Rothstein** 952.261.9313

duane.rothstein@daikinapplied.com

### TES Energy Services, LP

tesenergyservices.com

**John Blunt** 866.948.5720 x103 DFW

john@tesenergyservices.com

**Michael Bernstein** 866.948.5720

mbernstein@tesenergyservices.com

## FACILITIES & OPERATIONS

### Chamberlin Roofing & Waterproofing

chamberlinltd.com

**Lilly Supplee** 713.425.9050

lsupplee@chamberlinltd.com

### High Access Solutions

wereachhigh.com

**Paul Ptak** 817.243.6800

paul@wereachhigh.com

### Imperial Utilities and Sustainability, Inc.

imperialsustainability.com

**Paul Brokhin** 713.206.1565

pbrokhin@imperialsustainability.com

### Integrity Furniture Solutions

integrityfurniture.com

integrityfurniture.com

**Drew Coleman** 888.398.8897

drew@integrityfurniture.com

### MITY Inc.

mityinc.com

**Diane Brereton** 800.282.6498

diane.brereton@mityinc.com

### Modern System Concepts, Inc.

modernsys.com

**Scott Gahn** 713.412.8314

scott.gahn@modernsys.com

### Pogue Construction

pogueconstruction.com

**Zach Walker** 972.529.9401

zach@pogueconstruction.com

### Sherwin-Williams Co.

sherwin-williams.com

**Wade Griffin** 512.585.0713

wade.griffin@sherwin.com

### Total Recreation Products (TRP)

totalrecreation.net

**Kelly O'Conner** 800.392.9909

info@totalrecreation.net

### Voss Lighting

vosslighting.com

**Jason Gingrich** 713.996.8060

jason.gingrich@vosslighting.com

### Yellowstone Landscape

yellowstonelandscape.com

**Travis Rogers** 832.928.7650

trogers@yellowstonelandscape.com

## FINANCIAL INSTITUTIONS

### Frost Bank, Public Finance Division

frostbank.com

**Noel M. Byrne**, Division Manager

713.388.1146

noel.byrne@frostbank.com

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shirley.cox@frostbank.com

**Anthony White**, South TX Sales Manager

210.220.6996

awhite@frostbank.com

**Mark Worthen**, Gulf TX Sales Manager

713.388.7588

mark.worthen@frostbank.com

## FINANCIAL SERVICES

### Ann E. Williams, PC

cpawilliamsonline.com

**Ann Williams** 832.242.4739

awilliams@cpawilliamsonline.com

### APS Payroll

apspayroll.com

**Michael Sutton** 318.629.5076

msutton@apspayroll.com

### Ratliff & Associates, PC

ratliffcpas.com

**Mr. Ashley Voss** 817.332.3222

avoss@ratliffcpas.com

**Ruth Ann Voss** 817.332.3222

info@ratliffcpas.com

## FOOD SERVICE & SUPPLIES

### Ben E. Keith

beneketh.com

**Chris Olah** 832.878.3788

jcolah@beneketh.com

### Daily Java

dailyjava.com

**Mike Bacile** 214.821.8818

mike@dailyjava.com

### First Choice Coffee Services

firstchoiceservices.com

**Ross Hebert** 281.820.6300

r.hebert@firstchoiceservices.com

## INSURANCE

### Core Benefit Services, Inc.

corebenefits.net

**Kim Whaley RHU** 713.647.9700

Group Employee Benefits Specialist

kim@corebenefits.net

### Health Insurance Solutions

MedicareandLongTermCareSolutions.com

**Michelle Feagin, RHU** 281.752.4830

mfeagin1@comcast.net



## Insurance One Agency

insuranceoneagency.com

**Gary Benson** 281.350.6277 HOU  
garyb@insuranceoneagency.com

**Paula Burns** 281.350.6277 HOU  
pburns@insuranceoneagency.com

**Rick McCrary** 972.267.8000 DFW  
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## OFFICE SUPPLIES & EQUIPMENT

### Office Depot Business Solutions Division

http://bsd.officedepot.com

**Buying Group Customer Service**  
800.650.1222

**Andre Riedl** 855.337.6811 x 12682  
andre.riedl1@officedepot.com

### Sharp Business Systems

tx.sharp-sbs.com

**Daniel Anders** 713.688.8873  
Daniel.Anders@SharpUSA.com

## PRINTING SERVICES

### Brodnax 21C Printers

brodnax21c.com

**Scott Muckensturm** 972.533.6872  
scott.muckensturm@brodnax21c.com

## PROMOTIONAL PRODUCTS

### NW Digital Works, LLC

nwdigitalworks.com

281.370.3900 Office

**Mike Roberts** 713.594.2129 Direct  
MERoberts@nwdw.biz

## SIGNS

### National Signs, LLC

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a Comet Signs Company  
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**Monic Ingram** 832.980.7550  
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## MINISTRY PARTNERS

### Smart Church Solutions and eSPACE

smartchurchsolutions.com

**Tim Cool** 888.448.5664  
info@smartchurchsolutions.com

*Facility Management Software Solutions*

### Generis

generis.com

**Greg Morris** 404.408.0192  
greg@generis.com

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### Salem Media/KKHT 100.7 FM

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**Bernard Lee** 713.260.6116  
bernard.lee@salemradiohouston.com

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# TMC Checklist



- Read the Conference Brochure
- Visit the website: [TexasMinistryConference.org](http://TexasMinistryConference.org)
- Invite my friends and coworkers to get group rates
- Register early and take advantage of special offers!
- Make a list of questions to ask CO+OP Alley exhibitors
- Schedule personal appointments with exhibitors in advance
- Let my team know I have special plans on February 18!
- Print my agenda for the day
- Make sure my speakers and webcam are working
- Clear my desk and have supplies handy to take notes
- Have my lunch ready
- Log in and browse the Conference site
- Enjoy a full day of learning, networking, worship and prizes!
- Watch as many workshops as I want until March 15!
- Complete my speaker and conference evaluations
- Mark February 16, 2022 on my calendar for next year's TMC!

# New Medicare Annual Enrollment Periods!

**October 15<sup>th</sup> - December 7<sup>th</sup>**  
Drug Plans and Advantage Plans

**January 1<sup>st</sup> - March 31<sup>st</sup>**  
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*How can we help you?*



Michelle Feagin, RHU

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