

The Friday Epistle

*A project of the North Central Chapter of NACBA,
the National Association of Church Business Administration*

Friday, February 3, 2012

fridayepistle@nacbancc.org

www.nacbancc.org



NACBA – The National Association of Church Business Administration

The National Association of Church Business Administration® is an inter-denominational association of churches and individuals which exists to serve the Church by advancing professional excellence in individuals serving Christ through administration in local churches. If you are involved in any capacity with church administration, or if you desire a professional relationship with NACBA, there is a membership classification for you. We encourage your participation. Learn more at www.nacba.net.

The North Central Chapter of NACBA

The National Association of Church Business Administration

Our Mission: To empower Christian ministry through support of church administration.

Our Vision: To equip and reach out to people in church administration through education, connection, and communication.

The 2011-2012 meeting schedule is on line at www.nacbancc.org/mschedule.asp.



Minnesota Association of Church Facility Managers

MACFM (www.macfm.org) was established to promote fellowship, networking and educational opportunities for Christian Facilities Professionals (managers, maintenance, custodians), through the form of monthly meetings, discussion groups, and professional training. *Come check us out!*

For more information contact:

President, Jim Theis, jim.theis@westwoodcc.org, or call (612) 918-1727

Tip of the Week Section

Originally run February 11, 2011

The AGO List

Didja know? The Twin Cities Chapter of the AGO, the American Guild of Organists, has a pretty exhaustive reference to many of the church organs in and around the Twin Cities area. You can see their listing at http://web.me.com/rgreene/Organ_Webpages/Organ_Index.html. If your church's organ isn't listed, or if there are errors on your listing, squirt him an e-mail; he's happy and prompt in responding. You may wish to cross-reference his site into yours.

Chapter Meeting Section

Annual February Retreat

Are you a “Woo?” A “Maximizer?” An “Arranger?” Using [Strengthsfinder](#), an online assessment, you’ll discover if these are among your top five strengths and talents. Once you know, how do you apply them?



Join your fellow church business administrators as **Phill Martin**, Deputy CEO of the National Association of Church Business Administration, coaches us building on our top five themes and developing a personal action plan.

During the conference, we will have ample opportunities to network, share our experiences as church business administrators and refresh our ministry with devotion and prayer. Hear practical advice to reshape the way you serve and improve the performance of your church.

Come and be equipped with the tools of positive attitudes, skills, and strategies you need to become an influential leader and follower in a God-honoring way.

NACBA North Central Chapter Annual Retreat February 16-17, 2012

[Mount Olivet Retreat Center, Farmington MN](#)

Seminar Fees:

If you have already taken the Strengthfinders assessment and do not need the book, you may deduct \$15.00.

Seminar only: \$180. Fee includes snacks, lunch and dinner Thursday, lunch Friday and all conference materials.

Overnight Options:

Fee includes conference and following meals: breakfast, lunch and dinner Thursday, lunch Friday and all conference materials.

Thursday evening: __ Shared room (\$210) ___ Private room (\$225)

Two nights: \$270 *includes the above, overnight stay Wednesday and breakfast Friday.*

Get your registration form at <http://www.nacbancc.org/images/RetreatRegistration.pdf>.

The registration deadline is today!

Get Educated Section

Is your Church Business Administrator Certified?

Give your CBA the knowledge and tools to perform skillfully!

The Saint Paul Seminary School of Divinity of the University of Saint Thomas, MN is offering a Certification Program in Church Business Administration. We recruit a highly acclaimed and ecumenical faculty and our participants come from all over the country. The program consists of two continuing education seminars, each two weeks in length, accredited by the National Association of Church Business Administration, which establishes the guidelines. One need not be seeking certification to attend the seminar and seminars can be taken in any order or one week at a time. Continuing Education Units and 2 Graduate Credits are available. Cost is \$650 for two-weeks or \$350 for one week packed full of vital material.

The seminars cover the following topics:

Seminar I: June 4-15, 2012

- Property Management
- Theology of Stewardship
- Informational Management
- Communication & Marketing
- Personnel Human Resource Management
- Office Management
- Staff Development
- Congregational Leadership

Seminar II: June 3-14, 2013

- Legal & Tax Matters
- Theology & Ethics of Church Administration
- Christian Perspectives & Theology of the Church
- Strategic Planning
- Financial Management
- Stewardship of Self

For more information visit our website at: www.stthomas.edu/spssod/nacba/default.html or contact the NACBA Program Coordinator at 651-962-5050.

To print out a brochure and registration visit

www.stthomas.edu/spssod/nacba/nacbapdf/NACBA2012-13-Brochur.pdf.

Share the Knowledge Section

ACS Group Forming

I am forming an ACS User Group for the Twin Cities area. If you use ACS and would like to network and share information on how best to use ACS please come and join our first meeting. We will meet at Plymouth Congregational Church, 1900 Nicollet Avenue, Minneapolis, on March 16th at 10:00am. The program will be based around how we should form, where to meet, how often to meet, etc. I'd plan about an hour. Please email me if you can attend, or be put on our ACS User Group List. I hope we can make this work!

Karen E. Hartz

Director of Operations

Plymouth Congregational Church

1900 Nicollet Avenue

Minneapolis, MN 55403-3746

(612) 977-1266

karenh@plymouth.org

Maintenance Plan Assistance Needed

We are putting together a comprehensive maintenance plan. Any ideas on software, best practices?

Thank you,

Jeri Lowe

Facilities

Trinity Lutheran Long Lake

2060 County Road 6

Long Lake, MN 55356-9564

952-473-8577

thejlowe@aol.com

Beg, Buy, Sell, or Give-Away Section

Candles – Cheap!

We have 5-boxes, 12 candles in a box of Victoria Lynn 12-inch Taper Candles - "Great for Weddings".

We originally paid \$60.00 and some tax. You can have all 5-boxes (60 Candles) for \$20. If interested,

Contact

Bill Conlin

Business Administrator

Incarnation Lutheran Church

4880 Hodgson Road Shoreview, MN 55126

(651) 484-7213

bconlin@incarnationmn.org

Job Line

Find the Job Line at www.nacbancc.org/JLS.asp.

Meeting Schedule

Our chapter's meeting schedule, complete with maps and hyperlinks, is on our web site at <http://www.nacbancc.org/mschedule.asp>.

About Us

The Friday Epistle, a project of the North Central Chapter of NACBA, the National Association of Church Business Administration, is a free e-mail service for church administrators; it's available to anyone who wants it. Feel free to pass this document to anyone who may be interested. To subscribe, please send your e-mail address to

Craig M. Wiester, CCA

fridayepistle@nacbancc.org

To unsubscribe, send "Unsubscribe" to that same address.