

*A Conference for  
Churches, Schools, and Ministries*



Presented By:



**Together**  
We Optimize Diversity...

**Premier Vendors  
in CO+OP Alley!**

**New for 2015...  
Hispanic Track!**

**Champion Forest Baptist Church, Houston, TX**

Check out all the details at [www.TexasMinistryConference.org](http://www.TexasMinistryConference.org):

- Speaker Information
- Workshop Summaries
- Schedule
- Hotel Accommodations
- Registration
- Venue

**Networking  
Fellowship  
Learning  
Great Food**

February 19, 2015

*"There is neither Jew nor Greek, there is neither slave nor free,  
there is no male and female, for you are all one in Christ Jesus."  
Galatians 3:28*

**2015 Texas Ministry Conference<sup>SM</sup>**

# Keynote Speaker



## Afshin Ziafat

Afshin Ziafat is the lead pastor of Providence Church in Frisco, TX. He is also the founder of Afshin Ziafat Ministries and travels nationally and internationally proclaiming the gospel of Jesus Christ in churches, retreats, camps, conferences and missions.

## Personnel & Human Resources

### Religious Employers Beware: Your Legal Risks Are on the Rise – Gayla Crain

This workshop will provide up-to-date information on employment law issues and risks that church employers face. Changes are occurring every day. We will address handbook and policy updates, Title VII exceptions to protect the church from claims, and best practices for religious employers.

### Wage and Hour Update: Of Course Your Church Is Covered by This Statute; and New Problems with Social Media for Employers – Gayla Crain

This workshop will cover two of the toughest areas of employment law today: wage and hour laws and social media. Attendees will learn how to audit a Church's competition practices to ensure the church is in compliance, what to do when non-compliance is discovered, and major risks with improper use of social media.

### Good Grief! They Said What???? – Cheryl Reed

How many times have you cringed when you heard a manager say things that you knew were inappropriate? This session will explain the difference between appropriate and inappropriate comments under the various discrimination laws, how to respond legally and ethically to complaints by conducting investigations or inquiries, and the importance of confidentiality and retaliation.

### Performance Management vs. Performance Appraisal: What's the Difference? – Cheryl Reed

Do managers really understand the difference between performance "management" versus performance "appraisals"? This session will provide information on how to strategically plan for managing performance, how to appropriately review and rate performance, and how to set future goals to enhance performance.

### Terminations: How to Fire Graciously – Cheryl Reed

Terminating someone's employment is a difficult thing for any manager to do, tactically, physically, and emotionally. This session will provide information on how to terminate employment appropriately, how to protect your organization, and how to preserve dignity and integrity for all involved.

### HR Roundtable – Sue Washburn, Karen Winship, Narda Weierbach, Elaine Welcome, facilitated by Cheryl Reed

This workshop will cover relevant topics that Churches, schools, and other non-profit organizations face in the area of Personnel and Human Resources. Bring your questions with you or submit them in advance to [info@TexasMinistryConference.org](mailto:info@TexasMinistryConference.org). Our panel of experts will share their experience.

### Managing Generational Diversity – Karen B. White

The workshop will review the influences and traits of each generation, introduce and define Generational Personality, bring understanding behind the talent gap, and identify four clashpoints.

# Finance, Tax & Legal

## Accounting Q&A Roundtable – Ashley Voss and John Ratliff (Limited to 10 attendees per workshop session)

Accounting, internal controls and reporting can be challenging activities for your Church bookkeeper or administrator. Have you ever wanted the opportunity to discuss your questions and issues with a CPA? In this roundtable format, attendees to this workshop will be given an opportunity to ask their questions, share their “war stories” and discuss with the presenters strategic, real-life solutions.

## Donor Restricted Funds – Ashley Voss and John Ratliff

Contributions may be restricted temporarily, permanently or not at all. How does your Church ensure that a donor’s intentions are met in a manner that is consistent with your mission? Attendees to this workshop will be enabled to understand the accounting requirements, legal implications, and best practices for Churches who receive, manage and administer donor-restricted funds.

## He Said, She Said: The Sommervilles’ Tax and Legal Update – Frank Sommerville and Elaine Sommerville

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

## Caring for Executive Staff through Compensation Planning – Elaine Sommerville

Too many churches approach compensation for their key staff members without thought to tax effects or plans for the future. Through a review of key elements of compensation, learn how to maximize dollars dedicated to executive compensation packages. The session will discuss base compensation, housing allowances, retirement planning and key fringe benefits.

## Texas Sales Tax: The Hidden Liability – Elaine Sommerville

There are few exemptions from the responsibility of collecting sales tax, so many churches are unknowingly creating a liability year after year that may be assessed at any point in time. Explore the ins and outs of a church’s responsibility to collect and remit Texas sales tax. Learn which sales are exempt and when an item is really offered for a “donation” rather than sold.

## Avoiding Lawsuits: Cheaper to Avoid Than to Defend – Frank Sommerville

Lawsuits consume valuable assets including money, time, and emotional energy from church staff. While no church actively looks for a lawsuit, certain actions or lack of actions can create an atmosphere inviting lawsuits. Learn the areas of concern that need specific attention to avoid a lawsuit. An ounce of prevention is worth a pound of cure.

## Contract Labor: What You Do Not Know Can Hurt You – Frank Sommerville

One of the biggest risks that churches and ministries face is related to their misclassification of workers. Learn how to correctly classify workers, respond to an IRS payroll tax exam, and learn how this misclassification can affect the application of other laws and create additional penalties.

## Creating an Effective, Yet Concise, Chart of Accounts – Cynthia Cox

Do you find yourself struggling to create a chart of accounts that keeps your finance committee happy, your staff reporting expenses properly, your budget well managed, and your finance statements in compliance with accounting standards? In this session we will explore options for setting up your chart of accounts in the most effective format for your situation.

## We Have Agreed to an External Audit; Now What? – Ann Williams

Churches and other not-for-profit organizations are often required to have an annual audit. If this is your first audit or you are considering an audit and do not know what is required, then this is the workshop for you! We will overview the audit process, identifying the internal controls and other related processes the organization should have in place, as well as the documents needed to get started.

## Vendor Agreements: What Every Decisionmaker Should Know – Cory Halliburton

There’s nothing standard about “standard terms and conditions.” This session will provide a focused look at overlooked or ignored terms of contracts with outside vendors and service providers. The session will assist participants to understand contract areas ripe for negotiation, risk and reasonableness.

## Faith and Finances – Bradley Vinson

We live in a world where bondage to student loans, car payments, credit cards and other forms of debt is common. But it doesn’t have to be that way for you. You can BE FREE! During the Faith and Finances session, you will discover a world of freedom by using a biblically based, proven process to break free from financial bondage and live victoriously.

*“This is the best conference and the best  
valued conference we attend.”*

Additional workshop content and speaker  
biographies can be found online.

# Operations & Facilities

## Creating Capital Reserves – Tim Cool

How does your church address capital replacement? Do you cross your fingers and hope for the best? Do you have to do a capital campaign to raise funds every time an HVAC system goes down? There is a better way: [Capital Reserve Planning](#). Learn means and methods of proper planning, life cycle management, baseline calculations and how to use tools.

## Church Locality: Church Facilities of Tomorrow – Tim Cool

This workshop is based on Tim Cool's latest book, *Church Locality: New Rules for Church Buildings in a Multisite, Church Planting, & Giga-Church World*, co-authored by Jim Tomberlin. We will unpack some practical tools to use when thinking about buildings and site selection for new campuses and church plants.

## Why Church Buildings Matter – Tim Cool

The church campus tells a story. Stories are all around us, in virtually every aspect of our daily experiences, which means that our church and ministry facilities also tell a story. This workshop addresses how the church space supports the story of the people, primes the hearts, minds, and emotions of your guests, and brings people into the story of the church.

## The Ins and Outs of Mitigating Fire Damages – Brad Murff and Rachel Barnett

This workshop will address the many facets of fire damage restoration such as HVAC systems cleaning and decontamination, restoring electronics and documents, magnetic media recovery, and dehumidification. We will discuss the restoration of both structures and content.

## The Ins and Outs of Mitigating a Water Loss – Brad Murff and Rachel Barnett

This workshop will cover the many facets dealing with water and loss. We will cover what water can do, how to restore wet carpet, when to dehumidify, dealing with soft goods, and secondary damage.

## Tips and Tricks of Facility Managers (Panel Discussion) – Carter Bliss, Rick Burdon, Randy Barnett, Dean Johnson

This panel of Facility Managers will lead in discussing tips and tricks that have helped them in managing facilities. Whether you have questions that you would like addressed, or have tips for sharing your experiences with others, come be a part of this dynamic group.

## The Ministry of Maintenance – Dean Johnson

"All work and no play make Jack a \_\_\_\_\_!" You fill in the blank. The key phrase here is "all work." What we do, whether in facilities, business administration, pastoring, food service, media, whatever, should be our ministry. All too many times we come to view it as "work." In this session we'll look at the answers to questions that I will ask and see what we need to do to get back on a ministry track.

## Church Construction: Identifying a Building Partner – Rich Ruiz and Troy Davenport

This workshop will provide an overview of the different construction services roles, the different types of contracts, benefits of a construction team, and the role the construction services team plays as an interface with client, architects, engineers and consultants.

## Optimize Your Energy Savings – Don Oprea

Are you concerned about energy costs in your facility? This overview will educate you on the basics of lighting, what's driving your costs, and some remedies available to lower your costs. We will cover lighting terminology, fixtures, energy consumption, and tips to optimize your energy use.

## Understanding and Implementing Necessary Safety Practices in Your Church – Nathan Parr

Safety is a major concern for any church. Fortunately for us there are resources available to help guide and direct us on our path. Resources such as OSHA, NACFM, and NACBA, as well as the Internet, allow us to become more informed than ever. Participants will learn of common OSHA regulations that affect churches, necessary safety policies, and ways to present safety needs to the church body.

## Maintaining the Life of Your Building and Equipment – Nathan Parr

From the moment the first shovel breaks ground, your facility and all that is in it begins a countdown to failure. God has entrusted us with the physical upkeep of our facilities. This session will concentrate on the need for long-term life cycle planning, practical ways to get started, and how to use the information to budget both for the short term and the long term.

## Using Security Products in Your Facility to Minimize Risk – Nathan Parr

Increasing the level of security in your facility does not always require more personnel. This session will explore the difference between active and passive security solutions, as well as discussing many of the systems that a facility can purchase and install in-house.

*"This conference is a nonstop information machine!"*

Additional workshop content and speaker biographies can be found online.

# Leadership, Ministry Development & Stewardship

## The Missing Values of Exploration and Discovery – Les Herron

The leader is often seen as the person who has the answers and sends others away with good ideas. Others expect us to tell them what to do. How would things be different in your organization if you, instead of giving answers, helped others explore and discover solutions on their own? This session will provide strategies in how you can lead others to explore and discover best solutions.

## Seven Things Every Leader Should Know about Money – Bradley Vinson

As a leader you can't lead a financially healthy church if your own personal finances are not solid. In this session you'll get practical and biblical advice that you can implement immediately. We will discuss a proven process to help you save money, build a legacy, and make wise financial decisions that will affect your family, church and more.

## Being a Leader Worth Following – Tim Stevens

Every week you hear another story of a church leader who becomes disqualified because of a personal choice or failure. This could happen to any of us. There are some simple (but not easy) personal disciplines every leader needs to consider in order to build their ministry on a foundation of integrity.

## Building Your Staff and Your Culture – Tim Stevens

Many leaders spend way too much time dealing with staff conflict and hiring replacements. From 19 years' experience at the same church that has grown from five staff members to more than 100, Tim Stevens will share from his learnings, both good and bad.

## Effective Time Management – Jonathan Smith

Gain control of your schedule, enjoy life and ministry, and maximize your effectiveness. In this session you will learn how to do more with your time, distinguish "effective" from "busy," control interruptions, and communicate with your co-workers.

## Cultural Intelligence I for Leaders – Michael Euliss and Dr. Dee Stokes

Have you or your staff ever been challenged to work with someone from a different culture? Do you see the term "diversity" as being confusing and sometimes divisive? For a 21st century leader to be most effective, they must be highly culturally intelligent and transformational. In this session participants will gain an overview of the importance of Cultural Intelligence from a leader's perspective.

## Cultural Intelligence II for Leaders – Michael Euliss and Dr. Dee Stokes

In this session, picking up from Session 1, participants will gain an in-depth look of the importance of Cultural Intelligence from a leader's perspective and discuss in depth the four subscales of CQ: cognitive (knowledge), metacognitive (strategy), motivational (drive), and behavioral (action).

## How to Analyze Your Data: Trends in Your Data That Will Surprise You and Give You Practical Steps to Elevate Your Giving – Mark Slabaugh

Church intelligence is a growing area. The more we know about giving patterns, the more we can grow givers and increase giving. Ignoring your data will limit your ability to lead and have ministry impact. You can know where your giving really stands so much sooner than what is typical. Learn how to get the numbers, read the numbers, and take action on what is really going on.

## How to Increase the Front Door of First-Time Givers and Shrink the Back Door of Givers Who Stop Giving – Mark Slabaugh

Why does it take so long for people to start giving? We have created a pattern that actually reinforces not giving an initial gift. If we can accelerate first-time giving, the reward for the giver and the church is enormous. And why do people stop giving? We will learn how to identify givers who have stopped and how to re-engage them in giving before they leave your church.

## The Essential, Under-the-Radar Habits of Churches That are Abundantly Funded – Mark Slabaugh

We will look at the emerging and innovative best practices of churches that abundantly give: not tips and techniques, but a behind-the-curtain look at how churches inspire givers.

## Innovations in Giving: What's New and Working That Will Increase Your Giving – Brad Leeper

Churches today tend to rely on the default giving culture that has driven most churches for decades. Learn how to break out of that default pattern to realize much better giving. Curious as to what the default giving pattern is? You will be surprised to understand those practices and how we can change them without negative reaction from your church.

## Innovations in Capital Campaigns: No Longer Bound by the Same Old Same Old – Brad Leeper

The current capital campaign model is decades old and not necessarily the best option in today's church culture. Learn a new campaign option of engaging givers in your mission that will change the giving culture of your church beyond the capital campaign. This new option is much more organic, holistic and healthier for your church. Engage far more givers, elevate sustained giving and grow leaders. Can you really break out of the mold? You bet.

*"The Texas Ministry Conference was not only relevant and on point for current issues that we dealt with in a variety of ministries, but it was incredibly encouraging and helpful in equipping us with how to better handle those issues."*

# Social Media, Communications & Technology

## Social Media Strategy: Let's Get Started! – Tonya Frye

If you feel intimidated about social media and where to begin, this is the workshop for you. We will focus on the three top social media platforms: Facebook, Twitter, and LinkedIn. Attendees will learn how to get started without becoming overwhelmed and how to use social media platforms effectively!

## Diversify Your Audience on Social Media – Priscilla Arteaga and Reynel Oliva

This workshop will demonstrate how to utilize social media as a marketing avenue to broaden and capture your intended target audience. Attendees will learn how to best utilize social media platforms based on the needs of their respective organizations.

## Making an Impact with Social Media – Jonathan Smith

Learn how to use social media to reach folks around you and avoid contributing to the noise that is online. You can use social media to get into the White House, gain access to secure government installations, and impact Christ's Kingdom. You will learn how to be effective and not just loud, and whether or not you need a full-time social media director or staff position.

## What's New in Technology: How IT Can Enable Your Ministry – Chris Green

Attend this workshop to learn how staff can work remotely in a safe and confidential manner, what technology collaboration tools there are for churches, how secure your data is if you open up wireless access to all, and whether or not you can have a private and public environment or if you should move everything to The Cloud. This workshop will answer questions about The Cloud and Macs, and BYOD.

## The Future Arrived Yesterday – Rob Long

This course blends insightful new knowledge about the values and skills needed to succeed in today's socially connected economy with "how-to" details for practical application. Participants will learn how technology is revolutionizing business, how to leverage diversity for advantage, and how to live a life of meaning.

## Say "No" to So-So: A Non-Profit Communication Case Study Show-N-Tell – April Canik

Sit in on this interactive discussion of how other nonprofits, schools and churches have communicated about events, stewardship and capital campaigns, and how they are approaching "prospects" and cultivating donors. We will dissect several award-winning communication campaigns to reveal goods and results, and include real-life communication examples that boost effectiveness through creativity.

## IT: Common Mistakes to Avoid & Current Trends – Nick Nicholaou

Many ministries make costly IT mistakes. These include hardware, software, and staffing strategies. We'll look at some of the most common and costly, and talk about where IT is heading to help you make decisions that will save money, facilitate ministry, and reduce stress.

## Prioritizing Church Communications, Bob Wolfe & Phil Elmore

This workshop will address building and maintaining a consistent and dependable communications strategy. Attendees will learn how to develop best practices for understanding church communication in terms of audience needs, overall strategy, content and implementation. We will cover developing the role and discipline of communication leadership within a church environment, as well as evaluating communication tools and systems for optimal effectiveness.

# Churches, Schools, & Non-Profits

## The 3 Ds of Destination – Les Herron

As leaders we are called upon to fulfill obligations and take on tasks that are not suited to us. Often these are diversions that move us in the opposite direction of where we were headed. Attendees will discover why we continue to focus on what is urgent rather than on what is truly important, and the most effective path to managing our time based on where we want to end up in life.

## Avoiding Burnout and Staying Stoked for Ministry – Arlen Busenitz

Have you lost your drive for ministry? Are your volunteers burning out? Discover how to stay energized and motivated in ministry. Understand why burnout happens and how to prevent it. Learn specific ways to motivate, encourage, and stir up passion for ministry in your volunteers. Get refocused and re-energized as you discover the purpose of your ministry and God's calling for your life.

## Unmuting the Children: Empowering Their Voices – Coretta Turner

This workshop is designed to equip adults with the tools that will promote effective communications skills (both verbal and nonverbal) that empower the voices of children and increase their self-confidence and self-esteem. Attendees will participate in activities that can be used to change the way families communicate using positive reinforcement.

## What Are We Trying to Sell? – C. J. Malott

In a world full of "noise" and information overload, it is easy to be missed, forgotten, or seen as insignificant. How are we supposed to keep up with all the promotions, advertisements, and gimmicks and be effective in selling our ministries to others? In this session we will discover the importance of understanding exactly what we should be trying to "sell" so others will know who we are and why they need us.

Additional workshop content and speaker biographies can be found online.

## Churches, Schools, & Non-Profits, Contd.

### Reaching Outside the Church Using Sport and Recreation – Dave Bundrick

Sport and recreation serve as a common language, reaching across all divides (socioeconomic, racial, gender, etc.). When utilized properly, these activities can serve as tremendous tools to reach those that the church could not otherwise. By the end of this workshop, attendees will understand how to best utilize these tools to reach their community, regardless of facilities and budget.

### Defending Your Ministry from Five Critical Risks – Gary Benson and Paula Burns

This interactive workshop will provide practical tools to assist in reducing five critical risks to ministries today. Attendees will learn how to identify risks regarding Youth Parental Consent Forms, Building Use Agreements, Sexual Abuse Coverage Gaps, Communicating with Social Media, and Transportation.

### Defending Your Body, Not Just Your Beliefs – David Moran

This workshop will discuss simple techniques for self-defense in the current environment that surrounds us today. The workshop will provide insight into methods of self-defense. Taught by former military and current law enforcement professionals, participants will have a working knowledge of how to implement self-defense measures in their daily routines.

### Firearm Familiarity Course – David Moran

This workshop will familiarize the inexperienced or novice shooter with a firearm, to build confidence in their ability to employ it properly during an urgent situation if non-lethal self-defense is no longer an option. We will address the proper handling and loading of weapons, safety rules, cleaning and storage of handguns, assembling and disassembling a firearm, types of weapons, and much more.

### Cultural Intelligence I for Those Who Are Not in Charge – Michael Euliss and Dr. Dee Stokes

Have you or your staff ever been challenged to work with someone from a different culture? Do you see the term “diversity” as being confusing and sometimes divisive? Cultural intelligence (CQ) is defined as “an individual’s capability to function and manage effectively in culturally diverse settings.” In this session, participants will get an overview of the importance of CQ for everyday use.

### Cultural Intelligence II for Those Who Are Not in Charge – Michael Euliss and Dr. Dee Stokes

In this session, picking up from Session I, participants will get an in-depth look at the importance of Cultural Intelligence for everyday use and discuss the four subscales in depth. Participants will learn about knowledge, strategy, drive and action.

### Even Churches and Schools Need World-Class Service – David Reed

During this engaging presentation we will explore the importance of Customer Service in the Non-Profit World. Attendees will learn how to defuse angry customers, the Top 10 Customer Turnoffs, how to better communicate between teams and customers, and service skills that result in better relationships with every group of customers.

### Understanding Social Security and Medicare – Andrew Hardwick

This workshop will cover the basic understanding of the different benefits Social Security provides to retirees, individuals with disabilities, and survivors of deceased workers. Attendees will be able to distinguish parts A, B, and D of the Medicare program, including how to apply and who is eligible, and will be able to use SSA’s online tools to expedite filing for benefits.

## Personal & Spiritual Development

### The Iceberg Principle: How to Connect Habits to Vision and Change Your Life – Les Herron

How much more quickly and easily would you accelerate towards your vision if your habits were connected to what you see for yourself and your ministry in the future? In this session attendees will discover how to connect habits to vision and change their future, how the right habits can consistently and smoothly move them towards their vision, and a simple strategy to connect habits to vision.

### Ministry Lessons from Jesus – Arlen Busenitz

Feel overwhelmed and overextended? Imagine what Jesus’ ministry was like. You’ll discover principles from His life which help you stay recharged, focused, effective, and making good decisions. By the end of the session attendees will be able to stay recharged by applying principles from the life of Christ, and have a realistic view of ministry and learn the power of “no.”

### How to Thrive in Your Personal and Ministry Life – Arlen Busenitz

Are you thriving, or do you feel like you’re drowning under the pressures of ministry and life? In this practical session you’ll learn four practical principles to help you thrive in your personal life and ministry. Find God’s purpose for your life. Take control of your time and your life.

### A Farmer’s Life: Caring for the Field – Coretta Turner

A “musing” spin on the good soil parable found in Matthew 13, this presentation challenges attendees to consider their strengths and gifts and to plant their “strength seeds” in soil that will produce good fruit.

### How to Get Along with Almost Anyone – At Home and at Work – Roy Wooten

We are told to “love one another.” Not everyone is as easy to get along with as you. Learn skills to help you with your most challenging coworker, boss, employee, church member or family member. In this interactive workshop participants will discover why staff leave churches, learn the difference between healthy and unhealthy workplace relationships, and identify the four killers of all relationships.

## Personal & Spiritual Development, Contd.

### Courageous Conversations – Roy Wooten

This workshop will show attendees how to move through fear to having the hard conversations they need to have. Whether in the office or at home, hard conversations are a necessary part of every relationship. Participants will discuss what gets in the way of difficult conversations, the key to setting up courageous conversations, and a formula for moving through the barriers to having conversations.

### Healthy Relationships for Successful Outcomes – Roy Wooten

This session will help you deal with relationships and marriages as a person and a minister/leader. Learn how you can reach your maximum potential by strengthening healthy relationships in your world. In this interactive workshop participants will learn how to talk so that people will hear what they are saying, and will identify key activities that strengthen healthy relationships.

### Uncovering Your Strengths for Maximum Impact – Roy Wooten

God gave everyone strengths, but sometimes they are well hidden beneath other things. In this interactive and inspiring workshop participants will uncover hidden strengths within themselves, will learn how to become a discoverer of strengths, and will develop a road map for putting strengths to full use for maximum impact in their life purpose and goals.

### Dealing with Difficult People – Dr. Stephen Trammell

Where there is motion, there is friction. This workshop addresses two questions: Why does God allow difficult people into your life? How do you forgive them? Overcoming the friction of difficult relationships will be explored with an engaging PowerPoint presentation, a listening guide, and a Q&A session. Participants will gain clarity on dealing with difficult people in a way that honors Christ and promotes unity.

## Pastors-Only Track

### Juggling Responsibilities as a Solo Pastor/Staff (Small Church) – Arlen Busenitz

Solo pastors juggle multiple responsibilities, wear different hats, are pulled in different directions, and are expected to deliver a quality sermon each week. Learn what to eliminate and delegate. Discover practical steps for dealing with responsibilities and keeping the joy in ministry.

### Seven Things All Pastors Should Know about Money – Bradley Vinson

As a pastor, you can't lead a financially healthy church if your own personal finances are not solid. In this session you'll get practical and biblical advice that you can implement right away. Find a proven process to help you save money, build a legacy, make wise financial decisions that will affect your family, church and more.

### Balance...Yes, but How? – David Fleming

Balancing the demands of a full time ministry is a constant challenge. It is all important, but is it equally as important? Does my life and ministry calendar actually reflect my values? Or am I consistently finding myself... out of balance? In this session, we will identify practical steps to prayerfully establishing, strategically calendaring, and fiercely protecting the things that matter most in ministry.

### Building Your Staff and Your Culture – Tim Stevens

Many leaders spend way too much time dealing with staff conflict and hiring replacements. From 19 years' experience at the same church that has grown from five staff members to more than 100, Tim Stevens will share from his learnings, both good and bad.

### Being a Pastor Worth Following – Tim Stevens

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### Succession Success – Doug Halcomb & Chuck Williams

Most churches are not prepared for succession in key roles, especially for the Senior Pastor. In this workshop we will present practical steps for developing a plan to help achieve succession success by sharing the lessons learned from our experience with our own succession.

### Joseph Who? Making a Name for Yourself Someone Else through Mentoring – Doug Halcomb

In this workshop, attendees will be given a mentoring role model of someone from the Bible, the main reasons why they might not think of themselves as mentors, why they need to think of themselves as mentors, and a simple mentoring plan that they can start today and practice for a lifetime.

### Should a Pastor Know What a Person Gives? – Brad Leeper

This session will tackle the red-hot topic of whether leaders should or should not know giving patterns of people. Our thinking on this topic has an enormous bearing on your giving outcomes. Learn how to settle on your thinking and how you can live with that position and still be intentional about growing giving.

### How to Disciple Higher-Capacity Givers – Brad Leeper

How are we really to instruct those who are rich in this present world? What if you had a group of people in your church that had surplus to give? Why would they give that surplus to your church? Learn how to appropriately engage with surplus givers, disciple them in their gift area, and inspire them to invest in your church mission.

Additional workshop content and speaker biographies can be found online.

## Hispanic Track

### Income Taxes for Churches and Ministers – Carlos O. Granda

This workshop provides an overview of the tax laws for churches, religious organizations and ministers. We will cover topics such as understanding the process to gain exemption from income taxes at the federal, state and local level, what happens when the church employs people to carry on ministry, and how best to handle the pastor's compensation.

### Diversify Your Audience on Social Media – Priscilla Arteaga and Reynel Oliva

This workshop will demonstrate how to utilize social media as a marketing avenue to broaden and capture your intended target audience. The presenters will consult each attendee on how to best utilize social media platforms based on the needs of their respective organizations.

### Understanding Social Security and Medicare – Andrew Hardwick

This workshop will cover the basic understanding of the different benefits Social Security provides to retirees, individuals with disabilities and survivors of deceased workers. Attendees will be able to distinguish Parts A, B, and D of the Medicare program, including how to apply and who is eligible, and will be able to use SSA's online tools to expedite filing for benefits.

### Real Estate Purchase Basics for the Local Church – Daniel E. Lopez

Every church will eventually have to face the decision of how best to accommodate the congregation's growth. We will explore the most common options available, such as leasing, purchasing land to build on, or purchasing an existing building. Learn how to prepare to buy, apply for a loan, explore financial products available from banks, and talk about the factors that influence the banks' decisions.

## Office Applications

### Windows, Mac, and Office Tips and Tricks – Jonathan Smith and Nick Nicholaou

Come learn how to overcome computer challenges that will shape the way you work for years. Nick Nicholaou is all about the Mac, while Jonathan Smith is a Windows guy. These two will share their tips and tricks in this workshop as they help us explore common operating system shortcuts and office shortcuts and will answer users' questions.

### 3M Ergonomics: Workplace Solutions and Office Productivity – Corbin Knoll

This workshop will provide attendees with ergonomic solutions for their workspace while working, relaxing at home, or even driving in the car. We will also cover key 3M office products, break room supplies, and Post-it Dry Erase surfaces to save time and money.

### Saying Death to the Sticky Note and Hello to Evernote – C. J. Malott

They come in different sizes and colors, but are sticky notes really all that effective? Learn about an application that is growing in popularity and more so in productivity: Evernote. Maybe you already use it, but need tips and tricks on using it more effectively. Come learn about a tool that will help you say goodbye to sticky notes.

### Conquer the Perplexing Publisher Monster: Don't Worry, It's Really Not Scary! – Nita Townsend

Is Publisher your monster under the bed? Don't let the self-doubt of "I am not that computer savvy" stop you from using Publisher. The truth is . . . once you expose what appears to be scary, you will quickly master flyers, brochures, bulletins, and much more like a pro! Join us as we discover how to conquer the Perplexing Publisher monster.

### Best Practices Using Shelby Systems' New Cloud Financials – Alfred Johnson

Alfred Johnson will discuss best practices for churches using new Cloud-based financial packages. While the presentation will be based on current best practices, Shelby Systems' new Cloud-based program will be used during the discussion. Attendees will gain insights into the advantages and disadvantages of web-based accounting programs and much more.

### Life-Saving Tips for the Drowning Executive Assistant – Lindsey Lyons

Ever feel you are out at sea without a flotation device? Drowning in paper work, to-do lists, stacks of files, and people calling your name every second? This workshop will reveal tips to stay afloat and discuss how to survive and juggle the many aspects of being an executive assistant.

### How to Be Successful Using Membership Software Tools – Mark White

Mark White will discuss best practices for churches using any of the new Arena Membership tools. While the presentation will be based on current best practices for any church and its software, Shelby Systems' Arena program will be used during the discussion.

### Tracking and Reporting Ministry Effectiveness, Part 1 – Dave Bundrick

We should take time to evaluate each ministry's effectiveness as it contributes to the church's overall mission. At the end of this workshop, attendees will be able to better identify "Ministry Opportunities," learn how to track them, and use this information to evaluate each ministry's effectiveness as it relates to your church's mission.

### Tracking and Reporting Ministry Effectiveness: Dashboards, Part 2 – Dave Bundrick

This workshop will focus on the specifics of building a "dashboard" to visually evaluate and communicate ministry effectiveness. Attendees will learn practical examples of which information should be reported, the best way to report, and the do's and don'ts of dashboarding. Attendance in Part I is encouraged to gain understanding of the concepts and language associated with this topic.

# Schedule

7:30 - 8:30

**Registration, Coffee, Continental Breakfast**

8:30 - 8:45

**Kick-Off, Welcome, Door Prize**

9:00 - 10:15

**Session A**

**Workshop Topics**

A-1	Religious Employers Beware: Your Legal Risks Are on The Rise
A-2	Good Grief! They Said What ????
A-3	Prioritizing Church Communications
A-4	No Workshop This Session
A-5	Accounting Q&A Roundtable
A-6	Caring for Executive Staff Through Compensation Planning
A-7	Contract Labor: What You Do Not Know Can Hurt You
A-8	No Workshop This Session
A-9	We Have Agreed to an External Audit. Now What?
A-10	Vendor Agreements--What Every Decision Maker Should Know
A-11	Faith & Finances
A-12	Why Church Buildings Matter
A-13	The Ins and Outs of Mitigating Fire Damages
A-14	No Workshop This Session
A-15	No Workshop This Session
A-16	Understanding and Implementing Necessary Safety Practices in Your Church
A-17	The Missing Values of Exploration and Discovery
A-18	No Workshop This Session
A-19	Being a Leader Worth Following
A-20	Effective Time Management
A-21	Cultural Intelligence I For Those Who Are Not in Charge
A-22	Tracking and Reporting Ministry Effectiveness, Part 1
A-23	How to Analyze Your Data: Trends in Your Data That Will Surprise You & Give You Practical Steps to Elevate Your Giving
A-24	Should a Pastor Know What a Person Gives? (Pastors Only)
A-25	No Workshop This Session
A-26	No Workshop This Session
A-27	No Workshop This Session
A-28	Say "No" to So-So: A Nonprofit Communication Case Study Show-N-Tell
A-29	Juggling Responsibilities as a Solo Pastor/Staff (Small Church) (Pastors Only)
A-30	A Farmer's Life: Caring for the Field
A-31	What Are We Trying to Sell?
A-32	IT: Common Mistakes to Avoid and Current Trends
A-33	Defending Your Body, Not Just Your Beliefs
A-34	No Workshop This Session
A-35	Understanding Social Security and Medicare
A-36	No Workshop This Session
A-37	Courageous Conversations
A-38	No Workshop This Session
A-39	No Workshop This Session
A-40	Succession Success (Pastors Only)
A-41	Income Taxes for Churches and Ministers (Hispanic Track)
A-42	No Workshop This Session
A-43	No Workshop This Session
A-44	3M Ergonomics: Workplace Solutions and Office Productivity
A-45	No Workshop This Session
A-46	No Workshop This Session
A-47	How to Be Successful Using Membership Software Tools
A-48	No Workshop This Session

**Speaker**

Gayla Crain
Cheryl Reed
Bob Wolfe & Phil Elmore
Lindsey Lyons
Ashley Voss & John Ratliff
Elaine Sommerville
Frank Sommerville
Cynthia Cox
Ann Williams
Cory Halliburton
Bradley Vinson
Tim Cool
Rachel Barnett & Brad Murff
Dean Johnson
Don Oprea
Nathan Parr
Les Herron
Karen White
Tim Stevens
Jonathan Smith
Michael Euliss & Dr. Dee Stokes
Dave Bundrick
Mark Slabaugh
Brad Leeper
Tonya Frye
Chris Green
Rob Long
April Canik
Arlen Busenitz
Coretta Turner
C.J. Malott
Nick Nicholaou
David Moran
David Reed
Andrew Hardwick
Paula Burns & Gary Benson
Roy Wooten
Stephen Trammell
David Fleming
Doug Halcomb & Chuck Williams
Carlos O. Granda
Priscilla Arteaga, Reynel Oliva
Daniel Lopez
Corbin Knoll
Nita Townsend
Alfred Johnson
Mark White
Rich Ruiz & Troy Davenport

10:15 - 10:45

Coffee & Snack Break

10:45 - 12:00

Session B

Workshop Topics

Speaker

B-1	Religious Employers Beware: Your Legal Risks Are on The Rise	Gayla Crain
B-2	Performance Management vs. Performance Appraisal: What's the Difference?	Cheryl Reed
B-3	Prioritizing Church Communications	Bob Wolfe & Phil Elmore
B-4	No Workshop This Session	Lindsey Lyons
B-5	Accounting Q&A Roundtable	Ashley Voss & John Ratliff
B-6	No Workshop This Session	Elaine Sommerville
B-7	He Said, She Said - The Sommervilles' Tax and Legal Update	Frank & Elaine Sommerville
B-8	Creating an Effective, Yet Concise, Chart of Accounts	Cynthia Cox
B-9	No Workshop This Session	Ann Williams
B-10	No Workshop This Session	Cory Haliburton
B-11	Seven Things Every Leader Should Know about Money	Bradley Vinson
B-12	Creating Capital Reserves	Tim Cool
B-13	The Ins and Outs of Mitigating Fire Damages	Rachel Barnett & Brad Murff
B-14	The Ministry of Maintenance	Dean Johnson
B-15	Optimize Your Energy Savings	Don Oprea
B-16	Maintaining the Life of Your Building and Equipment	Nathan Parr
B-17	The 3 Ds of Destination	Les Herron
B-18	Managing Generational Diversity	Karen White
B-19	Building Your Staff and Your Culture	Tim Stevens
B-20	Windows, Mac, and Office Tips and Tricks	Jonathan Smith & Nick Nicholaou
B-21	Cultural Intelligence II For Those Who Are Not in Charge	Michael Euliss & Dr. Dee Stokes
B-22	Tracking and Reporting Ministry Effectiveness: Dashboards, Part 2	Dave Bundrick
B-23	No Workshop This Session	Mark Slabaugh
B-24	How to Disciple Higher-Capacity Givers (Pastors Only)	Brad Leeper
B-25	Social Media Strategy: Let's Get Started!	Tonya Frye
B-26	What's New in Technology: How IT Can Enable Your Ministry	Chris Green
B-27	The Future Arrived Yesterday	Rob Long
B-28	No Workshop This Session	April Canik
B-29	How to Thrive in Your Personal and Ministry Life	Arlen Busenitz
B-30	A Farmer's Life: Caring for the Field	Coretta Turner
B-31	Saying Death to the Sticky Note and Hello to Evernote	C.J. Malott
B-32	No Workshop This Session	Nick Nicholaou
B-33	Firearm Familiarity	David Moran
B-34	No Workshop This Session	David Reed
B-35	Understanding Social Security & Medicare	Andrew Hardwick
B-36	No Workshop This Session	Paula Burns & Gary Benson
B-37	How to Get Along With Almost Anyone--at Home and at Work	Roy Wooten
B-38	No Workshop This Session	Stephen Trammell
B-39	Balance... Yes, but How? (Pastors Only)	David Fleming
B-40	Joseph Who? Making a Name for Yourself Someone Else Through Mentoring (Pastors Only)	Doug Halcomb
B-41	No Workshop This Session	Carlos O Granda
B-42	Diversify Your Audience on Social Media (Hispanic Track)	Priscilla Arteaga, Reynel Oliva
B-43	No Workshop This Session	Daniel Lopez
B-44	No Workshop This Session	Corbin Knoll
B-45	No Workshop This Session	Nita Townsend
B-46	No Workshop This Session	Alfred Johnson
B-47	How to Be Successful Using Membership Software Tools	Mark White
B-48	Church Construction: Identifying a Building Partner	Rich Ruiz & Troy Davenport

12:00 - 12:30

Lunch in FLC & Networking

12:30 - 1:00

Special Events & Door Prizes

1:00 - 1:45

Keynote Address by Afshin Ziafat

# Schedule

2:00 - 3:15

## Session C Workshop Topics

- C-1 Wage & Hour Update: Of Course Your Church Is Covered by This Statute; & New Problems with Social Media for Employers
- C-2 Terminations: How to Fire Graciously
- C-3 No Workshop This Session
- C-4 No Workshop This Session
- C-5 Donor Restricted Funds
- C-6 Texas Sales Tax- The Hidden Liability
- C-7 Avoiding Lawsuits: Cheaper to Avoid Than to Defend
- C-8 No Workshop This Session
- C-9 We Have Agreed to an External Audit. Now What?
- C-10 No Workshop This Session
- C-11 Seven Things All Pastors Should Know About Money (Pastors Only)
- C-12 Church Locality: Church Facilities of Tomorrow
- C-13 The Ins and Outs of Mitigating a Water Loss
- C-14 Tips and Tricks of Facility Managers (Panel Discussion)
- C-15 Optimize Your Energy Savings
- C-16 Using Security Products in Your Facility to Minimize Risk
- C-17 The Iceberg Principle: How to Connect Habits to Vision and Change Your Life
- C-18 Managing Generational Diversity
- C-19 Building Your Staff and Your Culture (Pastors Only)
- C-20 Windows, Mac, and Office Tips and Tricks
- C-21 Cultural Intelligence I for Leaders
- C-22 Reaching Outside the Church Using Sport and Recreation
- C-23 How to Increase the Front Door of First-time Givers and Shrink the Back Door of Givers Who Stop Giving
- C-24 Innovations in Giving: What's New and Working That Will Increase Your Giving
- C-25 No Workshop This Session
- C-26 What's New in Technology: How IT Can Enable Your Ministry
- C-27 No Workshop This Session
- C-28 No Workshop This Session
- C-29 Avoiding Burnout and Staying Stoked for Ministry
- C-30 Unmuting the Children: Empowering Their Voices
- C-31 What Are We Trying to Sell?
- C-32 No Workshop This Session
- C-33 No Workshop This Session
- C-34 Even Churches and Schools Need World Class Service
- C-35 Understanding Social Security and Medicare (Hispanic Track)
- C-36 Defending Your Ministry from Five Critical Risks
- C-37 Uncovering Your Strengths for Maximum Impact
- C-38 Dealing with Difficult People
- C-39 Balance . . . Yes, but How? (Pastors Only)
- C-40 Succession Success (Pastors Only)
- C-41 No Workshop This Session
- C-42 No Workshop This Session
- C-43 No Workshop This Session
- C-44 No Workshop This Session
- C-45 No Workshop This Session
- C-46 Best Practices Using Shelby Systems' New Cloud Financials
- C-47 No Workshop This Session
- C-48 No Workshop This Session

## Speaker

- Gayla Crain
- Cheryl Reed
- Bob Wolfe & Phil Elmore
- Lindsey Lyons
- Ashley Voss & John Ratliff
- Elaine Sommerville
- Frank Sommerville
- Cynthia Cox
- Ann Williams
- Cory Haliburton
- Bradley Vinson
- Tim Cool
- Rachel Barnett & Brad Murff
- Dean Johnson & Panel
- Don Oprea
- Nathan Parr
- Les Herron
- Karen White
- Tim Stevens
- Jonathan Smith & Nick Nicholaou
- Michael Euliss & Dr. Dee Stokes
- Dave Bundrick
- Mark Slabaugh
- Brad Leeper
- Tonya Frye
- Chris Green
- Rob Long
- April Canik
- Arlen Busenitz
- Coretta Turner
- C.J. Malott
- Nick Nicholaou
- David Moran
- David Reed
- Andrew Hardwick
- Paula Burns & Gary Benson
- Roy Wooten
- Stephen Trammell
- David Fleming
- Doug Halcomb & Chuck Williams
- Carlos O Granda
- Priscilla Arteaga, Reynel Oliva
- Daniel Lopez
- Corbin Knoll
- Nita Townsend
- Alfred Johnson
- Mark White
- Rich Ruiz & Troy Davenport

3:15 - 3:45

## Afternoon Snack in CO+OP Alley

Register & Pay Online at [www.TexasMinistryConference.org](http://www.TexasMinistryConference.org)

3:45 - 5:00

**Session D Workshop Topics**

D-1	Wage & Hour Update: Of Course Your Church Is Covered by This Statute; & New Problems with Social Media for Employers	Gayla Crain
D-2	HR Roundtable	Cheryl Reed & Panel
D-3	No Workshop This Session	Bob Wolfe & Phil Elmore
D-4	Life-Saving Tips for the Drowning Executive Assistant	Lindsey Lyons
D-5	Donor Restricted Funds	Ashley Voss & John Ratliff
D-6	No Workshop This Session	Elaine Sommerville
D-7	He Said, She Said - The Sommervilles' Tax and Legal Update	Frank & Elaine Summerville
D-8	Creating an Effective, Yet Concise, Chart of Accounts	Cynthia Cox
D-9	No Workshop This Session	Ann Williams
D-10	Vendor Agreements: What Every Decision Maker Should Know	Cory Halliburton
D-11	No Workshop This Session	Bradley Vinson
D-12	No Workshop This Session	Tim Cool
D-13	The Ins and Outs of Mitigating a Water Loss	Rachel Barnett & Brad Murff
D-14	The Ministry of Maintenance	Dean Johnson
D-15	No Workshop This Session	Don Oprea
D-16	Using Security Products in Your Facility to Minimize Risk	Nathan Parr
D-17	The 3 Ds of Destination	Les Herron
D-18	No Workshop This Session	Karen White
D-19	Being a Pastor Worth Following (Pastors Only)	Tim Stevens
D-20	Making an Impact With Social Media	Jonathan Smith
D-21	Cultural Intelligence II for Leaders	Michael Euliss & Dr. Dee Stokes
D-22	Reaching Outside the Church Using Sport and Recreation	Dave Bundrick
D-23	The Essential, Under-the-Radar Habits of Churches that are Abundantly Funded	Mark Slabaugh
D-24	Innovations in Capital Campaigns: No Longer Bound by the Same Old Same Old	Brad Leeper
D-25	Social Media Strategy: Let's Get Started!	Tonya Frye
D-26	No Workshop This Session	Chris Green
D-27	The Future Arrived Yesterday	Rob Long
D-28	Say "No" to So-So: A Nonprofit Communication Case Study Show-N-Tell	April Canik
D-29	Ministry Lessons from Jesus	Arlen Busenitz
D-30	No Workshop This Session	Coretta Turner
D-31	Saying Death to the Sticky Note and Hello to Evernote	C.J. Malott
D-32	No Workshop This Session	Nick Nicholaou
D-33	Defending Your Body, Not Just Your Beliefs	David Moran
D-34	Even Churches and Schools Need World Class Service	David Reed
D-35	No Workshop This Session	Andrew Hardwick
D-36	Defending Your Ministry from Five Critical Risks	Paula Burns & Gary Benson
D-37	Healthy Relationships for Successful Outcomes	Roy Wooten
D-38	No Workshop This Session	Stephen Trammell
D-39	No Workshop This Session	David Fleming
D-40	Joseph Who? Making a Name for Yourself Someone Else Through Mentoring (Pastors Only)	Doug Halcomb
D-41	No Workshop This Session	Carlos O Granda
D-42	Diversify Your Audience on Social Media	Priscilla Arteaga, Reynel Oliva
D-43	Real Estate Purchase Basics for the Local Church (Hispanic Track)	Daniel Lopez
D-44	3M Ergonomics: Workplace Solutions and Office Productivity	Corbin Knoll
D-45	Conquer the Perplexing Publisher Monster: Don't Worry, It's Really Not Scary!	Nita Townsend
D-46	Best Practices Using Shelby Systems' New Cloud Financials	Alfred Johnson
D-47	No Workshop This Session	Mark White
D-48	No Workshop This Session	Rich Ruiz & Troy Davenport

5:00

**Door Prizes and Evaluation Prize Drawing**

# Schedule at a Glance

7:30 - 8:30

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

8:30 - 8:45

**Welcome & Door Prizes**

9:00 - 10:15

**Session A Workshops**

10:15 - 10:45

**Morning Snack Break  
& CO+OP Alley**

10:45 - 12:00

**Session B Workshops**

12:00 - 12:30

**Lunch & Networking**

12:30 - 1:00

**Special Events & Door Prizes**

1:00 - 1:45

**Keynote Address by Afshin Ziafat**

2:00 - 3:15

**Session C Workshops**

3:15 - 3:45

**Afternoon Snack & CO+OP Alley**

3:45 - 5:00

**Session D Workshops**

5:00

**Evaluation Drawing & Door Prizes**

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*"We have been privileged to be a CO+OP vendor for the past 9 years. Over the years we've seen the Texas Ministry Conference grow to an extraordinary level and one we're proud to be associated with. The learning opportunities are numerous and as a vendor, it's also a time we get to visit with many of our clients and a chance to meet new friends."*

Gary Benson  
Insurance One Agency

*"This conference is a nonstop information machine!"*

*"Wonderful selection of door prizes!"*

*"The Texas Ministry Conference was not only relevant and on point for current issues that we deal with in a variety of ministries, but it was incredibly encouraging and helpful in equipping us with how to better handle those issues."*

*"The conference far exceeded my expectations. I'll be returning."*

*"This is the best conference and the best valued conference we attend."*

*"This conference dealt with the specifics of day to day ministry."*

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At the Door - \$139

- To receive the group rate, all registration forms must be submitted at the same time and the conference fee must be paid in one transaction (check or credit card).

Non Members call 832.478.5131 for pricing

# Additional Information:

- Each person registering needs to submit the completed registration form from this brochure or register online at [www.TexasMinistryConference.org](http://www.TexasMinistryConference.org).
- Make additional copies of this form as needed or download from [www.TexasMinistryConference.org](http://www.TexasMinistryConference.org).

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Cancellations received in writing by February 2, 2015 will be refunded less \$25.00 for processing. After February 2, all registrations including "no shows" are subject to the full conference fee. An organization may substitute one individual for another at any time prior to the start of the program.

A Grand Door Prize will be drawn, plus many other door prizes throughout the day. You must be present to win.

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# Registration Form

Register online at [www.TexasMinistryConference.org](http://www.TexasMinistryConference.org) or complete and fax this form to Church Supplies & Services, Inc. at 832.688.9874.

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization/Church \_\_\_\_\_

Mailing Address \_\_\_\_\_

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

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Is this your first time to attend?  Yes  No

If you were invited, please share the name of the person that invited you:  
\_\_\_\_\_

Are you, or do you have a school?  Yes  No

How did you learn about this conference?

Postcard  Brochure  Magazine  CO+OP Rep  Website

Poster  Facebook  Twitter  Email  Radio  YouTube

Attended Previously  Word of Mouth  Other \_\_\_\_\_

Email [info@TexasMinistryConference.org](mailto:info@TexasMinistryConference.org) with any special needs you may have.

## Select Your Workshops (One Per Session)

**Session A: 9:00 - 10:15**

Title \_\_\_\_\_

**Session B: 10:45 - 12:00**

Title \_\_\_\_\_

**Session C: 2:00 - 3:15**

Title \_\_\_\_\_

**Session D: 3:45 - 5:00**

Title \_\_\_\_\_

## Payment Option One:

Please Make Checks Payable to Church Supplies & Services, Inc.

Amount Enclosed: \$ \_\_\_\_\_

Forward payment along with completed registration form(s) to:

9950 Cypresswood Dr., Suite 320, Houston, TX 77070

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Pay Online Using   at [www.TexasMinistryConference.org](http://www.TexasMinistryConference.org)

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