

The Ad-Ministrator

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SADDLE UP!! 2007 NACBA/PCBAA CONFERENCE

*SERVING GOD,
SERVING YOU*

JULY 11-13, 2007

*The Gaylord Texan-
Resort*

D/FW

Grapevine, Texas

A brochure for the NACBA conference which includes the PCBAA conference is attached to this newsletter.

Be sure to register for PCBAA's

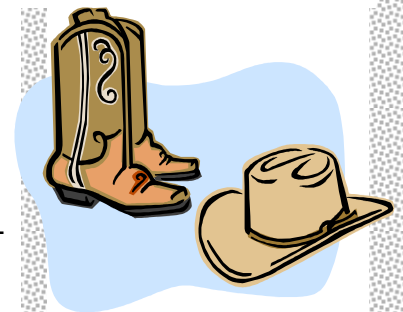
Conference at www.nacba.net

Attend for fellow-

ship, information, mission opportunities and fun. See old friends from certification classes and previous conferences. You might win a door prize at the Reception or learn to dance at Billy Bob's of Texas!



PCBAA's course offerings include Presbyterian Polity and Managing the Ministry of Permanent



Funds with Kim Waner of the Texas Presbyterian Foundation. Plus listen to Cliff Kirkpatrick, Stated Clerk of the General Assembly. Cliff is our keynote speaker for the PCBAA Banquet. If you've never attended, this is the year to do so!



PRESBYTERIAN POLITY COURSE

PRESBYTERIAN POLITY?

Now what is that all about?

If you are a business administrator in a Presbyterian Church it is important! If you are interested in being certified as a Presbyterian Church Business Administrator (FPCBA), it is **very** important!

Presbyterian Polity is a synopsis of the basic Constitutional

mandates contained in the *Book of Order* on how the Presbyterian system works.



Every Church Business Administrator should be aware of Presbyterian polity.

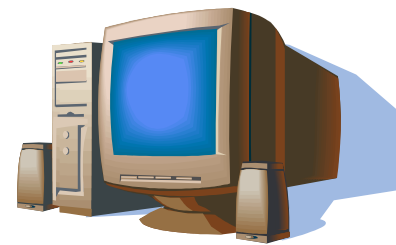
You will take a class in Presbyterian Polity automatically if you complete your certification seminars at UNION-PSCE.

If you complete your work at one of the other schools, you can take Presbyterian Polity at this year's national conference in Dallas-Ft. Worth.

Please sign up for the class when you register with NACBA for the conference. It is being offered "before" the conference on Wednesday, July 11 at 2:00p.m.

Please call Phil Boggs (540-343-3659) if you have any questions or need more details.

WEBSITES FOR C.B.A.S



A very abbreviated listing of websites full of information that CBAs may find useful in their day to day church operations..

National Association of Church Business Administration	www.nacba.net
Legal, Tax and Risk Management Resources	churchlawtoday.com
Guide One Center for Risk Management	www.guideone.com
The Alban Institute– Resources for Congregations	www.alban.org
Building effective church staff	buildingchurchleaders.com
Personnel information	churchstaffing.com

OFFICERS			
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Nominations	Dianne Giroir <i>Grace Presbyterian Church Houston, TX</i>	713-267-5042	Dwg729@aol.com
Conference Planning	Maryann Farnsworth, FPCBA <i>Heartland Presbytery Kansas City, MO</i>	816-924-1730	msfarnsworth@yahoo.com

PCBAA CONFERENCE SCHOLARSHIPS ARE AVAILABLE

PCBAA has scholarships available to help defray the cost of attending the conference.

Priority is given to first time attendees, but anyone is

welcome to apply. The PCBAA board will look at each application individually. Contact President, Chris Nicholas for more information and an application. He can be reached at

cnichola@ctr.pcusa.org or by calling 502-569-5411





*PRESBYTERIAN CHURCH
BUSINESS ADMINISTRATOR'S
ASSOCIATION
CERTIFICATION GUIDELINES*

Key areas of study include:

- Congregational Leadership Development
- Information Systems and Computers
- Personnel Management
- Property Management
- Office Management
- Stewardship
- Time Management
- Church History/Theology of the Church
- Church Accounting/Finance/Investments
- Communication/Conflict Resolution
- Legal and Tax Matters
- Administration as Ministry
- Strategic Planning Management
- Presbyterian Polity

For more information on Certification go to www.pcbaa.org or contact the PCBAA Office. There is information available on the background, the benefits and the requirements for certification.

JOIN PCBAA NOW

2007 PCBAA Membership Form

Name: _____

Business Address: _____

City, State, Zip: _____

Phone Number: _____ FAX Number: _____

E-Mail Address: _____

Home Address: _____

City, State, Zip: _____

Preferred Address: Business Home

Annual Dues \$85.00 _____

Contribution to the Joyce Bauer Scholarship Fund _____

TOTAL PAYMENT: \$ _____

Method of Payment: Check Enclosed Credit Card

Credit Card _____ Card Number _____ Expiration Date _____

Signature _____

Please mail to: PCBAA
P O Box 643660
Pittsburgh PA 15264-3660

Call Diane Dulaney for additional information at 888-728-7228, ext 5542

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Articles and information
submissions encouraged

We're on the web

www.pcbaa.org

HOW TO JOIN PCBAA

www.pcbaa.org

Download the PDF membership form

Fax or mail to the PCBAA office

Send a check or include VISA or Mastercard

information with the membership form

NABCA CONFERENCE

DALLAS-FORT WORTH, TX

JULY 11-15, 2007

GAYLORD TEXAN, GRAPEVINE, TEXAS

PCBAA COURSE, POLITY

JULY 11, 2007, 2pm

PCBAA CONFERENCE

JULY 11-13, 2007