

Session Welcome □ Session length was 1 hour. Teaching = 40 min & Q&A = 20 min. Gave Attendees the NewSpring Tithing Challenge packet and Top 10 questions about tithing brochure.

Paul Marshall, Chief Financial Officer, Budgeting (Slide 2)

Quoted text in this section is Paul Marshall

“We all know that money is important but why are we here anyway?” (Showed slides 3-10 and described the events shown) We want to make the name of Jesus famous! Perry says, “If it is God’s will, then it is God’s bill!”

“To accomplish all of this we must budget!”

Six Months Budgets (Slide 12)

- Painful Process – But necessary! “It doesn’t matter if you have 20 employees or 100 employees. You MUST budget!”
- One year – Too long; quarterly – Too short. “Find the time frame that works for your church. An annual budget didn’t work for us because we were growing so quickly and a quarterly budget meant that we were constantly working on establishing or wrapping up a budget.”
- Necessary in a high growth church
- SMT Responsible for their budget “We have six leaders on our Senior Management Team, SMT. All SMT are responsible for establishing and staying within their budget; except for Perry, Paul Marshall handles his budget.”
- Exceptions are approved by the entire SMT “Our SMT meets weekly and if a purchase needs to be made and it is not included in a budget, then we will discuss the purchase and decide as a team whether or not we will approve it.”

Budget Development Process, Budgeting – Giving Per Person (Slide 13)

“Where do we start with our budget plan? We look at our attendance numbers (kids included) and find our giving per person. We understand that the first 10 weeks of the calendar year the normal for the remainder of the year. They are usually a little lower during that time. Once we have determined our giving per person, then we ask:”

- “What do you need? “
- Budget Development Process (Slide 14)
- Last six months ACTUAL to SMT leader. “Our budget conversations will begin around June 1st for our July-December budget. Each SMT member will get a report showing them what they spent on January-May so they can evaluate each account.
- SMT leader returns needs/wants “SMT Leaders will give us a budget proposal by mid-June and we will cut and add some things before it is approved for July.”
- Budget is consolidated
- SMT reviews entirety and makes changes
- New Budget is in place
- Monitoring for the next six months

- Budgeting Challenges (Slide 15)
- Budget is a forecast
- We use it as a guide, but use ACTUAL giving to make final purchase decisions. “SMT leaders will still ask for approval before they make a big purchase even if it is approved on their budget. They will ask if it is a good time to make the purchase. Some things that don’t make the budget will go onto a “Wish List”. Here’s a good example of one of our recent discussions. A couple of weeks ago, we were planning the last service for our marriage series, “I Want a New Marriage”, and our creativity team came up with some great ideas to conduct a church wide marriage ceremony for all of our Sunday services. They wanted to rent tuxedos for the ushers, serve wedding cake in the atrium, rent limousines, order flowers, make the Sunday Bulletins look like wedding invitations and seat every guest just as you would during a wedding. All of this would then be followed by Perry inviting married couples to renew their wedding vows at the end of the service. The total cost for this concept was going to be \$40,000. We had to have a discussion and pull out the “Wish List” and decide which one of the items on the list would have to go if we chose to approve the cost of this one Sunday. In the end, we decided that we would purchase \$2,500 worth of roses and invite the husbands to come and get a rose for the wife and walk her down the aisle to renew their vows.”
- Purchase Orders
- Home-Grown system “Our purchase order system was created for us by our IT department and is a great way to submit orders but it has its limitations.”
- Not connected with budget “The staff member that approves the purchase order cannot view the budget for the account. Paul has to approve any purchase order over \$1000.”
- No easy way to tell if budget exceeded
- Budgeting Challenges (Slide 16)
- Managing with the current economy
- Tracking Giving/Person “We are continuing to track giving/person every week to see if we are on track to meet our budget”
- Budget Reductions “We have conversations about what we would cut if we needed to trim down our budget. When we added 80,000 sq. ft. of space, that was more space that we needed to heat, cool, clean and maintain. We are evaluating our spending.”
- Challenging Everything “We have to question our spending and ask if it is necessary and/or the right time for purchases. It is tithes money that you are spending and you are responsible for that! If you get a check in your spirit, then you really need to pray about it before you spend the money.”
- Keeping Total Payroll<42% of Budget “This includes all benefits and cell phone allowances.”
- Budgeting Challenges (Slide 17 – Rambo vs. Apple)
- Holding people accountable to budget “We are in a constant battle with our big dreamers in our creativity department to keep our budget on track.”
- Strategic Decisions (Slide 18)
- Monitor staff tithing – quarterly “We check all of our staff’s tithing record every quarter and if they are not tithing 10% of their gross salary then we will have a one-on-one discussion with them to address the issue. If a member applies for a position at NewSpring and they are not tithing then we don’t even interview them. If their heart is not here, then we don’t want them on staff.”
- Senior Pastor knows giving records “Sometimes the crankiest wheel on the bus is not giving and the Senior Pastor needs to know that. Chances are that the person will be gone in less than two years anyway.”
- Connecting givers to ministry “We, recently, called volunteers to asked them to help us give away shoes, backpacks & coats to children at elementary schools. We wanted our top givers to be a part of this so we called them, too. We felt it was important for them to see the fruits of their ministry.”
- Connect Everyone to Ministry (Slide 19 – Man wearing robe & crown)
- “No, we don’t put on a robe and crown on our top givers. We don’t name a building or a pew after them. But, we did invite them to a dinner in our atrium and give them a tour of the new buildings before they opened so they could see the impact of their financial gifts. We want them to feel connected to the ministry at NewSpring.”
- Adam Haskett, Finance Director, Accounting (Slide 20)
- Quoted text in this section is Adam Haskett

- Accounting (Slide 21)
- Plan for Growth! “When planning long-term for growth, you must find out what it important to you.”
- Multi-Campus
- Plan for Growth! (Slide 22)
- Microsoft Money / Quicken / Quick Books is not planning for growth “We are currently using ACS accounting software but are looking for a better accounting system to meet our needs. If you are using a system that integrates with a purchase order system and can be used multi-campus, we would love to hear from you.”
- Does your current system accommodate:
- Multiple Users? At one time? “Do you need to have the ability for multiple users to access your accounting software system at the same time? Are they at one location or five? ”
- It there are multiple users, can you restrict access rights? “Can you limit access to some users? If you do limit access to some users, will that impose restrictions on the system that will cause flaws? We tried it on our system & were unable to get some complete report data due to restrictions.”
- Can you access this software outside of the building?
- Do you have to maintain your own servers / updates? “When we started the Greenville campus, when we had to update our accounting software we had to shut down all systems and upload updates individually on location for every computer. It was NOT ideal.”
- Plan for Growth! (Slide 23)
- Reporting ability
- Can you easily customize reports to fit your specific needs?
- Can you create templates that can save you time later?
- Can you export reports to Excel easily, and maintain the formatting?
- Can you e-mail the reports easily? “We found that our reports were uneasily read when e-mailed so we must copy the data to an excel spreadsheet for better viewing.”
- Multi-Campus (Slide 24)
- Deposits
- Find a local bank and have them make cash deposits there.
- Check Scanning
- Each campus is responsible for scanning their own checks into their system. Then they deposit those checks at their local bank. “We recently bought check scanners for our Greenville and Florence Campus so they can do these themselves.”
- Purchase Order

Paperless system for approving and tracking “This is our home-grown system and can only be accessed from our main frame. This being the case, Florence does not have access to our purchase order system. A purchase order is supposed to be submitted BEFORE the money is spent. Once it has been approved, then we ask staff to attach a copy of their purchase order to the receipt or invoice and turn it in to our accounting department so we can file them. We need your help here if you know of a system that can be used for multiple campuses. We would love to talk with you about it. What do you like and/or dislike about it?”

#### Central Operations (Slide 25)

- Some accounts were non-campus specific or non-location dependant “We had to make decisions about what makes a department a central operation. We decided departments like missions, video, and the finance department were a central operation function and not just campus specific.”
- Segmented these accounts out into something like a “Central Operations” department
- We have to go through a full list of accounts and change the #'s to re-organize
- Expense allocation
- Utilities are very easy to expense to certain locations

- Music licensing - Music is used at all locations.
- Video shoot supplies
- Computer equipment
- Central Operations (Slide 26)
- Examples
- Checkings and Savings accounts
- Income accounts
- Special Events expense account – fund raising expenses
- Contributions to missions
- Music Licensing
- AV/Video supplies

Joseph Sangl, Pastor of Financial Planning and Counseling, Giving (Slide 27)

Quoted text in this section is Joe Sangl

“One day I came to the realization that through my twenty years of formal education, I had not attended even one class on personal finances. I was broke! I had \$4.13 in my checking account and I was in debt. I had enough of it and got out of debt and now I teach others to do the same. If 70% of Americans are living paycheck to paycheck, then 70% of our church is struggling!”

Giving Strategy (Slide 28)

- Nelson Searcy’s Stewardship Seminar “There is a card in your bags with a link for a free download of this seminar. The link is [www.ChurchLeaderInsights.com/unleash](http://www.ChurchLeaderInsights.com/unleash) . This will guide you on how you can get strategic about getting people to give. “
- Single money message on 9/28/2008
- Does Green Have You Seeing Red? “In this sermon, Perry issued a tithing challenge to our church.”
- Tithing Challenge “We asked attendees to put a check next to the challenge that they would like to accept. No one checked I will rob God.”
- I am currently tithing
- I will commit to tithe for the next 90 days
- I will rob God
- Financial Learning Experience “We offered this two hour class FREE of charge to anyone who wanted to attend. We, also, had free childcare and provided Chick-Fil-A and sweet tea for everyone that attended the class.”
- I Was Broke. Now I’m Not. Group Study “We launched twenty new small groups and gave them this study guide to follow and encourage each other through their new commitment in accepting the challenge.”

Tithing Challenge (Slide 29)

- Package mailed to everyone who completed a response card “We used media mailing for these packages and it cost only \$1.90 to mail each package. The average gift returned in the business reply envelopes that we used was \$198.00. That is a good investment!”
- Contents “This was what was included in each package that we mailed.”
- The Blessed Life, by Robert Morris
- Personalized letter from Perry
- Automatic Draft sign-up form
- Business Reply Mail envelope
- Weekly e-mail from Perry “We e-mailed a personal note of encouragement with encouraging stories from people who have seen the blessings through giving your tithes to people that accepted the tithing challenge for thirteen consecutive weeks.”
- Shared his journey
- Shared their stories
- 1,630 checked “Accept Challenge To Tithe For Next 90 Days”

- 1,641 checked “Already Tithing”

#### Financial Learning Experience – FLE (Slide 30)

“Our giving is up because we are investing in people. We are helping people with their practical needs. We offered this class free of charge to anyone in the community that wanted to attend. For more information on this class, you can visit [www.joesangl.com](http://www.joesangl.com) . We give away free budget planning tools and help guide people on their next steps to be freed up financial so they can do what God has called them to do. “

- Live at each campus
- FREE
- Chick-Fil-A (complete with Sweet Tea)
- Childcare
- Two hour event
- Budgeting                      Debt Freedom Date
- Retirement                      Investing
- Over 750 people participated

#### I Was Broke. Now I’m Not. Group Study (Slide 31)

“The group study was given to home groups so they could encourage and hold each other accountable during the challenge. You can look at these resources and tools at [www.iwasbrokenowimnot.com](http://www.iwasbrokenowimnot.com) . “

- Six week study
- Practical tools
- Planning    Saving    Budgeting
- Debt Freedom Date
- Retirement Investing            Insurance
- Focused on providing accountability
- Over 800 people participated
- Giving Strategy – The Results (Slide 32)
- “We saw our general offering increase by 20.4% after we issued the tithing challenge and it is continuing to grow! We tracked our giving received from people who accepted the challenge and they have given \$794,870. By the end of the tithing challenge, only 56% of the people who accepted the challenge followed through with their commitment. The remaining 44% never gave a dime. Another church in our area, Foothills Community Church, [www.foothillsc.org](http://www.foothillsc.org) , decided to try the tithing challenge and they issued it for two weeks in a row and they saw a lot of commitments.”
- General Offering up 20.4%! and continuing to grow
- 56% followed through on their commitment to begin giving
- Those who committed to tithe have contributed \$794,870 since the challenge
- \$33,927/week average

#### Capital Campaign (Slide 33)

“We launched a capital campaign called “GameTime” on October 7, 2007. We had \$14.4 million pledged for this three year campaign. We are about halfway through it now. We worked with Injoy Stewardship Services with this campaign because we made a lot of mistakes during our last campaign called “Dare you to move”. We didn’t follow up with people and by the end of Dare You to Move we had collected only 42% of the amount pledged. We are providing on ramps for GameTime so the people can join the campaign at any time and we are giving updates for people to see the status of their pledge. It is great to have beautiful buildings but they are just tools to reach more

people for Jesus! “

- GameTime
- Injoy Stewardship Services
- Launched October 7, 2007
- Three year pledge campaign
- Greenville and Florence Campus
- Anderson Campus
- Children’s Expansion and Youth Facility
- Local, National, and International Missions “We have committed ten cents of every dollar that we collect in our general offering to go towards missions. We have partnered with 410 Bridge.”
- Capital Campaign (Slide 34)
- Half-time of GameTime
- Collections are on pace
- Quarterly letters
- Thank you dinner
- Continuous “on-ramps” to giving

End of Slides and Presentation – Q & A

Q: What happens to funds if they are donated to a specific area of ministry, such as “Children’s Ministry”?

A: We do not designate funds to any specific area. We will attribute donations to either the general offering fund or the land/building fund. If someone requests for their funds to be used specifically towards an area of ministry, we will explain that we don’t allocate funds that way.”

Q: How much of GameTime is going to missions?

A: We are using 10% of GameTime, the land/building fund, towards missions.

Q: Do you use petty cash?

A: Not anymore. We will reimburse staff members for purchases with a completed purchase order and receipt or they can get a church credit card to make the purchase once it is approved.

Q: What do you do with all of the receipts from purchases?

A: We file them away so we will have proof of purchases for audit/tax purposes. We have a full audit performed annually.

Q: Is NewSpring a Corporation?

A: Yes

Q: How much did you budget for a multi-site campus?

A: Our Florence campus was \$150,000 to start up. It is a portable campus.

Q: What are some important financial steps that I need to take to start a new church?

A: Complete your own 501C3 and 1023 applications. Get your own tax free status. Do NOT let your Senior Pastor sign any checks.

Q: Who sets your staff’s salaries?

A: Our Senior Management Team will look at the position and the national average pay for it and set the salary. Perry’s salary is set by our Board of Directors.