

BUSINESS MANAGER NEWS
Iowa District West Congregations' Mission Receipts



For the Month Ending August 2019	
Anticipated Amount	\$117,200
Actual Receipts	\$101,051
Fiscal Year-to-Date Receipts	
Anticipated Amount	\$820,400
Actual Receipts	\$791,256
Over (under) anticipated amount	\$(29,144)
Use of Mission Receipts	
Remitted to Synod (45%)	\$369,180
Balance for District programs/operations	\$422,076
Total Receipts	\$791,256
Mission Receipts Compared With Last Year	
Month ending August 2019	\$791,256
Month ending August 2018	\$853,494
Over (under) last year	\$(62,238)

Stewardship Corner - by Ron Chewning - www.StewardshipAdvisors.org – 248.644.6150

WHAT DOES GOD CALL US TO GIVE AS A REASONABLE OFFERING FOR WHO GOD IS AND WHAT HE HAS DONE AND CONTINUES TO DO FOR US?

“On the first day of every week, each of you is to put something aside and store it up, as he may prosper, so that there will be no collecting when I come” (1 Corinthians 16:2).



“Honor the Lord with your wealth, with the firstfruits of all your crops” (Proverbs 3:9). Through faith and obedience, the Israelites gave the first portion of their harvest to the Lord. They gave the first part of their harvest before they harvested the rest of their crop. Do we carry out God’s commands as given, or do we modify His word to suit our preferences or our time? Has the love of God so overwhelmed us that our gratitude overflows in words and acts of thanksgiving? If not, why not?

Stewardship Spark / Monthly Mission Moment

Did you know that your congregational mission dollars support the District budget in a variety of mission and ministry areas? The current budget includes \$306,550 for congregational services. This includes the areas of education, youth, stewardship, and President's office. The staff is available to connect, resource, and partner with your congregation.

Church & Clergy Finance/Treasurers Workshop

Plan now to attend the upcoming workshop this fall on **Saturday, November 2** at **Camp Okoboji** from 9 am to 3 pm. Pastors and any individuals within the church having financial responsibilities should attend. Call Camp at 712.337.3325 for lodging options; District will cover up to 2 rooms per congregation for 1 night.

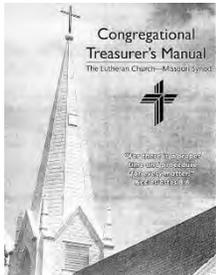


The guest speaker will be Karen Sansone CPA. She is the LCMS Tax and Compliance Director and brings a wealth of knowledge and expertise.

Thanks to Carole White and Lutheran Church Extension Fund for providing lunch. All program expenses are paid by funds from the District's insurance provider (American Church Group & Brotherhood Mutual Insurance Company). Any questions, contact Roger Curtis at the District office (515.576.7666 or Roger@IowaDistrictWest.org). The brochure/registration form is available online.



Congregational Treasurer's Manuals



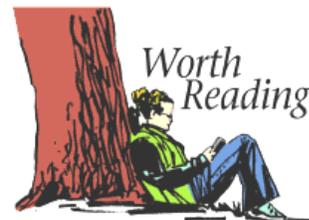
Congregational Treasurer's Manuals and CDs have been ordered and are expected to arrive mid-October. If you would like to purchase a book (Volume 1 only), the cost is \$10.00 plus shipping. This resource is also on the LCMS website at www.lcms.org/ctm. The manuals will be available at the annual Treasurers Workshop (Saturday, November 2 at Camp Okoboji and Saturday, January 18 in Jefferson). These manuals are extremely helpful tools for staff, treasurers, and church councils to better understand the many aspects of the congregation's business needs.

Taxes and Ministers

The 2019-2020 edition of TAXES AND MINISTERS, a 32-page document, will be available soon at www.lcms.org/churchoffice (scroll down to Financial Matters).

This booklet, designed for ordained and commissioned ministers of the LCMS, includes:

- ❖ The IRS's definition of minister
- ❖ Employment status: W-2 or 1099
- ❖ Housing/parsonage allowance
- ❖ Reporting income and expenses
- ❖ Paying federal and state taxes
- ❖ Social Security taxes
- ❖ Tax-favored savings plans



Compensation & Benefit Recommendations

When projecting salaries next year for professional church workers, remember to review the District Compensation Recommendations 2019-2021 that were approved at the last District Convention. They are online under the stewardship link (www.idwlcms.org/stewardship.php) and click on the Compensation tab.



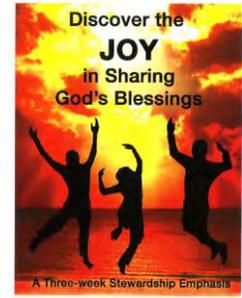
As another option, under "Links of interest," check out the Synod's tool called the Concordia Plan Services Compensation tool for pastors and education staff. It will provide a range rather than a specific number. Because it is based on live data trends and geographic location in the District, the information is very current. To explore the CPS Compensation Decision Support Tool for pastors, [click here](#).

Discover the Joy of this New Stewardship Resource!

Stewardship Advisors has a new stewardship available for this fall. The theme is “Discover the Joy in Sharing God’s Blessings.” The three weekly themes are:

- Jesus is our Joy and Strength
- The Joy in Serving
- The Joy in Giving

Jesus said, “These things I have spoken to you, that My joy may be in you, and that your joy be full” (John 15:11). Jesus is not referring to the fleeting happiness or pleasures of the world but the deep and abiding joy of being loved by God through Jesus Christ. Filled with the joy of Jesus, we share His blessings with others. Experiencing the joy that comes from sharing, we are compelled to share even more.



This emphasis contains bulletin messages, newsletter articles, letters, fliers, trifold brochures, lay reader talks, worship helps, sermons, children’s messages, power points, commitment form, Bible studies, and answer guides. How much does it cost? It is FREE thanks to your District Stewardship Committee. Check out this material on the District website at www.idwlcms.org/stewardship.php.

National Save for Retirement Week

National Save for Retirement Week, October 20-26, is an effort to raise public awareness about the importance of adequate retirement savings. No matter what the worker’s age or income, saving for retirement is not an option, it is a necessity! That makes it the perfect time to review your plan and see if you are on track for your goals and make any necessary changes. Employers can distribute copies of the Concordia Plan Services Salary Deferral Agreement to employees ([click here](#) and scroll to Contribution Change).



CPS makes saving for retirement easy with their online form - just three steps to start saving in the CRSP 403(b) retirement savings plan <https://crpsignup.concordiaplans.org>. Employers can implement a new saving program called AutoSave. Also on the Concordia Plans website under the “Financial Planning & Retirement” and “Financial Wellness” link are many resources to help you with money management, budgeting, and debt.

Be Well Serve Well - Let’s Walk!

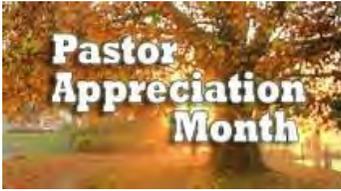
How are you doing keeping up on your Vitality points this year? The Concordia Health Plan “Be Well” Vitality Wellness program is a great incentive to stay in shape. The program offers a menu of healthy activities and wellness programs that not only help you (and your spouse if on the Plans) set and reach your health and wellness goals but also rewards you with points.

Continue your physical activity by signing up for the Iowa Healthiest State Walk on Wednesday, **October 2**. The Healthiest State Initiative is a privately-led public initiative intended to inspire Iowans and their communities throughout the state to improve their health and happiness. To achieve our goal, individuals, families, businesses, faith-based organizations, not-for-profits and the public sector will unite in a community-focused effort to walk. Walking is one of the best ways to stay healthy. Walking together gives us an opportunity to catch up and refresh our minds, and the physical benefits add up, too! How awesome is walking? Walking improves memory, curbs inflammation, spurs creativity, increases physical performance, improves attention and concentration, lowers stress, and helps you lose weight.

Join me and plan to walk on October 2! To learn more, go to www.iowahealthieststate.com/events/annual-walk and/or www.facebook.com/HealthiestIowa.



October is Clergy Appreciation Month



Clergy Appreciation Month is a special time when congregations honor their pastor(s) and his family for their hard work and sacrificial dedication. You might consider a special service of affirmation, a potluck event, or planting a tree in their honor. The sky's the limit! It is usually scheduled in October, but can be held at any time that is convenient for the church. Brainstorm ideas now so you can celebrate later this fall. For additional ideas, download details from Focus on the Family's Clergy Appreciation Month Planning Guide

(http://media.focusonthefamily.com/pastoral/pdf/CAM_Guide_2012.pdf)

The National Association of Evangelicals (NAE) recently designed a website to show and share God's love for their pastors. Most simply, it's an appeal from the heart to show your pastor you care by sharing your talent, your time, your friendship, and your material blessings with them. What can you do to support your pastor?

A Minute on Recording Board Minutes

Board minutes are not only required, but they can become helpful tools for future generations of board members serving your congregation. If needed, proper board minutes can also provide important legal insight into policies, intentions, and actions taken by the board. To learn more about minutes which includes a good video summary by Michael Martin, who serves as executive vice president of ECFA (Evangelical Council for Financial Accountability), and to see a sample template, go to <https://churchintegrity.blogspot.com>.

The Congregational Treasurer's Manual states, "The secretary should record all minutes in a clear and concise manner. The minutes could be a resource for defending a lawsuit at some future time. Every official meeting of the church should have official minutes taken." To learn more, go to www.lcms.org/ctm, Chapter 14 titled "Responsibilities of Church Financial Officers."

Budget Tip – Creating "R & D" (Research and Development/Emergency) Fund

As your congregation prepares its budget for the upcoming year, consider setting aside some money for emergency needs. One of the challenges that non-profit organizations have is maintaining adequate cash reserves for liquidity. Many congregations are under the false impression that all money must be spent each year in order to remain a not-for-profit organization. Spending all funds is simply not good stewardship, as well as a bad business practice. A healthy organization should carry over a small portion of net income each year to build up adequate cash reserves. In accounting terminology, these reserves are called "Net Assets." The rule of thumb is that a congregation should maintain its Unrestricted Net Asset level at between 30 and 90 days of average cash receipts.



Another recommendation is to set aside 2-3% of the budget for major maintenance (roof repair, HVAC mechanical replacements, parking lot repair, etc.). It is also a good idea to have a ministry emergency fund for new ideas that come up in the middle of a budget year. New opportunities may arise for curriculums/programs, trainings/conferences, etc. To assist in your budget planning, read some good basic tips from the article titled "7 Effective Church Budget Tips" at www.freechurchaccounting.com/church_budget_tips.html.

A simple step-by-step process for creating a narrative budget

A picture is worth a thousand words! A narrative budget presentation that converts your line item budget into an inspiring visual is useful during a pledge or commitment campaign, for ongoing stewardship education, or as part of a visitor information packet. The Lewis Center for Church Leadership summarizes six steps:

1. Select four to six categories that encompass your ministry activities.
2. Assign a percentage of each budget line item to each category.
3. Calculate the dollar amount of each line item assigned to each category.
4. Calculate the percent of the total budget allocated to each category.
5. Create a pie chart.
6. Write ministry category descriptions.
7. Design and share an attractive presentation of your narrative budget.

To learn more [click here](#).



Is Your Retirement On Track?

The **Iowa District West*** and **Concordia Plan Services** are offering you an opportunity to attend a pre-retirement workshop! This workshop is designed to help you plan for that very important transition in your life: **RETIREMENT!** We encourage you to attend and start learning what you'll need to know about making plans for *your* future.

**Workers from other districts are also invited & encouraged to attend!*

- Applicable to all workers enrolled in the Concordia Retirement Plan (CRP), not just pastors or rostered workers.
- Workers of any age can attend, but it's especially geared for those age 50 or older, and those thinking about retirement.
- Spouses are strongly encouraged to attend, too.
- Learn about:
 - Pension income from the CRP.
 - Understanding Social Security.
 - Figuring out how much to save for the future, and the best savings options for you.
 - Healthcare in retirement, both before and after you qualify for Medicare.
 - Who will you be and what you will be doing in retirement.

Please share this with *everyone* at your ministry that is enrolled in the CRP, as they all need to plan for their future!

Please join us!

**Friday, November 8 &
Saturday, November 9**

St. Paul Lutheran Church

610 15th Street
Ames, IA 50010

**Friday: 7 – 9 PM
Saturday: 9 AM – 3 PM**

Thanks to **LCEF**, there is no cost for this workshop.

Snacks & a light lunch will be provided!

(You are responsible for your own travel and lodging expenses.)

All materials will be provided. Additional information will be e-mailed after you register!

Please register for the workshop by no later than Friday October 18!

To register, please contact: **Cristel Hoffman** – Concordia Plan Services

1-888-927-7526 ext. 6824 or e-mail

Cristel.Hoffman@concordiaplans.org

(She will need to know your name, e-mail, phone number, and if your spouse will attend with you.)