



The Episcopal Diocese of the Rio Grande

The Rt. Rev. Michael Louis Vono, D.D., IX Bishop

January 30, 2017

Dear Rectors, Vicars, Treasurer's, and Members of Bishop Committee's and Vestries,

This year's Financial Workshop is scheduled for Saturday, March 18 at All Saints Church in El Paso. In response to requests from previous years, this workshop will be split into a session for vestries and a session for finance teams to accommodate the specific responsibilities of each of these groups.

Because there will be important, new information critical for congregations, I would like Rectors and Vicars and their Vestries or Bishop's Committees to consider this meeting mandatory and to strongly recommend that Treasurers or Wardens from each congregation make arrangements to attend. This workshop is worth five (5) Clergy Continuing Education hours for 2017 for those who attend all the sessions.

If you have any questions, please contact Canon Raymond Raney or Lisa Katz-Ricker at Diocesan House.

Your brother in Christ,

A handwritten signature in black ink, appearing to read "Michael L. Vono".

The Right Rev'd Michael L. Vono, D.D.
IX Bishop, Diocese of the Rio Grande



Date: February 3, 2017

To: **DRG Clergy, Treasurers, Vestries, Bishop's Committees and Church Leadership**

From: Guy Gronquist, Diocesan Treasurer

Subject: **Annual Financial Workshop**

Our annual workshop is scheduled for March 18, 2017 at All Saints in El Paso, Texas. The workshop is tailored to Treasurers, Vestries and Bishop's Committee's but is equally useful for Clergy, Administrators and members of the Church Audit Committee. The Bishop and his financial staff strongly recommend that each congregation attend the workshop, especially newly elected or appointed members or clergy.

A tentative agenda for the workshop is included that identifies the materials we will cover. Each year, we strive to offer material that is timely and relevant for those in leadership positions. If you have questions about specific issues, the workshop offers an excellent venue to answer your questions and network with individuals within the Diocese serving in positions similar to yours.

For those coming from over 150 miles away, the Diocese will cover the cost of your lodging including reimbursement for mileage. We have arranged for a group rate for participants at the El Paso Marriott Hotel. Please mention that you are with the Episcopal Diocese of the Rio Grande and your room will be billed to the Diocese.

El Paso Marriott Hotel
1600 Airway Blvd.
El Paso, Texas 79925
800 228 9290 (reservations)

We must receive the attached registration form no later than March 13 to ensure your participation in the workshop.

We look forward to seeing you then!



FINANCIAL AND BUSINESS METHODS IN CHURCH AFFAIRS *For Clergy, Treasurers, Vestries, Bishop's Committees and Church Leadership*

AGENDA

All Saints Episcopal Church
El Paso, Texas
March 18, 2017
12:00 PM

- 11:45am Registration
- Noon Lunch in Parish Hall
- 1:00 pm Opening Session
Opening Prayer – Canon Raymond Raney
Welcome by Diocesan Treasurer
Introduction of Diocesan Staff and Attendees
- 1:15 pm Ministry of Financial Management – Bishop Michael Vono
- 1:30 pm Introduction and Overview – Dr. Guy Gronquist, Diocesan Treasurer
- 1:45 pm The Legal Obligations of Churches – Chancellor Clyde Pine
- 2:15 pm Break

TWO CONCURRENT WORKSHOPS WILL BE HELD

- 2:30 pm – 3:30 pm ***WORKSHOP FOR VESTRIES/BISHOP'S COMMITTEES AND CLERGY, Canon Raymond Raney***
- The Vestry or Bishop's Committee is responsible for managing the business affairs of a parish or mission, but first and foremost "The Vestry or Bishop's Committee of an Episcopal Church shares with the Rector in the spiritual leadership of the church."
- 2:30 pm – 3:30 pm ***WORKSHOP FOR TREASURERS, Dr. Guy Gronquist, Diocesan Treasurer***
- Financial Management Tools
Manual of Business Methods in Church Affairs
(Focus on Congregational Audits, Fair Share and the Episcopal Payroll Service)
- 3:30 pm – 4:00 pm Closing Session — Dr. Guy Gronquist
- Wrap up: Questions & Answers*
Completion of Evaluation Form and Closing Prayer



WORKSHOP: FINANCIAL AND BUSINESS METHODS IN CHURCH AFFAIRS
For Clergy, Treasurers, Vestries, Bishop's Committees and Church Leadership

March 18, 2017

**All Saints Episcopal Church
3500 McRae Blvd
El Paso, Texas 79925**

REGISTRATION INFORMATION

This workshop is intended to train and educate clergy, treasurers, vestries, bishop's committees and church leadership. The goal is to expand their knowledge and improve their skills to more effectively handle their assigned responsibilities. An important component of the workshop is the opportunity to network with other participants.

**Tuition: \$15.00 per person
(Lunch will be provided)**

Complete and return this registration form no later than March 13, 2017

Parish: _____ City: _____

Name of Participant: _____ Position: _____

Participant Email: _____ Participant Cell Phone: _____

Total Enclosed \$ _____ (Make checks payable to Episcopal Diocese of the Rio Grande)

Return to: Lisa Katz-Ricker, Business Manager
Episcopal Diocese of the Rio Grande
6400 Coors Blvd., NW
Albuquerque, NM 87120

Please bring your copy of the *Manual of Business Methods in Church Affairs* to the workshop. It can be downloaded from www.episcopalchurch.org/finance

Questions? Contact Lisa Katz-Ricker at 505-881-0636, ext. 109 or lkatz-ricker@dioceserg.org