

1715 Stringtown Pike
Cicero, IN 46034
317.984.4653



CICERO
CHRISTIAN
CHURCH

reachteachserve.org

1715 Stringtown Pike Cicero, Indiana 46034 317.984.4653

Senior Minister

Tim Lueking

Worship & Music Minister

Doug Wiggers

Adult Discipleship Minister

Dr. Steven Hancock

Youth & Family Minister

Chad Allen

Children's Minister

Ben Radant

September 17, 2008

A special thank you to our team ministry managers and coaches,

The Elders and Staff wish to thank you who have sacrificially given of your time, talent and treasure to make our Team Ministry system a positive influence in the lives of the people we touch. Our goal has been "every member ministry." We want to encourage you to continue striving to reach that goal of encouraging Christians to use their spiritual gifts to reach, teach and serve.

An evaluation of Team Ministry is to occur at this time every year per our church bylaws and be completed by the third Sunday of October. Changes and approval of team ministry coaches, managers and elders are completed at the yearly **Vision for the Congregation Meeting**, which will be held at 6:30pm, Sunday evening, October 19.

Enclosed with this letter are a current team ministry listing with descriptions to be updated (pink), team ministry forecast form (violet), budget form (green), team ministry covenant (ivory), and a tax exempt certificate (gold).

TEAM MINISTRY FORECAST FORMS & COVENANTS ARE DUE SUNDAY, OCTOBER 5

Please confer with your team in the next few weeks to pray about and discuss your team's goals for 2009. After you meet please complete and return the enclosed violet "FORECAST" form to the mailbox labeled "TEAM MINISTRY" in the church office by October 5. Be sure to review and update the description of your team ministry found in the pink booklet by using the purple form. If you do not turn in your forecast form, your manager will be asked to contact you. If no form is received, you will be removed as team coach and will no longer be considered an active member of the team ministry cabinet.

It is important that each of us take the important step of accountability that a covenant signifies. In 2006 we developed a Team Ministry Covenant that we asked every manager and coach to read and sign. Those who have not yet turned in a covenant were given a blank form. Please initial each of the four sections and sign the back of the document and return to Team Ministry mailbox in the church office.

TEAM MINISTRY BUDGET FORMS DUE BY WEDNESDAY, OCTOBER 15

Budgets must be completed and available to the congregation by the end of the year. This takes several rounds of review, so your team's completed green budget form is due to the church office mailbox labeled "TEAM MINISTRY" no later than October 15, 2008. If you do not turn in your detailed budget form, your manager will be asked to complete it for you. If no form is received, your team will NOT be assigned any budget funds.

FINANCIAL OVERVIEW

Thirty-six weeks into our calendar/budget year, our general fund weekly spending (\$17,208 average) has not exceeded our budget (\$17,869 weekly), but has exceeded our general fund income (\$16,164 average). The Lord provides, and we are thankful to Him for the good stewards of the monies that have been provided. In addition to the general fund, our congregation has given \$41,952 toward our "50/50 Challenge" goal for the year. These funds will be split evenly - 50% for debt reduction, 50% for property improvements.

Just as the members of our church body are experiencing the ill-effects of the downward turn in the economy, so does the budget of the church. Compared to the same time frame in 2007 our general fund is only down 2% (that is a cause to celebrate); but due to many factors (higher prices and lower interest rates are the main culprits), our expenses have been trending more than our income since mid summer, and we have spent about \$38,000 of our general fund “cushion” to cover expenses.

However, we have faith that our God will provide to us as we continue to strive to be good stewards of the funds He makes available. He has been more than faithful to us in the past. We continue to explore ways to cut costs and reduce debt while maintaining adequate funds for ministries to reach, teach and serve. And, historically, we are entering in to the best three giving months for the year.

Give great thought to your needs for ministry as you prepare for 2009 and pray that God will continue spreading the Biblical principle of tithing throughout our church. As the budget is prepared and goes through numerous drafts, you will be contacted if there are any questions about your requests. If all goes as planned, the Team Ministry Cabinet will receive a final draft of the budget for approval by the end of November and then will meet to **vote on the proposed budget on Sunday, December 14**, directly following second service.

Don't forget that a **Purchase Order System is in effect**. Purchases will not be paid for by the church unless it is outlined in your budget and you have obtained a purchase order number in advance from Sherry Strauss, financial secretary. Please provide specifics on how you want to spend the money you are requesting—map out your team's plans for the year in detail. A copy of the current tax exempt certificate for Cicero Christian Church has been enclosed (goldenrod)—be sure to use it when you purchase on behalf of the church so we don't pay needless tax expense.

If you need a copy of your budget and/or cash account expenditures year to date for 2009, contact financial secretary Sherry Strauss at the church office or sherry@reachteachserve.org. We encourage you to **gather as much information as possible when preparing your budgets**.

ELECTRONIC TOOLS

All of the forms needed to complete your requirements as a team leader during this annual evaluation process are available on the www.CiceroChristianChurch.org website under the Ministries→Team Ministry section. You can access the detailed budgets and income from previous years. You can review monthly spending reports. You can view or print out all correspondence and forms in this process as well. Although I would prefer you turn in all forms filled out completely, you may submit your budget and forecast forms via email to beth@reachteachserve.org, following the format of the form.

In His Service,

Beth Roberts
Team Ministry Coordinator