

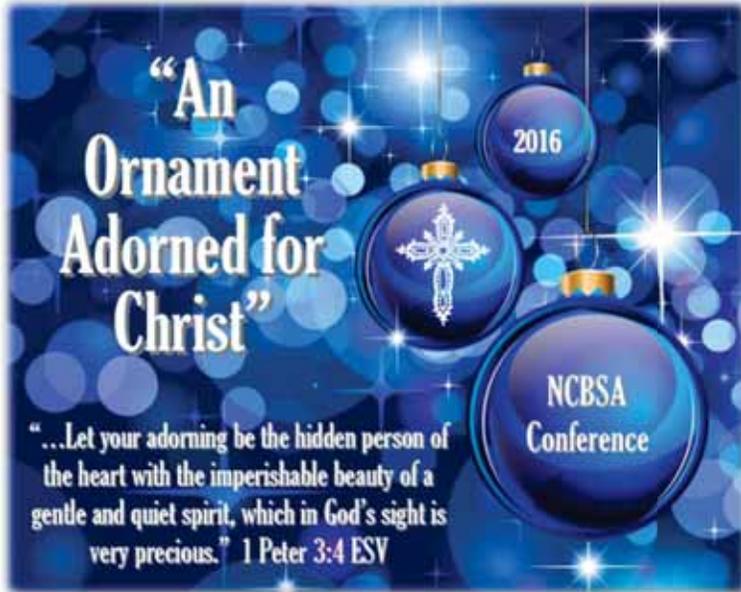


# Carolina Connection

A quarterly publication connecting Baptist Secretaries across North Carolina

FALL 2016 Volume 33, Issue 4

Edited by April Van Dyke



A native South Carolinian, Beth Greer grew up in Brazil, South America, where her parents served as Southern Baptist missionaries. She is a graduate of Columbia College, Columbia, South Carolina, where she majored in Spanish.

Beth is a gifted Bible teacher, speaker and worship leader and finds great joy in serving the Lord. She is committed to the truths of God's word as a wife and mother and is passionate about teaching and equipping the Body of Christ. She also has a passion for seeing those who are lost come to know Christ as their personal Lord and Savior.

She ministers under the umbrella of Life and Godliness Ministries, a Bible teaching ministry that believes Christ has provided, by example and commission, "Everything pertaining to life and godliness." Beth is also a four and five year old preschool teacher at a local church.

Beth has also recorded seven praise and worship CD's. Four solo CD's and three CD's with a trio of women she has been singing with for twenty years. Beth is the co-author of a devotional book titled 31 Days of Encouragement.

Meet Beth's family, her husband, Tom, and her two daughters, Blake and Jordan. They are a member of First Baptist Church, Columbia, SC, where Beth is active in the music and women's ministries.



Melodie's supreme passion is Jesus. She loves to savor the glory of His presence, praising Him with her joy-filled songs. When leading worship for women's events across the country, Melodie plays and sings, engaging the group in corporate worship. Audiences are drawn in by her vibrant praise and raw, intimate worship.

Having shared the stage with Beth Moore, Pam Tebow, and Chonda Pierce, Melodie blends humor with heartfelt inspiration, leaving audiences encouraged. She has endured knee-buckling life hazards, but those hardships have translated into deep, abiding joy. Joy that she loves to spread everywhere she lands. Melodie will warm your heart with her genuine charm and then challenge you with tough determination.





## 2016 Missions Emphasis: "The Betty Walker Endowment Fund"

Who is Betty Walker? Betty F. Walker was a former Administrative Assistant at First Baptist Church, Burlington, and was the founder and first president of the North Carolina Baptist Secretaries Association. She

served on the Planning Committee that led to the formation of the National Association of Southern Baptist Secretaries and served as the second President of that organization. Betty was a teacher and trainer for Baptist secretaries for many years. In November of 1997, the Betty Walker Endowment Fund was established in her memory to provide funds for our NCBSA organization. The North Carolina Baptist Secretaries Association exists because of the dream and vision of Betty Walker. Through this endowment fund, which bears her name, that dream has become a reality.



### Registration Update

Time is running out but it is not too late to register for the November 7-9,

2016 NCBSA Conference which is being held at Ft Caswell, Oak Island.

If you have not already registered, please get those reservations in immediately along with your payment in full. For those who have registered but not paid in full, please send in your balances to  
Gail Thompson

c/o West Cabarrus Church  
7655 Bruton Smith Blvd  
Concord, NC 28027

If all double occupancy rooms in the Smith Conference Center are not taken by the registration cutoff date (September 30), then those who requested a private room will be moved to the conference center in the order they were received.

The officers have worked hard to make this conference a time that you will truly be uplifted spiritually, enriched professionally, and grow personally. You will have the opportunity to meet new friends and reunite with old ones.

You will not want to miss out on this year's conference.

## First Timers

We are very excited to have **many** "First Timers" attending the conference this year. Our goal is to help you feel welcome and right at home because you are certainly among friends.

Our prayer is that through the work of the Holy Spirit, you will come away renewed spiritually and refreshed in mind, body and soul. We have a great lineup of breakout sessions, and I am certain that we will all be blessed from the messages we will hear during our General Sessions with Beth Greer.

To help you and to provide answers to any questions you might have, we have scheduled a special "First Timers Orientation Class" which begins at 2:00 p.m. on Monday, November 7. Many of our ladies who have been in your shoes have graciously volunteered to serve as a mentor. If you have not already signed up, please do so ASAP. We would like to pair you with a mentor who would love to contact you before the conference.



We are so excited about all of the first timers who will be coming to this year's conference. At this time we have 18 ladies joining us for the first

time. Therefore, we need YOU! Please consider being a mentor to one of these ladies.

### Mentor Guidelines:

- Call your first timer before the conference to encourage her and to let her know you will be there for her.
- Let her know the officers will give her a map at check-in to let her know where the First Timer's class is located.
- Let her know you will meet her at the First Timer's class location a few minutes before 2pm to get acquainted.
- During the conference, check in with her from time to time to make sure all is well.
- Introduce her to other administrative assistants so she will feel befriended by others.
- Answer any questions she may have. If you don't know, find out and get back to her.
- Exchange cell phone numbers as well as email addresses.

Please notify Gail at [gthompson@westcabarruschurch.com](mailto:gthompson@westcabarruschurch.com) to let her know that you will be a mentor and a blessing to someone.

## Tour of Fort Caswell



Entrance to original Fort Caswell

The original Fort, named after former governor Richard Caswell, was completed in 1836. The U.S. Army built a full military reservation

on the site in the 1890s and in 1949 the fort was abandoned and purchased by the Baptist State Convention of NC. Fort Caswell has a wealth of history and heritage. As a special event during our free time, Nathan Sloan has graciously agreed to provide a walking tour of the fort (weather permitting). The tour will begin promptly at 2:30 p.m. in front of the Conference Center. To learn more about Fort Caswell, we invite you to take part in this guided tour.

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### "The Meaning of Chrismon Ornaments"

You may be asking... "What is a Chrismon?" Well, Martha Jolly is prepared to share this information with you during a special breakout session. In addition, each person

attending the class will be able to make your own Crismon ornament. In order to prepare for this class, we must know how many people will attend. The cost is \$3 per person for supplies. You will pay at the door but **MUST** pre-register. If you plan to attend this breakout session, make sure you sign up for it when you register. Only those registered will be able to attend.

### The NCBSA Logo

NCBSA is the key to personal growth, education, motivation, professionalism, and ministry. Our logo was designed specifically for NCBSA and is symbolic of our organization opening many doors. It is in the shape of a cross, which ties in with the ministry of the group. The shape of the key is rounded, therefore, focuses on the feminine aspect of the group, and resembles the dogwood petal. The logo is simple and straight forward, which gives it a more professional look. Also integrated into the key is the "S" shape symbolic of "secretaries."

We are forever grateful to the dreams and visions of Betty Walker who recognized the calling of the ministry assistant.



## GuideStone One on One Time with Davis Blount

During Tuesday afternoon free time between 2:20-5pm, meet with the GuideStone Representative to answer individual questions regarding finances, retirement, and/or insurance. These sessions will be 20 minutes each. There are only a few spots left so please let Gail know as soon as possible at [gthompson@westcabarruschurch.com](mailto:gthompson@westcabarruschurch.com).



We want to see the ugliest holiday sweaters you have! If you already have one or you want to create one, either will work! Decorate a sweatshirt or sweater with your materials of choice - felt, yarn, LEDs, plastic, clock gears, buttons, etc! As long as it's over-the-top and ugly, you're good to go.

We'll be giving two grand prizes - one for Ugliest Holiday Sweater and one for Most Creative Use of Materials.

So make plans to join us at the Monday Night Fellowship. It's going to get ugly!!



Remember "Election Day" occurs during our conference this year so make sure you VOTE EARLY or send in your Absentee Ballot before

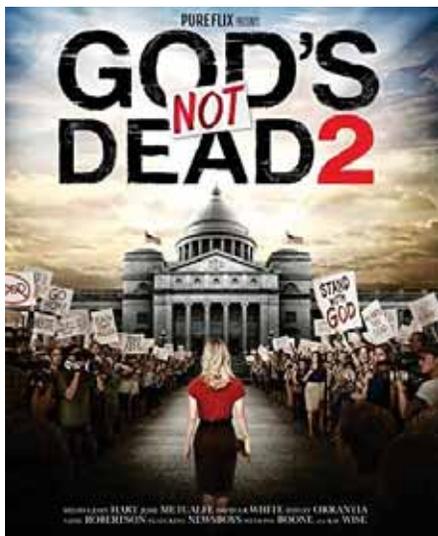
coming to the conference. We will also have a special "Prayer Emphasis" time throughout the conference to give you an added opportunity to pray for this election, our country and our leaders. A *Prayer Room* will be available on Monday evening and at various times during our conference. We encourage you to already be in prayer for the upcoming election, our country and our future leaders. Please also be in prayer for our conference that God will be honored in everything that happens during our time together.



Door Prizes are so much fun to give and receive. We all love to hear our name called! We encourage everyone to bring one or more gifts, if you are able.



LifeWay of Wilmington will be with us this year. We will have it posted as to where they will be set up and the hours of operation at the conference. Great way to do some early Christmas shopping!



On Tuesday evening we will have our banquet in the dining hall and then move over to the Chapel to watch *God's Not Dead 2*.

### Sales Items

We have several items left over from years past that we will sale again this year. It isn't too early to begin your Christmas shopping. There are also more of the "key" pins that symbolize the NCBSA.

A table will be up and these items will be made available on a first come-first serve basis, so plan to shop early.



\*There are no hair dryers in the rooms at Ft. Caswell.

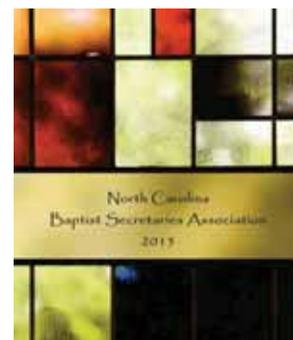
\*There are no coffee makers in the rooms, so for those early risers we will be providing coffee at the desk in the lobby.

\*When you arrive at Ft. Caswell, go straight to the Smith Conference Center to check in. We will have your keys there.

For those that will be arriving early, here are a few lunch ideas for Monday.

- Little Bits* – best hamburgers on the island  
5902 E Oak Island Dr, Oak Island, NC 28465
- Oak Island Sub Shop* – deli  
5705 E Oak Island Dr, Oak Island, NC 28465
- Local's Family Diner* – home cooking  
832 N Howe St, Southport, NC 28461
- Southport Smoke House* – BBQ  
1102 N Howe St, Southport, NC 28461

The 2015 directory is now on the NCBSA website. Go to <http://ncbaptistsecretaries.net>, then to the "Bulletin Board" tab. Click on the link for "2015 NCBSA Directory". It is password protected so the password is: serve2gether! It will open up the directory as a pdf file. If you have any problems with the link or the password please let April know.



Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Conference Dates - (November 7 – 9, 2016)****Please Circle The Sessions You Plan To Attend - (one per time slot)****Mail copy with registration form to Gail Thompson, 7655 Bruton Smith Blvd., Concord, NC 28027****\*\*\* First Timer Orientation 2:00pm– Led by Angela Cockerham \*\*\* Rm. 4**

<b>Breakout 1 Monday 4:30 – 5:20 pm</b>	<b>Breakout 2 Monday 7:00 – 7:50 pm</b>	<b>Breakout 3 Tuesday 10:00 – 10:50 am</b>	<b>Breakout 4 Tuesday 11:00 – 11:50 am</b>	<b>Breakout 5 Tuesday 1:15 – 2:05 pm</b>
<b>Spiritual Enrichment</b>				
<i>Kingdom Prayers For Kingdom People</i> Chris Schofield Chapel	<i>Kingdom Prayers For Kingdom People</i> Chris Schofield Chapel	<i>You Are The Apple Of His Eye</i> Beth Greer Chapel	<i>Out Of The Cage</i> Melodie Griffin Chapel	<i>A Passionate Pursuit For Christ</i> Beth Greer Chapel
<i>Conversational Evangelism</i> Marty Dupree Rm. 4	<i>Grief Share "The Journey"</i> Jeffery Stutts Rm. 4			<i>Hidden Meanings Of Chrismon Ornaments</i> Martha Jolly Annex 7
<b>Professional Development</b>				
<i>Intro To Creating &amp; Managing A Church Website</i> Lai Salmonson Rm. 5	<i>Advanced Power Point/ Movie Maker</i> Judy Autry Rm. 5	<i>Advanced Google Apps</i> Judy Autry Rm. 5	<i>Publisher II</i> Judy Autry Rm. 5	<i>QuickBooks For Churches</i> Marlene Houk Rm. 5
<i>Windows 10</i> Kay Tatum Rm. 1	<i>Intermediate Word</i> Kay Tatum Rm. 1	<i>Advanced Word</i> Kay Tatum Rm. 1	<i>Intermediate Excel</i> Kay Tatum Rm. 1	<i>Advanced Excel</i> Kay Tatum Rm. 1
<i>Ministers' Taxes &amp; Compensation</i> Davis Blount Rm. 2	<i>Is Your Church Handling "Designated Gifts" Properly?</i> Davis Blount Rm. 2	<i>Financial Audit Ready?</i> Davis Blount Rm. 2	<i>New Salary Law Update</i> Davis Blount Rm. 2	<i>Church Finance Q &amp; A</i> Davis Blount Rm. 2
<i>Church Security</i> Brotherhood Mutual Rm. 3		<i>Social Media Concerns: How To Be Safe, Secure, &amp; Social</i> Russell Schwab Rm. 3		<i>Peacemaking: A Biblical Approach To Resolving Conflicts</i> Eric Davidson Rm. 3
<b>Personal Effectiveness</b>				
	<i>Office Ergonomics &amp; Office Exercises To Relieve Stress</i> Dr. Molly Smyser Rm. 3	<i>This Is Not Your Momma's Senior Adult Group</i> Martha McDowell Rm. 4	<i>How Do We Encourage The Encouragers?</i> Martha McDowell Rm. 4	<i>What Does 'Living Word' Really Mean?</i> Mary Ellen Bowman Rm. 4
		<i>Self Defense</i> Lieutenant Lewis Annex 7	<i>Identity Theft: Steps To Protect Yourself</i> Russell Schwab Rm. 3	
<b>Bonus Time - Tuesday</b>				
Lifeway Annex 6		2:30pm Tour of Fort with Nathan Sloan		2:20 - 5 pm GuideStone <i>One on One Consult</i> Davis Blount Rm. 2

# Preview of Breakout Sessions

*After reviewing the following listings, indicate the sessions you want to attend by completing the Breakout Schedule found on page 4 and mail it to Gail Thompson or email her at [gthompson@westcabarruschurch.com](mailto:gthompson@westcabarruschurch.com).*

## Spiritual Enrichment

**Chris Schofield**, BSCNC, Prayer for Evangelization & Spiritual Awakening Director

### **Kingdom Prayers For Kingdom People**

People ask all the time—How do I pray effectively for the church and for America during these uncertain and ever changing times? This session examines how a believer and church can pray strategically and biblically during these pivotal days.

**Beth Greer**, Life and Godliness Ministries

### **You Are The Apple Of His Eye**

I Samuel 16:7 But the Lord said to Samuel, "Do not consider his appearance or his height, for I have rejected him. The LORD does not look at the things man looks at. Man looks at the outward appearance, but the Lord looks at the heart." We will look at Old and New Testament passages that have to do with the inner man's heart. We will look at how much God loves us, exploring Biblical truths that will help us understand just how deep the Fathers love is for us.

**Melodie Griffin**, Inspirational Speaker, Recording Artist, and Freelance Writer

### **Out Of The Cage**

Lessons on forgiveness from someone who's been there. Three things that forgiveness is not vs. three things it most certainly is.

**Beth Greer**, Life and Godliness Ministries

### **A Passionate Pursuit Of Christ**

Psalms 63:1 "O God, you are my God; earnestly I seek you; my soul thirst for you..." What does this mean, to passionately pursue Christ? No matter what pressures come into your life, you will be able to handle them properly if you maintain this one priority above all else: Earnestly seek after Christ! We will look at finding Jesus Christ all through the scriptures and how to do this on a daily basis.

**Marty Dupree**, BSCNC, Evangelism & Discipleship Senior Consultant

### **Conversational Evangelism: Sharing The Gospel In A Changing Culture**

We will learn about moving from Gospel Presentation to Gospel Conversation. We will discuss a growing religious category entitled "The Nones" in comparing our culture with Acts 2 and Acts 17. We will also talk about the tools and incredible phone Apps for The STORY [www.ViewTheStory.com](http://www.ViewTheStory.com) and The 3 Circles: Life Conversation Guide [www.LifeOnMissionBook.com/conversation-guide](http://www.LifeOnMissionBook.com/conversation-guide). Personal Evangelism has never been so easy! Resource: SHARE Engaging Gospel Conversations to Make Disciples. SHARE is a resource that has information about our changing culture and several methods for engaging people with the Gospel in a conversational way.

**Jeffrey Stutts**, GriefShare Facilitator, FBC, Oak Island

### **GriefShare, The Journey**

We will focus on topics as "The Challenges Of Grief", "The Journey Of Grief", and "Why".

## Spiritual Enrichment (continued)

**Martha Jolly**, Retired

### **The Hidden Meanings Of Chrismon Ornaments**

Handmade Chrismons will be on display with the Christian meaning of each Chrismon. During the class each participant will make an Angel Chrismon with the imperishable beauty of pearls and gold beads.

## Professional Development

**Lai Salmonson**, Webmaster IT & Services of NCBS

### **Intro To Creating And Managing A Church Website**

You will learn basic website terminology, tips for managing graphics, video, audio and documents for the web, and explore several inexpensive options for creating and managing your organization's website.

**Judy Autry**, Team Leader Assistant, IT & Services of NCBS

### **Advanced PowerPoint/Movie Maker**

This class will compare inserting a movie that you created with Movie Maker in to PowerPoint verses making PowerPoint show/movie.

### **Advance Google Apps**

We will look how Google can help the church with communications and sharing files and forms.

### **Publisher II**

How to make templates work for you in designing. Colors and design.

**Marlene Houk**, Catawba River Baptist Association

### **QuickBooks for Churches**

A brief overview (forum style) of QuickBooks Pro and how churches/associations can use it to meet their financial collection and reporting needs while remaining in sync with Generally Accepted Accounting Standards (GAAP.)

Topics can include:

- How to move around in QuickBooks
- Reports
- Setting up accounts
- Restricted Funds vs. Reimbursement of Expenses
- What goes on behind the scenes of QuickBooks

Forum Style:

- Specific answers to questions about how churches use QuickBooks
- Networking within the class by students about solutions that work
- Practical ideas for how to use QuickBooks for churches
- Resources

**Kay Tatum**, Performance Dimensions, Inc.

### **Windows 10**

In this class you will learn lots of tips and tricks on how to navigate around in Windows 10; how to use the hidden menus/programs, and how to customize the Windows environment to make it easier to use.

## Professional Development (continued)

**Kay Tatum**, Performance Dimensions, Inc.

### **Intermediate Word**

In this class you will learn tips on how to insert and arrange pictures, work with headers and footers, use Format Painter, and create forms using text boxes, drop-down lists and option buttons.

### **Advanced Word**

In this class you will learn advanced formatting tips, including lists and styles; section breaks. You will also learn how to create Indexes and Table of Contents. Bring questions that you may have and we'll answer those as well.

### **Intermediate Excel**

This class will teach you how to create a basic chart, how to create a database, and how to sort and filter worksheet data.

### **Advanced Excel**

This class will teach you how secure an Excel file, how to manage multiple worksheets and workbooks, and how to use range names. You will learn how to navigate around and print large spreadsheets. We will look at how pivot tables can save you time when working with large amounts of data (You will love them!)

### **Brotherhood Mutual Church Security**

**Russell Schwab**, BSCNC, IT Systems Administrator

### **Social Media Concerns: How to be Safe, Secure, & Social**

How much time do you spend on social media sites? Do you post live updates on where you are and what you are doing? Do you post pictures of your family including your children? We will review application settings you can use to restrict who can see your personal information. Also, we will visit best practices with regards to social media websites.

**Eric Davidson**, SCBA, Associational Missionary

### **Peacemaking: A Biblical Approach To Resolving Conflicts**

Peacemakers are people who breathe grace. They draw continually on the goodness and power of Jesus Christ, and then they bring His love, mercy, forgiveness, strength, and wisdom to the conflicts of daily life. God delights to breathe His grace through peacemakers and use them to dissipate anger, improve understanding, promote justice, and encourage repentance and reconciliation.

As you learn to draw on God's grace and deal with these issues in a biblical way, you can follow an entirely new approach to resolving conflict. Instead of reacting to disputes in a confused, defensive, or angry manner, you can learn to respond to conflict confidently and constructively.

The primary focus of this workshop will be on how God can help you as an individual Christian throw off worldly ideas about resolving conflict and become a true peacemaker.

**Davis Blount**, BSCNC, Guidestone Financial Resource Senior Consultant

### **Financial Audit Ready?**

What is a financial audit and what is its purpose? What are the benefits of an annual audit of its financial records by a CPA firm? What should you expect from the CPA firm who performs the annual audit? Are there any alternatives to a financial audit?

## Professional Development (continued)

**Davis Blount**, BSCNC, Guidestone Financial Resource Senior Consultant

### **Ministers' Taxes And Compensation**

Personal income taxes and payroll taxes for qualified ministers are handled differently by churches compared to non-ministerial staff. Is your church in compliance with the current wage and tax laws? Who qualifies to be treated as a minister and what are the differences in tax laws that my church needs to consider? Is our compensation and employee benefits package saving the staff the most in tax dollars, and protecting them as well as the church?

### **Is Your Church Handling "Designated Gifts" Properly?**

Churches and members have a giving spirit; however, not all gifts are treated the same. Are all specific purpose gifts given by a donor deductible as a charitable contribution deduction on their personal returns? Fundraising needs are common for churches but what should a church and its donors be concerned about for designated projects, mission trips, benevolence needs, or other ministry of the church?

### **New Salary Law Update**

Did you know beginning December 1, 2016, there are new overtime rules and regulations that will affect all employers including churches? What other payroll rules have changed over the last few years that the church needs to know about? We will review the new overtime rules and payroll audit procedures that impact our churches.

### **Church Finance Q & A**

What is on your mind when it comes to church finances and have always wanted to ask someone? Some of the issues that I come across in my role at the State Convention include: Are you treating contributions to the church correctly? How do you determine what a reportable contribution is? Do you have church Policies and Procedures, if so, are you following them? This will be an interactive session where I hope we can help each other with best practices in managing the finances of the church. If there is a specific topic or question you would like to discuss, please forward your question to Davis Blount at [dblount@ncbaptist.org](mailto:dblount@ncbaptist.org).

## Personal Effectiveness

**Dr. Molly Smyser**, Family Chiropractic Plus

### **Office Ergonomics And Office Exercises To Relieve Stress**

We will discuss what ergonomics means in addition to how an ergonomically incorrect work station setup can have a detrimental effect on overall spinal health, resulting in increased amounts of stress on the nervous system. We will also address the importance of recognition and correction of improper ergonomics to avoid preventable spinal injuries and to enjoy a higher quality work environment.

**Martha McDowell**, South Central Regional Director NCBAM

### **"This Is Not Your Momma's Senior Adult Group"**

Years ago Senior Adult Ministry involved covered dish meals and trips. However, with baby Boomers joining the 65+ group in record numbers and our church membership roles containing many well aging adults, how do our churches meet their changing needs?

## Personal Effectiveness (continued)

**Martha McDowell**, South Central Regional Director NCBAM  
"How Do We Encourage The Encouragers?"

We all know church Administrative Assistants are called on each day to be encouragers. Scripture tells us in Galatians 6:2 this is important. However, how do we do this without getting burned out and empty? Bring your favorite mug or coffee cup to this session and we will explore how the cup can teach us about letting God fill us as we seek to serve.

**Mary Ellen Bowman**, WMUNC

**What Does 'Living Word' Really Mean?**

Come explore a fresh perspective in treating the Bible as living and active....and as a friend! Your Bible is not just a book, or collection of books... It is your friend. A friend who is always waiting from the last time you spent time with it, no matter how much time has passed. The kind of friend who is wise and filled with mystery and fun, and deeply wants to be known. And while the idea of approaching the Bible as a living thing might seem like a strange concept, there is something sacred available to us when we give the scriptures room to be alive.

**Lieutenant Lewis**, Brunswick County Sheriff's Dept.

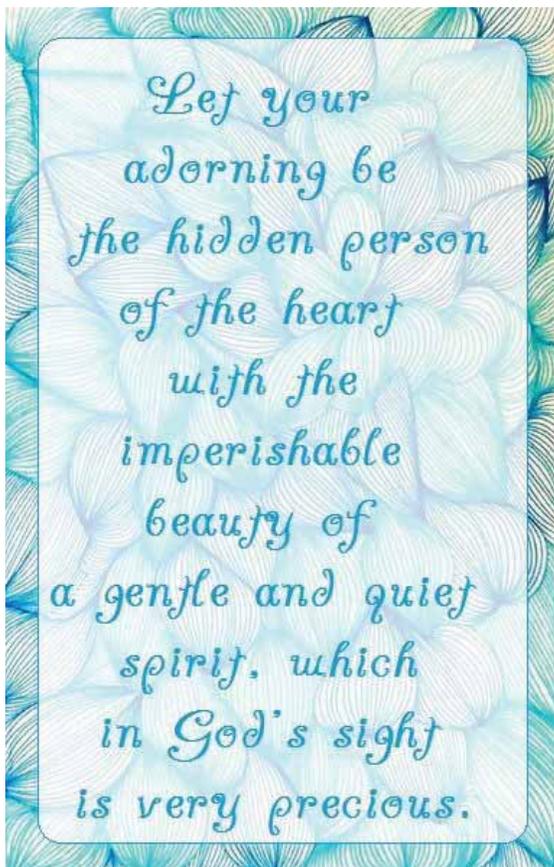
**Self Defense**

Will cover safety awareness and techniques. With time allowed she will demonstrate some not so invasive things, and have a power point presentation.

**Russell Schwab**, BSCNC, IT Systems Administrator

**Identity Theft**

What are steps you can take to protect yourself on the internet and in the real world? Do you store your passwords on your computer? Does your password protect your bank accounts? We will review things you can do to make it harder to have your personal information misused.



## North Carolina Baptist Secretaries Association

"An Ornament Adorned For Christ"

November 7-9, 2016

Conference Itinerary

### Monday, November 7

12:00 pm	Registration Begins
2:00-2:25 pm	First Timers Orientation
2:45-4:15 pm	General Session One
4:30-5:20 pm	Breakout Session I
5:30-6:45 pm	Dinner - Dining Room
7:00-7:50 pm	Breakout Session II
8:00 pm	Relax & enjoy snacks & fellowship
	Ugly Sweater Contest
	Float In & Out Prayer Time

### Tuesday, November 8

7:30 am	Breakfast - Dining Room
8:30-9:45 am	General Session Two
10:00-10:50 am	Breakout Session III
11:00-11:50 am	Breakout Session IV
12:00 pm	Lunch - Dining Room
1:15-2:05 pm	Breakout Session V
2:05-5:35 pm	Free Time
5:45 pm	Banquet - Dining Room
7:15 pm	Movie - Chapel

### Wednesday, November 9

7:30 am	Breakfast - Dining Room
9:00-9:45 am	Business Session Officer Installation
10:00-10:15 am	Checkout of Rooms
10:30-11:45 am	General Session Three
12:00 pm	Lunch

## 2016 NCBSA Conference November 7-9 at Ft. Caswell

Name: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Mailing Address (work): \_\_\_\_\_

City, Zip: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Position: \_\_\_\_\_

E-Mail Address: (Required): \_\_\_\_\_

Association: \_\_\_\_\_

Room mate(s): \_\_\_\_\_

NEED Private Room (Enclose additional \$70): \_\_\_\_\_

Physical Needs: \_\_\_\_\_

Food Allergies: \_\_\_\_\_

This is my first time attending a NCBSA Conference: \_\_\_\_\_

Would you volunteer to be a mentor to a first timer? \_\_\_\_\_

**TOTAL COST: \$220.00** (includes membership and conference fee, room at conference center, and meals).

Private room - additional \$70

**COMMUTERS: \$160.00** (includes membership and conference fee, Monday dinner, Tuesday breakfast, lunch and dinner, Wednesday breakfast and lunch).

A \$50.00 deposit, along with the completed registration form reserves your spot. **Remainder due September 30.**

Amount enclosed: \_\_\_\_\_

(Installments are acceptable)

Make checks payable to NCBSA. Mail to:

Gail Thompson

c/o West Cabarrus Church

7655 Bruton Smith Blvd.

Concord, NC 28027

Cancellations: Before July 31: Full refund

August 1– September 30: 60% refund

After September 30: No refunds

\$30 Membership - Nonrefundable



This is being delivered via email to reduce our budget cost. It is also available on our website, [www.ncbaptistsecretaries.net](http://www.ncbaptistsecretaries.net). If you know anyone else who would like to receive our newsletter, please forward this to them. Also, contact April Van Dyke at [ncbaptistsecretaries@gmail.com](mailto:ncbaptistsecretaries@gmail.com) with their name and email and April will get them added to our mailings. Many Thanks!



[NCBaptistSecretaries@gmail.com](mailto:NCBaptistSecretaries@gmail.com)



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### 2016 Executive Committee



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President  
[sandycreekassn@windstream.net](mailto:sandycreekassn@windstream.net)  
919-776-9423



Teresa Dotson  
President Elect  
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919-489-3396



April Van Dyke  
Second Vice President  
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704-482-6339



Gail Thompson  
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