

Ministry Fair Workshops

9:15 – 10:00

- 1) Church Insurance Policies – Church Insurance policies are usually thick booklets read by hardly anyone, except lawyers and people who sell insurance. This workshop will present the highlights of basic church insurance policies, what additional coverage is available and when congregations might consider purchasing additional coverage.

Workshop Leaders: Joe McVeigh is a Regional Representative from Church Mutual and has been with the company for 18 years. Kevin Nugent is a risk Control Consultant who has been with Church Mutual for 31 years. Church Mutual is the leading insurer of worship centers and related organizations in the United States.

- 2) Policies, Practices and Norms – What does your church need to operate efficiently? How will situations be handled when they occur? This workshop will look at the nuts and bolts of church organization and how they can be fine-tuned.

Workshop Leaders: Marlane Druckenmiller is a Deacon in the ELCA and a long-time Director of Education and teacher at St. Paul's, Douglassville. She is now partly retired but still working on behalf of the church. Carl Shankweiler is

10:15 – 11:00

- 1) From Purse to Bank – Learn some basic safety and best practices for ensuring the security of your offering. Sometimes “it’s the way we’ve always done it” just isn’t enough

Workshop Leader: Marlene Werkheiser, currently a member of Arndt's Lutheran Church, Easton, has many years of church treasurer experience as well as working in the world of banking finance. She has also worked as Director of Christian Education at three churches, so her exposure to church budgets and different financial practices can shed some light on financial-related “do's and don'ts”.

- 2) Food Safety Laws and the Church – Churches which prepare food for their members or the public need to attend this workshop. Topics include current Pennsylvania food safety laws and how they effect the church, best practices and food safety training, specifically the SafeServe Course.
Workshop Leader: Hope Sterner is a member of the Pennsylvania Restaurant and Lodging Association and lives in the Bethlehem area. She serves as the Director of Education for the Restaurant Association and teaches the SafeServe classes.

11:15 – 12:00

- 1) Church Finances 101 – Learn tips to “support” your treasurer, finance committee, financial secretary and audit committee. Learn the basics of “B”udgeting, “A”uding, and “R”eporting
Workshop Leader: Marlene Werkheiser, currently a member of Arndt’s Lutheran Church, Easton, has many years of church treasurer experience as well as working in the world of banking finance. She has also worked as Director of Christian Education at three churches, so her exposure to church budgets and different financial practices can shed some light on financial-related “do’s and don’ts”.
- 2) Child Abuse Reporting Laws: Act 31 and Your Duties as a Church Volunteer – This workshop explores the changes that have occurred as a result of Act 31, which was passed in 2014. We will discuss how to define and report abuse as a mandated reporter.
Workshop Leader: Kerri Miller has a Bachelor’s Degree in Social Work and a Master’s Degree in Criminal Justice. She has been a case worker for more than 30 years and is currently working with individuals diagnosed with autism, intellectual disabilities and/or a serious mental illness who are involved with the criminal justice system. She is a member of Prince of Peace Lutheran Church where she is on Council and the Christian Education Committee.
- 3) First Aid, CPR and AED Classes: Does Your Church Need Them? – This informational workshop will cover what resources and grants are available for churches who are exploring the need for these classes for their

congregations. There will also be information about other programs that are available for limited times. Informational handouts will cover Northampton and Lehigh County offices.

Workshop Leader: Justine Cesari has been an RN for 26 years, and has specialized in both Community Health and Home Health for the last 20 years. She is also currently the parish nurse for Prince of Peace Lutheran Church.