



GCI SA: church admin

The admin responsibilities of the pastor

Objective: fulfilling our pastoral admin responsibilities

1Cor14.1 **Let love be your highest goal!** But you should also desire the special abilities the Spirit gives ... 20 Dear brothers and sisters, don't be childish in your understanding of these things. Be innocent as babies when it comes to evil, but be mature in understanding ... 26 Well, my brothers and sisters, let's summarize. When you meet together, one will sing, another will teach, another will tell some special revelation God has given, one will speak in tongues, and another will interpret what is said. **But everything that is done must strengthen all of you.** ... Or do you think God's word originated with you Corinthians? Are you the only ones to whom it was given? 37-40 If you claim to be a prophet or think you are spiritual, you should recognize that what I am saying is a command from the Lord himself. But if you do not recognize this, you yourself will not be recognized. So, my dear brothers and sisters, be eager to prophesy, and don't forbid speaking in tongues. **But be sure that everything is done properly and in order.** (NLT)

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Agenda

- ★ **Our verse for the day** (and a little techno insight)
- ★ **GCI as a communal organisation and legal entity**
- ★ **Admin matters**
 - ★ The survey
 - ★ Selection of admin questions
 - ★ Equipment details
 - ★ Some specifics
 - ★ Income flow
 - ★ Collections
 - ★ Claims
 - ★ Budgets / member updates
 - ★ New members (baptism vs. affirmations)
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 - ★ Additional forms?



Our "text" for the session

LSJ Gloss:

πείθω

to prevail upon, win over, persuade

Dodson:

πείθω

I persuade, urge.

Strong's:

πείθω

to convince (by argument, true or false); by analogy, to pacify or conciliate (by other fair means); reflexively or passively, to assent (to evidence or authority), to rely (by inward certainty)

Derivation: a primary verb;

KJV Usage: agree, assure, believe, have confidence, be (wax) conflent, make friend, obey, persuade, trust, yield.

Hebrews 13:17

Apostolic Bible Polyglot

13:17 ³⁹⁸² πείθεσθε ³⁵⁸⁸ τοῖς ²²³³ ἡγουμένοις ¹⁴⁷³ ὑμῶν ²⁵³² καὶ ⁵²²⁶ ὑπέικετε

Comply with the ones leading you, and give precedence!

¹⁴⁷³⁻¹⁰⁶³ 69 ⁵²²⁸ 3588 ⁵⁵⁹⁰⁻¹⁴⁷³ 5613 ³⁰⁵⁶

⁵⁹¹ αὐτοὶ γὰρ ἀγρυπνοῦσιν ὑπὲρ τῶν ψυχῶν ὑμῶν ὡς λόγον

for they are sleepless over your souls, for [2a reckoning

⁵⁹¹ ἀποδώσοντες ²⁴⁴³ ἵνα ³³²⁶ μετὰ ⁵⁴⁷⁹ χαρᾶς ³⁷⁷⁸⁻⁴¹⁶⁰ τοῦτο ποιῶσι ²⁵³² καὶ ³³⁶¹ μὴ

1recompensing], that with joy they should do this, and not

⁴⁷²⁷ στενάζοντες ²⁵⁵ ἀλυσιτελεῖς ¹⁰⁶³ γὰρ ¹⁴⁷³ ὑμῖν ³⁷⁷⁸ τοῦτο

moaning; [3would be unserviceable 1for 4to you 2this].

<http://studybible.info/interlinear/heb13.17>

https://en.wikipedia.org/wiki/Apostolic_Bible_Polyglot

LSJ Gloss:

ἡγέομαι

to go before, lead the way

Dodson:

ἡγέομαι

I lead, think

(a) I lead, (b) I think, am of opinion,

suppose, consider.

Strong's:

ἡγέομαι

to lead, i.e. command (with official authority); figuratively, to deem, i.e. consider
Derivation: middle voice of a (presumed) strengthened form of G71;

KJV Usage: account, (be) chief, count, esteem, governor, judge, have the rule over, suppose, think.

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3



And a more "up to date" view

Part of Speech: Verb

Tense: Present

Mood: Imperative

Voice: Passive

Person: 2nd Person

Number: Plural

Part of Speech: Verb

Tense: Present

Mood: Participle

Voice: Middle or Passive

Case: Dative

Gender: Masculine

Number: Plural

Text Analysis

Strong's	Transliteration	Greek	English	Morphology
3982 [e]	Peithesthe	Πείθεσθε	Obey	V-PMP-2P
3588 [e]	tois	τοῖς	those	Art-DMP
2233 [e]	hēgoumenois	ἡγουμένοις	leading	V-PPM/P-DMP
4771 [e]	hymōn	ὑμῶν	you,	PPro-G2P
2532 [e]	kai	καὶ	and	Conj
5226 [e]	hypeikete	ὑπέικετε	be submissive;	V-PMA-2P

3982 [e] 3588 [e] 2233 [e] 4771 [e] 2532 [e] 5226 [e] 846 [e] 1063 [e]

Peithesthe tois hēgoumenois hymōn kai hypeikete autoi gar

17 Πείθεσθε τοῖς ἡγουμένοις ὑμῶν , καὶ ὑπέικετε ; αὐτοὶ γὰρ

Obey those leading you and be submissive they indeed

V-PMP-2P Art-DMP V-PPM/P-DMP PPro-G2P Conj V-PMA-2P PPro-NM3P Conj

69 [e] 5228 [e] 3588 [e] 5590 [e] 4771 [e] 5613 [e] 3056 [e] 591 [e]

agrypnousin hyper tōn psychōn hymōn hōs logon apodōsontes ;

ἀγρυπνοῦσιν ὑπὲρ τῶν ψυχῶν ὑμῶν , ὡς λόγον ἀποδώσοντες ;

watch over the souls of you as account about to give

V-PIA-3P Prep Art-GFP N-GFP PPro-G2P Adv N-AMS V-FPA-NMP

2443 [e] 3326 [e] 5479 [e] 3778 [e] 4160 [e] 2532 [e] 3361 [e] 4727 [e] 255 [e]

hina meta charas touto poiōsin kai mē stenazontes alysiteles

ἵνα μετὰ χαρᾶς τοῦτο ποιῶσιν , καὶ μὴ στενάζοντες , ἀλυσιτελεῖς

this they might do and not groaning unprofitable

DPro-ANS V-PSA-3P Conj Adv V-PPA-NMP Adj-NNS

3778 [e]

touto

ΤΟΥΤΟ .

this

DPro-NNS

<http://biblehub.com/interlinear/hebrews/13-17.htm>

Greek Text: Nestle 1904; Variants: {TR} <RP> (WH) (NE) [NA] <SBL>

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4



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Our structure

- ★ **We are NOT congregational**
- ★ **We more of a "episcopal / presbyterian" model**
 - ★ But not
 - ★ Authoritarian, or even
 - ★ Autocratic
 - ★ We are principle / values-led
 - ★ This means that you have the right
 - ★ To question when we do not follow Christ's example
 - ★ Even to "go over our heads"
 - ★ But you do not have the right to make up your own rules – even when we make mistakes
- ★ **NOT**
 - ★ Top-down
- ★ **BUT**
 - ★ Bottom-up
 - ★ Bishop / elder model
 - ★ "Bishop" = overseer ([episkopos])

- ★ **Who are YOU?**
 - ★ Triune Relational model
 - ★ [perichoretic] relationship
 - ★ Equal, yet role-delineated authority
 - ★ Takalani: gCOMMUNIONinternational
 - ★ Gordon: gifting
- ★ **Restoring the image of God**
 - ★ How? "UNLESS, you become as little child ..."
- ★ **Did Jethro teach Moses top-down government?**
 - ★ Gary: theology as a road map

Titus 1: "elder" [presbuteros] "elderly, older, a senior, old" (S4245) "... appoint elders in every city as I directed you ..."

1Timothy 3: "overseer" [episkope] "inspection (for relief), superintendence, care and oversight office of a bishop, visitation" (S1984) "... if anyone aspires to ..."

Not synonymous



GCI governance and doctrine (ecclesiastical polity)

★ NT guidance (“three-fold assumptions” - Gary Deddo *The church and its ministry*)

- ★ that Jesus will remain in living contact with his church through the active ministry of the Holy Spirit,
- ★ that the church will have the written Word of God to consult, and
- ★ that the church will have overseers (pastors) and other leaders who, following the Spirit and Scripture, will possess the wisdom, gifts and experience needed to lead the church in the way of Jesus.

Thus we understand that not every aspect of the church’s operations needs to be specified in Scripture. God apparently decided that his gifts of the guiding Spirit, the inspired written Word, and anointed leadership are sufficient for Jesus to remain Lord of his body, the church.

See:
 Gary Deddo *The Church and its Ministry*.pdf, p28, 34)
 gci church leadership 1.pdf
 gci church leadership 2.pdf

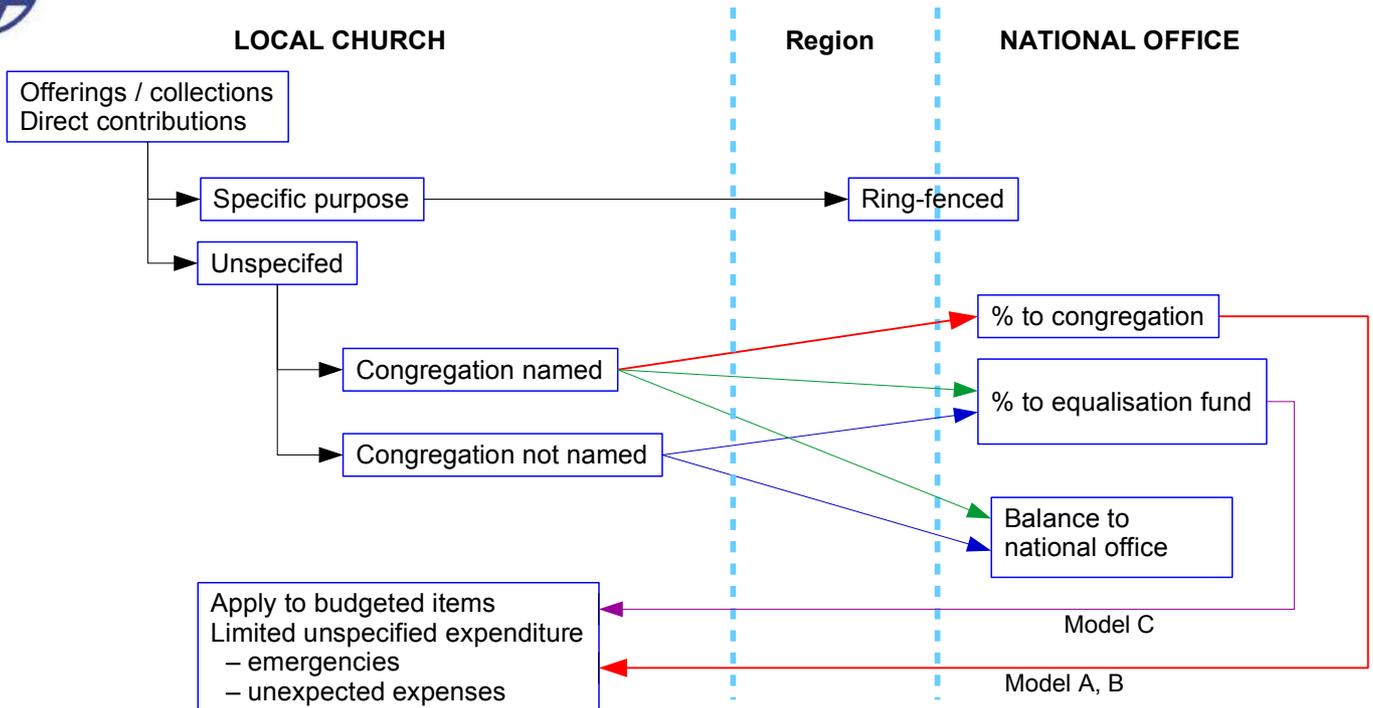


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Funds flow



- Rules:
- Unspent equalisation funds
 - Budget submitted / spent: return to congregation
 - NOT: transferred to national office



Key responsibilities

★ Ministerial code of ethics / conduct

- ★ Every ministry leader
- ★ On appointment
- ★ Refreshers

★ Pastoral team

★ Pastoral advisory team

★ Liturgy

- ★ Choosing of hymns
- ★ Flow of service
- ★ Prayerful conduct (way of life)
 - ★ Mindset (being): (what does it tell the congregation if we only pray at beginning and end?)
 - ★ Actions (doing): in and out of "church"
- ★ Inclusiveness (young/old, male/female, seeker/mature) (Gal3.26-28)

★ Sacraments

- ★ Baptism / affirmation
- ★ Communion vs. Lord's supper

★ Special days

- ★ Ecclesiastical calendar ("holy days")
- ★ Celebrations / cultural awareness (1Cor14 / Gal5.6; 6:15)
- ★ "instant in season and out" (2Tim4.2)

★ Regular

★ Financial

- ★ Annual budget / ½ y review
- ★ Offerings / Direct contributions
- ★ Claims preparation / approval
- ★ Careful accounting ("widow's mite")

★ Caring for the flock

- ★ Attendance
- ★ Data base (update as budget)
- ★ New members

★ Being good citizens

- ★ Careful accounting
- ★ CCLi
 - ★ Pay the fee (based on congregation size)
 - ★ Music
 - ★ Projecting words
 - ★ Videos
 - ★ Weekly recording of use
 - ★ Purpose?
- ★ Observing the laws of the land



We have a National Church Board (NCB)

★ Why?

★ **Is it the governing body of the church?**

★ **Does it set vision, mission, strategies, ... for the church?**

★ **Does it have the same role as Boards “in the world”?**

★ **No. No. and No.**

What is the point? Why am I sharing this?

Be careful when you (and those you advise) nominate persons to the Board next time.

Remember this when you are asked to review changes to the Constitution, as well as other LEGAL documents and process.

★ Board Training Circulars (BTC)

★ Main reason for the Board?

★ Rom13

★ To afford the church protection (e.g. NPO vs. NPC) and

★ Get the benefits from “being good citizens” (e.g. PBO)

★ But there are many warnings in the BTC as well, mainly “be careful”

★ Exploit the protection and benefits of the law

★ Don't give away what you don't need to give away (give to Caesar what belongs to Caesar – resist “going over and beyond”)

★ Don't create yokes which are not absolutely necessary

(Why? Because courts decide on the basis of the letter of the law - “justice” only really features when it comes to sentencing, and even then not – remember Judge Masipa and Oscar Pistorius)

The law is not a person, with emotions and feelings. The best law is fair – like a robot, predictable, consistent. Don't expect more from it than it can give!



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The current attacks

★ Impact so far

★ Vulnerabilities

- ★ MS Windows (mainly)
- ★ So far, not Open Source

★ Most vulnerable

- ★ Mail
 - ★ Email, especially mailing lists
 - ★ Any direct mail that does not mention your name
 - ★ Attachments
- ★ Browsing
 - ★ Beware of what you click on
 - ★ Don't be irritated by protection mechanisms
 - ★ Be patient

★ Some suggestions

- ★ Use free services, but ... be careful
- ★ "Cloud" risks
 - ★ No contract
 - ★ No idea where hosted
- ★ DO NOT neglect backups
 - ★ Check
 - ★ Have at least GF, F, Son
- ★ Avoid sending original documents
 - ★ Prefer PDF
 - ★ Avoid using formats with .???m extension (.xlsx, .docx)



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★ **Forms**

- ★ Monthly report
- ★ Budget
- ★ Expense claim

★ **Processes**

- ★ Disciplinary



Questions?

