

Implementation Weekend

Church treasurers embracing digital transformation together, one click at a time

BUC | NEC | SEC | IM | SM | WM

17-19 May 2024



Adventist Church Management System

Simplifying church management to empower the spread of the gospel

Simplifying Financial Stewardship
and Management as we continue to
worship Him and spread the gospel

AASi Integration Baptism Forms
Sabbath School
Statistics
Consent
Integrated Report
Background Checks
Analysis
APs Integration
Resources
Treasury
Church Finder
Receipting
Advances
Transfers
Measuring KPIs
Membership
Reconciliation
Voting
Fixed Asset Control
Online Giving Calendar
News Feed
Redemptive membership review
Prayer Requests
Remittances
Departmental Reporting
Auditing
SunPlus Integration
Interests
Budget
Demographics
Expenses
Giving History



NEW TO THE BUC
NEC | SEC | IM | SM | WM



ACMS
Treasury Module

May 2023



History

Phase One

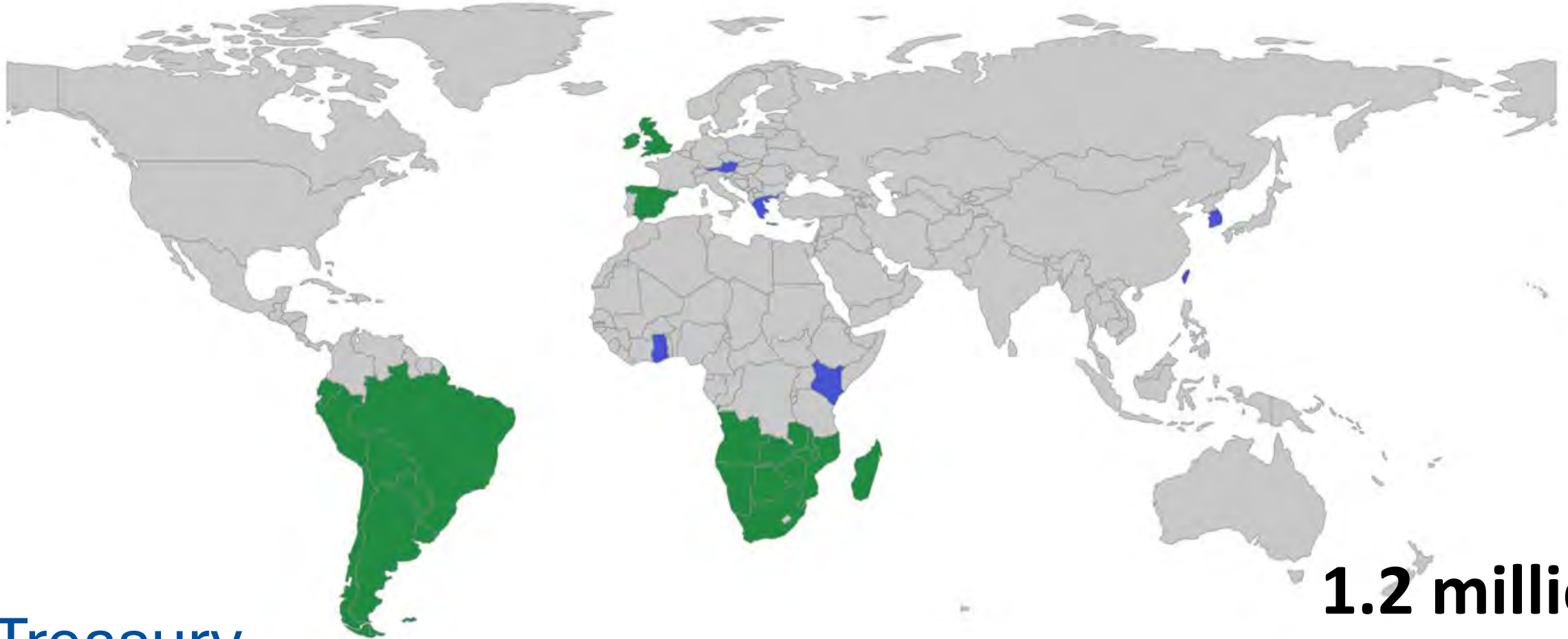


BUC-wide Treasury Teams Training *7me*





7	35	165	36	54.875	33.910	6.103.776
Divisions	Unions	Conferences	Countries	Congregations	Treas. Congr..	Members



Treasury

1.2 million
receipts per month

7me



Your church
at one touch

Purposes *7me*



Inspire

Prayer
Meditations
Sabbath School



Support

Schedule
Programs
Church Information



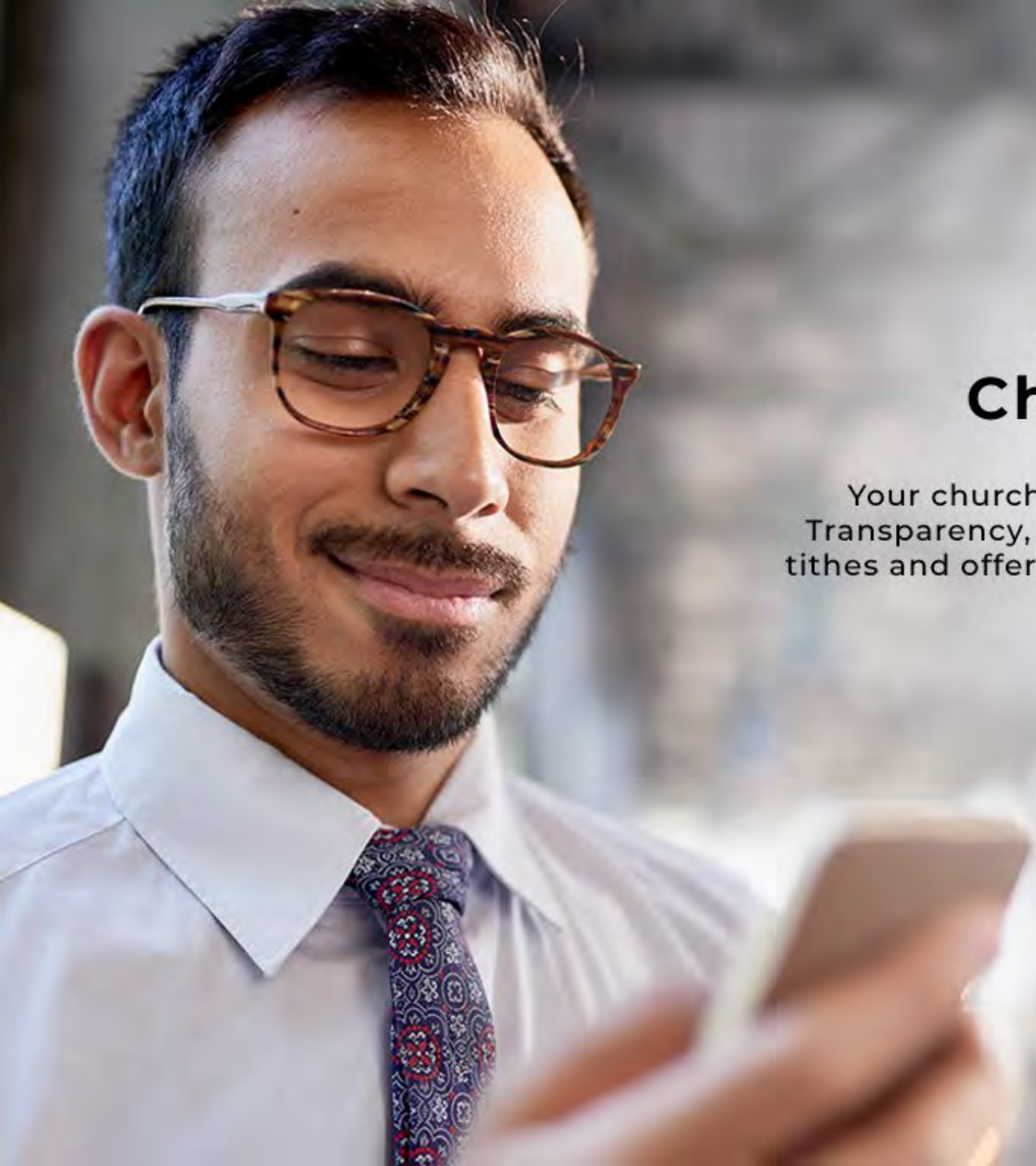
Auxiliary

Transfers
Appointments
Tithe and Offering



Update

Notifications
News Feed
Video Content



Menu **Church**

Your church always with you.
Transparency, program schedules,
tithes and offerings and much more.

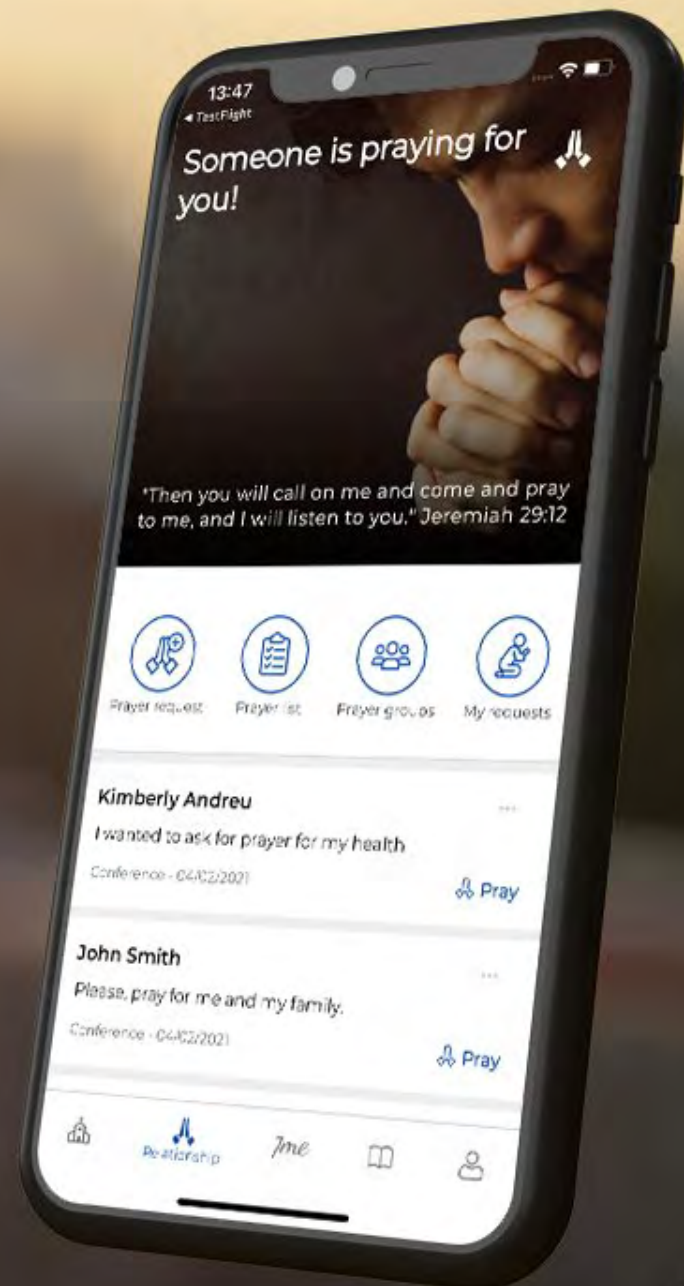


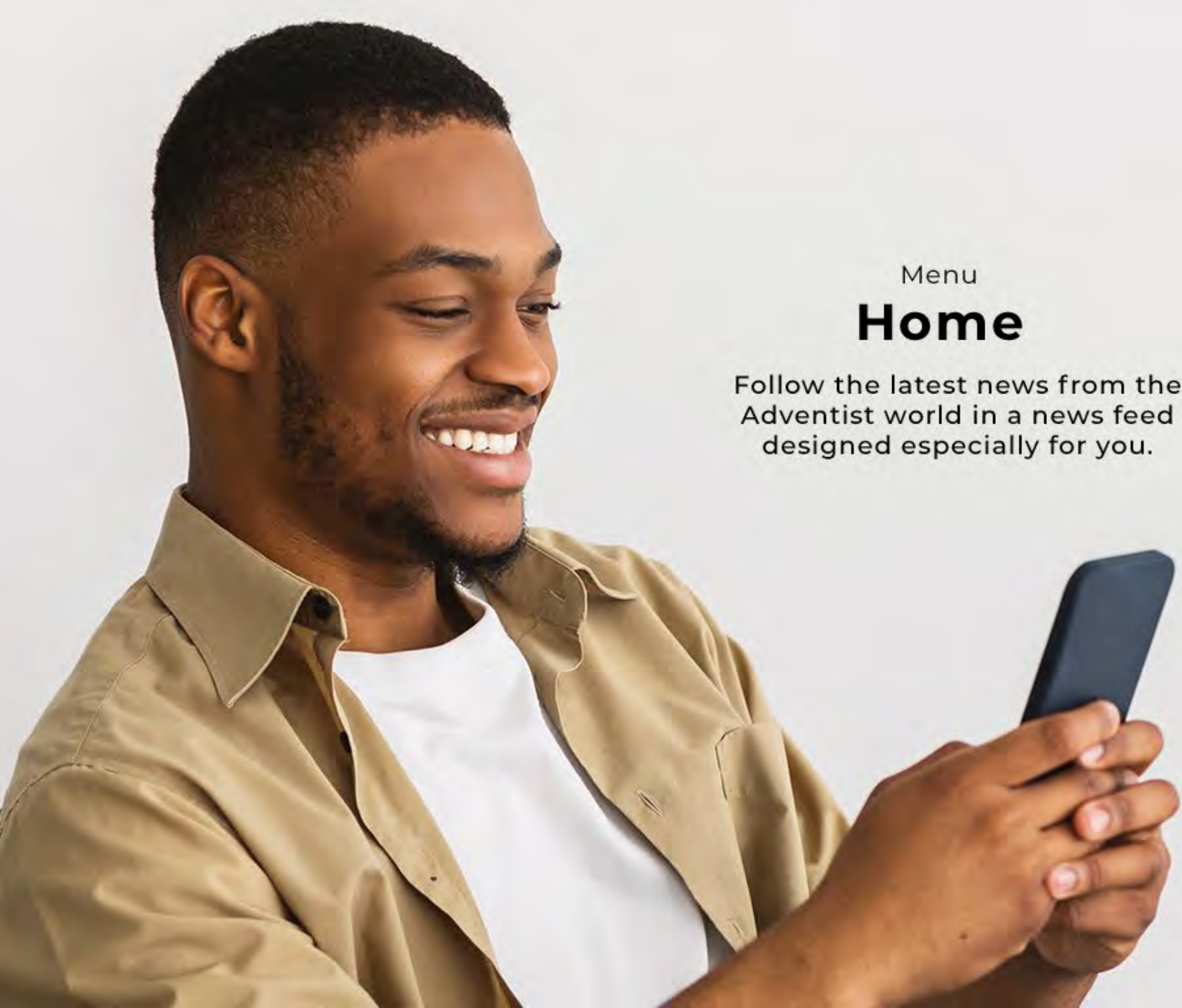


Menu

Relationship

Connect with members of your church and friends through prayer, create prayer requests and prayer groups.





Menu

Home

Follow the latest news from the Adventist world in a news feed designed especially for you.

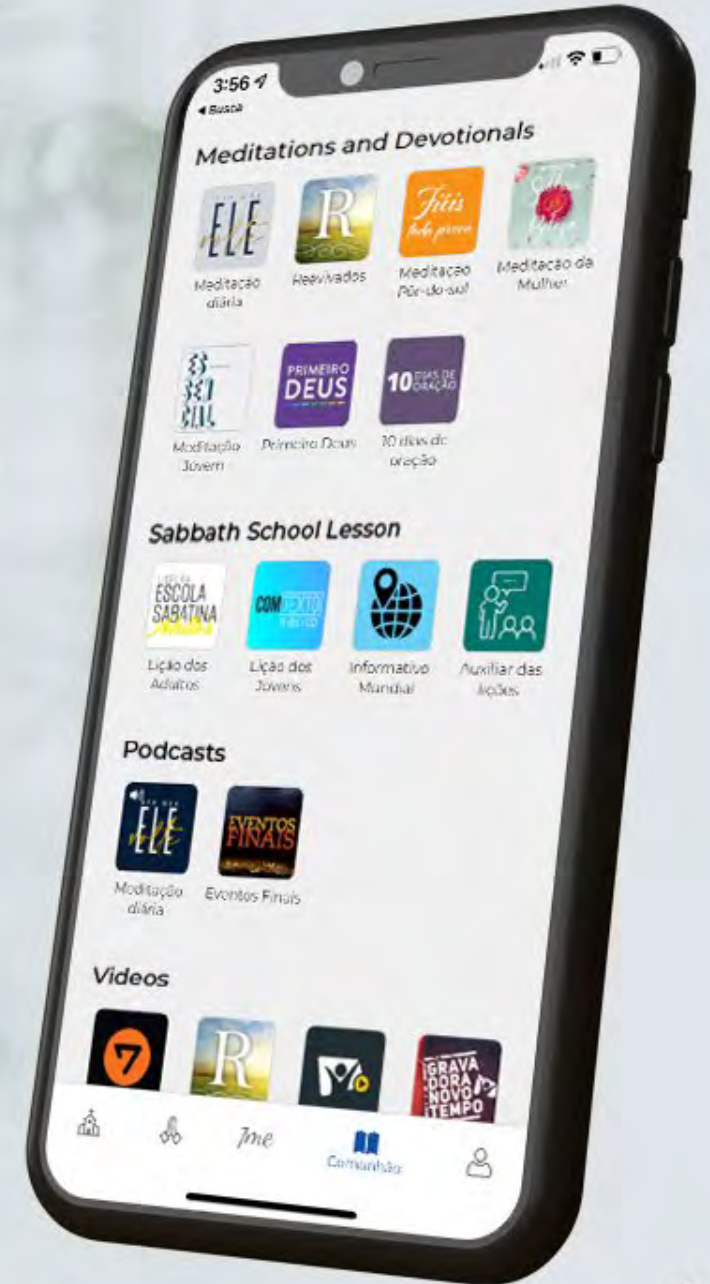


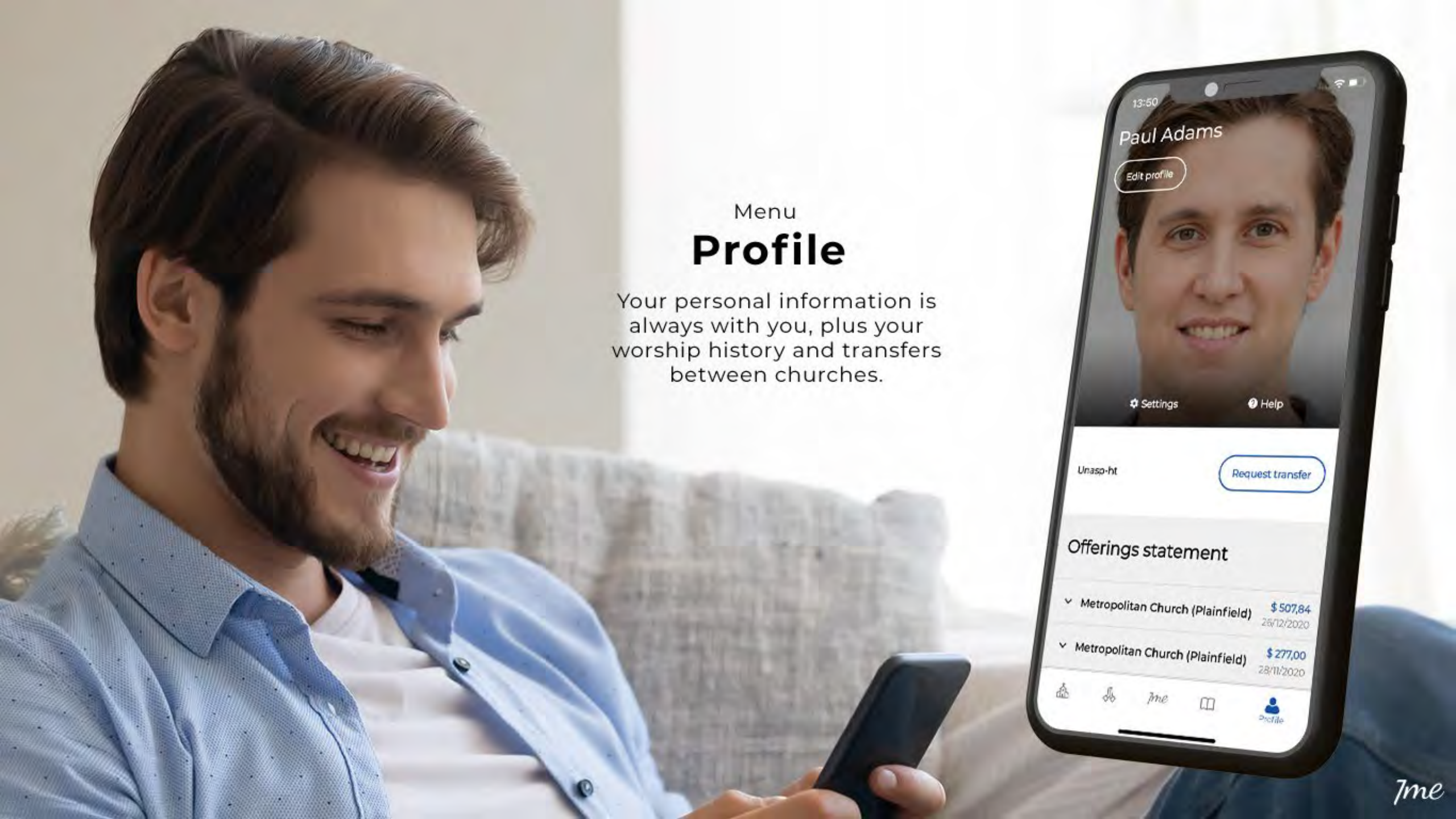


Menu

Communion

Content and resources that help in your personal communion and spiritual life. Sabbath School lessons, meditations, podcasts and much more.

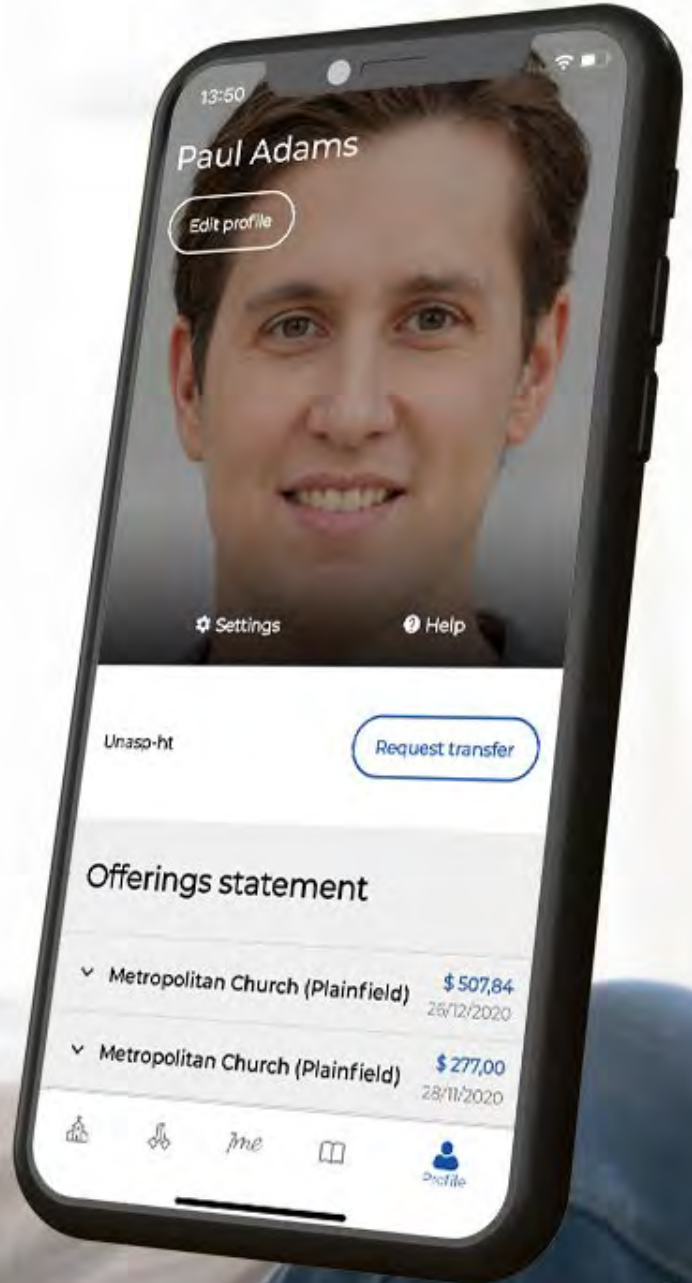




Menu

Profile

Your personal information is always with you, plus your worship history and transfers between churches.



Menu Church

A summary of your local church finances always with you



7me

Your church
at one touch



Church
transparency



Prayer request
Prayer group



Communion and
spiritual life



Profile history
and transfers



Multi-
languages



Church finances graphic



Route to church



Church social media

+205.000



users



Authentication



Worship schedule



Private worship history



Baptismal
information



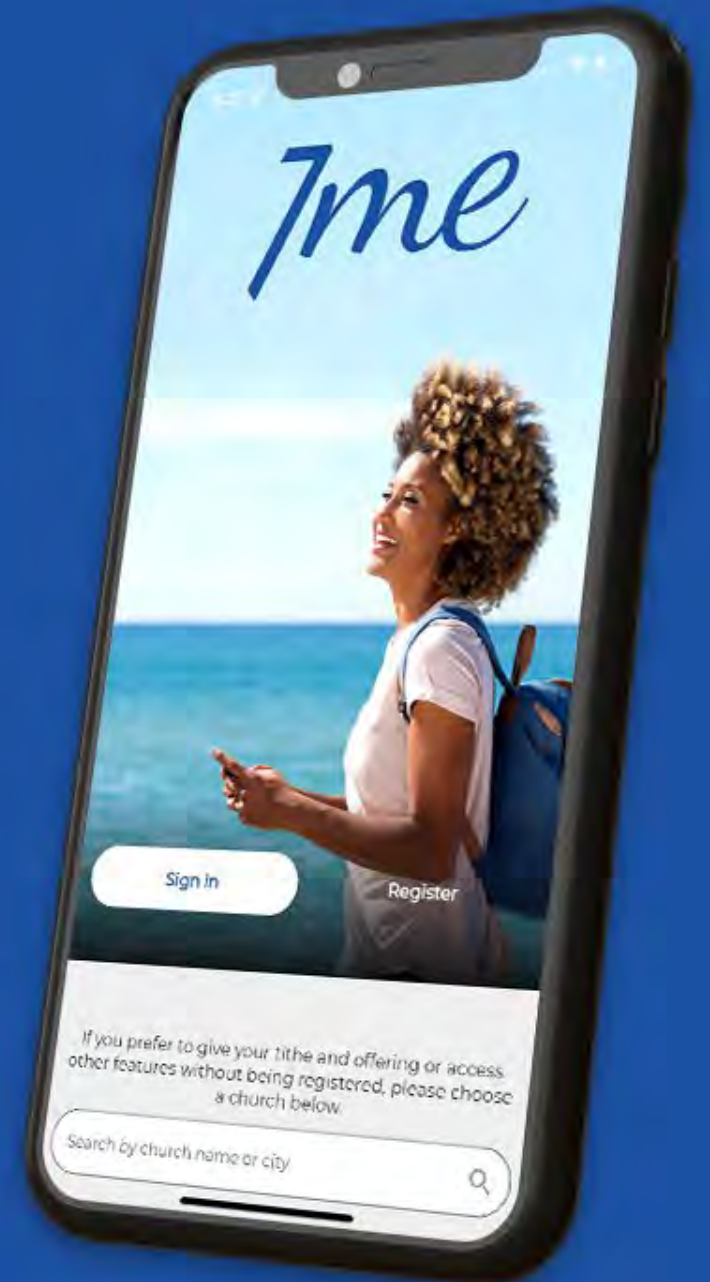
Made by adventists
for adventists

Download *7me*

Download now and join more than 205,000 people.



Over **£900,000** returned through the 7me app since 2023 across the BUC to date.



Income Tithes/Offerings



Batches

Tithes/Offerings

🛒 Expense

🔒 Calculate Remittance

4° Week - Sabbath - IATec - ACMS Team - 10/23/2021



Categories

Member/Giver

Congregation

Unattached/Not Yet a Member

Silva Dos Santos, Tiago Moises



Email Optional

tiago.moises@iatec.com

Category

Hit enter to save tithe/offering

55 - Church Departments

Department

03 - Escola Sabatina

Value

Notes

15.00


Receipt Total: 200.00

Batch Total: 250.00

Save Item

Save Receipt

Item: 3.

Category	Value	
01 - Tithe	150.00	 
19 - Combined Offering	50.00	 
	200.00	

Tithes/Offerings

Item	Name	Disposable envelope	Value	Saved	
2	de Lima Pereira Primo, Lucas	<input type="checkbox"/>	150.00	<input checked="" type="checkbox"/>	 



Comprovante de entrega
Igreja: Americana Central

Camila Rodrigues de Castro
Código: 2.196.195

Dízimo	R\$
Oferta / Pacto	R\$
	R\$
	R\$
	R\$
	R\$
	R\$

Valor total R\$ _____ Data ____/____/____

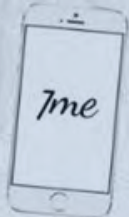
Assinatura _____

Recibo

Camila Rodrigues de Castro
Igreja: Americana Central
Código: 2.196.195

Dízimo	R\$2.000,00	Oferta/Pacto	R\$2.000,00
Outra oferta	R\$2.000,00	Outra oferta	R\$2.000,00
Outra oferta	R\$2.000,00	Valor total	R\$2.000,00

Um novo formato, a mesma essência.




Histórico

Data	Dízimo	Oferta	Total
02/2019	1.700,00	3.000,00	4.700,00
03/2019	1.700,00	2.700,00	4.400,00
04/2019	1.700,00	400,00	2.100,00
05/2019	1.700,00	1.500,00	3.200,00
06/2019	1.700,00	1.200,00	2.900,00
07/2019	1.700,00	600,00	2.300,00
08/2019	2.000,00	200,00	2.200,00
09/2019	2.000,00	2.000,00	4.000,00
10/2019	2.000,00	3.600,00	5.600,00
11/2019	2.000,00	3.000,00	5.000,00
12/2019	2.000,00	900,00	2.900,00
01/2020	2.000,00	700,00	2.700,00
Total	22.200,00	19.800,00	42.000,00

Para autenticar esse recibo, leia o código QR ao lado ou acesse adv.st/recibo e digite o código abaixo:

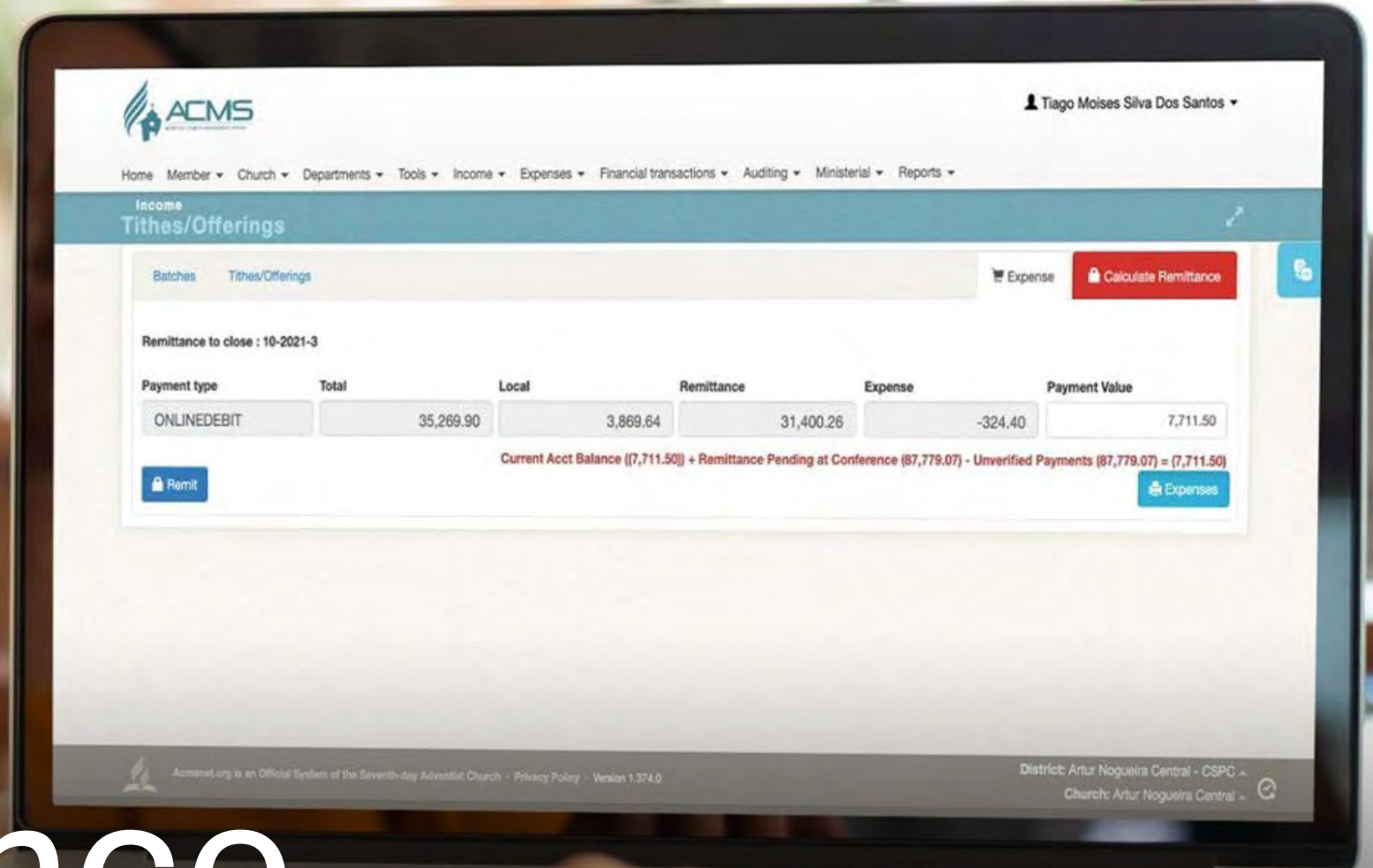
8.747.617 1F6-E0B



Associação Paulista Central
Rua Júlio Ribeiro, 188 - Bairro Boqueirão, Campinas - SP
CEP: 13001-970 - Caixa Postal: 321
Telefone: (19) 92117-2944 Site: apac.adventistas.org
CNPJ: 05.233.079/00043-33 Digitado por: Izat Brenha da Silva

Série: 123456
Recibo: 123456
Emissão: 19/02/2020

Tithe & Offering



ACMS

Home Member Church Departments Tools Income Expenses Financial transactions Auditing Ministerial Reports

Income
Tithes/Offerings

Batches Tithes/Offerings Expense Calculate Remittance

Remittance to close : 10-2021-3

Payment type	Total	Local	Remittance	Expense	Payment Value
ONLINEDEBIT	35,269.90	3,869.64	31,400.26	-324.40	7,711.50

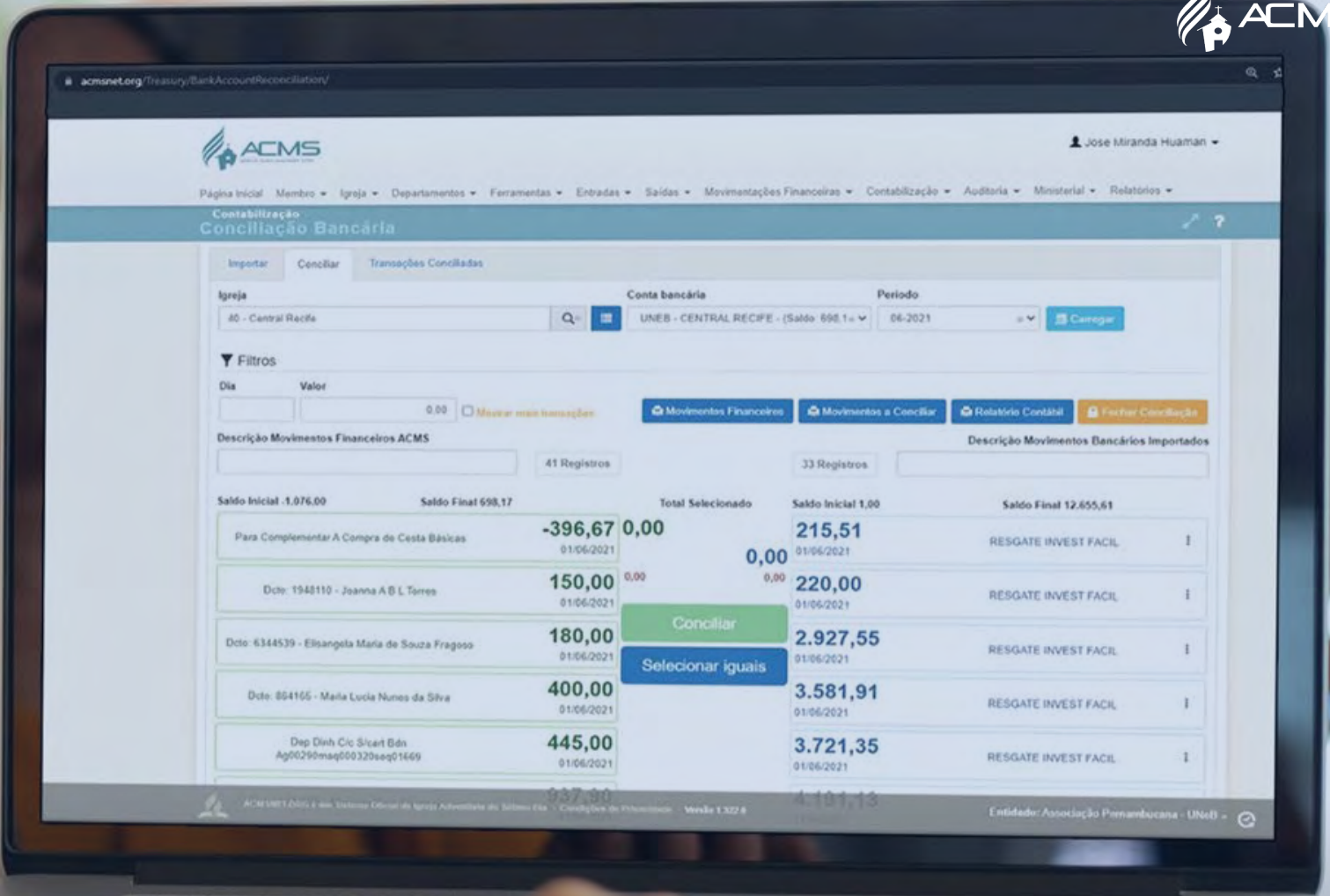
Current Acct Balance ((7,711.50)) + Remittance Pending at Conference (87,779.07) - Unverified Payments (87,779.07) = (7,711.50)

Remit Expenses

Acmsnet.org is an Official System of the Seventh-day Adventist Church - Privacy Policy - Version 1.374.0

District: Artur Nogueira Central - CSPC -
Church: Artur Nogueira Central -

Remittance



acmsnet.org/Treasury/BankAccountReconciliation/

ACMS

Jose Miranda Huaman

Página Inicial Membro Igreja Departamentos Ferramentas Entradas Saídas Movimentações Financeiras Contabilização Auditoria Ministerial Relatórios

Contabilização Conciliação Bancária

Importar Conciliar Transações Conciliadas

Igreja: 80 - Central Recife

Conta bancária: UNEBCENTRALRECIFE - (Saldo 698,17)

Período: 06-2021

Filtros: Dia, Valor (0,00), Mostrar mais transações

Movimentos Financeiros Movimentos a Conciliar Relatório Contábil Exportar Conciliação

Descrição Movimentos Financeiros ACMS	41 Registros	Total Selecionado	Descrição Movimentos Bancários Importados	33 Registros
Saldo Inicial -1.076,00	Saldo Final 698,17	Saldo Inicial 1,00	Saldo Final 12.655,61	
Para Complementar A Compra de Cesta Básicas	-396,67	0,00	215,51	RESGATE INVEST FACIL
Dcto: 1948110 - Joana A B L Torres	150,00	0,00	220,00	RESGATE INVEST FACIL
Dcto: 6344539 - Elisângela Maria de Souza Fragoso	180,00		2.927,55	RESGATE INVEST FACIL
Dcto: 804166 - Maira Lucia Nunes da Silva	400,00		3.581,91	RESGATE INVEST FACIL
Dep Dinh Cic Sivan Bdn Ag00299msa00320seq01469	445,00		3.721,35	RESGATE INVEST FACIL

Conciliar Selecionar iguais

ACMS NET - 2021 e des. Sistema Central da Igreja Adventista do Sábado - Contabilização de Finanças - Versão 1.322.8

Entidade: Associação Pernambucana - UNEB

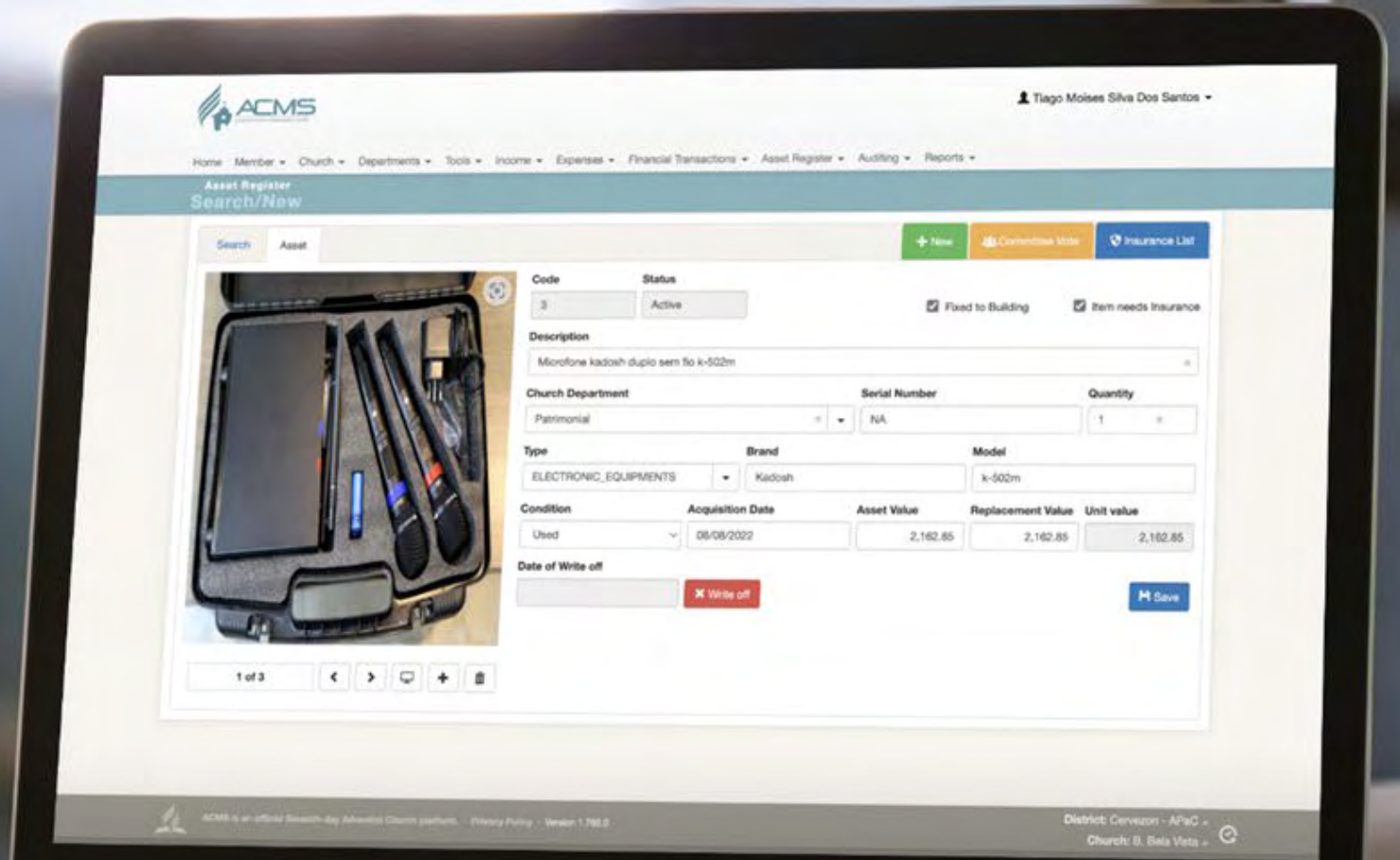
Reconciliation



Finances

- Expenses
- Advances
- Bank Accounts
- Offering Distribution
- Departments Budgets
- Account Transfers
- Unidentified deposits





ACMS

Home - Member - Church - Departments - Tools - Income - Expenses - Financial Transactions - Asset Register - Auditing - Reports

Asset Register
Search/New

Search Asset

+ New [Commitment Note](#) [Insurance List](#)

Code: 3 Status: Active Fixed to Building Item needs Insurance

Description: Microfone kadosh duplo sem fio k-502m

Church Department: Patrimonial Serial Number: NA Quantity: 1

Type: ELECTRONIC_EQUIPMENTS Brand: Kadosh Model: k-502m

Condition: Used Acquisition Date: 09/09/2022 Asset Value: 2,162.85 Replacement Value: 2,162.85 Unit Value: 2,162.85

Date of Write off:

1 of 3

ACMS is an official Search-by-Address Church platform. Privacy Policy - Version 1.782.0

District: Ceresvion - APAC - Church: S. Bela Vista

Asset Control



Reports

Monthly summary

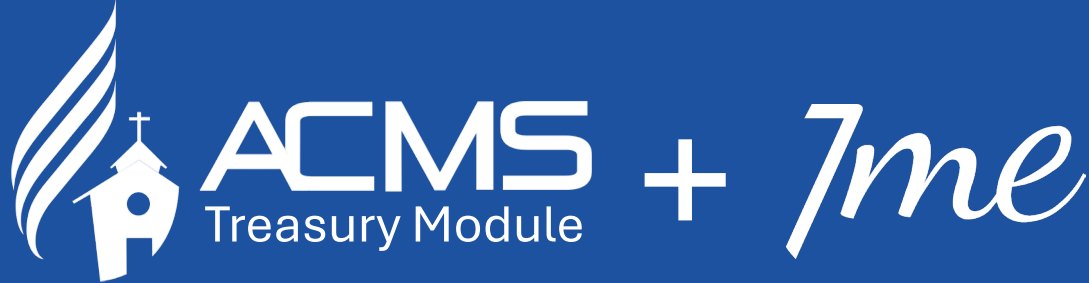
Group by Remittance Start Period: 12-2023

2023 / 12 - Income - South African Rand - ZAR

Week	Category	Destination	Tithes/offerings	7me Transfers	Total
1	1 Tithe	Conference	61,414.84	79,836.63	141,251.47
	2 World Mission (Sabbath School)	Conference	939.60	38.80	978.40
	35 CONFERENCE SPECIAL PROJECT	Conference	0.00	2,375.00	2,375.00
	51 Local Church Offerings	Church/Entity	3,226.50	3,297.00	6,523.50
	55 Restricted Offerings/Church Departm	Church/Entity	85,513.94	62,490.79	148,004.73
	71 Conference Offering	Conference	2,890.10	38.80	2,928.90
	72 Union Offering	Conference	209.90	9.70	219.60
	73 Division Offering	Conference	209.90	9.70	219.60
		Total Conference	65,664.34	82,308.63	147,972.97
		Total Church/Entity	88,740.44	65,787.79	154,528.23
		Total	154,404.78	148,096.42	302,501.20

2023 / 12 - Expenses

Week	Category	Total
Total	102 Furniture and Appliances Acquisitio	116,249.99
	105 Construction Labor	77,100.00
	106 Construction Materials	36,717.56
	401 Salaries	11,404.54



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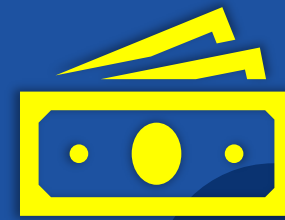
17-19 May 2024

Key concept – accrual vs **cash** accounting



Accrual Basis

- Income recorded when it is *earned*
- Expenses recorded when *incurred*
- Available funds based on *unallocated funds* balances



Cash Basis

- Income recorded when **cash** *received*
- Expenses recorded when **cash** is *spent/paid*
- Available funds based on **cash / bank** *balances*

For example– A utility bill/invoice related to 1-31 January is received by email on 4 February and paid on 8 February.

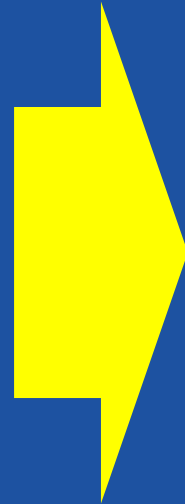
- Accrual basis – Cost recognised in January as it was *incurred* in that month.
- **Cash basis** – Cost recognised on 8 February as it was *spent/paid* in that month.

Key concept – zero-based vs **envelope** budgeting

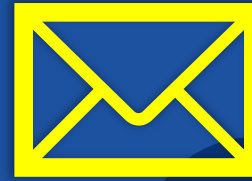


Zero-based

- Account for everything and make a plan
- Every £/€ has a purpose
- Available funds depends on how your actual activity compares to the plan



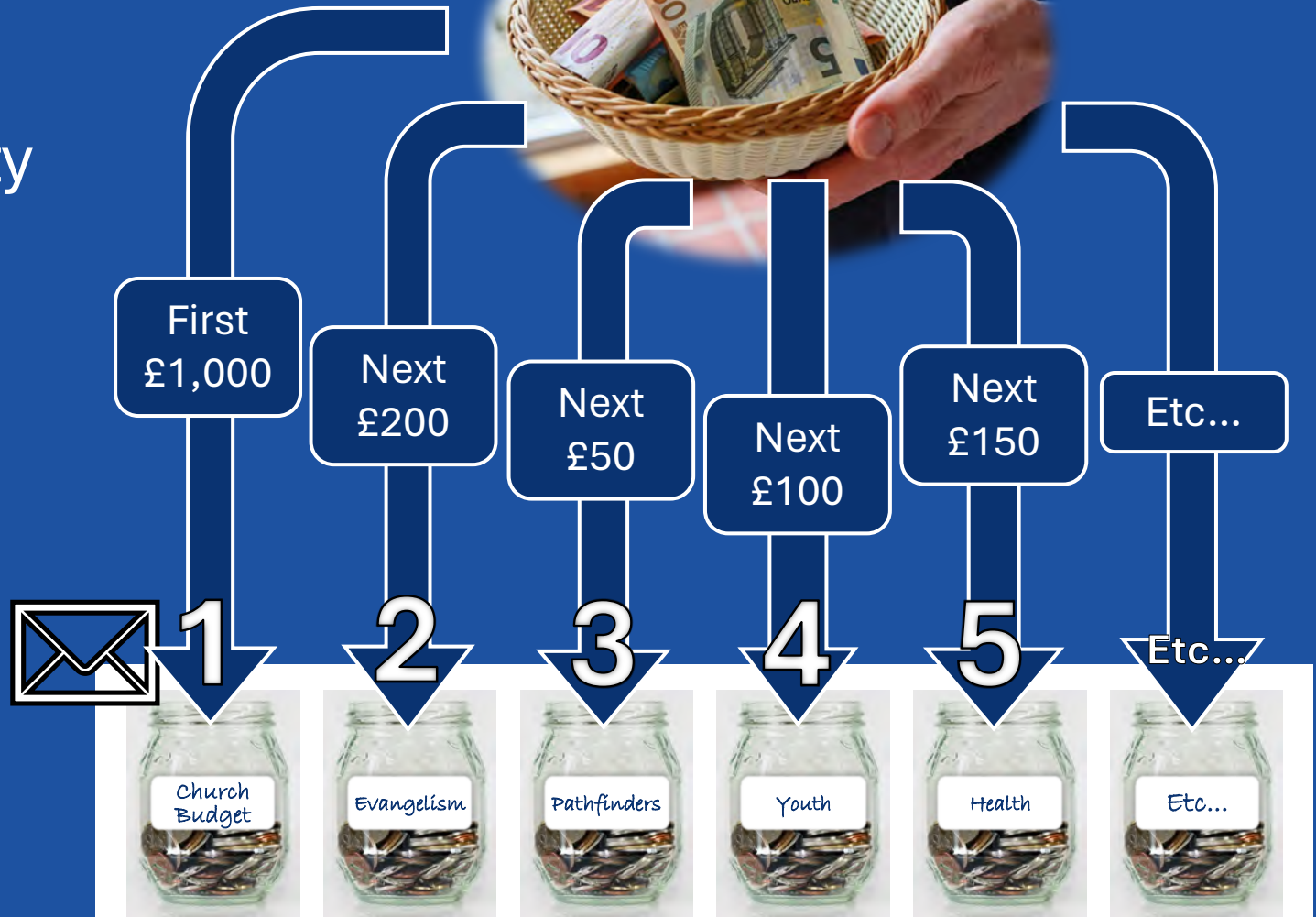
Envelope



- Income is divided into **envelopes**
- Each **envelope** has a purpose
- Available funds based on how much is left in the **envelope**

How does it work?

Cash distributed by priority and/or percentage



=

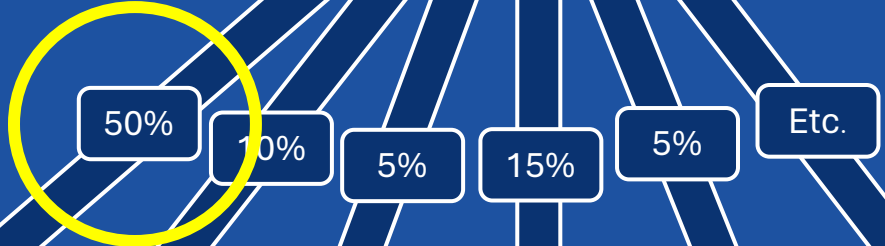
Envelopes = Departments / Ministries...

How does it work?

Cash distributed by priority
and/or percentage



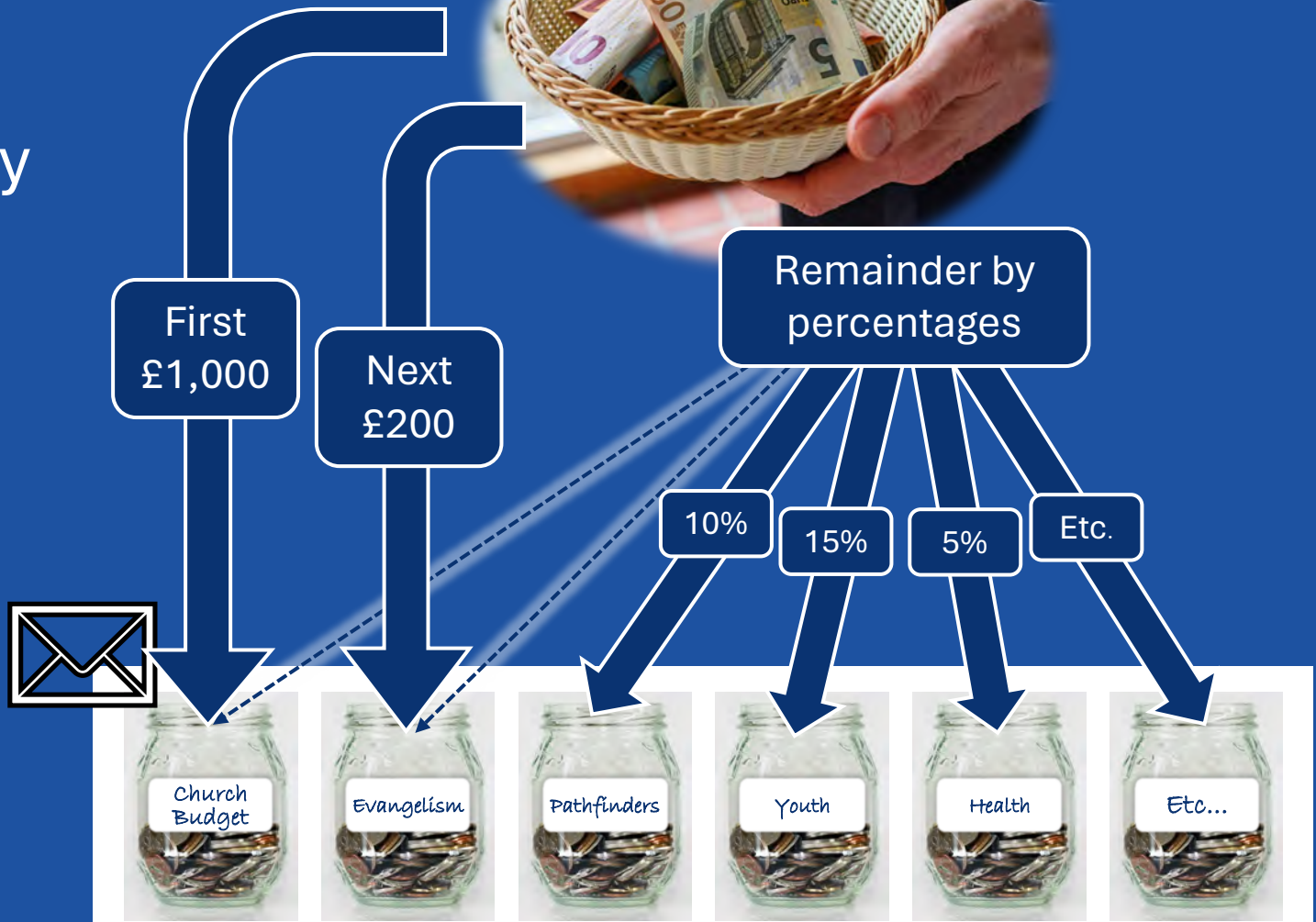
By percentages



Envelopes = Departments / Ministries...

How does it work?

Cash distributed by priority and/or percentage

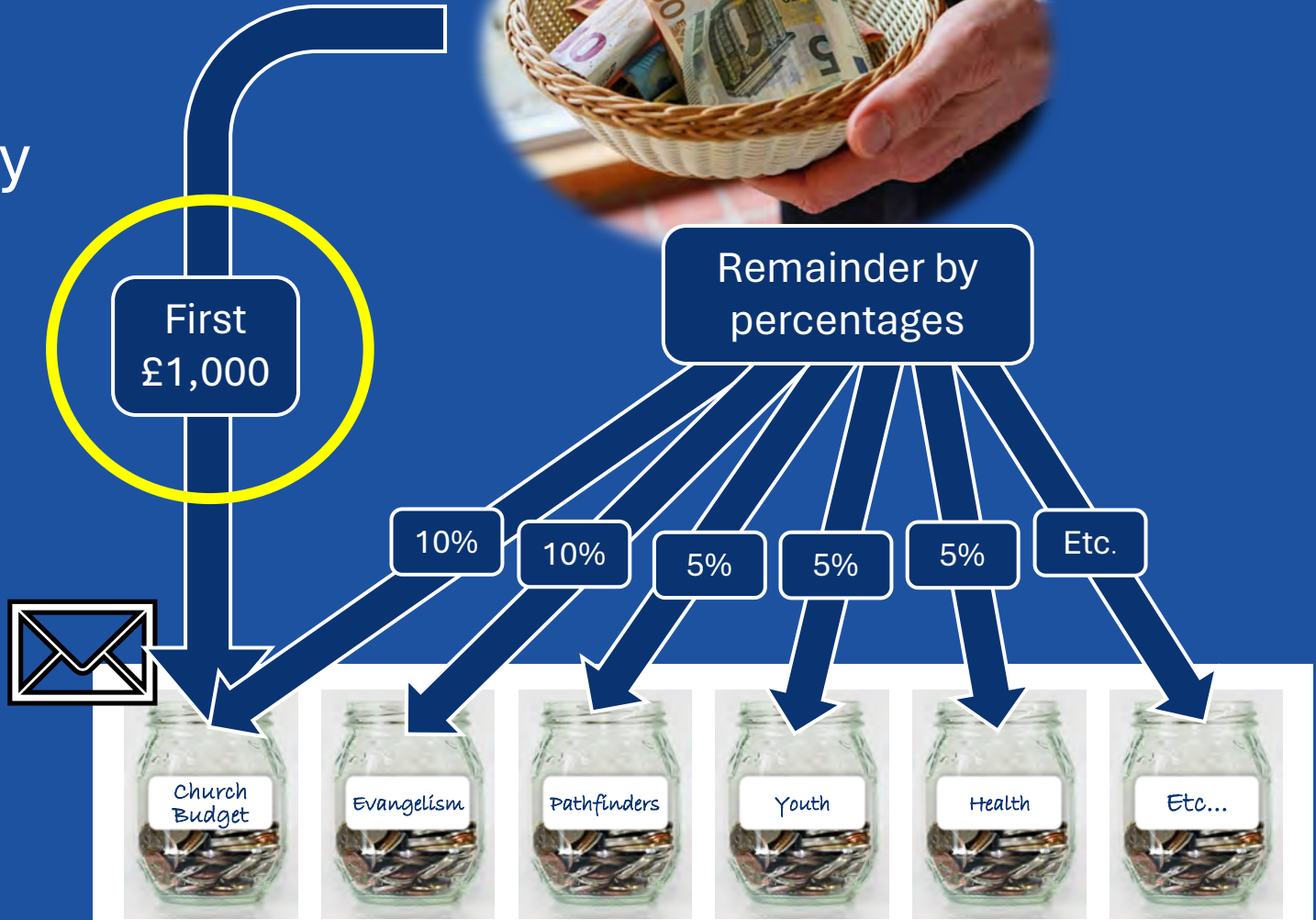


=

Envelopes = Departments / Ministries...

How does it work?

Cash distributed by priority and/or percentage



=

Envelopes = Departments / Ministries...

Budgeting

2	Income	
3	Church budget offerings	18,800
4	Hall hire income	1,200
5		20,000
6		
7	Expenses	
8	Cleaning	360
9	Flowers	690
10	Insurance	900
11	Photocopier	500
12	Rent	3,400
13	Repairs & Maintenance	1,800
14	Utilities	4,350
15		12,000

OPTION 1:

- First £1,000 each month for “church budget” department
- Remainder by percentages (may also include “church budget” department)

OPTION 2:

- 60% of offerings for “church budget” department
- Remaining 40% for other departments

How does it work?

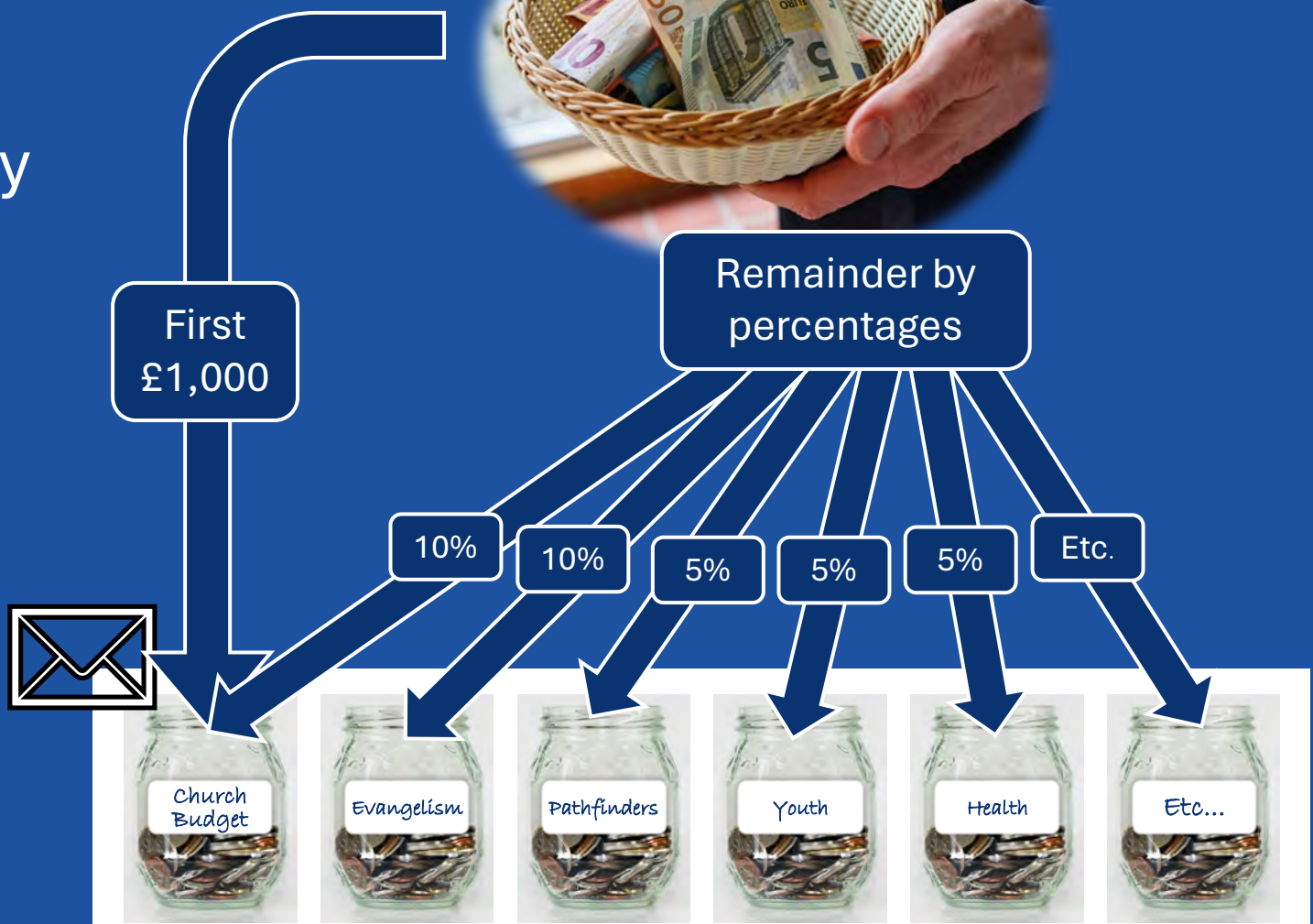
Cash distributed by priority and/or percentage



...still authorised by Church Board.

...allows for automatic strategic allocation of incoming resources.

...can be adjusted as needs change.



Envelopes = Departments / Ministries...

Why use **cash** accounting and **envelope** budgeting?

Easy to follow.

Shows how much money the Church has at any given point.

Visual and tangible.

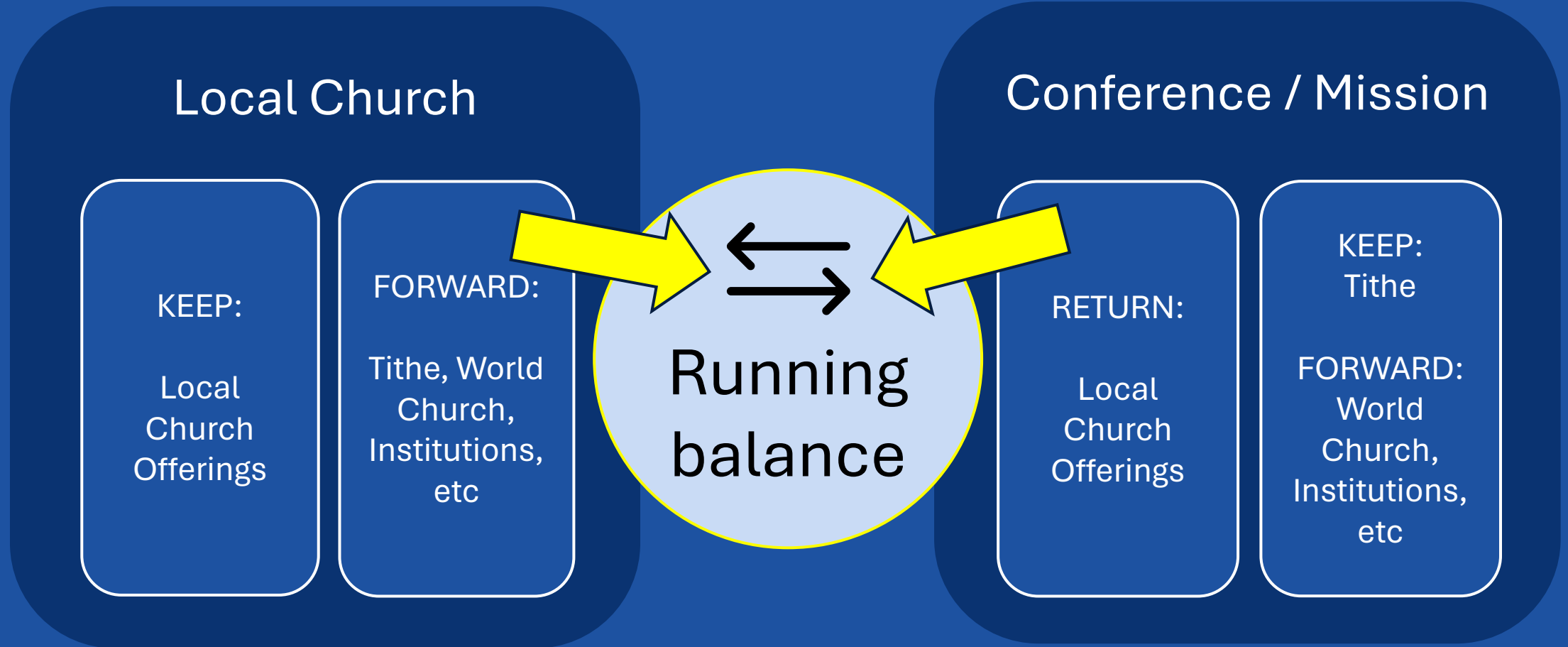
Volunteers willing to serve in treasury ministry.

Flexible and customisable.

Often used in personal finance, and now in many banking apps.

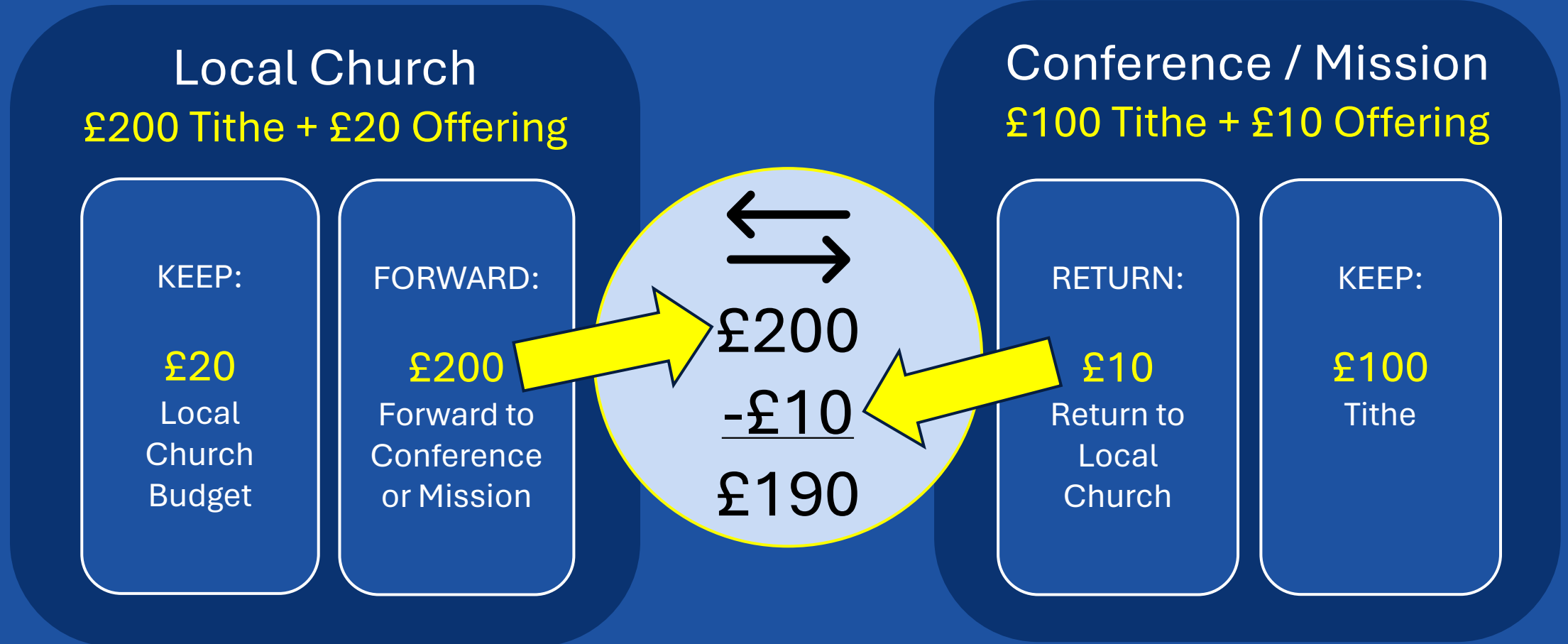
Tithe and Offering Control System

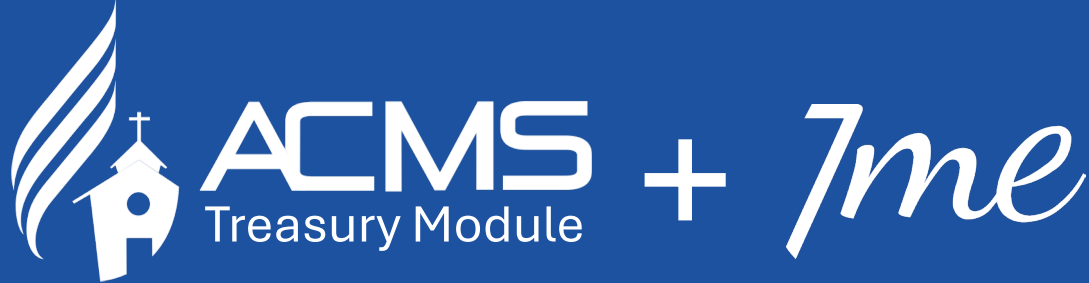
NEW SYSTEM – designed to include digital / cashless / online



Tithe and Offering Control System

NEW SYSTEM – designed to include digital / cashless / online





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Church treasurers embracing digital transformation together, one click at a time

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17-19 May 2024



Key dates

- ✓ 9 April 2024 Information meeting for Pastors, Zoom
- ✓ 23 April 2024 Information meeting for Church Leaders, Zoom
- ✓ 1 May 2024 REGISTRATION DEADLINE
- ✓ 2 May 2024 Debrief meeting for treasury teams of PHASE ONE Churches, Zoom
- ✓ 7 May 2024 Pre-implementation meeting for Treasury Teams of PHASE ONE and PHASE TWO Churches, Zoom
- ✓ 10 May 2024 Pre-implementation migration template submission deadline
- 17-19 May 2024 ACMS Treasury Module implementation event for Treasury Teams, in-person, Leonardo Hotel Hinckley Island
- 6 June 2024 Zoom tutorial for month-end process

Treasury Team Structure

- Treasury Teams – local vs conference treasurer
 - ACMS does not require both
 - Segregation of duties
 - Adequate cover
 - Efficient Teams



What Treasurers Need for the Training?

Open/Positive
Mindset

Willingness to
embrace
change

Laptop

Migration
Template

Bank
statements

Tithe
Envelopes

Other Income

Details of
Expenses

Pricing Table

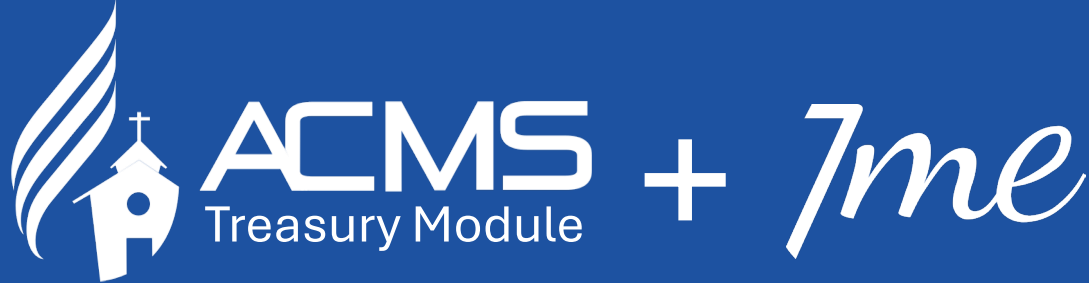
The following pricing table uses the churches as references to calculate the price for the conference or union of churches. A minimum charge for 30 churches is required to implement the packages below.

<p>MEMBERSHIP</p> <p>\$0/mo</p> <p>PEOPLE MANAGEMENT</p> <p>TRANSFERS</p> <p>CHURCH MANAGEMENT</p> <p>REPORTS</p> <p>FREE</p>	<p><i>plus</i></p> <p>\$1/mo per church</p> <p>INTEGRATED REPORT</p> <p>SABBATH SCHOOL</p> <p>SMALL GROUPS</p> <p>VOTING</p> <p>AND MORE</p>	<p>TREASURY</p> <p>\$2/mo per church</p> <p>RECEIPTING</p> <p>CHURCH FINANCIAL MANAGEMENT</p> <p>REMITTANCE CONTROL</p> <p>DISTRIBUTION</p> <p>AND MORE</p>	<p><i>7me</i></p> <p>\$1.50/mo per church</p> <p>PROFILE MANAGER</p> <p>SERVICE TIMES</p> <p>AGENDA AND NEWS</p> <p>SABBATH SCHOOL & SMALL GROUPS ²</p> <p>ONLINE GIVING¹</p> <p>AND MORE</p>
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All companies with less than 30 members are free to use all packages

This weekend...

1. Process Tithe and Offering envelopes and other income
2. Set up donors in ACMS for Local Church
3. Process expenses and bank transactions
4. Check that bank balances in ACMS match bank statements
5. Run key reports for your Local Church Board
6. Use the 7me app
7. Month-end process (to be revisited 6 June 2024)



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