

# HOW-TO-WORKSHOP

**Saturday, March 3, 2018**

**Christ United Methodist Church**

**1639 Keeaumoku Street, Honolulu**

## SCHEDULE FOR THE DAY

9:00 – 9:30 a.m. – Registration

9:30 – 10:00 a.m. – Worship

10:00 – 12:00 p.m. – **MORNING SESSIONS**

1. SPRC – in English led by Rev. Tom Choi
2. SPRC – in Korean led by D.S. Se Hee Han
3. SPRC – in Tongan led by Rev. Olivia Latu
4. Employee/Independent Contractor, Rules on Housing Allowance, Facility Use Agreement, Differences in State Law vs Federal Law, Tables 1,2,3  
Led by Archana Carey
5. Congregational Loan Application Process, Building & Location Assessment  
Led by Sandee Furuta

12:00 p.m. – 12:45 p.m. – Lunch Break

12:45 – 2:30 p.m. – **AFTERNOON SESSIONS**

6. Employee/Independent Contractor, Rules on Housing Allowance, Facility Use Agreement, Differences in State Law vs Federal Law, Tables 1,2,3  
led by Archana Carey
7. Congregational Loan Application Process, Building & Location Assessment  
led by Sandee Furuta
8. Lay Leadership led by Winnie Ching

## **REGISTRATION INFORMATION**

**Registration Deadline: Wednesday, February 28, 2018**

**Registration Fee: \$15.00 / per person**

**Payment Method: Cash or Check - make payable to "HUMU"**

**Please email the registration form to [hawaiidistrict@calpacumc.org](mailto:hawaiidistrict@calpacumc.org) or fax to 531-7354.**

NAME	CHURCH	POSITION in CHURCH	EMAIL ADDRESS	A.M. Workshop	P.M. Workshop	Need Lunch
Example: David Smith	First UMC	SPRC	ds@gmail.com	#1 SPRC	#6	YES-1