

A few of things to remember when preparing your 2012 budget request:

- A new year means new opportunities so don't just copy the budget from 2011. There may be new ministries you want to explore and old ones that aren't as vital as they once were. Consider what you want your area of ministry to accomplish in 2012 and start there.
- Please do not put any capital assets or equipment in your budgets. These are Trustee items and should be dealt with by them. If you anticipate a need in this area, please call Bud Brown ([bud@palmettosouthern.com](mailto:bud@palmettosouthern.com)), chair of Trustees. They need to be aware of your needs so they can take that into account with their budget request. This includes computers and AV equipment.
- Make sure you include any special events funds that you may need in 2012. We try to discourage restricted or targeted giving, so include these in your budget request. Don't plan on special offerings or gifts.
- If you want to know how your budgeted funds have been spent this year, or in past years, please email Sheila at [seldred@bellsouth.net](mailto:seldred@bellsouth.net) for that information. It takes about 2 days to put that report together.

