



Rev. Georgetta Head

Q. How can I stay on track paying my bills? I often forget the due dates and end up receiving calls from the creditor reminding me that my payment is late.

A. Two methods come to mind: a “tickler system” or what I call a “perpetual list.” To setup a tickler system you will need one (1) accordion folder with tabs listed from 1 to 31 (this folder can be found in any office supply store). As your bills arrive in the mail, open them! Review the amount owed, the due date, interest due etc., for accuracy. Next, on the envelope write the due date and amount owed. Now, put bill back into envelope and file the bill in the appropriate date tab in the accordion folder (i.e., bill is due on the 10th, put envelope with bill in accordion folder tab number 10). In order for this system to work, you **MUST** look at the accordion folder on a daily basis. Decide on a time that you will have little distraction when reviewing your folder and paying bills - evening time right after dinner might be a good time to take care of this task.

The method that works best for me is the “perpetual list.” This list once typed up can be used continually month after month! Each month you just change the month to the current month. I used Excel Spreadsheet software to generate my *perpetual list*, you can use any software that suits your needs. When making your perpetual list, you will need four columns labeled: 1) Creditor; 2) Account Number; 3) Due Date; 4) Amount Owed; and 5) Comments. Fill in each column with required information.

This is a quick and simple way of keeping track of your bills. I use the Comments Columns to note any late fees, interest, etc. The Amount Owed column will change from time to time, especially utility bills. I keep every month’s list for future reference and it’s a great list to have in the event you have to call a Creditor, all the necessary information is already on your perpetual list. And, as bills are paid off, delete the creditor from the list.

Q. I would like to start a savings account and pay tithes, but after paying my bills I don’t have enough money left over.

A. This is a problem for a lot of people. They forget to pay self and to pay God. When receiving your paycheck, the first thing that needs done is to acknowledge God first. Pray over your paycheck (resources) and bills you owe out before making any decisions. Ask God for wisdom on how to manage the finances that He entrusted to you. Also, ask Him how much should you set aside for savings (faith) and the “discipline” to tithe 10% from all incoming monies. Some people may have to start a savings with only 2% of their incoming resources, but I believe little makes much. As you are faithful to do this God will bless you from unexpected sources and increase your savings.

If you work a 40 hour a week job you should reward yourself and family by having a savings for the future and emergencies. Oftentimes, it is not that we don’t make enough money it’s what we do with the money we make.

If you give, you will receive. Your gift will return to you in full measure, pressed down, shaken together to make room for more and running over. Whatever measure you use in giving—it will be used to measure what is given back to you.

Luke 6:38



I would like to first challenge you to review your last six months bank statements. How many ATM transactions are listed? How many debit transactions are listed? Make a list of your ATM transactions and record how you spent money from the ATM. Next, list your debit purchases, were they needs or wants? How much of that money could have been used toward savings or tithe? The second challenge is to track your spending habits for the next 3 months. Are your spending habits more on the impulse side or are they planned spending? If you try these challenges you will be surprised at how much money you actually do have that could be used to start a savings account or pay tithe to God. Discipline is the key.

Finance 101:

Maintaining your checkbook is a good start in managing your finances. It is very important to know at all times your bottom line. How much income is available to you right now? Do you balance your checkbook monthly or do you rely on ATM balances?

Do you record every transaction—ATM, checks written, online banking, debit transactions? Do you keep a running balance in your check register?

Have you every received a bounced check because you paid a bill and thought you had enough money in your account, only to find out via a bounced check notice and bank fees there wasn't enough to cover the check written.

Well now it is the time to make it a habit to balance your checkbook. Managing your finances is not difficult, it just takes commitment, discipline, and planning.

God tells us in *Proverbs 27:23-24* “*Be thou diligent to know the state of thy flocks, and look well endure to every generation?*” *to thy herds. For riches are not for ever:* “

As Believers it is our responsibility to know at all times our net worth. One day we will have to give an account of what we did with the resources God has entrusted to each of us. How will you answer on that day?