



Council Report

December 15, 2014

“Caring for God’s Children of all ages, by growing disciples who make disciples.”

Shepherd of the Prairie Lutheran Church

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Shepherd of the Prairie December 15, 2014 Council Agenda

- 1. Devotions** – Pastor Mark
- 2. Review and approve November Council Minutes**
- 3. Finance Review** – Jim
 - a. Monthly finance review
 - b. 2015 Budget review
- 4. Nominating Committee Report** – Pastor Mark
- 5. Building for Mission Update** – Pastor Mark
- 6. 2014 Goal Update**
 - a. See attached Strategic Direction Document
- 7. Ministry Team Updates**
 - a. In Reach Team Leader
 - b. Leadership Retreat – January 19, 2015
 - i. No Committee night on 1/12/15, all are encouraged to attend Leadership Retreat
 - c. Annual Meeting 1/25/15
- 8. Other Business**
 - a. Acolytes
- 9. Next Meeting**
 - a. January 19, 2015 (Leadership Retreat)

Shepherd of the Prairie November 17, 2014 Council Minutes

In Attendance: Jim Henley, Larry Newbanks, Pastor Mark, Adam Adams, Bob McDuffee, Amy Brittain, Wayne Schmidt Absent: Kathy McGuine, Marlene Boehler

1. **Devotions** – Amy Brittain
2. **Review and approve October Council Minutes**
 - a. *Motion to approve minutes with attendance correction by Larry Newbanks. Seconded by Amy Brittain. Motion approved.*
3. **Building for Mission Final Document Review – Bob Malm**
 - a. *Council to have all final comments submitted to Pastor Mark by next Monday (11/24).*
4. **HR ADP Proposal**
 - a. Review and finalize decision
 - i. *Council to confirm pricing and expectations from HR Team. Council to approve Proposal after clarifying points with HR Team. HR ADP to begin with December payroll if approved.*
5. **2014 Goal Update**
 - a. See attached Strategic Direction Document
6. **Finance Review – Jim**
 - a. Monthly finance review
 - i. *Currently running ahead of Budget YTD.*
 - ii. *Facilities still over budget mainly due to snow removal and lawn repair.*
 - iii. *Commercial loan down to approximately \$741k.*
 - iv. *\$7,411 to be applied to debt reduction from MIF Fund.*
 - v. *Finance Team to review Local Mission Budget line item with Mission Team.*
7. **Nominating Committee Report – Pastor Mark**
 - a. *Nominees have been selected for council and various committees.*
8. **Ministry Team Updates**
 - a. In Reach Team Leader
 - i. *Birthday Party for Jesus planned for December 11th.*
 - b. Leadership Retreat – January 19, 2015
 - i. *No Committee night on 1.12.15, all are encouraged to attend Leadership Retreat*
 - c. Annual Meeting 1/25/15
9. **Other Business**
 - a. *Stewardship update – Still 198 commitments outstanding. Council to work with stewardship team to make phone calls to members that have not submitted commitments yet.*
10. **Next Meeting**
 - a. December 15, 2014
 - b. Devotions – Pastor Mark

2014 Goals supporting SOTP Strategic Direction

Be a catalyst for creating community partnerships that care for people in need

What:

- *Initiate contact with community leaders to develop partnerships that provide services to people in our community in need.*
 - 17 Mar: Pastor Mark and Larry had lunch with one of the community leaders that was interviewed by the Strategic Direction team and shared SOTP Strategic Directions.
 - 21 Apr: Larry to meet this Thursday (4/24) with Community Leaders.
 - *Rescheduled to May 22.*
 - 19 May: Meeting with community leader on Thursday (5/22)
 - 16 June: Meeting with community leaders to be held in August.
 - 21 July: On track for August meeting.
 - 18 Aug: Larry to initiate contact with meeting attendees regarding next steps.
 - 15 Sept: Pastor Mark to be attending a meeting with local leaders on Wednesday (9/17)
 - 20 Oct: Pastor Mark to continue meeting with local leaders.
 - 17 Nov: Planning to meet local leaders in January and February timeframe.

How:

- Contact previous interviewees to formulate a plan of action
- Report back to council on plan/feedback proposed by community leaders

Who:

- Larry Newbanks and Jim Henley
- SOTP Staff Support – Pastor Mark
- NOTE: More resources anticipated once action plans are developed

When:

- Feedback anticipated to be available for April Council Meeting Review.

Rationale:

- This is only a first step. Specific needs and plan of attack are uncertain until after we receive interviewee feedback

Promote the well-being of area children, youth and young adults through identification and facilitation of community programming

What:

- *Create homework/tutoring center*
 - 21 Apr: In Reach team Created task force to Create plan for tutoring center including schedule, roles/responsibilities/expectations for students and tutors
 - Will start internally to see how it goes with the thought we could go externally
 - Tutors to be identified by the end of summer
 - 19 May: One tutor interested so far and to continue to contact possibilities.
 - 16 June: Ongoing work on recruiting tutors.
 - 21 July: Team in holding pattern currently.
 - 18 Aug: Team moving forward with identifying students interested in the program as well as identifying students and adults available for tutoring. Background checks to be given to all potential tutors.
 - 15 Sept: In holding pattern to meet with tutors.
 - 20 Oct: Still awaiting response from possible students.
 - 17 Nov: 3 students have signed up so far and 8 or 9 tutors available. Background

checks to be run on all possible tutors.

How:

- Determine needs for tutoring
- Find volunteers who are willing and able to tutor
- Obtain background checks on adult tutors
- Set schedule
- Establish age range
- Advertise
- Research SOTP liability
- Identify coordinator
- Set guidelines for tutoring – Behavior, discipline, materials, etc.

Who:

- In-Reach team

When:

- End of March 2014

Rationale:

- Since parents struggle with helping their children with homework and students sometimes require additional help with what they are learning, our community can benefit from SOTP providing a place where parents and students can turn to attain assistance in reinforcing what is learned in school.

What:

- *Plan Monthly (or Bi-monthly/Quarterly) Parent Information Night*
 - 21 Apr: Target start date in the fall\start of school year.
 - 19 May: On track for September start.
 - 21 July: Chuck and Sharon Little have offered to start Active Christian Parenting Program. 10 week program on Wednesday nights revolving around communication with children. Recruiting 2 assistant leaders as well. Tentative start date will be the 4th week in September.
 - 18 Aug: Temporarily on hold.
 - 15 Sept: Currently planning on having the Active Christian Parenting Program kicked off in the spring.
 - 20 Oct: Parenting Program now likely to occur in the Fall of 2015.

How:

- Find experts on a variety of topics
- Set a schedule of monthly, bi-monthly or quarterly forums based on experts availability and number available

Who:

- Greg Dowell, Bill Waxenberg, Adam Adams

When:

- Coincide with 2014/2015 school year (plan to begin September 2014)

Rationale:

- With so many issues facing parents today, we could benefit the community by providing a forum where experts on youth culture can speak to parents about their field of expertise, answer questions from parents and give practical advice and direction.

Invite People into life-giving participation in the community of faith

What:

- *Develop a church-wide study of a topic or book to help facilitate connections*
 - 17 Mar: Met 4 times
 - This will be a Cottage Meeting type of format
 - Looking at candidate books for summer book read
 - Tentative kickoff date for host families is 1 Jun
 - 9 – 13 people per group (will be open to entire congregation)
 - 21 Apr: Book has been selected for study and will be ordered on 5/14.
 - 19 May: June 1st targeted start date still in effect. Focus on personal invitations before the kickoff of the reading.
 - 16 June: Small groups are now meeting and discussing the book.
 - 21 July: Small groups meeting and will continue to meet through the summer.
 - 18 Aug: Final meeting will be Sept. 7
 - 15 Sept: Potluck dinner took place and some small groups are beginning another reading. Discussed the possibility of a creating a task force to identify books for the groups to read on a going forward basis.
 - 20 Oct: Groups continue to meet. Another kickoff planned for next year.
 - 17 Nov: Planning to hold church wide book read next summer.

How:

- Start with the cottage groups as a framework and invite others to join those groups. Create new groups as necessary

Who:

- Matt Greene, Pastor Bill and Pastor Mark will choose and develop the study

When:

- June 1 to be kickoff date and through the summer months

What:

- *Plan a social Event over the summer to continue Wed. Night dinner fellowship (game night)*
 - 17 Mar: Adam is working with Greg and Kathy to identify a format
 - Goal: provide options that appeal to different age groups
 - 21 July: August 1st Movie on the Prairie to occur.
 - 18 Aug: Movie night occurred and was well attended.
 - 14 Sept: A 2nd event to be planned on October 10 (Chili Cheesecake contest).
 - 20 Oct: Excellent turnout for the Chili Cheesecake contest.
 - 17 Nov: Piefest to occur following Thanksgiving service.

How:

- 21 Apr: Still being discussed. Options are game nights, movie nights, etc.

Who:

- Adam Adams will begin the program

When:

- Through Summer months (one Wed. night per month)

What:

- *Train and equip 'ambassadors' who will watch for and introduce themselves to people they don't know; especially new visitors. When new visitors are identified they will make sure to continue to greet them and invite them to participate in activities, etc.*
 - 21 Apr: Adam Adams to talk to Donna and Don about the book possibilities.
 - 21 July: Donna to focus when her additional hours with church begin. (Aug. 1)
 - 18 Aug: Donna transitioning into role.
 - 15 Sept: Encouraging new members to attend the social events (ie. Chili Cheesecake night, Oct 10)
 - 20 Oct: Chili cheesecake event was a success. Will discuss this topic at the January leadership meeting.

How:

- Begin with 10 – 12 people (i.e. existing Prairie Guides) who will be trained to connect weekly and most importantly in prayer

Who:

- Donna Kelly / Don Schneider

When:

- June

Encourage spiritual growth that changes lives and raises up leaders for the church and the world

What:

- *Define Spiritual Leadership*
 - 17 Mar: Mike was surprised by the number of responses he received on potential leaders for the SOTP (80 candidates)
 - Plan to send out invitations to candidates by mid-April
 - 21 Apr: Will be ordering 25 books. Have approximately 20 to 25 confirmations of attendees.
 - 19 May: Kickoff meeting went well. Approximately 25 attendees. Still working on what to do on the closing session.
 - 16 June: 30 day leadership read has been completed. Another session to be considered for a fall session.
 - 21 July: Book reading complete. To hold possible new session in February '15 timeframe.
 - 20 Oct: New session tentatively scheduled for March or April '15.

How:

- Establish a focus/pilot group
- Find materials: Books, webinars, classes to review as a group

Who:

- Mike McCann / Pastor Mark / Pastor Bill
- Identify a focus group leader
- Pastor Dave Daubert has recommended material

When:

- Kickoff meeting to be held on May 30th

Rationale:

- Clarify 'Spiritual Leader'
- How can we raise up leaders if we can't define

What:

- *Nurture existing leaders*
 - 17 Mar: Nothing to report
 - 21 July: Donna having discussions with existing leaders.
 - 15 Sept: Donna to meet with council in November to discuss her learnings from her conference she attended in Colorado.
 - 17 Nov: Donna to discuss her learnings at leadership retreat in January.

How:

- Make personal contact with each leader – ask!
- Give them an 'out' – define

Who / When:

- Donna Kelly currently interviewing leaders of the church

Rationale:

- Sense that some leaders may not be happy in their existing roles

Minutes
Finance Team Meeting – December 8, 2014

Members Present: Don Schneider, Jim Henley, George Sebastian, Devin Burg

Absent: Rich Jurgenson

The meeting was called to order at 7:15 PM.

The minutes of our November meeting were approved.

Jim Henley reviewed the November financial statements. Income through November is \$12,851 over budget YTD. Total expenses through November are \$6,948 under budget; however, we have not funded our Provision for Reserves accounts. If these are funded as budgeted we would be \$1,760 over budget on expenses YTD. It should also be noted that our November ELCA payment did not get paid until early December which will increase our December expense by an additional \$3,900.

Building Fund donations for November were \$16,888.50 and Debt Reduction donations were \$7,418.

The 2015 budget plan was reviewed and will be presented to the Council on December 15th.

There was no other new business. The meeting was adjourned at 8:45 PM.

Respectfully submitted,
Don Schneider

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of November 2014 for General Fund

Saturday, December 06, 2014

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Previous YTD
Income						
4.100.000	Member Contributions	44,660.50	455,029.99*	430,837.00	470,000.00	409,126.55
4.150.000	Loose Plate and Growth	2,258.76	22,554.14	38,258.00	41,735.00	18,701.17
4.200.000	Miscellaneous Income	0.00	5,189.26			0.00
4.250.000	Flower Income	362.75	2,273.25	2,750.00	3,000.00	2,289.00
4.300.000	Interest Income (Heartland Bank)	15.81	199.79	550.00	600.00	210.88
	Total Income	\$47,297.82	\$485,246.43*	\$472,395.00	\$515,335.00	\$430,327.60
Expenses						
Mission Ministry						
5.100.110	ELCA NI Synod	0.00	39,166.70	43,087.00	47,000.00	39,170.00
5.100.111	Good Samaritan	0.00	697.64	913.00	1,000.00	978.29
5.100.112	Local Mission	286.56	3,569.25	4,312.00	4,700.00	1,942.06
5.100.113	Mission Ministry - Other	0.00	0.00			1,856.64
	Mission Ministry	\$286.56	\$43,433.59	\$48,312.00	\$52,700.00	\$43,946.99
Outreach Ministry						
5.150.100	Outreach/Evangelism	67.50	4,169.93	5,500.00	6,000.00	3,791.85
5.150.150	Advertising	39.27	3,418.77	4,587.00	5,000.00	4,271.88
5.150.250	Outreach Ministry - Other	0.00	941.02*	462.00	500.00	0.00
	Outreach Ministry	\$106.77	\$8,529.72	\$10,549.00	\$11,500.00	\$8,063.73
Adult Education Ministry						
5.200.000	Adult Ed Books/Reimbursements	0.00	976.13	1,837.00	2,000.00	0.00
5.200.300	Adult Ed Curriculum	0.00	595.59*	363.00	400.00	0.00
5.200.350	Retreats Expenses	0.00	200.98	913.00	1,000.00	72.00
5.200.400	Adult Ed - Other	0.00	766.50*	88.00	100.00	413.82
5.200.450	Home Devotional Guides	0.00	95.94			0.00
	Adult Education Ministry	\$0.00	\$2,635.14	\$3,201.00	\$3,500.00	\$485.82
Youth and Education Ministry						
5.250.100	Youth Resources	72.01	848.91	2,288.00	2,500.00	2,113.42
5.250.150	Youth Curriculum	17.81	666.54	913.00	1,000.00	0.00
5.250.200	Trip Expenses	0.00	390.65	2,563.00	2,800.00	2,353.02
5.250.250	Youth Retreats Expense	0.00	43.74	1,375.00	1,500.00	0.00
5.250.275	Software/Subscriptions	181.97	1,573.07*	1,375.00	1,500.00	1,986.90
5.250.280	Confirmation Expenses	97.68	5,219.29*	3,212.00	3,500.00	4,947.70
5.250.285	Sunday School Expenses	446.67	1,725.51*	913.00	1,000.00	599.29
5.250.290	VBS Expenses	0.00	3,239.86*	3,212.00	3,500.00	2,908.52

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of November 2014 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Previous YTD
5.250.300	Other Youth Expenses	0.00	1,003.57*	737.00	800.00	711.72
	Youth and Education Ministry	\$816.14	\$14,711.14	\$16,588.00	\$18,100.00	\$15,620.57
Music Ministry						
5.300.100	Choral Expenses	124.54	2,069.30*	1,925.00	2,100.00	178.60
5.300.150	2nd Service Music	0.00	(5.95)			945.32
5.300.160	Saturday Service Organist	400.00	4,300.00	4,763.00	5,200.00	0.00
5.300.175	Bells Expenses	583.15	1,543.83*	1,375.00	1,500.00	1,107.49
5.300.200	Childrens Music Ministry Expense	0.00	0.00			799.17
5.300.300	Adult Choir Music	0.00	0.00			675.07
5.300.350	Band Expenses	250.00	3,661.26*	2,112.00	2,300.00	5,800.00
5.300.375	Youth Bell Choir	0.00	0.00			1,253.82
5.300.400	Piano/Organ Maintenance	0.00	398.24	638.00	700.00	505.00
5.300.450	Bell Maintenance	0.00	0.00	231.00	250.00	0.00
5.300.500	Licensing Fees	0.00	735.00*	693.00	750.00	825.00
5.300.550	Music Resources Expenses	85.00	147.72	275.00	300.00	829.61
	Music Ministry	\$1,442.69	\$12,849.40*	\$12,012.00	\$13,100.00	\$12,919.08
Worship Ministry						
5.350.100	Audio Visual Ministry	416.47	1,835.19*	1,375.00	1,500.00	3,139.37
5.350.150	Flowers	0.00	2,136.97	2,750.00	3,000.00	2,316.97
5.350.200	Altar Guild	137.88	398.29	913.00	1,000.00	549.28
5.350.250	Pastoral Assistance	100.00	1,350.00*	1,100.00	1,200.00	1,118.75
5.350.300	Worship Supplies	19.02	565.04	693.00	750.00	721.18
5.350.350	Misc. Worship Expenses	0.00	0.00	319.00	350.00	237.23
	Worship Ministry	\$673.37	\$6,285.49	\$7,150.00	\$7,800.00	\$8,082.78
Facilities						
5.400.100	Cleaning Service	590.00	6,520.00	6,875.00	7,500.00	5,965.00
5.400.150	Utilities	623.96	8,223.47	8,250.00	9,000.00	7,024.50
5.400.200	Waste Removal	0.00	1,746.93*	1,562.00	1,700.00	1,728.37
5.400.250	Lawn care/Snow removal	875.00	16,592.36*	6,413.00	7,000.00	4,650.00
5.400.300	Maint./Cleaning Supplies	0.00	543.67	693.00	750.00	343.25
5.400.350	Outside Contract Services	1,860.60	4,730.19*	3,762.00	4,100.00	3,939.19
5.400.400	Misc. Facilities expense	104.90	165.22	418.00	450.00	1,019.12
	Facilities	\$4,054.46	\$38,521.84*	\$27,973.00	\$30,500.00	\$24,669.43
Office Expenses						
5.450.100	Office Supplies	122.55	3,336.04	8,800.00	9,600.00	7,327.33

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of November 2014 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Previous YTD
5.450.150	Office Equipment	0.00	0.00	550.00	600.00	2,748.36
5.450.200	Web/Software Expenses	180.00	3,846.33*	1,375.00	1,500.00	2,735.04
5.450.250	Telephone	145.21	1,941.58	2,200.00	2,400.00	1,845.17
5.450.275	Wireless Phone	184.72	1,282.32			0.00
5.450.300	Postage	99.19	1,452.74	1,837.00	2,000.00	967.01
5.450.350	Dues & Subscriptions	0.00	144.00	550.00	600.00	0.00
5.450.400	Equipment Rental	1,150.25	12,924.05*	6,413.00	7,000.00	7,897.04
5.450.450	Misc. Office Expenses	0.00	114.01	275.00	300.00	1,404.72
	Office Expenses	\$1,881.92	\$25,041.07*	\$22,000.00	\$24,000.00	\$24,924.67
Staffing Ministry						
5.500.100	Pastor Salary	4,524.46	49,587.66*	48,884.00	53,333.00	47,431.48
5.500.150	Pastor Housing Allowance	2,666.66	29,333.26	30,217.00	32,960.00	29,333.26
5.500.200	Lay Ministry Coord.	1,235.00	9,222.54*	6,688.00	7,300.00	1,291.25
5.500.250	Youth Ministry Coord.	3,121.32	34,255.46	34,331.00	37,456.00	33,322.72
5.500.300	Director of Music	3,069.00	32,534.54*	29,535.00	32,225.00	28,674.41
5.500.350	Organist	1,060.90	11,639.00	11,671.00	12,731.00	11,285.00
5.500.400	Tech. Support Manager	2,167.22	23,952.10	23,980.00	26,157.00	24,631.61
5.500.450	Office Manager	1,040.00	11,186.25	12,232.00	13,349.00	9,627.20
5.500.500	Director of Adult Education	2,902.02	31,841.66	31,922.00	34,824.00	30,988.24
5.500.525	AV Coordinator	600.00	6,600.00	6,600.00	7,200.00	6,619.58
5.500.550	Continuing Education/Training	40.00	3,678.84*	3,663.00	4,000.00	2,987.80
5.500.600	Staff Social Security	1,106.74	12,267.10	14,663.00	16,000.00	10,134.20
5.500.650	Pastor SS/Ins/Retirement	3,518.71	38,160.14	39,413.00	43,000.00	39,792.47
5.500.655	Staff Payroll Deductions	0.00	0.00			0.00
5.500.675	Payroll Processing Expense	166.60	1,543.10	2,013.00	2,200.00	0.00
5.500.700	Misc. Staff expenses	0.00	1,412.20	2,288.00	2,500.00	1,571.87
5.500.750	Pastor's Con't Ed.	0.00	290.54	913.00	1,000.00	0.00
	Staffing Ministry	\$27,218.63	\$297,504.39	\$299,013.00	\$326,235.00	\$277,691.09
Other Church Expenses						
5.550.100	Scholarships	0.00	0.00	1,100.00	1,200.00	0.00
5.550.110	Kitchen Supplies	127.02	867.67			0.00
5.550.125	Church Events Expense	0.00	382.18			0.00
5.550.150	Committee Expenses	0.00	1,126.79	2,750.00	3,000.00	2,531.27
5.550.175	Synod Assembly Expense	0.00	0.00			0.00
5.550.200	Church Insurance	0.00	8,222.00*	7,238.00	7,900.00	3,950.00

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of November 2014 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Previous YTD
5.550.250	Automobile Expense	0.00	4,293.85*	3,850.00	4,200.00	4,517.59
5.550.300	Human Resources	72.30	256.05	462.00	500.00	150.00
5.550.350	Bank/Legal Expenses	21.85	693.47*	550.00	600.00	709.78
5.550.400	Misc. Expenses	10.00	71.15	913.00	1,000.00	1,235.50
	Other Church Expenses	\$231.17	\$15,913.16	\$16,863.00	\$18,400.00	\$13,094.14
<i>Providing for the Future</i>						
5.600.100	Provision for Outreach	0.00	0.00	693.00	750.00	35.64
5.600.150	Provision for Inreach	0.00	0.00	506.00	550.00	0.00
5.600.200	Provision for Equipment	0.00	0.00	913.00	1,000.00	0.00
5.600.250	Provision for Maintenance	0.00	0.00	2,750.00	3,000.00	0.00
5.600.300	Provision for Bldg. & Grounds	0.00	0.00	2,750.00	3,000.00	1,420.58
5.600.350	Provision for Sabbatical	0.00	0.00	1,100.00	1,200.00	0.00
	Providing for the Future	\$0.00	\$0.00	\$8,712.00	\$9,500.00	\$1,456.22
	Total Expenses	\$36,711.71	\$465,424.94	\$472,373.00	\$515,335.00	\$430,954.52
	Difference	<u>\$10,586.11</u>	<u>\$19,821.49</u>	<u>\$22.00</u>	<u>\$0.00</u>	<u>(\$626.92)</u>

* = Income/Expense exceeds amount budgeted to date

If the accounts in the subtotals have changed or if ledger and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

Shepherd of the Prairie - Huntley IL
Balance Sheet as of November 30, 2014

Saturday, December 06, 2014

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Account #	Account Name	Period Activity	YTD Balance	Previous Year Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	(9,211.81)	165,289.84	182,623.31
1.200.000	Mission Plus Building Fund Checking	21,901.15	118,958.30	81,012.23
1.250.000	HBT/LPL Investment Account	0.00	20.55	N/A
1.400.000	Heartland Bank Youth Account Checking	0.00	6,569.03	3,990.55
	Total Current Assets	\$12,689.34	\$290,837.72	\$267,626.09
Fixed Assets				
1.300.000	Building & Grounds	0.00	1,980,000.00	1,980,000.00
	Total Fixed Assets	\$0.00	\$1,980,000.00	\$1,980,000.00
	Total Assets	\$12,689.34	\$2,270,837.72	\$2,247,626.09
Liabilities				
Current Liabilities				
2.000.000	Accounts Payable/Vendors	0.00	0.00	381.36
2.200.000	941 Federal Withholding	0.00	0.00	1,393.40
2.200.100	941 State Withholding	0.00	0.00	298.73
2.200.150	Pastor's FSA Account	0.00	0.00	71.43
	Total Current Liabilities	\$0.00	\$0.00	\$2,144.92
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	(19,070.39)	771,666.60	1,001,620.08
	Total Long Term Liabilities	(\$19,070.39)	\$771,666.60	\$1,001,620.08
	Total Liabilities	(\$19,070.39)	\$771,666.60	\$1,003,765.00
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	10,586.11	64,207.30	51,279.39
	Total Unrestricted Fund Balances	\$10,586.11	\$64,207.30	\$51,279.39
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	1,304.00	1,144.00	240.00
3.175.000	Memorial Fund Balance	0.00	75.00	1,429.30
3.180.000	Grafton Food Pantry Fund Balance	195.00	605.00	200.00
3.200.000	Heifer Fund Balance	13.25	1,099.48	804.66
3.210.000	Grant Fund Balance	0.00	255.00	255.00
3.220.000	AV Ministry Fund Balance	0.00	1,496.33	22.18
3.250.000	Good Samaritan Fund Balance	10.00	4,627.67	2,436.15

Shepherd of the Prairie - Huntley IL
Balance Sheet as of November 30, 2014

Saturday, December 06, 2014

Page 2 of 3

Account #	Account Name	Period Activity	YTD Balance	Previous Year Balance
3.260.000	Evangelism/Outreach Fund Balance	395.00	6,668.96	4,037.70
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	310.00	1,823.75	4,294.87
3.345.000	Childrens Music Ministry Fund Balance	0.00	754.00	1,754.00
	<i>Total Music Ministry Fund Balance</i>	<i>\$310.00</i>	<i>\$2,577.75</i>	<i>6,048.87</i>
3.350.000	Prairie Crafters Fund Balance	496.10	1,761.10	6,269.50
3.360.000	Miscellaneous Fund Balance	30.81	3,919.57	17,950.43
3.370.000	WELCA Fund Balance	770.00	1,718.93	N/A
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	100.00	2,446.43	2,246.43
3.417.000	Youth Mission Trips Balance	0.00	2,656.72	(4,537.75)
3.421.000	Youth Scholarship Balance	0.00	2,453.00	453.00
3.422.000	Operation Christmas Child Balance	53.40	166.76	46.36
3.423.000	Confirmation Retreat Fund Balance	(5,043.96)	1,431.54	1,002.50
3.424.000	Gift Card Program Fund Balance	0.00	6,569.03	3,990.55
	<i>Total Youth Ministry Fund Balance</i>	<i>(\$4,890.56)</i>	<i>\$15,723.48</i>	<i>3,201.09*</i>
3.500.000	Little Lambs Fund Balance	116.72	12,222.05	11,154.00
3.600.000	Prayer Shawl Ministry Fund Balance	25.00	147.60	172.60
3.700.000	Disaster Relief Fund Balance	50.00	120.00	3,640.00
	Total	(\$1,174.68)	\$54,161.92	\$57,861.48
	Total Temporary Restricted Fund Balances	(\$1,174.68)	\$54,161.92	\$57,861.48
Building Fund				
3.125.000	Building Fund Balance	3,277.91	118,958.30	103,159.78
	Total Building Fund	\$3,277.91	\$118,958.30	\$103,159.78
Reserves				
3.950.000	Inreach Reserves Fund Balance	0.00	1,322.93	1,340.00
3.960.000	Outreach Reserves Fund Balance	0.00	5,963.67	5,249.31
3.970.000	Bldg & Grounds Reserves Balance	0.00	17,368.14	17,288.72
3.975.000	Maintenance Reserves Balance	0.00	12,793.80	17,680.80
3.980.000	Equipment Reserves Balance	0.00	9,831.66	6,591.69
3.985.000	Sabbatical Reserves Balance	0.00	1,200.00	0.00
	Total Reserves	\$0.00	\$48,480.20	\$48,150.52
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	0.00	5,030.00	5,030.00

Shepherd of the Prairie - Huntley IL
Balance Sheet as of November 30, 2014

Saturday, December 06, 2014

Page 3 of 3

Account #	Account Name	Period Activity	YTD Balance	Previous Year Balance
Total Permanently Restricted Funds		\$0.00	\$5,030.00	\$5,030.00
3.130.000	Building & Grounds Equity	19,070.39	1,208,333.40	978,379.92
Total Equity		\$19,070.39	\$1,208,333.40	\$978,379.92
Total Fund Balances & Equity		\$31,759.73	\$1,499,171.12	\$1,243,861.09
Total Liabilities and Fund Balances & Equity		<u>\$12,689.34</u>	<u>\$2,270,837.72</u>	<u>\$2,247,626.09</u>

If the accounts in the subtotals have changed or if ledger (marked with "**") and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 11/30/2014

Saturday, December 06, 2014

Page 1 of 1

Account #	Account Name	Current Activity	YTD Activity
<hr/>			
3.125.000	Building Fund Balance		
	Beginning Fund Balance	115,680.39	60,255.25
	<i>Income</i>		
4.127.000	Church Group Donations	0.00	0.00
4.128.000	Memorial Donations to Building Fund	0.00	0.00
4.160.000	Debt Reduction Donations	7,418.00	27,422.75
4.310.000	Building Fund Donations	16,888.50	195,855.56
4.700.000	Mission Plus Interest Income	56.41	492.11
	Total Income	<u>\$24,362.91</u>	<u>\$223,770.42</u>
	<i>Expenses</i>		
5.125.000	Loan Principal Payments	11,659.39	115,368.95
5.126.000	Loan Interest Payments	2,014.61	21,371.05
5.127.000	Loan Principal only Payments	7,411.00	34,860.77
	Total Expenses	<u>\$21,085.00</u>	<u>\$171,600.77</u>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	0.00	6,533.40
	Total Journal Entries	<u>\$0.00</u>	<u>\$6,533.40</u>
	Ending Fund Balance	\$118,958.30	\$118,958.30

December 8, 2014

SOTP Outreach Minutes

In attendance: Brian Rojas, Donna Kelly, Adam Adams
Mike Yndestad Chairman

Operation Christmas Child news article was Submitted to the Northwest Herald

We are signed up for the Huntley chamber expo March 7, 2015

Location:

Marlowe Middle School
9625 Haligus Road
Lake in the Hills, IL 60142

Date/Time Information:

Saturday, March 7, 2015
9:00 a.m. - 4:00 p.m.

Contact Information:

[\(847\) 669-0166](tel:8476690166)

The Outreach Committee agreed upon creating travel mugs to hand out during Christmas services this year that will feature the church logo and mission statement. The committee further agreed that these travel Mugs should have the same appearance as the Fallfest giveaways.

Lifetree Café hosting was tabled.

The committee also discussed hosting a Build a Snowman Contest the Third week in January at the church. Teams will be formed with sign up sheets. The snow people will be judged and prizes will be awarded. Hot drinks and bakery items will be served.

Sponsoring a movie night at Deicke Park over the summer months of next year was tabled.

Just a reminder to make sure all of your team members know they are invited to the planning meeting on the 19th!!

Annual reports are due Jan 11

MISSION TEAM MONTH AT A GLANCE 2014 (Updated 5/13/14)

<p><u>JANUARY</u> Select Lent Offering destination(s) PADS – 4th Sunday Jan 26 Annual Meet. Power point presentation Check. Requests 1/9/14 (for 2013) SPEC. Offerings Thanks GV. & Xmas Grafton Food Pantry \$500 N. IL Food Bank - \$500 Turning Point - \$1,581.95 Home of The Sparrow - \$1,582.00 Pioneer Center - \$1,582.00 February Newsletter &</p>	<p><u>FEBRUARY</u> Work NIF Feb. 4th PADS 4th Sun. 2/24- Becky \$65.05 Select Easter (4/24) Offering destinations Welcome Pack set up by Mar. 5 Mar. Newsletter &</p>
<p><u>MARCH</u> Renew Stubbs Missionary support (raise to \$1500 X2 yrs) PADS -4th Sun. 3/24 Mar ? \$72.86 Collect Welcome Pack Items Lent offerings split in half Ck. Requested in May LOMC - \$2,871.00 Senior Care Volunteers \$ 2,871.00) Paid in May April Newsletter &</p>	<p><u>APRIL</u> Welcome Pack ready for delivery Completed in May Exodus Celebration of Hope Dinner Request Payment check for Lent Monies-- Easter Offering check requested in May Mc Henry Pioneer - \$1,554.00) Elgin Crisis Ctr. - \$1,554.00) Paid in May Stubbs Missionary contract -\$1500.00 May Newsletter &</p>
<p><u>MAY</u> Request Payment checks for Easter Monies Work NIF food Bank- done May 12th 28 people Possible Work day at LOM Decided No Mission Moments Sunday NIFB & Exodus Synod Assembly In Kind Offering for June Nauchasa Lutheran home decided NO this yr. Jill - PADS \$44.81 Jules PADS \$57.67 June Newsletter &</p>	<p><u>JUNE</u> LSSI Behavioral Health Serv. Elgin Center 6/7 \$500 July Newsletter & BUDGET FOR YEAR 2014 is \$4,700.00 SO FAR WE SPENT \$2,240.39 Bal. Agrees with council ===== \$2,459.61</p>
<p><u>JULY</u> Prepare Welcome Pack set up for Aug. Mission Moments Sunday August Newsletter & May Welcome Pack Delivered Sandy Exp. \$20.36</p>	<p><u>AUGUST</u> Welcome Pack Collection Prepare Exodus run/walk 8/3 LSSI Sunday with Guests Feed my Starving Children 8/7—Sept. Newsletter &</p>
<p><u>SEPTEMBER</u> NI Food bank Work Day Switched to Nov. Exodus Run Walk Mission Moments Sunday 9/7 (God's Work our Hands) Welcome Pack ready for Oct. 1 delvy. Gaza Humanitarian \$500 Oct. Newsletter Bal left from Budget \$1939.25</p>	<p><u>OCTOBER</u> Arrange Xmas Giving Tree (Barb Hoppenstedt) 1st PADS 4th Sun. 10/26 Select Thanksgiving Offering Destination(s) ½ Feed M Starving Children \$572 And ½ ELCA World Hunger \$572 Donate \$500 TO ELCA Ebola November Newsletter & Exodus-Sandy \$36.56</p>
<p><u>NOVEMBER</u> NI Food Bank Work day 11/8 PADS 4th Sun – 11/23 Select Xmas 1/3 LSSI 1/3 Home of Sparrow 1/3 Turning Point GIVING Tree Up –Mission Moments talk with stewardship December Newsletter &</p>	<p><u>DECEMBER</u> Deliver Giving Tree Request Payment check(s) for Thanksgiving PADS 4th Sun. 12/28 Req. \$500 This year Jan. business cause of leader meeting in Jan. January Newsletter Elgin Crisis center \$300 Habitat for Humanity \$200</p>

MISSION TEAM MONTH AT A GLANCE 2015

<p><u>JANUARY</u> Select Lent Offering destination(s) Ash Wed. 2/18 1/2 Mc Henry County Jail Detainees 1/2 Mc Henry County Peioneer PADS – 4th Sunday Jan 25 Senior Care Volunteer Network?</p> <p>February Newsletter &</p>	<p><u>FEBRUARY</u> Work NIF Feb. 4 or 14th? PADS 4th Sun. 2/22 Select Easter (4/5) Offering destinations Welcome Pack set up by Mar. 5 (Renew Stubbs Missionary Support (\$1500)Part 2 of 2) (council approval?) Mission Mom Sun. 2/1 Senior Care Network NIFB Mobile Agenda item</p> <p>Mar. Newsletter &</p>
<p><u>MARCH</u> PADS -4th Sun. 3/22 Collect Welcome Pack Items Green Tree follow up fellowship at our church?? Cong. Resource Conf. 3/14</p> <p>April Newsletter &</p>	<p><u>APRIL</u> Welcome Pack ready for delivery Exodus Celebration of Hope Dinner Request Payment check for Lent Monies—contact all Mission Moments Sun 4/5 ..but EASTER? April 14 NIFB</p> <p>May Newsletter &</p>
<p><u>MAY</u> Request Payment checks for Easter Monies Work NIF food Bank- Synod Assembly In Kind Offering for June May 4 - NIFB</p> <p>June Newsletter &</p>	<p><u>JUNE</u> Mission Moments Sun.5/2</p> <p>July News letter</p>
<p><u>JULY</u> Prepare Welcome Pack set up for Aug.</p> <p>August Newsletter &</p>	<p><u>AUGUST</u> Welcome Pack Collection Prepare Exodus run/walk FMSC – 8/8 11:30 AM = 1:30PM Mission Mom. Sun. 8/2 September Newsletter &</p>
<p><u>SEPTEMBER</u> NI Food bank Work Day Exodus Run Walk</p> <p>Mission Moments Sunday 9/6 (God's Work our Hands?) Welcome Pack ready for Oct. 1 delvy.</p> <p>Oct. Newsletter</p>	<p><u>OCTOBER</u> Arrange Xmas Giving Tree (Barb Hoppenstedt?) 1st PADS 4th Sun. 10/25 Select Thanksgiving Offering Destination(s) Columbus Day FMSC? Mission Moments Sun. 10/4 (if not Sept.)</p> <p>November Newsletter &</p>
<p><u>NOVEMBER</u> NI Food Bank Work day PADS 4th Sun – 11/22 Select Xmas offering destination(s) GIVING Tree Up –</p> <p>December Newsletter &</p>	<p><u>DECEMBER</u> Deliver Giving Tree Request Payment check(s) for Thanksgiving PADS 4th Sun. 12/27 Mission Moments Sun. 12/6</p> <p>January Newsletter &</p>

Notes for back side of Month at a Glance

TO: Paid Staff and Ministry Leaders at Shepherd of the Prairie (From Pastor Mark on 10/15/14)

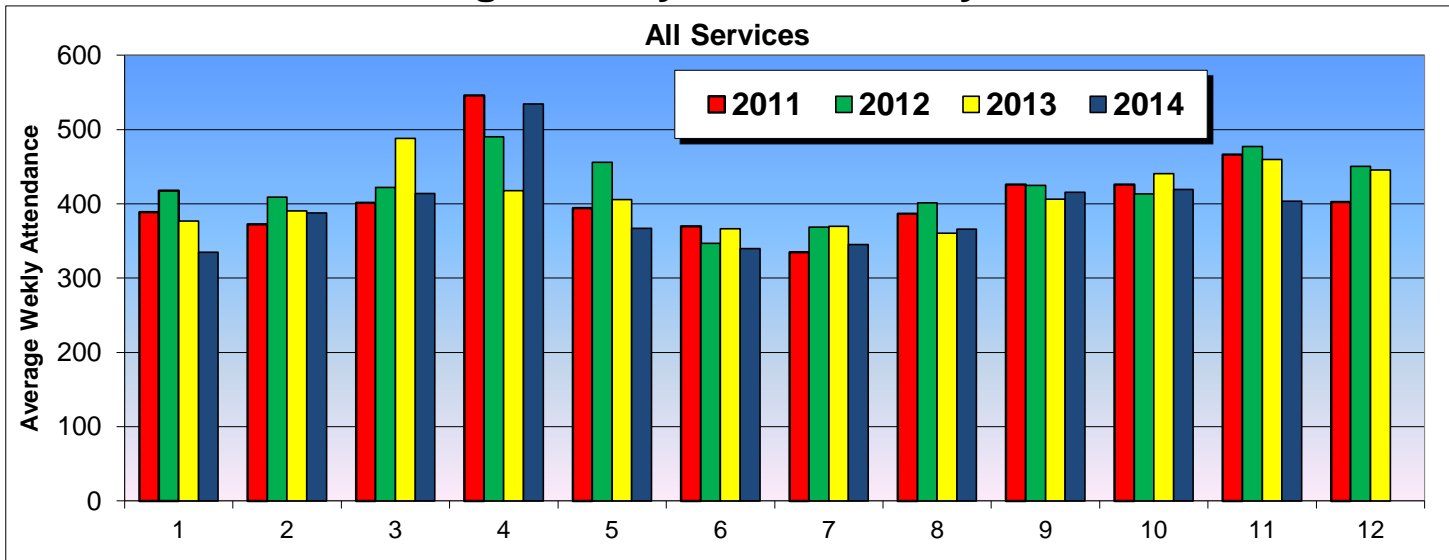
POLICY DIRECTIVE: A new policy has been agreed to and voted upon by the Congregation Council of Shepherd of the Prairie. Any contract agreement over \$2,500.00 must be reviewed and approved by the Finance team and Congregation Council of Shepherd of the Prairie. The contract shall be signed by the President of the Congregation as well as a member of the Finance Team.

Also Summer 2014 Directive from Finance team---

Whenever Mission Team designates monies from Special Offerings (i.e. lent, Easter, Thanksgiving, and Christmas) The following people should be notified as soon as decision is made:

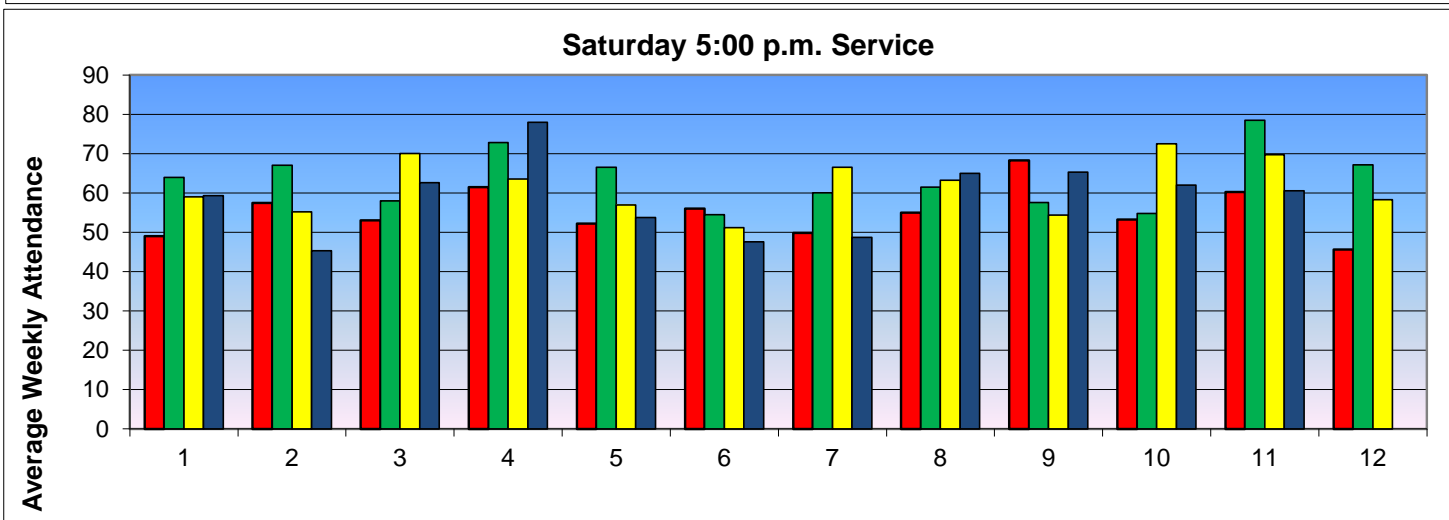
- Contribution Secretaries (Currently Sue Wehnes & Renee Green)
- Treasurer “ Jim Henley)
- Finance Team “ Don Schneider)
- Counters “ Ralph Wehnes)

Average Weekly Attendance by Month



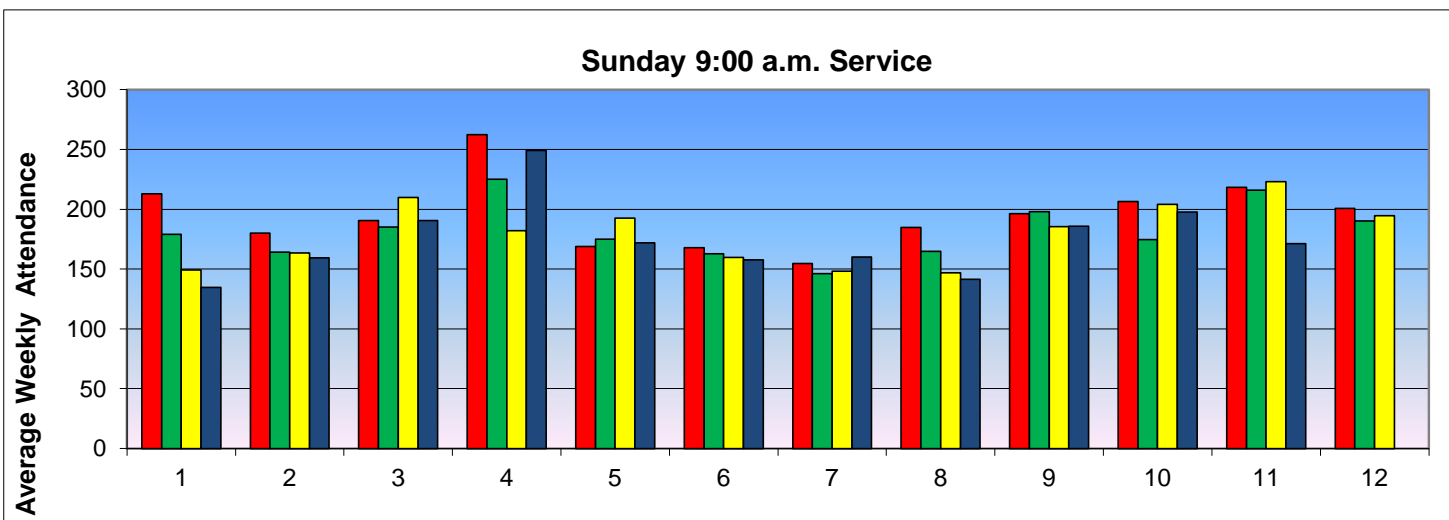
Avg. Weekly Attendance

Year	Attendance
2009	338
2010	392
2011	410
2012	420
2013	411
2014 (ytd)	393



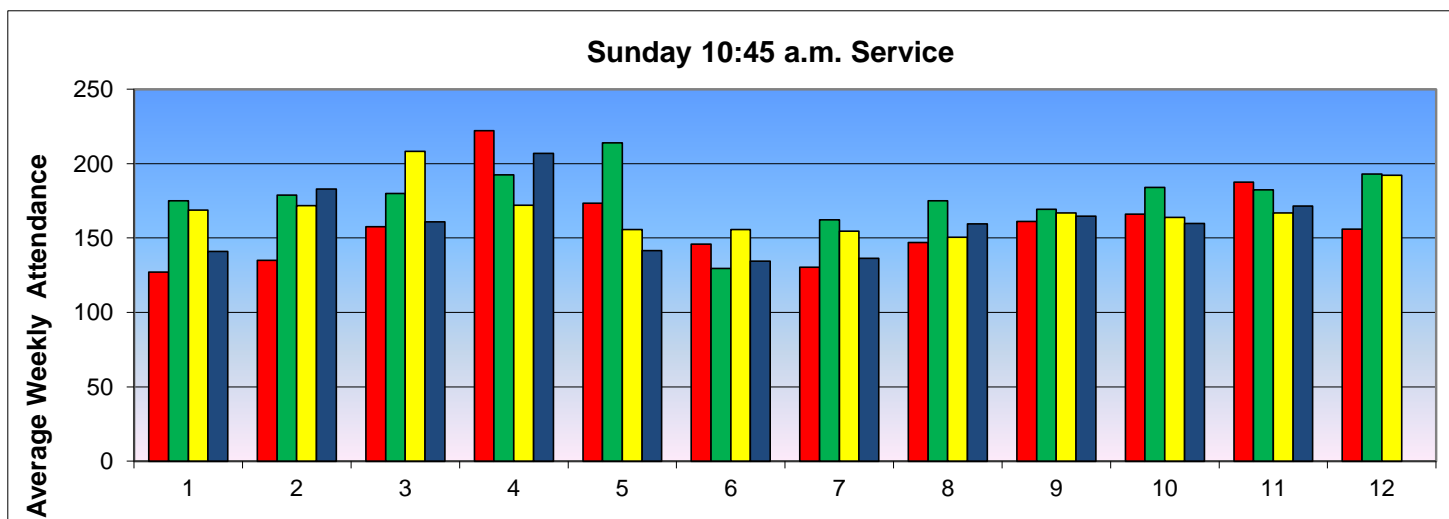
Avg. Weekly Attendance

Year	Attendance
2009	47
2010	55
2011	55
2012	64
2013	62
2014 (ytd)	59



Avg. Weekly Attendance

Year	Attendance
2009	176
2010	210
2011	195
2012	182
2013	180
2014 (ytd)	175



Avg. Weekly Attendance

Year	Attendance
2009	115
2010	128
2011	159
2012	175
2013	169
2014 (ytd)	160

Shepherd of the Prairie Lutheran Church General Fund Offering Chart

