



Council Report

April 20, 2015

“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 April 20, 2015 Council Agenda

- 1. Devotions – Mike McCann**
- 2. Review and Approve March Council Minutes**
- 3. Finance Review – Jim**
 - a. Monthly finance review
- 4. 2015 Goal Review**
 - a. See attached Strategic Direction Document
- 5. Discussion and Planning of May 3rd Congregational Meeting**
- 6. Discussion on Peder Eide Weekend, Aug. 22 & 23, 2015**
- 7. Discussion on Succession Planning**
- 8. Ministry Team Updates**
- 9. Other Business**
- 10. Next Meeting**
 - a. May 18, 2015

Shepherd of the Prairie March 16, 2015 Council Minutes

In Attendance: Pastor Mark, Jim Henley, Bob McDuffee, Marlene Boehler, Cliff Dungey, Matt Greene, Adam Adams, Amy Brittain Absent: Larry Newbanks

1. Devotions – Amy Brittain
2. Review and approve February Council Minutes
 - ***Motion to approve by Mike McCann. Seconded by Adam Adams. Motion approved.***
3. Finance Review – Jim
 - Monthly finance review
 - ***Pastor Bill's reduction in hours results in approx. \$10,600 reduction in expenses.***
 - ***\$34k sent to MIF reduction.***
 - ***Heartland Bank account closed, negative balance moved to Youth Mission Trip funds.***
 - ***Loose plate balance negative due to incorrect posting from prior month.***
 - ***Income down approx. \$13k to prior year due to more pre-paid pledges in prior year.***
 - ***Mission slightly over budget due to Stubbs missionary payment. Will balance out throughout year.***
 - ***Music ministry slightly over budget due to seasonal spending.***
 - ***Audio/Visual ministry over budget due to purchasing of new technical purchases.***
 - ***Utilities over budget with higher utility costs during the cold months.***
 - ***JDK contract (\$6k) to be paid this month and reflected in next month's statement.***
 - ***Miscellaneous staff expenses (\$500) resulting from switching Michael Waal from 1099 to a W-2 expense.***
 - ***Church insurance premium paid so is over budget currently. Will balance out through year.***
4. 2015 Goal Review
 - See attached Strategic Direction Document
5. Building for Mission Discussion
 - ***Proposal of a special Congregational Meeting on May 3 for discussion of the Building for Mission.***
6. Pastor Mark Updates
 - ***Re-evaluate possibility of a Children and Family Ministry staff position.***
7. Ministry Team Updates
 - Mutual Ministry Team Update
 - ***First meeting scheduled for April 7th.***
 - Worship Ministry – Summer Hours
 - ***Discussion to move forward services.***
8. Other Business

- *Discussion over handling of thank you notes from the mission team. Discussed adding a section in document vault where people can access notes via web or link via Friday Flourish.*
- *Dec. 6th birthday party for Jesus is scheduled.*
- *Discussion with Peder Eide to lead all 3 worship services and hold concert on Saturday night – August 22nd weekend. Funds to be determined.*

9. Next Meeting

- April 20, 2015: Devotions – Mike McCann

Shepherd of the Prairie 2015 Goals

Supporting Strategic Direction

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

What:

1. *Initiate contact with Centegra leaders to investigate forming a partnership of religious congregations that can provide services to Centegra patients*

How:

- Attend Chamber of Commerce meetings/events to network with Centegra leaders
 - 3-16-15 Larry attended Feb 18th meeting. Next meeting scheduled for April.

Who:

- Council members (Adam, Larry and Pastor Mark) to attend Chamber of Commerce meetings

When:

- Larry will attend 18 Feb monthly meeting

What:

- II. *Continue supporting 2014 partnership initiatives*

How:

- School Dist 158 clergy gatherings
- Partnering with St Mary's (and perhaps other religious organizations) to offer landscaping services to Green Trees housing complex

Who:

- Pastor Mark, Jules Pelka

When:

- In Progress

What:

- III. *Initiate contact with Huntley Police Department to investigate creating a partnership to provide resources to HPD for training to assist in supporting, consoling and counseling families in crisis*

How:

- Contact Chief Perkins and see how he would like to proceed on this need

Who:

- Pastor Mark

When:

- Initial contact made in 2014. Pastor will invite Chief Perkins to attend Council Meeting

Rationale:

SOTP to serve as a catalyst to help community organizations form partnerships of area religious organization that can provide volunteer services to the community. The expectation is the level of services provided by partnerships is greater than what any one organization can provide.

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

What:

I. Continue to develop tutoring center

How:

- Seek students outside of SOTP membership in need of tutors: advertising with local schools
- Seek high school students interested in tutoring other students with Greg's support to reach out to high school students
 - 3-16-15 Program now up to 6 students. Working with Athena Hart to identify candidates. Current challenge is finding tutors with HS Math and Spanish skillsets.

Who:

- Tutoring Task Force (Athena Hart, Kasandra Graf)

When:

- Began Winter 2015

What:

II. Expand Children's Music Ministry to children outside of SOTP members

How:

- Provide opportunities for students enrolled in Little Lambs to participate in Children's Music Ministry
- Approach Children's Music Ministry leaders for assistance in identifying potential volunteers and current capacity for expanding music ministry
- Poll Congregation to create a database of talents/ability/spiritual gifts of SOTP members for use in pairing talents with needs/interests for children/youth
 - 3-16-15 Staff discussion around incorporating this strategic direction into VBS this summer. Band Camp may run simultaneously to VBS using high school and college students to assist.

Who:

- Music Ministry Leaders/Donna Kelly

When:

- 2015- 2016 (Summer Camp 2016)

What:

III. Baptismal Follow Up

How:

- Contact families for the 3 years following a child's baptism (until child enters Sunday school)
 - 3-16-15 Materials being sent out to newly baptized families.
 - 3-16-15 Donna Kelly also creating a grief counseling support team

Who:

- Pastor Mark and Team

When:

- 2015

What:

IV. Active Christian Parenting

How:

- Encourage parents of recently baptized children to participate.
- Promote program to parents of Little Lambs students

Who:

- Pastor Bill and Chuck and Sharon Little

When:

- Beginning September 2015

Rationale:

Youth are not the future of the church, but the church now. Developing and implementing ministry programs geared for young children and their families are essential to the continued growth and strength of the church. Expanding these programs beyond the doors of SOTP provides opportunities for teaching the Life and love of Jesus and encouraging and equipping others to make a difference in God's world through Active Christian Parenting as well as Music Ministry Expansion. With tutoring, 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.

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

What:

1. Continue Summer Book Read

How:

- Follow the 2014 set up and timeline
- Potluck at beginning and at end
 - 3-16-15 Still identifying book to be read for book club.

Who:

- Book to be selected by Pastor Mark, Pastor Bill and Matt Greene
- Discussion questions (Donna Kelly?)
- Bible info/background (Pastor Bill?)

When:

- June through September

What:

II. Social Activities

How:

- Initiate (quarterly?) social activities
 - Game Night
 - Ice Cream Social
 - Movie Night
 - Kids Garden, Herb or Vegetable? (part of Sunday School?)^

Who:

- Donna Kelly & FFAA Team

When:

- Coordinate with New Member Welcome Sundays

^During Sunday School

Rationale:

Promote fellowship – old friends and newly formed friendships. Make new members feel welcome and a part of the SOTP family.

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

What:

I. Nurture existing Leaders

How:

- Train with a DVD like a train the trainer on a leadership course for current leaders
 - 3-16-15 Donna to hold a Lutheran 101 class for anyone interested in congregation for late April.
- Interview current leaders

Who:

- Donna Kelly

When:

- 2015

What:

II. Create a succession plan & delegation

How:

- Identify succession planning top 3 characteristics needed for a person to fill their role as a possible successor
 - 3-16-15 Succession planning discussion to be held at April Ministry Night
- Identify pieces of their current role that could be given to other members to help groom them for a future leader role or help the leader out with workload

Who:

- Donna Kelly

When:

- 2015

What:

III. Create a data base of talents, gifts and interests of congregation members

How:

- Accumulate data of new members via questionnaire and interviewing processes
 - 3-16-15 Ongoing work being held currently by Donna Kelly.

Who:

- Donna Kelly/Dennis Lilla

When:

- 2015

Rationale:

Promote the well-being of our existing leaders and giving the opportunity for new members and members not currently in a role to utilize their talents in the best way possible.

Shepherd of the Prairie - Huntley IL
Balance Sheet as of March 31, 2015

Wednesday, April 08, 2015

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Account #	Account Name	Period Activity	YTD Balance	Previous Year Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	15,923.29	180,401.14	168,078.79
1.200.000	Mission Plus Building Fund Checking	3,475.25	78,095.15	90,111.73
1.250.000	HBT/LPL Investment Account	0.00	39.70	20.55
1.400.000	Heartland Bank Youth Account Checking	0.00	0.00	6,306.25
	Total Current Assets	\$19,398.54	\$258,535.99	\$264,517.32
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	\$19,398.54	\$2,238,535.99	\$2,244,517.32
Liabilities				
Current Liabilities				
2.000.000	Accounts Payable/Vendors	0.00	0.00	(928.67)
2.100.000	Prepaid Pledges	0.00	0.00	0.00
2.200.000	941 Federal Withholding	0.00	0.00	0.00
2.200.100	941 State Withholding	0.00	0.00	0.00
2.200.150	Pastor's FSA Account	0.00	0.00	0.00
2.999.999	Mission Plus Building Fund Checking 2	0.00	0.00	0.00
	Total Current Liabilities	\$0.00	\$0.00	(\$928.67)
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	(17,282.46)	645,232.05	885,588.94
	Total Long Term Liabilities	(\$17,282.46)	\$645,232.05	\$885,588.94
	Total Liabilities	(\$17,282.46)	\$645,232.05	\$884,660.27
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	10,113.53	53,049.70	64,710.35
	Total Unrestricted Fund Balances	\$10,113.53	\$53,049.70	\$64,710.35
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	3,039.84	4,450.84	1,416.00
3.175.000	Memorial Fund Balance	800.00	1,035.00	1,500.00
3.180.000	Grafton Food Pantry Fund Balance	145.00	410.00	1,000.00
3.200.000	Heifer Fund Balance	19.00	1,147.49	961.70
3.210.000	Grant Fund Balance	0.00	255.00	255.00

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Balance Sheet as of March 31, 2015

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Account #	Account Name	Period Activity	YTD Balance	Previous Year Balance
3.220.000	AV Ministry Fund Balance	0.00	1,480.34	1,854.18
3.250.000	Good Samaritan Fund Balance	0.00	2,487.67	4,076.15
3.260.000	Evangelism/Outreach Fund Balance	285.59	7,428.36	4,553.71
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	0.00	1,812.63	993.75
3.335.000	Bells Ministry Fund Balance Balance	(31.34)	479.16	N/A
3.345.000	Childrens Music Ministry Fund Balance	0.00	754.00	754.00
	<i>Total Music Ministry Fund Balance</i>	<i>(\$31.34)</i>	<i>\$3,045.79</i>	<i>1,747.75</i>
3.350.000	Prairie Crafters Fund Balance	(50.00)	0.00	691.00
3.360.000	Miscellaneous Fund Balance	0.00	3,995.07	35.00
3.370.000	WELCA Fund Balance	0.00	264.01	0.00
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	164.70	2,711.13	2,246.43
3.417.000	Youth Mission Trips Balance	1,885.06	9,402.69	8,548.02
3.421.000	Youth Scholarship Balance	0.00	2,453.00	2,453.00
3.422.000	Operation Christmas Child Balance	0.00	166.76	88.36
3.423.000	Confirmation Retreat Fund Balance	0.00	838.47	1,075.00
3.424.000	Gift Card Program Fund Balance	0.00	0.00	6,306.25
	<i>Total Youth Ministry Fund Balance</i>	<i>\$2,049.76</i>	<i>\$15,572.05</i>	<i>20,717.06</i>
3.500.000	Little Lambs Fund Balance	(628.10)	11,944.22	13,658.47
3.600.000	Prayer Shawl Ministry Fund Balance	0.00	162.60	122.60
3.650.000	Quilters Ministry Fund Balance	(20.64)	300.86	0.00
3.700.000	Disaster Relief Fund Balance	0.00	120.00	290.00
3.995.000	<i>Inactive Accounts Fund Balance</i>			
3.150.000	Building Fund Income	0.00	0.00	0.00
3.160.000	Debt Reduction Fund Balance	0.00	0.00	0.00
3.310.000	Music Bells Balance	0.00	0.00	0.00
3.320.000	Music - Hymnal	0.00	0.00	0.00
3.340.000	Bell Maintenance Balance	0.00	0.00	0.00
3.410.000	Youth Summer Camp Balance	0.00	0.00	0.00
3.420.000	Youth - KCK Balance	0.00	0.00	0.00
3.990.000	Faith Item Fund	0.00	0.00	0.00
	<i>Total Inactive Accounts Fund Balance</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>0.00</i>
	Total	\$5,609.11	\$54,099.30	\$52,878.62

Shepherd of the Prairie - Huntley IL
Balance Sheet as of March 31, 2015

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Account #	Account Name	Period Activity	YTD Balance	Previous Year Balance
Total Temporary Restricted Fund Balances		\$5,609.11	\$54,099.30	\$52,878.62
<i>Building Fund</i>				
3.125.000	Building Fund Balance	3,475.25	78,095.15	84,267.21
Total Building Fund		\$3,475.25	\$78,095.15	\$84,267.21
<i>Reserves</i>				
3.950.000	Inreach Reserves Fund Balance	(106.35)	2,251.58	1,322.93
3.960.000	Outreach Reserves Fund Balance	0.00	7,563.67	5,963.67
3.970.000	Bldg & Grounds Reserves Balance	0.00	23,508.14	18,868.14
3.975.000	Maintenance Reserves Balance	0.00	18,933.80	19,268.80
3.980.000	Equipment Reserves Balance	0.00	11,721.76	9,831.66
3.985.000	Sabbatical Reserves Balance	0.00	3,975.89	1,200.00
Total Reserves		(\$106.35)	\$67,954.84	\$56,455.20
<i>Permanently Restricted Funds</i>				
3.940.000	Endowment Fund Balance	307.00	5,337.00	7,134.61
Total Permanently Restricted Funds		\$307.00	\$5,337.00	\$7,134.61
3.130.000	Building & Grounds Equity	17,282.46	1,334,767.95	1,094,411.06
Total Equity		\$17,282.46	\$1,334,767.95	\$1,094,411.06
Total Fund Balances & Equity		\$36,681.00	\$1,593,303.94	\$1,359,857.05
Total Liabilities and Fund Balances & Equity		\$19,398.54	\$2,238,535.99	\$2,244,517.32

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
Treasurer's Report as of March 2015 for General Fund

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
Income						
4.100.000	Member Contributions	51,575.30	43,750.00	137,165.26*	131,250.00	525,000.00
4.150.000	Loose Plate and Growth	2,739.26	2,083.00	4,366.25	6,249.00	25,000.00
4.200.000	Miscellaneous Income	0.00	83.00	93.15	249.00	1,000.00
4.250.000	Flower Income	569.00	208.00	750.75*	624.00	2,500.00
4.300.000	Interest Income (Heartland Bank)	18.13	17.00	53.06*	51.00	200.00
	Total Income	\$54,901.69	\$46,141.00	\$142,428.47*	\$138,423.00	\$553,700.00
Expenses						
Mission Ministry						
5.100.110	ELCA NI Synod	4,375.00	4,375.00	13,125.00	13,125.00	52,500.00
5.100.111	Good Samaritan	0.00		0.00		
5.100.112	Local Mission	71.84	438.00	1,612.91*	1,314.00	5,250.00
5.100.113	Mission Ministry - Other	0.00		0.00		
	Mission Ministry	\$4,446.84	\$4,813.00	\$14,737.91*	\$14,439.00	\$57,750.00
Outreach Ministry						
5.150.100	Outreach/Evangelism	945.02	333.00	945.02	999.00	4,000.00
5.150.150	Advertising	169.00	333.00	830.11	999.00	4,000.00
5.150.250	Outreach Ministry - Other	0.00	42.00	0.00	126.00	500.00
5.150.300	Lay Ministry Expenses	0.00	42.00	97.80	126.00	500.00
	Outreach Ministry	\$1,114.02	\$750.00	\$1,872.93	\$2,250.00	\$9,000.00
Adult Education Ministry						
5.200.000	Adult Ed Books/Reimbursements	0.00	100.00	0.00	300.00	1,200.00
5.200.300	Adult Ed Curriculum	0.00	17.00	0.00	51.00	200.00
5.200.350	Retreats Expenses	0.00		0.00		
5.200.400	Adult Ed - Other	0.00	67.00	0.00	201.00	800.00
5.200.450	Home Devotional Guides	0.00	17.00	31.98	51.00	200.00
	Adult Education Ministry	\$0.00	\$201.00	\$31.98	\$603.00	\$2,400.00
Youth and Education Ministry						
5.250.100	Youth Resources	79.99	125.00	419.04*	375.00	1,500.00
5.250.150	Youth Curriculum	0.00	83.00	0.00	249.00	1,000.00
5.250.200	Trip Expenses	0.00	83.00	0.00	249.00	1,000.00
5.250.250	Youth Retreats Expense	0.00	83.00	0.00	249.00	1,000.00
5.250.275	Software/Subscriptions	140.48	150.00	762.99*	450.00	1,800.00
5.250.280	Confirmation Expenses	0.00	292.00	50.00	876.00	3,500.00
5.250.285	Sunday School Expenses	0.00	125.00	431.16*	375.00	1,500.00

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Treasurer's Report as of March 2015 for General Fund

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
5.250.290	VBS Expenses	0.00	250.00	174.99	750.00	3,000.00
5.250.300	Other Youth Expenses	0.00	83.00	271.55*	249.00	1,000.00
	Youth and Education Ministry	\$220.47	\$1,274.00	\$2,109.73	\$3,822.00	\$15,300.00
<i>Music Ministry</i>						
5.300.100	Choral Expenses	31.34	108.00	579.92*	324.00	1,300.00
5.300.150	2nd Service Music	0.00		0.00		
5.300.160	Saturday Service Organist	0.00		0.00		
5.300.161	Organ/Piano Supply	0.00	21.00	0.00	63.00	250.00
5.300.175	Bells Expenses	91.24	100.00	589.12*	300.00	1,200.00
5.300.200	Childrens Music Ministry Expense	0.00		0.00		
5.300.300	Adult Choir Music	0.00		0.00		
5.300.350	Band Expenses	527.08	333.00	1,229.67*	999.00	4,000.00
5.300.375	Youth Bell Choir	0.00		0.00		
5.300.400	Piano/Organ Maintenance	0.00	59.00	0.00	175.00	700.00
5.300.450	Bell Maintenance	0.00	21.00	0.00	63.00	250.00
5.300.500	Licensing Fees	0.00	63.00	0.00	189.00	750.00
5.300.550	Music Resources Expenses	12.40	25.00	79.74*	75.00	300.00
	Music Ministry	\$662.06	\$730.00	\$2,478.45*	\$2,188.00	\$8,750.00
<i>Worship Ministry</i>						
5.350.100	Audio Visual Ministry	0.00	125.00	1,510.79*	375.00	1,500.00
5.350.150	Flowers	0.00	208.00	50.00	624.00	2,500.00
5.350.200	Altar Guild	37.03	42.00	174.18*	126.00	500.00
5.350.250	Pastoral Assistance	0.00	125.00	0.00	375.00	1,500.00
5.350.300	Worship Supplies	100.00	63.00	162.65	189.00	750.00
5.350.350	Misc. Worship Expenses	109.72		345.46		
	Worship Ministry	\$246.75	\$563.00	\$2,243.08*	\$1,689.00	\$6,750.00
<i>Facilities</i>						
5.400.100	Cleaning Service	590.00	632.00	1,770.00	1,896.00	7,580.00
5.400.150	Utilities	715.16	833.00	2,842.07*	2,499.00	10,000.00
5.400.200	Waste Removal	207.72	142.00	602.05*	426.00	1,700.00
5.400.250	Lawncare/Snow removal	6,721.00	875.00	6,721.00*	2,625.00	10,500.00
5.400.300	Maint./Cleaning Supplies	0.00	63.00	103.56	189.00	750.00
5.400.350	Outside Contract Services	0.00	392.00	340.00	1,176.00	4,700.00
5.400.400	Misc. Facilities expense	524.09	25.00	566.89*	75.00	300.00
	Facilities	\$8,757.97	\$2,962.00	\$12,945.57*	\$8,886.00	\$35,530.00

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
Office Expenses						
5.450.100	Office Supplies	145.21	292.00	674.08	876.00	3,500.00
5.450.150	Office Equipment	159.60		159.60		
5.450.200	Web/Software Expenses	208.66	292.00	688.03	876.00	3,500.00
5.450.250	Telephone	145.28	167.00	435.83	501.00	2,000.00
5.450.275	Wireless Phone	109.88	108.00	329.36*	324.00	1,300.00
5.450.300	Postage	95.65	125.00	158.79	375.00	1,500.00
5.450.350	Dues & Subscriptions	0.00	13.00	0.00	39.00	150.00
5.450.400	Equipment Rental	1,150.25	1,333.00	3,501.75	3,999.00	16,000.00
5.450.450	Misc. Office Expenses	0.00	21.00	0.00	63.00	250.00
	Office Expenses	\$2,014.53	\$2,351.00	\$5,947.44	\$7,053.00	\$28,200.00
Staffing Ministry						
5.500.100	Pastor Salary	4,740.20	4,649.00	14,004.86*	13,947.00	55,787.00
5.500.150	Pastor Housing Allowance	2,666.66	2,740.00	7,999.98	8,220.00	32,880.00
5.500.200	Lay Ministry Coord.	1,673.76	1,674.00	4,972.52	5,022.00	20,085.00
5.500.250	Youth Ministry Coord.	3,214.96	3,207.00	9,551.24	9,621.00	38,486.00
5.500.300	Director of Music	3,161.08	3,153.00	9,391.16	9,459.00	37,841.00
5.500.350	Organist	1,601.30	1,601.00	4,263.50	4,803.00	19,215.00
5.500.400	Tech. Support Manager	2,232.21	2,227.00	6,751.73*	6,681.00	26,721.00
5.500.450	Office Manager	1,178.32	1,158.00	3,354.52	3,474.00	13,892.00
5.500.500	Director of Adult Education	1,972.68	2,982.00	7,863.78	8,946.00	35,782.00
5.500.525	AV Coordinator	654.12	617.00	1,872.12*	1,851.00	7,398.00
5.500.550	Continuing Education/Training	382.69	500.00	559.94	1,500.00	6,000.00
5.500.600	Staff Social Security	1,132.50	1,441.00	3,476.10	4,323.00	17,286.00
5.500.650	Pastor SS/Ins/Retirement	3,966.22	3,938.00	11,856.76*	11,814.00	47,250.00
5.500.655	Staff Payroll Deductions	0.00		0.00		
5.500.675	Payroll Processing Expense	31.57	183.00	169.04	549.00	2,200.00
5.500.700	Misc. Staff expenses	0.00	167.00	500.00	501.00	2,000.00
5.500.750	Pastor's Con't Ed.	0.00		0.00		
	Staffing Ministry	\$28,608.27	\$30,237.00	\$86,587.25	\$90,711.00	\$362,823.00
Other Church Expenses						
5.550.100	Scholarships	0.00		0.00		
5.550.110	Kitchen Supplies	12.68	83.00	473.55*	249.00	1,000.00
5.550.125	Church Events Expense	(1,360.83)	42.00	(1,360.83)	126.00	500.00
5.550.150	Committee Expenses	42.80	250.00	272.80	750.00	3,000.00

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of March 2015 for General Fund

Wednesday, April 08, 2015

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
5.550.175	Synod Assembly Expense	0.00	83.00	0.00	249.00	1,000.00
5.550.200	Church Insurance	0.00	685.00	4,033.50*	2,055.00	8,222.00
5.550.250	Automobile Expense	0.00	417.00	763.04	1,251.00	5,000.00
5.550.300	Human Resources	0.00	458.00	470.17	1,374.00	5,500.00
5.550.350	Bank/Legal Expenses	22.60	67.00	120.40	201.00	800.00
5.550.400	Misc. Expenses	0.00	8.00	37.61*	24.00	100.00
	Other Church Expenses	(\$1,282.75)	\$2,093.00	\$4,810.24	\$6,279.00	\$25,122.00
<i>Providing for the Future</i>						
5.600.100	Provision for Outreach	0.00	63.00	0.00	189.00	750.00
5.600.150	Provision for Inreach	0.00	46.00	0.00	138.00	550.00
5.600.200	Provision for Equipment	0.00	83.00	0.00	249.00	1,000.00
5.600.250	Provision for Maintenance	0.00	500.00	0.00	1,500.00	6,000.00
5.600.300	Provision for Bldg. & Grounds	0.00	500.00	0.00	1,500.00	6,000.00
5.600.350	Provision for Sabbatical	0.00	100.00	0.00	300.00	1,200.00
	Providing for the Future	\$0.00	\$1,292.00	\$0.00	\$3,876.00	\$15,500.00
	Total Expenses	\$44,788.16	\$47,266.00	\$133,764.58	\$141,796.00	\$567,125.00
	Difference	\$10,113.53	(\$1,125.00)	\$8,663.89	(\$3,373.00)	(\$13,425.00)

* = Income/Expense exceeds amount budgeted to date

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

Wednesday, April 08, 2015

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
3.125.000 Building Fund Balance			
	Beginning Fund Balance	74,619.90	68,931.49
<i>Income</i>			
4.127.000	Church Group Donations	0.00	0.00
4.128.000	Memorial Donations to Building Fund	0.00	1,100.00
4.160.000	Debt Reduction Donations	3,150.00	8,284.00
4.310.000	Building Fund Donations	19,100.20	47,529.91
4.700.000	Mission Plus Interest Income	33.05	89.85
	Total Income	<u>\$22,283.25</u>	<u>\$57,003.76</u>
<i>Expenses</i>			
5.125.000	Loan Principal Payments	12,148.46	35,865.24
5.126.000	Loan Interest Payments	1,525.54	5,156.76
5.127.000	Loan Principal only Payments	5,134.00	6,818.10
	Total Expenses	<u>\$18,808.00</u>	<u>\$47,840.10</u>
	Ending Fund Balance	\$78,095.15	\$78,095.15
3.170.000 Special Services Fund Balance			
	Beginning Fund Balance	1,411.00	1,650.00
<i>Income</i>			
4.170.000	Special Services Donations	3,039.84	4,450.84
	Total Income	<u>\$3,039.84</u>	<u>\$4,450.84</u>
<i>Expenses</i>			
5.170.000	Special Services Expense	0.00	1,650.00
	Total Expenses	<u>\$0.00</u>	<u>\$1,650.00</u>
	Ending Fund Balance	\$4,450.84	\$4,450.84
3.175.000 Memorial Fund Balance			
	Beginning Fund Balance	235.00	1,100.00
<i>Income</i>			
4.175.000	Memorial Donations	800.00	1,035.00
	Total Income	<u>\$800.00</u>	<u>\$1,035.00</u>

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

Wednesday, April 08, 2015

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.175.000	Memorial Expense	0.00	1,100.00
	Total Expenses	<u>\$0.00</u>	<u>\$1,100.00</u>
	Ending Fund Balance	\$1,035.00	\$1,035.00
3.180.000	Grafton Food Pantry Fund Balance		
	Beginning Fund Balance	265.00	725.00
<i>Income</i>			
4.190.000	Grafton Food Pantry Donations	145.00	410.00
	Total Income	<u>\$145.00</u>	<u>\$410.00</u>
<i>Expenses</i>			
5.190.000	Grafton Food Pantry Expense	0.00	725.00
	Total Expenses	<u>\$0.00</u>	<u>\$725.00</u>
	Ending Fund Balance	\$410.00	\$410.00
3.200.000	Heifer Fund Balance		
	Beginning Fund Balance	1,128.49	1,105.74
<i>Income</i>			
4.350.000	Heifer Income	19.00	41.75
	Total Income	<u>\$19.00</u>	<u>\$41.75</u>
<i>Expenses</i>			
5.630.000	Heifer Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$1,147.49	\$1,147.49
3.210.000	Grant Fund Balance		
	Beginning Fund Balance	255.00	255.00
<i>Income</i>			
4.210.000	Grant Fund Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

Wednesday, April 08, 2015

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.210.000	Grant Fund Expenses	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$255.00	\$255.00
3.220.000	AV Ministry Fund Balance		
	Beginning Fund Balance	1,480.34	1,496.33
<i>Income</i>			
4.220.000	AV Ministry Fund Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.220.000	Av Ministry Fund Expenses	0.00	15.99
	Total Expenses	<u>\$0.00</u>	<u>\$15.99</u>
	Ending Fund Balance	\$1,480.34	\$1,480.34
3.250.000	Good Samaritan Fund Balance		
	Beginning Fund Balance	2,487.67	3,437.67
<i>Income</i>			
4.325.000	Good Samaritan Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.625.000	Good Samaritan Expense	0.00	950.00
	Total Expenses	<u>\$0.00</u>	<u>\$950.00</u>
	Ending Fund Balance	\$2,487.67	\$2,487.67
3.260.000	Evangelism/Outreach Fund Balance		
	Beginning Fund Balance	7,142.77	6,912.77
<i>Income</i>			
4.260.000	Evangelism/outreach donations	285.59	515.59
	Total Income	<u>\$285.59</u>	<u>\$515.59</u>

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
Expenses			
Outreach Ministry			
5.260.000	Evangelism/Outreach expense	0.00	0.00
	Outreach Ministry	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$7,428.36	\$7,428.36
3.300.000 Music Ministry Fund Balance			
	Beginning Fund Balance	3,077.13	2,566.63
3.330.000	Adult Music Ministry Fund Balance		
	Beginning Sub Fund Balance	1,812.63	1,812.63
Income			
4.330.000	Adult Music Ministry Donations	0.00	0.00
	Total Income	\$0.00	\$0.00
Expenses			
5.330.000	Adult Music Ministry Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$1,812.63	\$1,812.63
3.335.000	Bells Ministry Fund Balance Balance		
	Beginning Sub Fund Balance	510.50	0.00
Income			
4.410.000	Bells Music Ministry Donations	0.00	1,564.00
	Total Income	\$0.00	\$1,564.00
Expenses			
5.410.000	Bells Music Ministry Expense	31.34	1,084.84
	Total Expenses	\$31.34	\$1,084.84
	Ending Sub Fund Balance	\$479.16	\$479.16
3.345.000	Childrens Music Ministry Fund Balance		
	Beginning Sub Fund Balance	754.00	754.00
Income			
4.345.000	Childrens Music Ministry Donations	0.00	0.00
	Total Income	\$0.00	\$0.00

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.345.000	Childrens Music Minstry Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$754.00	\$754.00
	Ending Fund Balance	\$3,045.79	\$3,045.79
3.350.000	Prairie Crafters Fund Balance		
	Beginning Fund Balance	50.00	691.00
<i>Income</i>			
4.355.000	Prairie Crafters Income	1,745.00	1,795.00
	Total Income	<u>\$1,745.00</u>	<u>\$1,795.00</u>
<i>Expenses</i>			
5.355.000	Prairie Crafters Expense	1,795.00	2,486.00
	Total Expenses	<u>\$1,795.00</u>	<u>\$2,486.00</u>
	Ending Fund Balance	\$0.00	\$0.00
3.360.000	Miscellaneous Fund Balance		
	Beginning Fund Balance	3,995.07	3,919.57
<i>Income</i>			
4.360.000	Miscellaneous Fund Income	0.00	75.50
	Total Income	<u>\$0.00</u>	<u>\$75.50</u>
<i>Expenses</i>			
5.360.000	Miscellaneous Fund Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$3,995.07	\$3,995.07
3.370.000	WELCA Fund Balance		
	Beginning Fund Balance	264.01	982.29
<i>Income</i>			
4.370.000	WELCA Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.370.000	WELCA Expenses	0.00	718.28
	Total Expenses	<u>\$0.00</u>	<u>\$718.28</u>
	Ending Fund Balance	\$264.01	\$264.01
3.400.000	Youth Ministry Fund Balance		
	Beginning Fund Balance	13,522.29	15,230.41
3.415.000	Youth Ministry Balance		
	Beginning Sub Fund Balance	2,546.43	2,546.43
<i>Income</i>			
4.415.100	Youth Ministry Income	488.70	488.70
	Total Income	\$488.70	\$488.70
<i>Expenses</i>			
5.415.100	Youth Ministry Expense	324.00	324.00
	Total Expenses	\$324.00	\$324.00
	Ending Sub Fund Balance	\$2,711.13	\$2,711.13
3.417.000	Youth Mission Trips Balance		
	Beginning Sub Fund Balance	7,517.63	2,656.72
<i>Income</i>			
4.417.000	Youth Mission Trips Income	6,000.00	12,949.21
	Total Income	\$6,000.00	\$12,949.21
<i>Expenses</i>			
5.417.000	Youth Mission Trips Expense	4,114.94	6,203.24
	Total Expenses	\$4,114.94	\$6,203.24
	Ending Sub Fund Balance	\$9,402.69	\$9,402.69
3.421.000	Youth Scholarship Balance		
	Beginning Sub Fund Balance	2,453.00	2,453.00
<i>Income</i>			
4.421.000	Youth Scholarship Income	0.00	0.00
	Total Income	\$0.00	\$0.00
<i>Expenses</i>			
5.421.000	Youth Scholarship Expense	0.00	0.00

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$2,453.00	\$2,453.00
3.422.000	Operation Christmas Child Balance		
	Beginning Sub Fund Balance	166.76	166.76
	<i>Income</i>		
4.418.000	Operation Christmas Child Income	0.00	0.00
	Total Income	\$0.00	\$0.00
	<i>Expenses</i>		
5.518.000	Operation Christmas Child Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$166.76	\$166.76
3.423.000	Confirmation Retreat Fund Balance		
	Beginning Sub Fund Balance	838.47	838.47
	<i>Income</i>		
4.423.000	Confirmation Retreat Income	0.00	0.00
	Total Income	\$0.00	\$0.00
	<i>Expenses</i>		
5.423.000	Confirmation Retreat Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$838.47	\$838.47
3.424.000	Gift Card Program Fund Balance		
	Beginning Sub Fund Balance	0.00	6,569.03
	<i>Income</i>		
4.424.000	Gift Card Program Income	0.00	0.00
	Total Income	\$0.00	\$0.00
	<i>Expenses</i>		
5.424.000	Gift Card Program Expense	0.00	6,569.03
	Total Expenses	\$0.00	\$6,569.03
	Ending Sub Fund Balance	\$0.00	\$0.00
	Ending Fund Balance	\$15,572.05	\$15,572.05

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Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
3.500.000 Little Lambs Fund Balance			
	Beginning Fund Balance	12,572.32	12,642.20
<i>Income</i>			
4.500.100	Little Lambs Tuition	791.25	2,056.25
4.500.200	Little Lambs Scholarships	0.00	0.00
	Total Income	<u>\$791.25</u>	<u>\$2,056.25</u>
<i>Expenses</i>			
5.700.100	Little Lambs Salary	1,237.44	2,566.93
5.700.110	Little Lambs Expenses	181.91	187.30
	Total Expenses	<u>\$1,419.35</u>	<u>\$2,754.23</u>
	Ending Fund Balance	\$11,944.22	\$11,944.22
3.600.000 Prayer Shawl Ministry Fund Balance			
	Beginning Fund Balance	162.60	162.60
<i>Income</i>			
4.600.000	Prayer Shawl Ministry Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.600.010	Prayer Shawl Ministry Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$162.60	\$162.60
3.650.000 Quilters Ministry Fund Balance			
	Beginning Fund Balance	321.50	0.00
<i>Income</i>			
4.650.000	Quilters Income & Donations	0.00	425.00
	Total Income	<u>\$0.00</u>	<u>\$425.00</u>
<i>Expenses</i>			
5.650.000	Quilters Expenses	20.64	124.14
	Total Expenses	<u>\$20.64</u>	<u>\$124.14</u>
	Ending Fund Balance	\$300.86	\$300.86

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

Wednesday, April 08, 2015

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
3.700.000 Disaster Relief Fund Balance			
	Beginning Fund Balance	120.00	120.00
<i>Income</i>			
4.710.000	Disaster Relief	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.710.000	Disaster Relief Fund	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$120.00	\$120.00
3.940.000 Endowment Fund Balance			
	Beginning Fund Balance	5,030.00	5,030.00
<i>Income</i>			
4.940.000	Endowment Income	307.00	307.00
	Total Income	<u>\$307.00</u>	<u>\$307.00</u>
<i>Expenses</i>			
5.940.000	Endowment Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$5,337.00	\$5,337.00
3.950.000 Inreach Reserves Fund Balance			
	Beginning Fund Balance	2,357.93	2,397.93
<i>Income</i>			
4.950.000	Inreach Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.950.000	Inreach Reserves Expense	106.35	146.35
	Total Expenses	<u>\$106.35</u>	<u>\$146.35</u>
	Ending Fund Balance	\$2,251.58	\$2,251.58
3.960.000 Outreach Reserves Fund Balance			
	Beginning Fund Balance	7,563.67	7,563.67

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
<i>Income</i>			
4.960.000	Outreach Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Expenses</i>			
5.960.000	Outreach Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$7,563.67	\$7,563.67
3.970.000	Bldg & Grounds Reserves Balance		
	Beginning Fund Balance	23,508.14	23,508.14
 <i>Income</i>			
4.970.000	Bldg & Grounds Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Expenses</i>			
5.970.000	Bldg & Grounds Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$23,508.14	\$23,508.14
3.975.000	Maintenance Reserves Balance		
	Beginning Fund Balance	18,933.80	18,933.80
 <i>Income</i>			
4.975.000	Maintenance Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Expenses</i>			
5.975.000	Maintenance Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$18,933.80	\$18,933.80
3.980.000	Equipment Reserves Balance		
	Beginning Fund Balance	11,721.76	12,081.66

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Detailed Fund Activity Report as of 03/31/2015

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
<i>Income</i>			
4.980.000	Equipment Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Expenses</i>			
5.980.000	Equipment Reserves Expense	0.00	359.90
	Total Expenses	<u>\$0.00</u>	<u>\$359.90</u>
	Ending Fund Balance	\$11,721.76	\$11,721.76
3.985.000	Sabbatical Reserves Balance		
	Beginning Fund Balance	3,975.89	3,975.89
 <i>Income</i>			
4.985.000	Sabatical Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Expenses</i>			
5.985.000	Sabatical Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$3,975.89	\$3,975.89

SOTP FINANCE TEAM

Meeting Agenda

April 13, 2015

- I. Approval of minutes from last meeting
- II. Treasurer's Report
 - A. Balance Sheet as of March 31, 2015
 - B. Income/Expenses for March & YTD
 - C. Restricted Funds Review
 - D. Report of Council Actions/Discussions
- III. Old Business
 - A. Status of Restricted Fund Actions
 - B. Audit Committee Update
 - C. Capital Campaign Committee Report
 - D. Insurance Review
- IV. New Business
 - A. Confusion over Special Envelopes
 - B. Replacement for George Sebastian
 - C. May Reports & Meeting
- V. Adjourn

Minutes

Finance Team Meeting – April 13, 2015

Members Present: Don Schneider, Jim Henley, Rich Juergensen, Devin Burg

Absent: George Sebastian Also Attending: Bob McDuffee, Pastor Mark, Donna Kelly

The meeting was called to order at 7:00 PM.

The minutes of our March meeting were approved.

Jim Henley reviewed the March financial statements. Income through March is \$4,005 over budget YTD. Total expenses through March are \$8,031 under budget. This results in a budget surplus through March of \$8,664. It was noted that an annual pledge of approximately \$6,000 was received during March which would explain the higher than normal giving during the month.

Building Fund Donations for March were \$19,100 and Debt Reduction Donations were \$3,150. The Building Fund Balance on 3/31/15 was \$78,095.

Jim reported that Council had approved a motion that would direct Thrivent dollars to the Endowment Fund for the balance of this year. That decision will be revisited next year. \$2,577 was thus directed in March. Jim also reported that he would be meeting with the HR Team to review their experience to date with ADP and evaluate the benefit we are receiving from this contract.

Rich Juergensen reported that the Audit Team has been in communication and will be proceeding with the audit in the near future.

The Capital Campaign Committee, led by Devin Berg, has met with Kairos Consultants and has scheduled meetings with Cargill Consultants and RCI Consultants for later this month.

Donna Kelly joined the meeting briefly to report an accident (person falling) in our parking lot earlier this year. No claim is being filed by this individual, however; this did call attention to the need for a policy and procedure for the staff to follow in case of such incidents. This will be referred to the HR Team for action.

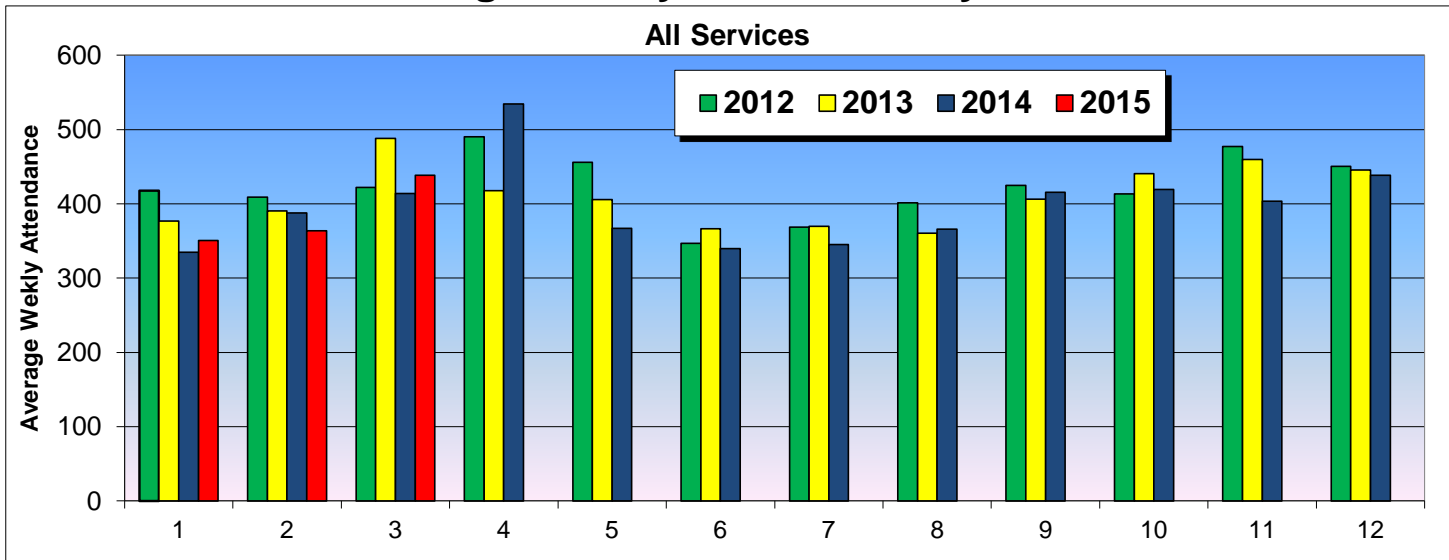
We are in the process of contacting three insurance companies to review our insurance costs and coverage. A meeting with Guide One Insurance is scheduled for 4/15.

A discussion was held regarding Special Services donations. Of prime concern is the fact that it is not clear to most members of the congregation that these donations do not count toward their General Fund pledges and could have a detrimental effect on GF contributions. A couple of options were discussed and will be reviewed in a future meeting.

There was no other new business. The meeting was adjourned at 8:30 PM.

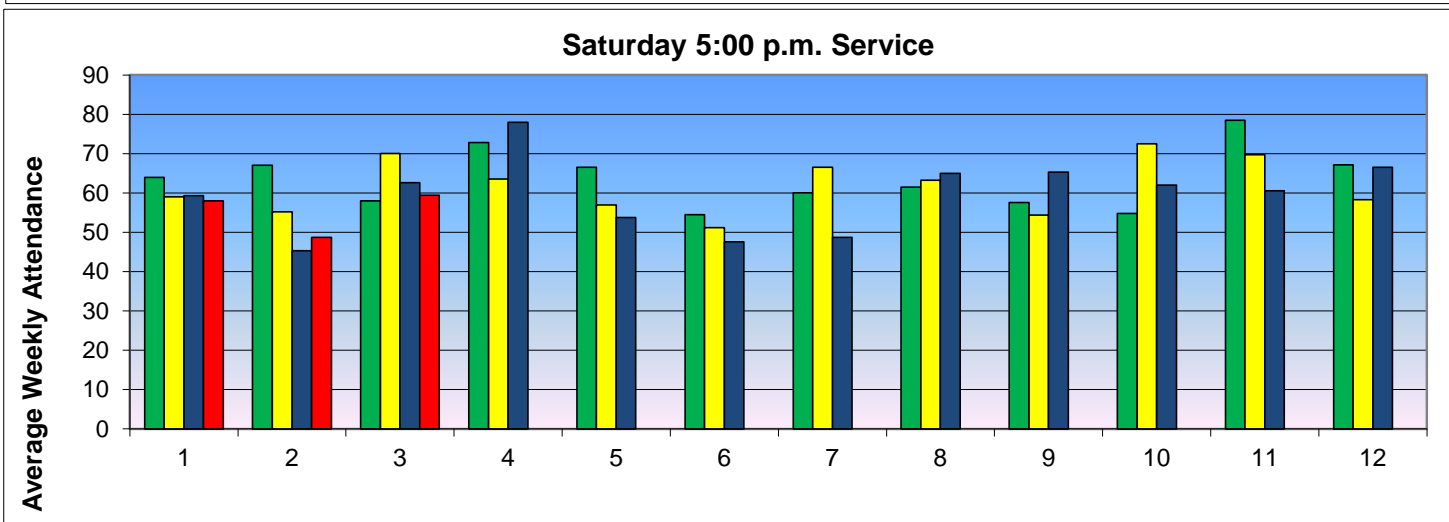
Respectfully submitted,
Don Schneider

Average Weekly Attendance by Month



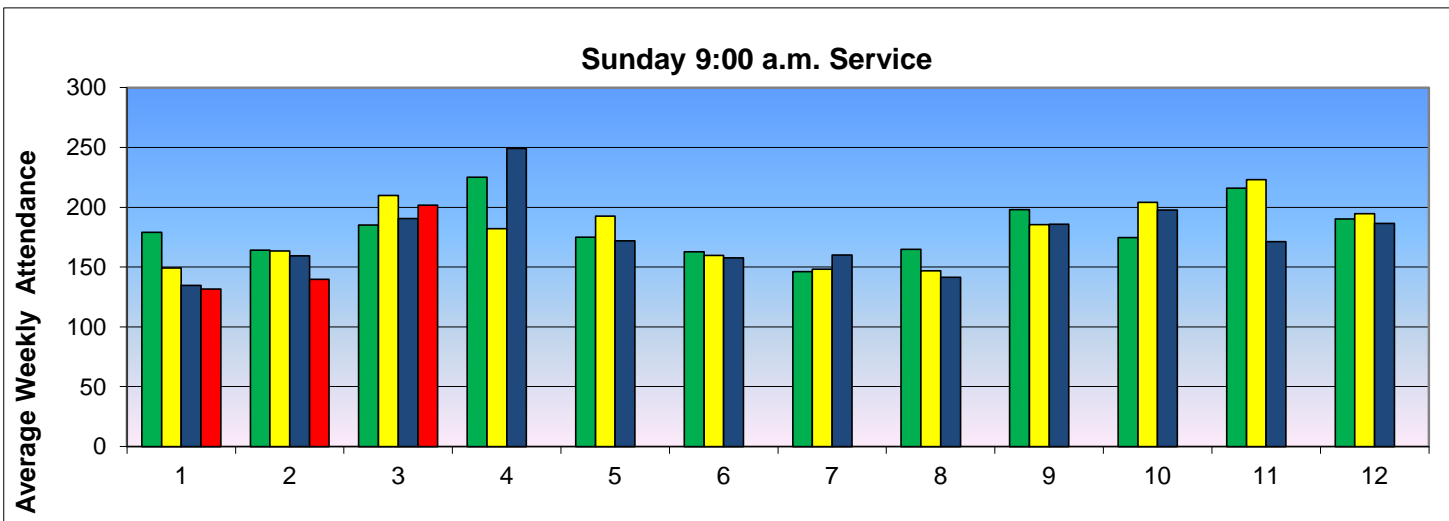
Avg. Weekly Attendance

Year	Attendance
2009	338
2010	392
2011	410
2012	420
2013	411
2014	397
2015 (ytd)	384



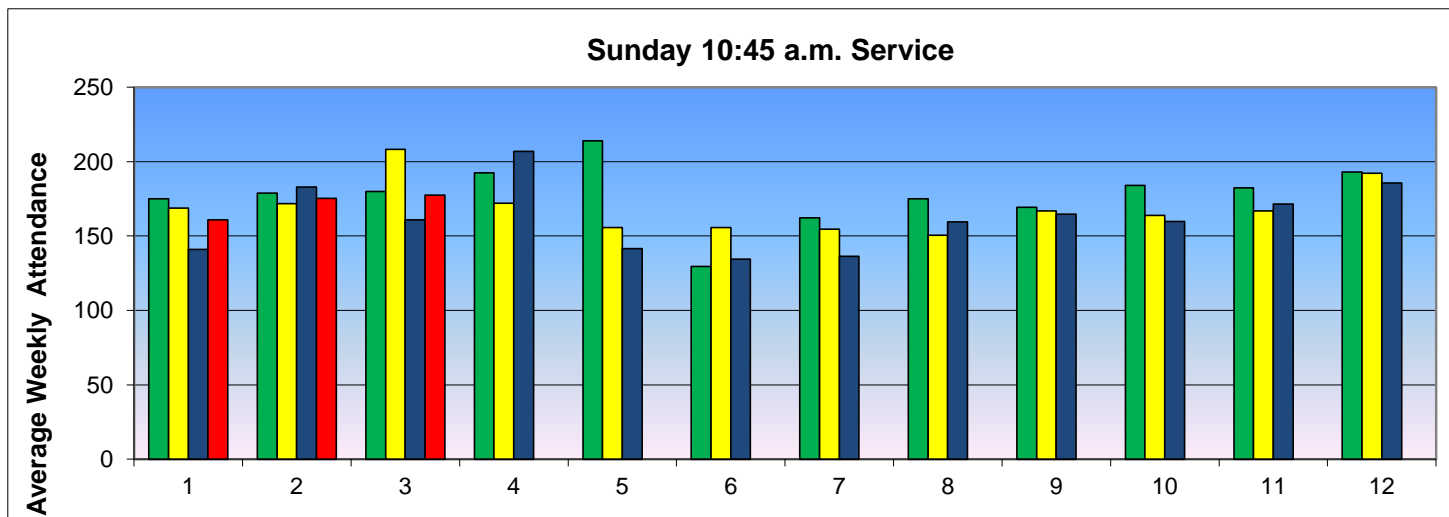
Avg. Weekly Attendance

Year	Attendance
2009	47
2010	55
2011	55
2012	64
2013	62
2014	60
2015 (ytd)	55



Avg. Weekly Attendance

Year	Attendance
2009	176
2010	210
2011	195
2012	182
2013	180
2014	176
2015 (ytd)	158



Avg. Weekly Attendance

Year	Attendance
2009	115
2010	128
2011	159
2012	175
2013	169
2014	162
2015 (ytd)	171

Shepherd of the Prairie Lutheran Church General Fund Offering Chart

