



*Shepherd*  
OF THE PRAIRIE  
LUTHERAN CHURCH

# Annual Report

**January 27, 2019**

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

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## **Shepherd of the Prairie Lutheran Church**

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# **Shepherd of the Prairie Lutheran Church**

## **Annual Meeting January 27, 2019**

### **I. Call to Order**

### **II. Quorum Call**

### **III. Opening Prayer**

### **IV. Looking Back**

1. Approval of Minutes from January 28, 2018
2. Approval of Committee and Ministry Reports
3. Approval of 2018 Financial Reports

### **V. Looking Ahead**

1. Purpose Statement, Guiding Principles, ROCKS and Commitments as Disciples
2. Staffing Introductions

### **VI. Elections**

1. Election of Audit Team Member
2. Election of 2019 Nominating Team
3. Election of Voting Members to the Northern IL Synod Assembly, June 14-15, Augustana College, Rock Island, IL
4. Election of New Council Members

### **VII. Approval of New Constitution and Bylaws**

### **VIII. Approval of 2019 Budget**

### **IX. Prayer and Adjournment**

# Shepherd of the Prairie Lutheran Church

Evangelical Lutheran Church in America

## Annual Meeting Minutes

January 28, 2018

**Called to order** – 12:11 PM by Marlene Boehler, Council President

- Quorum required is 84. Met with 98+
- Tellers – Bud Hansen, Mark Frendreis
- Parliamentarian – Jessica Panella

**Opening Prayer:** Pastor Mark

### **Looking Back**

- Motion to approve minutes from January 29, 2017 annual meeting made by Donna Kelley, seconded by Wayne Schmidt. Voted on and approved.
- Motion to approve 2017 committee and ministry reports made by Chris Solem. Seconded by Carol Waxenberg. Voted on and approved.
- Review of 2017 financial reports (Dan Wentzloff)
  - General Fund: income exceeded budget by \$45,342 and expenses under budget by \$15,464 for a total operating surplus of \$ 60,806
  - ADD MORE
  - Motion to approve 2017 financial reports made by Curt Gerald. Seconded by Chris Trodahl. Voted on and approved.

### **Celebration of Ministry Video**

### **Sharing of SOTP members in memoriam**

### **Staffing Introductions**

### **Prayer**

### **Elections**

- Audit Team Members
  - Nicholas Wolf
  - Motion to elect Audit Team Members made by Kathy Pizarro. Seconded by Carol Waxenberg. Voted on and approved.
- Election of 2018 Nominating Team
  - Lisa Adams, Chris Brittain, Steve Conway, Carolyn Malm, Ron Mudge, Barb Pagano
  - Motion to elect Nominating Team Members made by Sheri Ott. Seconded by Chuck Petersen. Voted on and approved.
- Election of Voting Members to the Northern Illinois Synod Assembly (June 15<sup>th</sup> - 16<sup>th</sup>, 2018)
  - Donna Kelly, Brian Ott
  - Motion to elect Voting Members of NI Synod Assembly voted on and approved.
- Election of Council Members to serve a second three year term ending January 2021
  - Marlene Boehler, Cliff Dungey, Matt Greene
  - Motion to approve new council members by Chis Solem. Seconded by Donna Allen. Voted on and approved.



- 2018 Budget Highlights (Dave Shotick)
  - Fund Accounting:
    - General Fund- core mission and ministries
      - ◆ 2014- \$499,000
      - ◆ 2015- \$531,000
      - ◆ 2016- \$585,000
      - ◆ 2017- \$625,000
      - ◆ 2018- \$660,000 budget
      - ◆ Contributions grow 6-10% annually from 2014 through 2017
      - ◆ Build budget based on needs (i.e. comprehensive ministry review); then look at what funds are needed to get there
      - ◆ Process Review: Finance begins in August with budget; meet with staff/ministry lead to identify needs for 2018; work with stewardship;
    - Building Fund- for use for construction of building and will finance mortgage of building once complete
  - What the numbers tell us
    - We are growing
    - Increased facilities cost (increase of \$18,000 from 2017) Shout out to property team
    - Increased personnel cost (needs identified from comprehensive ministry review for additional staff) (increase budget from \$379,434 to \$447,105.20)
    - Strong financial performance: clearly the result of generous and committed giving on behalf of members
  - Correction from Annual Report 2018 in packet:
    - Omitted item: Other church expenses: Church insurance: \$7,560 budgeted for 2017
    - Last Page (64) not relevant for 2018
  - Finance Team: Don Schneider, Devin Burg, Rich Juergensen, Cheryl Adams, Dave Shotick
  - Questions from the floor:
    - Restate increase in general fund giving (Carl Hupert)
      - ◆ 2014-2017 6.5%
      - ◆ 2016 10%
      - ◆ 2017 6.5%
      - ◆ 2018 Proposed budget is 5.5% increase
    - Pastor's insurance for 2017 was \$56,000 vs. 2018 budget of \$53,000 (Jim Henley)
      - ◆ 2017 amount includes 13 months of payment due to oversight in December 2016
      - ◆ 2018 amount reflects 12 months
    - Church insurance shopping due to increase? (Jim Henley)
      - ◆ Increase reflects needed builders risk added to 2017 and then in 2018 builders risk plus insurance for new building
      - ◆ Shopping around is not indicated at this time
    - Surplus: where is it going? (Jim Henley)
      - ◆ \$18,000 goes into reserves each year
      - ◆ Option: Retain it for new building cost
      - ◆ Option: Move into building funding as contingencies occur
      - ◆ Currently remains in general fund while finance team discusses options
  - 2018 Budget proposed
    - A motion to approve the 2018 budget made by Jim Henley, seconded by Chuck Petersen. Voted on and approved.

**Closing Prayer:** Pastor Mark

**Meeting adjourned** – 1:00 pm

## Pastor's Report to the Congregation

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“Grace and peace to you from God our Father and from our Lord Jesus Christ. Amen.”

These are the words used by the Apostle Paul so often to begin his letters written to growing churches in Rome, Corinth, Ephesus and Philippi. These were cities Paul visited and brought the Good News of Jesus Christ to those who would hear and eventually respond by giving their lives over to the Master.

Two thousand years later these words still ring through the ages to the Church today. A Church which is very much akin to those in their beginnings long ago.

The church today is seeking a voice and needing to speak a word of relevance and value into the lives of people in the world today. In a world saddled with so many competing values and demands upon time, we, as the church we have to be on top of our game to proclaim what we know about the Savior, Jesus Christ.

At Shepherd of the Prairie, 2018 was a year of building. Literally, building a building which will serve our worshiping community well into the future. I marvel at how well, those who were prayerfully commissioned by our community to lead this building effort, did in designing space; both new and old.

Our new sanctuary and accompanying space serves our needs so well. So many have commented regarding the acoustics of the sanctuary as well as the pleasing design of the space.

Our previous building has been refitted and serves our community now with dedicated fellowship space as well as newly designed ministry space.

If you haven't seen the new youth room, it is worth your walk down into what was our church office. Wow!

Yes, indeed the excitement was building in 2018!!!!

I would like to say the same thing now as we enter into this new year. The excitement is building. Only this year we need to redouble our efforts in building the mission and ministry of the Shepherd of the Prairie.

## **Statement of Purpose**

*"We care for God's children of all ages  
by growing disciples who make disciples"*

## **Guiding Principles**

**We do our best when we...**

### **Listen to God**

*Commit your work to the Lord, and your plans  
will be established*  
—Proverbs 16:3

### **Welcome enthusiastically**

*Anyone who welcomes you welcomes me.*  
—Matthew 10:40

### **Teach the life and love of Jesus**

*"They begged him just to let them touch his clothes, and they were healed"*  
—Matthew 14:36

### **Encourage and equip everyone to make a difference in God's world**

*"And now you are living stones that being used to build a spiritual house.*  
—1 Peter 2:5

Our Statement of Purpose and Guiding Principles give shape to who we are as a community of faith. We are a people of love, service and sacrifice. At our best we live for Christ and reflect God's love into the world.

To our Statement of Purpose and Guiding Principles we add ROCKS. These are ministry focal points which will drive the ministry of SOTP through this year and beyond.

You may recall, last year, we had visitors from the Evangelical Lutheran Church in America visit us and do an assessment of our strengths and growing needs within the church. Out of that work the Congregation Council has been prayerfully diligent in working with ministry leaders in the church to develop ministry plans for the coming year.

ROCKS represent this effort and I ask you to be in prayer over these ministry objectives as we move forward in faith.

# 2019 SOTP ROCKS

*But he said, "If they kept quiet, the stones would do it for them, shouting praise."*  
Luke 19:40

## 1. INCREASE COMMUNITY ENGAGEMENT AND PRESENCE

- Convene collaborative community partnership impacting Huntley.
- Make facilities / space available to community. Invite in.
- Move into the community, don't wait for them to come to us. Meet them where they are.

## 2. INCREASED AND EFFECTIVE LEADERSHIP

- Staff and Lay leaders training / Business Skills - communication, team building, goal attainment and change management.
- Discipleship training for Staff and Lay leaders.
- Succession plan for leaders - who will be my replacement?
- Leadership Advances / Huddles 3-4 times per year.

## 3. MEMBERSHIP ENGAGEMENT

- Multiplication of small groups is a top priority.
- All members/visitors involved in some type of small group.
- What happened with inactive membership?

## 4. CHILDREN/YOUTH AND FAMILY MINISTRIES - Must have a seamless ministries for relationship development of **children and parents** from Birth to Confirmation to High School to Adults.

- Hire Children and Family Minister.
- Develop clear plans to implement for Children and Family Ministry.
  - Milestones –
    - Baptism-2 yrs. Parent Engagement
    - 3 yrs. Sunday School
    - 5 yrs. Kindergarten Blessing
    - 2<sup>nd</sup> Grade – Bible Presentation
    - 5<sup>th</sup> Grade – First Communion
    - 6<sup>th</sup> Grade – Confirmation
    - 8<sup>th</sup> Grade – Affirmation of Baptism
    - 9<sup>th</sup> Grade – Faith Partner Blessing
    - 10<sup>th</sup> Grade – Blessing of Drivers License
    - 12<sup>th</sup> Grade – Graduation “Blanketing with Blessings Ceremony”
- Review/Modify Youth and Family Ministries vision and plan.
- Develop a Young Adult Ministry plan for the post high school ages.

You can see that the excitement is still building. Maybe not with brick and mortar anymore, but to continue to sharpen our focus of equipping the called to serve.

To fulfill these objectives, we will need to step out in faith. The budget this year will be a challenge.

- It takes into account larger space for maintenance and upkeep.
- It takes into account growing staffing needs as we need to continue to care for those who call Shepherd of the Prairie home.
- The budget is a witness to our continue benevolent work through the Evangelical Lutheran Church in America by giving a tithe of our annual income to the work of the ELCA (seminaries, missionary work, Lutheran Social Services, World Hunger etc.)

I love how the Message Bible interprets these words from Paul.

*Every time you cross my mind, I break out in exclamations of thanks to God. Each exclamation is a trigger to prayer. I find myself praying for you with a glad heart. I am so pleased that you have continued on in this with us, believing and proclaiming God's Message, from the day you heard it right up to the present. There has never been the slightest doubt in my mind that the God who started this great work in you would keep at it and bring it to a flourishing finish on the very day Christ Jesus appears.*

*Philippians 1:3-6*

For the privilege of working alongside of you at SOTP these past 14 years, my life has been so richly blessed. I look forward to what God has in store for us. Each exclamation is a trigger to prayer, thankful for you!

In your service....

—*Pastor Mark*

## Business Administrator

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Since joining Shepherd of the Prairie Lutheran Church, in June 2018, as Business Administrator, I've had the privilege, of getting to know, SOTP's dedicated staff, ministry leads, volunteers and some Congregation members. It's been an honor to work, with the leadership, of Pastor Mark, the Council, staff and all the teams.

When first coming on board, I met, with each staff member, and reviewed their job duties, work schedules, professional experience and skills. In September, we collaboratively outlined employee performance goals, to be completed throughout 2019. Where applicable, each staff member's goals were aligned, with the Council and Pastor Mark's recommendations, for achieving SOTP's continued growth. Interfacing with the Finance, Property and Building teams, I've gained insight regarding church operations, budgets, and insurance and compliance requirements. Presently, I'm involved, with reviewing human resources, finance, building usage, safety and security policies and am working, with other team members, to update policies and procedures, where needed.

Moving forward, into 2019, I'll be closely interfacing, with the SOTP team, to further define and align operations, with achieving SOTP's goals. Additionally, I look forward, to coaching and assisting SOTP employees, with achieving their important performance goals. Our team is continually identifying new ways, in which, we may improve and offer excellent service, to Congregation members. One such example is our recently announced expansion, of SOTP hours of operation, during the week. In summary, I'm looking forward, to being part, of Shepherd of the Prairie's exciting vision, for 2019.

—*Daryl Laird*

## Director of Adult Education

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*“For everything there is a season, and a time for every matter under heaven.”  
Ecclesiastes 3:1*

The writer of Ecclesiastes was a part of the wisdom tradition in the Old Testament that proclaimed there was a certain order to life, created and sustained by God, “a time for every matter under heaven.”

So in January, it was time to study the Old Testament prophets, not in the order they appear in the Bible, but in the order in which they actually spoke, from the earliest words of Samuel and Nathan to the latest from Malachi and Joel.

Then during Lent, it was time to shift our attention to the Passion Stories of Jesus, comparing this story as told in the four Gospels. We followed the same pattern during Easter, comparing the resurrection stories in Matthew, Mark, Luke, and John.

Throughout the summer, it was time to prepare for our November trip to the Holy Land. We studied the person of the Apostle Paul, the places he visited which we also would see, and the Holy Land itself. All culminated with three days in Rome and then two weeks to those special sights in Italy, Greece, and Israel.

Meanwhile, throughout the fall, it was time we explored the letters of Paul, again not in the order in which they appear in the New Testament, but in chronological order, beginning with 1 and 2 Thessalonians, and ending with 1 and 2 Timothy and Titus. A special word of deep appreciation is extended to Pastor Curt Gerald for teaching while I was in the Holy Land. His knowledge, wit, and faithfulness are blessings to us all. To those who traveled with us—thank you for going! You were a delight to travel with. And to Carolyn and Ed Cuttle and Sharon and Chuck Little: the trip would never have occurred without your travel expertise. Thank you for your diligence and hard work!

Finding the right place to teach has been a bit of a challenge this year, especially on Sunday mornings. In September we moved from the traditional adult ed classroom across the hall to accommodate more people. As it turned out, that wasn’t necessary based on numbers alone. But it did afford us a much larger screen for video presentations. Continuing to meet on the west end of our building, however, has caused some challenges for a number of people, since the walk from the new nave to the current classroom is quite long. We hope to find a remedy as we move into 2019.

I want to offer a final word of thanks for the support adult education has received from staff and from the number of people who continue to participate in our adult ed classes both on Sundays and Wednesdays. Without you our classes wouldn’t exist. I am so grateful that, week after week, you take your time to honor our classes with your presence.

*—Pastor Bill Waxenberg*

**Director of Adult Education**

## Connections Facilitator

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This has been a busy year. We hosted four New Member gatherings in February, April, August, and November where we welcomed 75 adults and 18 children. Many of these new members have become involved in the life of Shepherd of the Prairie and have become friends and fellow ministers in God's kingdom.

We have continued our Grief Journey Group this year and it has been heartwarming to see people connect with others who are grieving to offer and receive comfort, support and insight. A special joy this year was that we are not only reaching people here at SOTP, but in the community around us as well. Several people who are/were not members of SOTP attended the group.

In December we held a Ministry Fair, set up in the former Crossroads area. Most of our many and varied ministries participated by setting up a display to inform people of their ministry and to invite them to participate. It was an overwhelming success due mostly to the work everyone put in. We had door prizes and provided coffee and cookies. Over 200 people attended after all three services and over 60 people signed up for more information on one or more ministries. Our Ministry leads did a great job in contacting all who expressed interest.

Our new Barnabas Caregiving Ministry took off during the summer of 2018 and is doing well, with another training session planned for February 2019. This is a program to train people in how to come alongside those with various struggles and challenges in life to listen, encourage, and be, as Luther said, "little Christs" to our fellow sojourners.

It has been very gratifying to serve God and this congregation as we work together to bring his kingdom and will "on earth as it is in heaven". Thank you for the opportunity to serve in this capacity!

Grace & Peace,

—*Donna Kelly*  
**Connections Facilitator**



# Congregational Council Report

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Shepherd of the Prairie has been blessed to have built such a beautiful addition consisting of our New Sanctuary, Gathering Space, Office Suite, Music/Education wing and enlarged parking area that has more than doubled our original footprint. All of these improvements will certainly help further our Outreach into the community, as well as assist and expand our Ministry programs. Much excitement has been generated over the past few years to see what our building will be. Now it is time for SOTP to focus on what the Lord has planned for our congregation by concentrating on building relationships within the Community through our Ministry Programs.

Our “Strategic Direction at Shepherd of the Prairie” is changing. In October, 2017, Shepherd of the Prairie was blessed with a 2-day visit by a team from the ELCA. They heard of the many great things we were doing. From that meeting we were provided a list of things we do well and a list of opportunities that would help us to move our Ministry forward. We requested a member from the 2017 ELCA team, Pastor Neil Harrison, to come back to SOTP and review our progress at a Leadership Advance meeting held in April, 2018. This day-long meeting consisted of Staff, Congregational Council and Key Leaders. With the discussions held at this meeting, the following *2019 SOTP ROCKS* have been formulated which will be our direction and guide our actions for 2019 and beyond.

## ***2019 SOTP ROCKS***

- **Increase Community engagement and presence.**
  - Convene collaborative Community partnership impacting Huntley.
  - Make facilities/space available to Community. Invite our neighbors in.
  - Move into the Community, don't wait for them to come to us. Meet them where they are.
- **Increased and effective Leadership.**
  - Staff and Lay leaders training - Improve communication, teambuilding, goal attainment and change management skills.
  - Discipleship training for Staff and Lay leaders.
  - Succession plan for leaders – who will be my replacement?
  - Leadership Advance /Huddles – 3 to 4 times per year.
- **Membership engagement.**
  - Multiplication of small groups is a top priority.
  - All members / visitors involved in some type of small group.
  - What happened with inactive membership?
- **Children/Youth and Family Ministries.** – Must have seamless ministries for relationship development of children and parents from Birth to Confirmation to High School to Adults.
  - Hire Children and Family Minister
  - Develop clear plans to implement for Children and Family Ministry.
    - Milestones – Baptism – 2 yrs. Parents engagement  
3 yrs. – Begin Sunday School  
5 yrs. - Kindergarten Blessing  
2<sup>nd</sup> Grade – Bible Presentation  
5<sup>th</sup> Grade - First Communion  
6<sup>th</sup> Grade - Begin Confirmation  
8<sup>th</sup> Grade – Affirmation of Baptism  
9<sup>th</sup> Grade – Faith Partner Blessing  
10<sup>th</sup> Grade - Blessing of Driver's License  
12<sup>th</sup> Grade – Graduation “Blanketing with Blessings Ceremony”

- Review / Modify Youth and Family Ministries vision and plan.
- Develop a Young Adult Ministry plan for post high school ages.

The **2019 SOTP ROCKS** will be the Staff's and Congregational Council's guide for the year 2019 and beyond. SOTP will strive to be an integral part in leading and helping the Huntley community with life's social events.

**Ongoing improvements and key elements identified within our congregation as we go forward:**

- During 2018 a full-time Business Administer was added to staff and has allowed Pastor Mark to focus more on Pastoral Ministry services. Additional help is needed to allow for future growth.
- The need has been identified to strengthen the Ministry for our children and their parents from birth to 5<sup>th</sup> grade.
- An internal audit team has completed an audit of our financial operations, transactions and procedures and have shared their recommendations with Council.

*Shepherd of the Prairie is truly blessed to have such a committed and caring congregation that continues to focus on*

***“Caring for God’s children of all ages by growing disciples who make disciples”***

Respectfully submitted,

—*Bud Hansen*

**Congregational Council President**

# 2018 Building Team Report

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Your SOTP Building Team:

- Pastor Mark Boster,
- Cliff Dungey; Council Liaison
- Mark Frendreis; Property Representative
- Deb Hansen; Building Team Chairman
- Bob Malm; Building for Mission Team
- Larry Newbanks; Building Team Chairman 2009
- Don Schneider; Finance Representative
- Joyce Shotick; Communication Leader

Our Building directive to build a Sanctuary and Gathering Area took a few twists and turns. Because of frugality on the Building Team's part, and due to generous donations, the Building Team was able to finish FOUR PHASES of the new building.

- Phase I: New Sanctuary and Gathering Area completed in time for first church service; July 21, 2018. Dedication 8/5/18.
- Phase II: Due to savings as a direct result from the Building Team's frugal spending, the Office Suite, alternate #2, was built. Four additional offices, and workroom constructed resulting in the New Office Entrance from south lot.
- Phase III: Parking Lot completed to Maximum Capacity, alternate #6. This resulted in DOUBLE the parking spaces from original parking lot footprint built in 2008. Christmas Eve services 2018, with over 530 attending the 5:00pm service resulted in our members and guest having no problem finding a parking space! Halleluiah!
- Phase IV: Music/Education Wing completed thanks to a generous onetime estate donation directed to complete the Music/Ed Wing, with the balance of funds to be used to help pay down the mortgage. Music/Ed room, New Nursery, Quiet room, as well as 2 additional bathrooms completed. Alternate #3 buildout completed.

Important dates in Shepherd of the Prairie's history:

- July 21<sup>st</sup>, 2018; First Church Service held in the New Sanctuary
- August 5<sup>th</sup>, 2018; Dedication of our New Sanctuary and Gathering Area

The building Team has worked tirelessly for over *three years* to complete this project. There are still a few projects yet to be completed and we continue to work on:

- Keyless Entry System
- Security Cameras
- Landscaping completion following up from Tile placement on North grounds

It has been an honor to serve alongside such dedicated workers as your Building Team.

God has been so Good to Shepherd of the Prairie!

—*Deb Hansen*

**Building Team Chairperson**

## Building on Faith – 2018

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The Building on Faith campaign was formed in February of 2018, a repeat of a similar campaign of 2008-09 when funds were needed to furnish our original church building. All Ministry team members were asked to compile a list of what was needed for their particular team for the new addition. Included was worship/music (pews, friendship pads, hymnals, hearing assist installation); gathering area (tables/chairs, furniture); offices; sound board (audio/visual camera and video screens; computer); sacristy (refrigerator, banner racks, cabinets and storage); property team storage; welcome center (TV monitors); coffee bar (appliances, coffee system, vacuums,); Security (Video access system, Keyless entry, camera security system); and extensive landscaping. From the information gathered members and friends were asked to “gift” any and all items on the BOF board listing having the opportunity to dedicate their gifts to the memory of loved ones or to honor or celebrate special family members/friends or events. The response for gifting was amazing. During the five month campaign \$126,897.00 was raised to purchase the above items and trees, plants and bushes. Thanks be to God for the wonderful response from all who were able to participate in Building on Faith to complete the furnishings and landscaping for the sanctuary and other areas. To see the complete list of Faith Items Gifts, please look through the Memory book (red cover), located in the gathering area on the table in the seating area near the main doors into the sanctuary.

—*Sue Wehnes*

**Chairperson,** with

*Cliff Dungey*

*Mark Frendreis*

*Larry Newbanks*

*Deb Hansen (advisor)*

## Finance Team

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The Finance Team is responsible for overseeing the day to day and month to month financial activities of the church. The 2018 Team members were Don Schneider, Devin Burg, Rich Juergensen, Ed Cuttle, Bob Mollis, Jim Henley, our Church Treasurer Dan Wentzloff, and Dave Shotick our Accounting Administrator.

The Finance Team monitors all financial activities and meets monthly to review the church's financial reports. We report monthly to the Church Council with our analysis of the church's financial position as well as with any recommendations that we think appropriate. We are responsible for the preparation of the church's annual budget and the monitoring of our actual financial activities against that budget.

In addition to the above we are responsible for managing the church's building fund, maintaining adequate reserves for the maintenance of our building, periodically reviewing the church's insurance coverage and policies, reviewing contracts for services, being alert to compliance issues, and assisting with an audit of the church's accounting records.

In 2017 the Team reviewed the church's Financial Policies and Procedures and provided the Congregational Council with recommended changes and additions. These policies were implemented in 2018 and are being monitored and adjusted as necessary.

Throughout 2018 the Finance Team monitored all expenses associated with our new building project assuring that the project remained on budget. On completion of the project we converted our \$3,750,000 Construction Loan to a 25 Year Conventional Mortgage. Principal and Interest payments began on November 1, 2018.

You will find our 2018 Financial Reports and 2019 Budget enclosed elsewhere in this Annual Report.

Respectfully submitted,

*Don Schneider*

**Finance Team Chairman**

## 2018 Year End Treasurer's Report

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The faithful and generous support of this congregation has made 2018 another successful year for Shepherd of the Prairie as once again, you have provided the resources needed to do God's Mission and Ministry.

### **GENERAL FUND**

The General Fund Balance as of year-end was \$182,477 an increase of \$35,238. We finished 2018 with Operating Income exceeding our budget by \$29,296. Expenses were under budget by \$5,942. This combination of increased giving and controlled expenses resulted in an operating surplus of \$35,238. Thanks to all of you for making the year a success!

As of December 31, 2018, our Fund Balances are as shown in the following table.

<b><u>General Fund</u></b>	<b><u>2018 Amt.</u></b>	<b><u>2017 Amt.</u></b>	<b><u>Increase</u></b>
General Fund	\$ 182,477	\$ 147,239	\$ 35,238
Restricted Reserves	135,316	131,206	4,110
Temporary Restricted Funds	148,792	229,523	(80,731)
Endowment Fund	11,982	10,922	1,060

### **BUILDING FUND**

For the Forward in Faith Building Campaign we received \$432,908 in Donations this past year and as of December 31st we had a Building Fund Balance of \$33,269 which was used towards the January Mortgage Payment. Mortgage payments are to pay the \$3,750,000 Commercial Loan from the Mission Investment Fund of the ELCA. In 2019 this Fund will be called the Mortgage Service Fund.

### **BUILDING ON FAITH FUND**

During the Fall members generously contributed \$126,897 to the Building on Faith Campaign which provided needed pews and furnishings for the new Sanctuary. A tremendous success!

### **OPERATING BUDGET FOR 2019**

We are presenting for your consideration a Budget for 2019 which will meet the Mission and Ministry needs of our church. Pastor Mark explained in the Cover Letter what is being proposed and where we as a congregation are heading. We believe that this is a budget which supports the growing needs for Children's Ministry and the growing needs of our members here at Shepherd of the Prairie. The detailed budget is contained within this Annual Report and questions on dollar details may be addressed to David Shotick our Accounting Administrator.

Respectfully Submitted,

—*Daniel L. Wentzloff*  
**Church Treasurer**

# 2018 Financial Reports

## Shepherd of the Prairie - Huntley IL Balance Sheet as of December 31, 2018

Tuesday, January 8, 2019

Page 1 of 3

Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
<b>Assets</b>				
<b>Current Assets</b>				
1.100.000	Heartland Bank Checking	407,988.35	13,340.66	369,775.33
1.200.000	Mission Plus Building Fund Checking	92,887.79	(120,667.59)	154,272.85
1.250.000	HBT/LPL Investment Account	341.87	0.00	341.86
1.260.000	Village of Huntley Compliance Bond	1,350.00	0.00	20,750.00
	<b>Total Current Assets</b>	<b>\$502,568.01</b>	<b>(\$107,326.93)</b>	<b>\$545,140.04</b>
<b>Fixed Assets</b>				
1.300.000	Building & Grounds	7,201,136.61	498.50	4,025,073.13
	<b>Total Fixed Assets</b>	<b>\$7,201,136.61</b>	<b>\$498.50</b>	<b>\$4,025,073.13</b>
	<b>Total Assets</b>	<b>\$7,703,704.62</b>	<b>(\$106,828.43)</b>	<b>\$4,570,213.17</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
2.100.000	Prepaid General Fund Pledges	19,500.00	19,500.00	26,250.00
2.110.000	Prepaid Mortgage Service Pledges	4,500.00	4,500.00	N/A
	<b>Total Current Liabilities</b>	<b>\$24,000.00</b>	<b>\$24,000.00</b>	<b>\$26,250.00</b>
<b>Long Term Liabilities</b>				
2.200.200	MIF Commercial Loan Payable	3,721,271.78	(7,615.53)	0.00
2.200.250	MIF Construction Loan Payable	0.00	0.00	1,209,415.33
	<b>Total Long Term Liabilities</b>	<b>\$3,721,271.78</b>	<b>(\$7,615.53)</b>	<b>\$1,209,415.33</b>
	<b>Total Liabilities</b>	<b>\$3,745,271.78</b>	<b>\$16,384.47</b>	<b>\$1,235,665.33</b>
<b>Fund Balances &amp; Equity</b>				
<b>Unrestricted Fund Balances</b>				
3.100.000	General Fund Balance	182,477.08	3,750.49	147,238.92
	<b>Total Unrestricted Fund Balances</b>	<b>\$182,477.08</b>	<b>\$3,750.49</b>	<b>\$147,238.92</b>
<b>Temporary Restricted Fund Balances</b>				
3.170.000	Special Services Fund Balance	5,594.50	3,185.00	5,683.00
3.175.000	Memorial Fund Balance	0.00	(3,810.00)	4,420.00
3.180.000	Grafton Food Pantry Fund Balance	340.00	210.00	230.00
3.200.000	Heifer Fund Balance	6.50	0.00	4.50
3.225.000	Reformation 500 Balance	0.00	0.00	180.14
3.250.000	Good Samaritan Fund Balance	4,935.04	2,110.00	4,714.86
3.260.000	Evangelism/Outreach Fund Balance	2,061.34	80.00	2,894.87

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Balance Sheet as of December 31, 2018

Tuesday, January 8, 2019		Page 2 of 3		
Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
3.270.000	Holiday Flowers Balance	(259.00)	(281.00)	(46.99)
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	815.95	0.00	1,572.67
3.331.000	Dedication Anthem Balance	125.00	0.00	1,500.00
3.332.000	Concert Support Balance	360.00	0.00	N/A
3.333.000	Organ Balance	373.91	(20,900.00)	12,500.00
3.345.000	Childrens Music Ministry Fund Balance	489.09	0.00	489.09
	<i>Total Music Ministry Fund Balance</i>	\$2,163.95	(\$20,900.00)	16,061.76
3.350.000	Prairie Crafters Fund Balance	3,638.50	138.00	7,880.35
3.360.000	Miscellaneous Fund Balance	0.00	0.00	877.06
3.370.000	WELCA Fund Balance	0.00	(264.01)	264.01
3.380.000	Continuing Education Fund Balance	1,000.00	0.00	(3,000.00)
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	1,396.49	100.00	871.49
3.417.000	Youth Mission Trips Balance	3,818.18	37.64	(1,106.29)
3.421.000	Youth Scholarship Balance	763.01	0.00	763.01
3.422.000	Operation Christmas Child Balance	240.10	0.00	65.10
3.423.000	Confirmation Retreat Fund Balance	0.00	0.00	(520.00)
	<i>Total Youth Ministry Fund Balance</i>	\$6,217.78	\$137.64	73.31
3.500.000	Little Lambs Fund Balance	6,557.75	169.87	7,345.32
3.600.000	Prayer Shawl Ministry Fund Balance	234.76	0.00	54.68
3.650.000	Quilters Ministry Fund Balance	1,600.69	(44.96)	772.04
3.675.000	Memory Garden Balance	1,500.00	500.00	N/A
3.700.000	Disaster Relief Fund Balance	520.91	0.00	320.91
3.725.000	Miscellaneous Outside Charities Balance	110.00	0.00	N/A
3.750.000	Seminary Scholarship Fund Balance	6,270.00	0.00	5,770.00
	<b>Total</b>	<b>\$42,492.72</b>	<b>(\$18,659.46)</b>	<b>\$54,499.82</b>
3.125.000	Building Fund Balance	33,269.07	11,532.18	175,022.85
3.165.000	Building on Faith Balance	12,061.94	(2,281.38)	N/A
3.166.000	Music/Educ Wing Completion/Build-out Balance	60,968.72	(132,199.77)	N/A
	<b>Total Temporary Restricted Fund Balances</b>	<b>\$148,792.45</b>	<b>(\$141,608.43)</b>	<b>\$229,522.67</b>
<b>Reserves</b>				
3.950.000	Barnabas Reserves Fund Balance	2,847.84	46.01	2,560.37



# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Balance Sheet as of December 31, 2018

Tuesday, January 8, 2019		Page 3 of 3		
Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
3.960.000	Outreach Reserves Fund Balance	9,068.75	83.00	8,503.20
3.971.000	Roof Repairs/Replacement Balance	36,000.00	250.00	33,000.00
3.972.000	Playground Maintenance Reserves Balance	4,615.00	0.00	4,615.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	13,356.00	213.00	10,800.00
3.974.000	Lawn & Landscaping Reserves Balance	8,498.00	229.00	5,750.00
3.975.000	Maintenance Reserves Balance	10,000.00	4,687.00	11,000.00
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	100.00	13,200.00
3.977.000	Carpeting MP Room/Classrooms Balance	16,000.00	250.00	13,000.00
3.978.000	Security Lock System Reserves Balance	10,000.00	0.00	10,000.00
3.980.000	Equipment Reserves Balance	5,261.57	167.00	3,727.56
3.981.000	Bells Maintenance Reserves Balance	1,734.11	(114.00)	1,617.11
3.985.000	Sabbatical Reserves Balance	8,775.89	100.00	7,575.89
3.988.000	Payroll Tax Reserves Balance	5,857.32	0.00	5,857.32
	<b>Total Reserves</b>	<b>\$135,316.48</b>	<b>\$6,011.01</b>	<b>\$131,206.45</b>
<b>Permanently Restricted Funds</b>				
3.940.000	Endowment Fund Balance	11,982.00	520.00	10,922.00
	<b>Total Permanently Restricted Funds</b>	<b>\$11,982.00</b>	<b>\$520.00</b>	<b>\$10,922.00</b>
3.130.000	Building & Grounds Equity	3,479,864.83	8,114.03	2,815,657.80
	<b>Total Equity</b>	<b>\$3,479,864.83</b>	<b>\$8,114.03</b>	<b>\$2,815,657.80</b>
	<b>Total Fund Balances &amp; Equity</b>	<b>\$3,958,432.84</b>	<b>(\$123,212.90)</b>	<b>\$3,334,547.84</b>
	<b>Total Liabilities and Fund Balances &amp; Equity</b>	<b>\$7,703,704.62</b>	<b>(\$106,828.43)</b>	<b>\$4,570,213.17</b>

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.

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# 2018 Financial Reports *(cont)*

Shepherd of the Prairie - Huntley IL Treasurer's Report as of December 2018 for General Fund							Page 1 of 4
Saturday, January 12, 2019	Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
<b>Income</b>							
4.100.000		Member Contributions	70,304.82	55,000.00	690,377.82*	660,000.00	660,000.00
4.150.000		Loose Plate and Growth	3,077.01	2,592.00	29,451.58	31,137.00	31,137.00
4.200.000		Miscellaneous Income	0.00	0.00	964.93	0.00	0.00
4.250.000		Flower Income	0.00	87.00	587.50	1,000.00	1,000.00
4.300.000		Interest Income (Heartland Bank)	14.46	7.00	201.19*	150.00	150.00
<b>Total Income</b>			<b>\$73,396.29</b>	<b>\$57,686.00</b>	<b>\$721,583.02</b>	<b>\$692,287.00</b>	<b>\$692,287.00</b>
<b>Expenses</b>							
<b>Lay Ministry</b>							
5.150.300		Lay Ministry Expenses	0.00	56.00	532.87	650.00	650.00
<b>Mission Ministry</b>							
5.100.110		ELCA NI Synod	5,500.00	5,500.00	66,000.00	66,000.00	66,000.00
5.100.112		Local Mission	608.72	550.00	6,180.33	6,600.00	6,600.00
5.100.113		Mission Ministry - Other	0.00		0.00		
<b>Mission Ministry</b>			<b>\$6,108.72</b>	<b>\$6,050.00</b>	<b>\$72,180.33</b>	<b>\$72,600.00</b>	<b>\$72,600.00</b>
<b>Outreach Ministry</b>							
5.150.100		Outreach Team	0.00	413.00	3,747.99	5,000.00	5,000.00
5.150.150		Advertising	0.00	250.00	1,476.00	3,000.00	3,000.00
5.150.250		Outreach Ministry - Other	0.00		0.00		
<b>Outreach Ministry</b>			<b>\$0.00</b>	<b>\$663.00</b>	<b>\$5,223.99</b>	<b>\$8,000.00</b>	<b>\$8,000.00</b>
<b>Adult Education Ministry</b>							
5.200.000		Adult Ed Books/Reimbursements	0.00		0.00		
5.200.300		Adult Ed Curriculum	0.00	87.00	265.24	1,000.00	1,000.00
5.200.350		Retreats Expenses	0.00	12.00	0.00	100.00	100.00
5.200.400		Adult Ed - Other	0.00		0.00		
5.200.450		Home Devotional Guides	0.00	13.00	239.46*	200.00	200.00
<b>Adult Education Ministry</b>			<b>\$0.00</b>	<b>\$112.00</b>	<b>\$504.70</b>	<b>\$1,300.00</b>	<b>\$1,300.00</b>
<b>Youth and Education Ministry</b>							
5.250.100		Youth Resources	79.08	125.00	1,245.96	1,500.00	1,500.00
5.250.150		Youth Curriculum	0.00	38.00	188.59	500.00	500.00
5.250.200		Mission Trip Expenses	0.00	0.00	2,989.42	3,000.00	3,000.00
5.250.250		Youth Events Expense	0.00	112.00	281.54	1,300.00	1,300.00
5.250.275		Software/Subscriptions	322.58	212.00	2,035.11	2,500.00	2,500.00

# 2018 Financial Reports (cont)

Shepherd of the Prairie - Huntley IL Treasurer's Report as of December 2018 for General Fund							Page 2 of 4
Saturday, January 12, 2019	Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
	5.250.280	Confirmation Expenses	1,424.24	350.00	3,301.61	4,200.00	4,200.00
	5.250.285	Sunday School Expenses	386.94	125.00	1,806.83*	1,500.00	1,500.00
	5.250.290	VBS Expenses	224.99	0.00	2,972.01	3,000.00	3,000.00
	5.250.300	Other Youth Expenses	0.00	87.00	1,770.02*	1,000.00	1,000.00
	5.250.350	Children & Family Ministry	748.80	250.00	2,258.35	3,000.00	3,000.00
		<b>Youth and Education Ministry</b>	<b>\$3,186.63</b>	<b>\$1,299.00</b>	<b>\$18,849.44</b>	<b>\$21,500.00</b>	<b>\$21,500.00</b>
		<b>Music Ministry</b>					
	5.300.100	Choral Expenses	84.49	163.00	1,930.98	2,000.00	2,000.00
	5.300.161	Organ/Piano Supply	250.00	37.00	350.00	400.00	400.00
	5.300.175	Bells Expenses	0.00	87.00	1,887.26*	1,000.00	1,000.00
	5.300.350	Band Expenses	5.95	163.00	890.51	2,000.00	2,000.00
	5.300.400	Piano/Organ Maintenance	0.00	75.00	0.00	900.00	900.00
	5.300.450	Bell Maintenance	0.00		0.00		
	5.300.500	Licensing Fees	110.00	69.00	900.00*	850.00	850.00
	5.300.550	Music Resources Expenses	(14.92)	37.00	687.53*	400.00	400.00
		<b>Music Ministry</b>	<b>\$435.52</b>	<b>\$631.00</b>	<b>\$6,646.28</b>	<b>\$7,550.00</b>	<b>\$7,550.00</b>
		<b>Worship Ministry</b>					
	5.350.100	Audio Visual Ministry	405.73	125.00	2,642.90*	1,500.00	1,500.00
	5.350.150	Flowers	150.00	125.00	1,468.54	1,500.00	1,500.00
	5.350.200	Altar Guild	495.97	62.00	1,086.05*	700.00	700.00
	5.350.250	Pastoral Assistance	0.00	163.00	600.00	2,000.00	2,000.00
	5.350.300	Worship Supplies	125.54	38.00	335.24	500.00	500.00
	5.350.350	Misc. Worship Expenses	579.58	50.00	1,385.79*	600.00	600.00
		<b>Worship Ministry</b>	<b>\$1,756.82</b>	<b>\$563.00</b>	<b>\$7,518.52</b>	<b>\$6,800.00</b>	<b>\$6,800.00</b>
		<b>Facilities</b>					
	5.400.100	Cleaning Service	1,150.00	790.00	9,060.00	9,480.00	9,480.00
	5.400.150	Utilities	2,321.67	1,224.00	23,131.05*	14,633.00	14,633.00
	5.400.200	Waste Removal	121.37	144.00	1,578.56	1,728.00	1,728.00
	5.400.250	Grounds Maintenance	0.00	453.00	5,640.00*	5,425.00	5,425.00
	5.400.255	Snow Removal	1,230.00	532.00	6,055.00	6,450.00	6,450.00
	5.400.300	Maint./Cleaning Supplies	100.74	83.00	985.27	1,040.00	1,040.00
	5.400.350	Outside Contract Services	2,086.99	872.00	7,697.63	10,475.00	10,475.00
	5.400.400	Misc. Facilities expense	2,479.97	432.00	3,539.97	5,151.00	5,151.00
		<b>Facilities</b>	<b>\$9,490.74</b>	<b>\$4,530.00</b>	<b>\$57,687.48</b>	<b>\$54,382.00</b>	<b>\$54,382.00</b>

# 2018 Financial Reports (cont)

Shepherd of the Prairie - Huntley IL						Page 3 of 4
Treasurer's Report as of December 2018 for General Fund						
Saturday, January 12, 2019	Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD
Annual Budget						
<b>Office Expenses</b>						
	5.450.100	Office Supplies	216.10	288.00	3,733.53*	3,500.00
	5.450.150	Office Equipment	386.56	87.00	2,021.27*	1,000.00
	5.450.200	Web/Software Expenses	860.33	363.00	5,139.64*	4,400.00
	5.450.225	High Speed Internet	309.90		916.15	
	5.450.250	Telephone	164.24	125.00	1,733.65*	1,500.00
	5.450.275	Wireless Phone	86.41	200.00	1,543.71	2,400.00
	5.450.300	Postage	8.75	163.00	2,014.27*	2,000.00
	5.450.350	Dues & Subscriptions	0.00	13.00	175.00	200.00
	5.450.400	Equipment Rental	1,282.13	1,212.00	15,585.42*	14,500.00
	5.450.450	Misc. Office Expenses	0.00	19.00	16.97	250.00
		<b>Office Expenses</b>	<b>\$3,314.42</b>	<b>\$2,470.00</b>	<b>\$32,879.61</b>	<b>\$29,750.00</b>
<b>Staffing Ministry</b>						
	5.500.100	Pastor Salary	5,407.36	5,385.00	64,653.16*	64,653.00
	5.500.150	Pastor Housing Allowance	2,666.74	2,663.00	32,000.00	32,000.00
	5.500.200	Lay Ministry Coord.	1,828.94	1,819.00	21,894.02*	21,894.00
	5.500.250	Youth Ministry Coord.	3,513.06	3,499.00	42,054.40*	42,054.00
	5.500.300	Director of Music	3,454.18	3,444.00	41,349.56	41,350.00
	5.500.350	Organist	750.00	1,740.00	19,946.62	20,946.00
	5.500.375	Contemp. Worship Coordinator	1,080.00	780.00	8,625.00	9,360.00
	5.500.400	Tech. Support Manager	2,435.98	2,437.00	29,183.27	29,200.00
	5.500.450	Office Manager	1,536.15	1,545.00	18,796.14*	18,540.00
	5.500.475	Accounting Administrator	477.40	479.00	5,714.90	5,715.00
	5.500.500	Director of Adult Education	2,155.60	2,153.00	26,004.42*	25,803.00
	5.500.525	AV Coordinator	675.30	670.00	8,083.94	8,084.00
	5.500.550	Continuing Education/Training	381.00	587.00	6,603.06	7,000.00
	5.500.600	Staff Social Security	1,614.75	1,347.00	18,300.27*	16,153.00
	5.500.650	Pastor SS/Ins/Retirement	4,718.36	4,447.00	56,469.54*	53,353.00
	5.500.700	Misc. Staff expenses	108.93	87.00	921.65	1,000.00
	5.500.725	Staffing for Growth	4,166.66	4,163.00	28,749.96	50,000.00
		<b>Staffing Ministry</b>	<b>\$36,970.41</b>	<b>\$37,245.00</b>	<b>\$429,349.91</b>	<b>\$447,105.00</b>
<b>Other Church Expenses</b>						
	5.550.100	Scholarships	0.00		0.00	
	5.550.110	Kitchen Supplies	0.00	125.00	1,114.51	1,500.00
	5.550.115	Coffee Service	39.00		242.92	

# 2018 Financial Reports (cont)

Shepherd of the Prairie - Huntley IL					
Treasurer's Report as of December 2018 for General Fund					
Saturday, January 12, 2019	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD
Account #					Annual Budget
5.550.125	Church Events Expense	205.41	38.00	428.79	500.00
5.550.150	Committee Expenses	(492.80)	38.00	512.65*	500.00
5.550.175	Synod Assembly Expense	0.00	38.00	393.41	500.00
5.550.200	Church Insurance	1,268.36	1,032.00	15,317.64*	12,450.00
5.550.250	Automobile Expense	456.89	462.00	5,143.77	5,500.00
5.550.300	Human Resources	59.00	38.00	932.10*	500.00
5.550.350	Bank/Legal Expenses	105.29	100.00	1,535.35*	1,200.00
5.550.351	Stock Sale Costs	578.39		1,354.71	
5.550.400	Misc. Expenses	0.00	25.00	0.00	300.00
5.550.450	Misc. Non-construction New Building Costs	0.00		3,896.68	
5.555.015	Offering Envelopes	0.00	87.00	787.20	1,000.00
	<b>Other Church Expenses</b>	<b>\$2,219.54</b>	<b>\$1,983.00</b>	<b>\$31,659.73</b>	<b>\$23,950.00</b>
<b>Providing for the Future</b>					
5.600.100	Provision for Outreach	83.00	87.00	996.00	1,000.00
5.600.150	Provision for Barnabas	63.00	57.00	756.00*	750.00
5.600.200	Provision for Equipment	167.00	163.00	2,004.00*	2,000.00
5.600.210	Provision for Roof Repairs/Replacement	250.00	250.00	3,000.00	3,000.00
5.600.220	Provision for Parking Lot Seal/Repair	213.00	207.00	2,556.00*	2,550.00
5.600.230	Provision for Lawn & Landscaping	229.00	231.00	2,748.00	2,750.00
5.600.250	Provision for Maintenance	4,687.00	87.00	5,600.00*	1,000.00
5.600.260	Provision for Carpeting Crossroads/Hallways	100.00	100.00	1,200.00	1,200.00
5.600.270	Provision for Carpeting MP Room/Classrooms	250.00	250.00	3,000.00	3,000.00
5.600.310	Provision for Bells Maintenance	21.00	19.00	252.00*	250.00
5.600.350	Provision for Sabbatical	100.00	100.00	1,200.00	1,200.00
	<b>Providing for the Future</b>	<b>\$6,163.00</b>	<b>\$1,551.00</b>	<b>\$23,312.00</b>	<b>\$18,700.00</b>
	<b>Total Expenses</b>	<b>\$69,645.80</b>	<b>\$57,153.00</b>	<b>\$686,344.86</b>	<b>\$692,287.00</b>
	<b>Difference</b>	<b>\$3,750.49</b>	<b>\$533.00</b>	<b>\$35,238.16</b>	<b>\$0.00</b>

\* = Income/Expense exceeds amount budgeted to date

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# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 1 of 12

Account #	Account Name	Current Activity	YTD Activity
<b>3.125.000</b>	<b>Building Fund Balance</b>	<b>21,736</b>	<b>175,022</b>
<i>Income</i>			
4.125.000	Construction Loan Proceeds	0	2,540,584
4.160.000	Debt Reduction Donations	0	12,921
4.315.000	Forward in Faith Donations	31,474	432,908
4.320.000	FORWARD	0	(850)
4.321.000	Transfers from Building on Faith	0	96,054
4.700.000	Mission Plus Interest Income	92	1,155
	<b>Total Income</b>	<b>\$31,566</b>	<b>\$3,082,774</b>
<i>Expenses</i>			
5.125.000	Mortgage Loan Principal Payments	7,615	28,728
5.126.000	Mortgage Loan Interest Payments	11,920	24,225
5.129.000	Construction Loan Interest Payments	0	85,973
5.132.000	Architectural Expenses	0	22,757
5.134.000	Construction Manager Expenses	0	2,762,302
5.136.000	Other Phase II Costs	498	300,541
	<b>Total Expenses</b>	<b>\$20,034</b>	<b>\$3,224,528</b>
	<b>Ending Fund Balance</b>	<b>\$33,269</b>	<b>\$33,269</b>
<b>3.165.000</b>	<b>Building on Faith Balance</b>	<b>14,343</b>	<b>0</b>
<i>Income</i>			
4.165.000	Building on Faith Donations	0	126,897
	<b>Total Income</b>	<b>\$0</b>	<b>\$126,897</b>
<i>Expenses</i>			
5.165.000	Building on Faith Expenses	2,281	114,835
	<b>Total Expenses</b>	<b>\$2,281</b>	<b>\$114,835</b>
	<b>Ending Fund Balance</b>	<b>\$12,061</b>	<b>\$12,061</b>
<b>3.166.000</b>	<b>Music/Educ Wing Completion/Build-out Balance</b>	<b>193,168</b>	<b>0</b>
	<b>Beginning Fund Balance</b>		

# 2018 Financial Reports *(cont)*

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 2 of 12

Account #	Account Name	Current Activity	YTD Activity
<i>Income</i>			
4.166.000	Music Education Wing Donations	0	200,000
	<b>Total Income</b>	<b>\$0</b>	<b>\$200,000</b>
<i>Expenses</i>			
5.166.000	Music Education Wing Expenses	132,199	139,031
	<b>Total Expenses</b>	<b>\$132,199</b>	<b>\$139,031</b>
	<b>Ending Fund Balance</b>	<b>\$60,968</b>	<b>\$60,968</b>
<b>3.170.000</b>	<b>Special Services Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>2,409</b>	<b>5,683</b>
<i>Income</i>			
4.170.000	Special Services Donations	4,380	13,702
	<b>Total Income</b>	<b>\$4,380</b>	<b>\$13,702</b>
<i>Expenses</i>			
5.170.000	Special Services Expense	1,195	13,791
	<b>Total Expenses</b>	<b>\$1,195</b>	<b>\$13,791</b>
	<b>Ending Fund Balance</b>	<b>\$5,594</b>	<b>\$5,594</b>
<b>3.175.000</b>	<b>Memorial Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>3,810</b>	<b>4,420</b>
<i>Income</i>			
4.175.000	Memorial Donations	400	6,495
	<b>Total Income</b>	<b>\$400</b>	<b>\$6,495</b>
<i>Expenses</i>			
5.175.000	Memorial Expense	4,210	10,915
	<b>Total Expenses</b>	<b>\$4,210</b>	<b>\$10,915</b>
	<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>
<b>3.180.000</b>	<b>Grafton Food Pantry Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>130</b>	<b>230</b>

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 3 of 12

Account #	Account Name	Current Activity	YTD Activity
<i>Income</i>			
4.190.000	Grafton Food Pantry Donations	340	3,163
	<b>Total Income</b>	<b>\$340</b>	<b>\$3,163</b>
<i>Expenses</i>			
5.190.000	Grafton Food Pantry Expense	130	3,053
	<b>Total Expenses</b>	<b>\$130</b>	<b>\$3,053</b>
	<b>Ending Fund Balance</b>	<b>\$340</b>	<b>\$340</b>
<b>3.200.000</b>	<b>Heifer Fund Balance</b>	<b>6</b>	<b>4</b>
	<b>Beginning Fund Balance</b>		
<i>Income</i>			
4.350.000	Heifer Income	0	2
	<b>Total Income</b>	<b>\$0</b>	<b>\$2</b>
	<b>Ending Fund Balance</b>	<b>\$6</b>	<b>\$6</b>
<b>3.250.000</b>	<b>Good Samaritan Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>2,825</b>	<b>4,714</b>
<i>Income</i>			
4.325.000	Good Samaritan Donations	2,190	2,790
	<b>Total Income</b>	<b>\$2,190</b>	<b>\$2,790</b>
<i>Expenses</i>			
5.625.000	Good Samaritan Expense	80	2,569
	<b>Total Expenses</b>	<b>\$80</b>	<b>\$2,569</b>
	<b>Ending Fund Balance</b>	<b>\$4,935</b>	<b>\$4,935</b>
<b>3.260.000</b>	<b>Evangelism/Outreach Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>1,981</b>	<b>2,894</b>
<i>Income</i>			
4.260.000	Evangelism/Outreach Donations	30	360
4.260.100	LSSI Donations	0	100
4.260.110	ELCA World Hunger Donations	50	50



# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 4 of 12

Account #	Account Name	Total Income	Current Activity	YTD Activity
<b>Expenses</b>				
<b>Outreach Ministry</b>				
5.260.000	Evangelism/Outreach Expense		0	1,343
	<b>Outreach Ministry</b>		0	1,343
	<b>Total Expenses</b>		\$0	<u>\$1,343</u>
	<b>Ending Fund Balance</b>		\$2,061	\$2,061
<b>3.270.000 Holiday Flowers Balance</b>				
	<b>Beginning Fund Balance</b>		22	(46)
<b>Income</b>				
4.270.000	Holiday Flowers Income		654	1,280
	<b>Total Income</b>		<u>\$654</u>	<u>\$1,280</u>
<b>Expenses</b>				
5.270.000	Holiday Flowers Expense		935	1,493
	<b>Total Expenses</b>		<u>\$935</u>	<u>\$1,493</u>
	<b>Ending Fund Balance</b>		(\$259)	(\$259)
<b>3.300.000 Music Ministry Fund Balance</b>				
	<b>Beginning Fund Balance</b>		23,063	16,061
3.330.000	Adult Music Ministry Fund Balance		815	1,572
<b>Expenses</b>				
5.330.000	Adult Music Ministry Expense		0	756
	<b>Total Expenses</b>		\$0	<u>\$756</u>
	<b>Ending Sub Fund Balance</b>		\$815	\$815
<b>3.331.000 Dedication Anthem Balance</b>				
	<b>Beginning Sub Fund Balance</b>		125	1,500
<b>Income</b>				
4.331.000	Dedication Anthem Income		0	100
	<b>Total Income</b>		\$0	<u>\$100</u>

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 5 of 12

Account #	Account Name	Current Activity	YTD Activity
<b>Expenses</b>			
5.331.000	Dedication Anthem Expense	0	1,475
	<b>Total Expenses</b>	\$0	<b>\$1,475</b>
	<b>Ending Sub Fund Balance</b>	\$125	<b>\$125</b>
3.332.000	Concert Support Balance		
	<b>Beginning Sub Fund Balance</b>	360	<b>0</b>
<b>Income</b>			
4.332.000	Concert Support Income	0	360
	<b>Total Income</b>	\$0	<b>\$360</b>
	<b>Ending Sub Fund Balance</b>	\$360	<b>\$360</b>
3.333.000	Organ Balance		
	<b>Beginning Sub Fund Balance</b>	21,273	<b>12,500</b>
<b>Income</b>			
4.333.000	Organ Income	0	94,083
	<b>Total Income</b>	\$0	<b>\$94,083</b>
<b>Expenses</b>			
5.333.000	Organ Expense	20,900	106,210
	<b>Total Expenses</b>	\$20,900	<b>\$106,210</b>
	<b>Ending Sub Fund Balance</b>	\$373	<b>\$373</b>
3.345.000	Childrens Music Ministry Fund Balance		
	<b>Beginning Sub Fund Balance</b>	489	<b>489</b>
	<b>Ending Sub Fund Balance</b>	\$489	<b>\$489</b>
	<b>Ending Fund Balance</b>	\$2,163	<b>\$2,163</b>
3.350.000	Prairie Crafters Fund Balance		
	<b>Beginning Fund Balance</b>	3,500	<b>7,880</b>
<b>Income</b>			
4.355.000	Prairie Crafters Income	138	6,545
	<b>Total Income</b>	\$138	<b>\$6,545</b>

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 6 of 12

Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5,355,000	Prairie Crafters Expense	0	10,786
	Total Expenses	\$0	\$10,786
	Ending Fund Balance	\$3,638	\$3,638
<b>3,370,000</b>	<b>WELCA Fund Balance</b>		
	Beginning Fund Balance	264	264
<i>Expenses</i>			
5,370,000	WELCA Expenses	264	264
	Total Expenses	\$264	\$264
	Ending Fund Balance	\$0	\$0
<b>3,380,000</b>	<b>Continuing Education Fund Balance</b>		
	Beginning Fund Balance	1,000	(3,000)
<i>Income</i>			
4,380,000	Continuing Education Donations	0	4,500
	Total Income	\$0	\$4,500
<i>Expenses</i>			
5,380,000	Continuing Education Expenses	0	500
	Total Expenses	\$0	\$500
	Ending Fund Balance	\$1,000	\$1,000
<b>3,400,000</b>	<b>Youth Ministry Fund Balance</b>		
	Beginning Fund Balance	6,080	73
3,415,000	Youth Ministry Balance		
	Beginning Sub Fund Balance	1,296	871
<i>Income</i>			
4,415,100	Youth Ministry Income	100	525
	Total Income	\$100	\$525
	Ending Sub Fund Balance	\$1,396	\$1,396
3,417,000	Youth Mission Trips Balance		

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 7 of 12

Account #	Account Name	Current Activity	YTD Activity
	<b>Income</b>	<b>3,780</b>	<b>(1,106)</b>
4.417.000	Youth Mission Trips Income	226	28,271
	<b>Total Income</b>	<b>\$226</b>	<b>\$28,271</b>
	<b>Expenses</b>		
5.417.000	Youth Mission Trips Expense	188	23,347
	<b>Total Expenses</b>	<b>\$188</b>	<b>\$23,347</b>
	<b>Ending Sub Fund Balance</b>	<b>\$3,818</b>	<b>\$3,818</b>
3.421.000	Youth Scholarship Balance		
	<b>Beginning Sub Fund Balance</b>	<b>763</b>	<b>763</b>
	<b>Ending Sub Fund Balance</b>	<b>\$763</b>	<b>\$763</b>
3.422.000	Operation Christmas Child Balance		
	<b>Beginning Sub Fund Balance</b>	<b>240</b>	<b>65</b>
	<b>Income</b>	<b>0</b>	<b>175</b>
4.418.000	Operation Christmas Child Income	\$0	\$175
	<b>Total Income</b>		
	<b>Ending Sub Fund Balance</b>	<b>\$240</b>	<b>\$240</b>
	<b>Ending Fund Balance</b>	<b>\$6,217</b>	<b>\$6,217</b>
3.500.000	Little Lambs Fund Balance		
	<b>Beginning Fund Balance</b>	<b>6,387</b>	<b>7,345</b>
	<b>Income</b>		
4.500.100	Little Lambs Tuition	1,600	20,167
	<b>Total Income</b>	<b>\$1,600</b>	<b>\$20,167</b>
	<b>Expenses</b>		
5.700.100	Little Lambs Salary	1,430	20,517
5.700.110	Little Lambs Expenses	0	437
	<b>Total Expenses</b>	<b>\$1,430</b>	<b>\$20,955</b>
	<b>Ending Fund Balance</b>	<b>\$6,557</b>	<b>\$6,557</b>
3.600.000	Prayer Shawl Ministry Fund Balance		

## 2018 Financial Reports (cont)

### Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019		Page 8 of 12	
Account #	Account Name	Current Activity	YTD Activity
	<b>Beginning Fund Balance</b>	<b>234</b>	<b>54</b>
<i>Income</i>			
4.600.000	Prayer Shawl Ministry Donations	0	180
	<b>Total Income</b>	<b>\$0</b>	<b>\$180</b>
	<b>Ending Fund Balance</b>	<b>\$234</b>	<b>\$234</b>
<b>3.650.000</b>	<b>Quilters Ministry Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>1,645</b>	<b>772</b>
<i>Income</i>			
4.650.000	Quilters Income & Donations	0	1,197
	<b>Total Income</b>	<b>\$0</b>	<b>\$1,197</b>
<i>Expenses</i>			
5.650.000	Quilters Expenses	44	369
	<b>Total Expenses</b>	<b>\$44</b>	<b>\$369</b>
	<b>Ending Fund Balance</b>	<b>\$1,600</b>	<b>\$1,600</b>
<b>3.675.000</b>	<b>Memory Garden Balance</b>		
	<b>Beginning Fund Balance</b>	<b>1,000</b>	<b>0</b>
<i>Income</i>			
4.675.000	Memory Garden Income	500	1,500
	<b>Total Income</b>	<b>\$500</b>	<b>\$1,500</b>
	<b>Ending Fund Balance</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>3.700.000</b>	<b>Disaster Relief Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>520</b>	<b>320</b>
<i>Income</i>			
4.710.000	Disaster Relief	0	200
	<b>Total Income</b>	<b>\$0</b>	<b>\$200</b>
	<b>Ending Fund Balance</b>	<b>\$520</b>	<b>\$520</b>
<b>3.725.000</b>	<b>Miscellaneous Outside Charities Balance</b>		

# 2018 Financial Reports *(cont)*

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 9 of 12

Account #	Account Name	Beginning Fund Balance	Current Activity	YTD Activity
<i>Income</i>				
4.725.000	Misc. Outside Charities Income		110	110
	<b>Total Income</b>		<u>\$110</u>	<u>\$110</u>
	<b>Ending Fund Balance</b>		\$110	\$110
3.750.000	Seminary Scholarship Fund Balance			
	<b>Beginning Fund Balance</b>		6,270	5,770
<i>Income</i>				
4.750.000	Seminary Scholarship Donations		0	500
	<b>Total Income</b>		<u>\$0</u>	<u>\$500</u>
	<b>Ending Fund Balance</b>		\$6,270	\$6,270
3.940.000	Endowment Fund Balance			
	<b>Beginning Fund Balance</b>		11,462	10,922
<i>Income</i>				
4.940.000	Endowment Income		520	1,060
	<b>Total Income</b>		<u>\$520</u>	<u>\$1,060</u>
	<b>Ending Fund Balance</b>		\$11,982	\$11,982
3.950.000	Barnabas Reserves Fund Balance			
	<b>Beginning Fund Balance</b>		2,801	2,560
<i>Expenses</i>				
5.950.000	Barnabas Reserves Expense		16	468
	<b>Total Expenses</b>		<u>\$16</u>	<u>\$468</u>
	Journal Entry Debits		0	0
	Journal Entry Credits		63	756
	<b>Total Journal Entries</b>		<u>\$63</u>	<u>\$756</u>
	<b>Ending Fund Balance</b>		\$2,847	\$2,847
3.960.000	Outreach Reserves Fund Balance			
	<b>Beginning Fund Balance</b>		8,985	8,503

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 10 of 12

Account #	Account Name	Current Activity	YTD Activity
<b>Expenses</b>			
5.960.000	Outreach Reserves Expense	0	430
		<u>\$0</u>	<u>\$430</u>
	Journal Entry Debits	0	0
	Journal Entry Credits	83	996
	<b>Total Journal Entries</b>	<u>\$83</u>	<u>\$996</u>
	<b>Ending Fund Balance</b>	<b>\$9,068</b>	<b>\$9,068</b>
<b>3.971.000</b>	<b>Roof Repairs/Replacement Balance</b>		
	<b>Beginning Fund Balance</b>	<b>35,750</b>	<b>33,000</b>
	Journal Entry Debits	0	0
	Journal Entry Credits	250	3,000
	<b>Total Journal Entries</b>	<u>\$250</u>	<u>\$3,000</u>
	<b>Ending Fund Balance</b>	<b>\$36,000</b>	<b>\$36,000</b>
<b>3.972.000</b>	<b>Playground Maintenance Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>4,615</b>	<b>4,615</b>
	<b>Ending Fund Balance</b>	<b>\$4,615</b>	<b>\$4,615</b>
<b>3.973.000</b>	<b>Parking Lot Seal/Repair Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>13,143</b>	<b>10,800</b>
	Journal Entry Debits	0	0
	Journal Entry Credits	213	2,556
	<b>Total Journal Entries</b>	<u>\$213</u>	<u>\$2,556</u>
	<b>Ending Fund Balance</b>	<b>\$13,356</b>	<b>\$13,356</b>
<b>3.974.000</b>	<b>Lawn &amp; Landscaping Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>8,269</b>	<b>5,750</b>
	Journal Entry Debits	0	0
	Journal Entry Credits	229	2,748
	<b>Total Journal Entries</b>	<u>\$229</u>	<u>\$2,748</u>
	<b>Ending Fund Balance</b>	<b>\$8,498</b>	<b>\$8,498</b>
<b>3.975.000</b>	<b>Maintenance Reserves Balance</b>		

# 2018 Financial Reports (cont)

## Shepherd of the Prairie - Huntley IL Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019

Page 11 of 12

Account #	Account Name	Beginning Fund Balance	Current Activity	YTD Activity
<i>Expenses</i>				
5.975.000	Maintenance Reserves Expense	5,313		11,000
	Journal Entry Debits	0		6,600
	Journal Entry Credits	<u>\$0</u>		<u>\$6,600</u>
		0		0
	Total Expenses	4,687		5,600
		<u>\$4,687</u>		<u>\$5,600</u>
	Total Journal Entries			
	Ending Fund Balance	\$10,000		\$10,000
3.976.000	Carpeting Crossroads/Hallways Reserves Balance			
	Beginning Fund Balance	3,202		13,200
<i>Expenses</i>				
5.976.000	Carpeting Crossroads/Hallways Reserves Expense	0		11,098
		<u>\$0</u>		<u>\$11,098</u>
	Journal Entry Debits	0		0
	Journal Entry Credits	100		1,200
	Total Journal Entries	<u>\$100</u>		<u>\$1,200</u>
	Ending Fund Balance	\$3,302		\$3,302
3.977.000	Carpeting MP Room/Classrooms Balance			
	Beginning Fund Balance	15,750		13,000
		0		0
	Journal Entry Debits	250		3,000
	Journal Entry Credits	<u>\$250</u>		<u>\$3,000</u>
	Total Journal Entries			
	Ending Fund Balance	\$16,000		\$16,000
3.978.000	Security Lock System Reserves Balance			
	Beginning Fund Balance	10,000		10,000
	Ending Fund Balance	\$10,000		\$10,000
3.980.000	Equipment Reserves Balance			
	Beginning Fund Balance	5,094		3,727



## 2018 Financial Reports *(cont)*

Shepherd of the Prairie - Huntley IL  
Detailed Fund Activity Report as of 12/31/2018

Tuesday, January 8, 2019		Page 12 of 12	
Account #	Account Name	Current Activity	YTD Activity
<b>Expenses</b>			
5.980.000	Equipment Reserves Expense	0	469
	<b>Total Expenses</b>	<u>\$0</u>	<u>\$469</u>
	Journal Entry Debits	0	0
	Journal Entry Credits	167	2,004
	<b>Total Journal Entries</b>	<u>\$167</u>	<u>\$2,004</u>
	<b>Ending Fund Balance</b>	<u>\$5,261</u>	<u>\$5,261</u>
<b>3.981.000</b>	<b>Bells Maintenance Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>1,848</b>	<b>1,617</b>
<b>Expenses</b>			
5.981.000	Bells Maintenance Reserves Expense	135	135
	<b>Total Expenses</b>	<u>\$135</u>	<u>\$135</u>
	Journal Entry Debits	0	0
	Journal Entry Credits	21	252
	<b>Total Journal Entries</b>	<u>\$21</u>	<u>\$252</u>
	<b>Ending Fund Balance</b>	<u>\$1,734</u>	<u>\$1,734</u>
<b>3.985.000</b>	<b>Sabbatical Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>8,675</b>	<b>7,575</b>
	Journal Entry Debits	0	0
	Journal Entry Credits	100	1,200
	<b>Total Journal Entries</b>	<u>\$100</u>	<u>\$1,200</u>
	<b>Ending Fund Balance</b>	<u>\$8,775</u>	<u>\$8,775</u>
<b>3.988.000</b>	<b>Payroll Tax Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>5,857</b>	<b>5,857</b>
	<b>Ending Fund Balance</b>	<u>\$5,857</u>	<u>\$5,857</u>

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# Children & Family Ministries

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## CHILDREN AND FAMILY TEAM

We had a busy year! Our focus is on planning activities for our families that help foster a sense of community and church family. We are striving to provide opportunities that will allow parents to raise their children in the church and provide a basis for a strong Christian life. We hosted many events for families and children of all ages. We had an Easter Egg Hunt (inside because of the rain) followed by a Spring Fling. We played games and had snacks (we are good Lutherans). We ended the year with a successful Night in Bethlehem. We are planning on opening it to the public next year

—*Mike Parmele*

## GEMS (GIRLS EVERYWHERE MEETING THE SAVIOR)

I can't believe it's almost 2019! Where has the time gone? **The last 2018 GEMS meeting is changed to 12/12** (instead of 12/19) and we'll celebrate with a pizza party! Also, below are the remainder meeting dates and activities (tentative). Please let me know if you have any questions (630-292-6693; **slewis60527@gmail.com**). Thanks for your support!

### 2019

- January 9, 23
- February 6, 20 (paint GEMS t-shirts)
- March 13\*, 27\*; **host coffee hour 3/17**
- April 3\*, 10\*
- May 1 or 8 end of year party!  
\* *Easter preparation; meeting time extended to 7:15 to accommodate soup suppers at 6:00*

## LITTLE LAMBS

Our Little Lambs Pre-school Program is celebrating its 10<sup>th</sup> year!!!

Our "End of the Year Celebration" was a huge success!!! The students sang songs to their families and then everyone came together in the Crossroads to enjoy some sweet treats. We even had some special guests join us ;)

This year we started out our new year with an Open House. We had all the students and families come the Thursday night before we started school. It was nice to be able to meet and talk with the parents of the students that work full time and don't get to see our classroom in action.

Classes meet from 9:00 am – noon on Tuesday, Wednesday, Thursday. During this time we enjoy circle time, math/language lessons, letter and letter sound recognition, Bible stories, crafts, music, snack, free play and more! These activities help children develop Kindergarten readiness skills, a love for Bible stories and the knowledge that God loves us all!

We will be starting early enrollment for the 2019-2020 school year in January. Children between the ages of 2 and 4 yrs. (by Sept. 1<sup>st</sup>) are accepted into our program. Students do not need to be potty trained and do not need to be members of SOTP. Enrollment is limited, so, if you are interested in signing up your child, or, if you know someone who is, please contact us at **littlelambs@sotpmail.com**.

## Children & Family Ministries (cont)

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We see the smiling faces on our students and parents, every week, and feel the program has been a great success! With God's blessing, we'd like to see the program continue to grow!

—*Jill Gillming, Jeni McCann*

### SUNDAY SCHOOL

We had a fantastic year in Sunday School. With the opening of the new sanctuary, we are enjoying the old "new" space. We are progressing more towards a children's church feel with an opening, music, prayer and message. Our focus is on bringing God unto the daily lives of our children, challenging them to serve and find ways, daily, to serve God and bring hope to others. We look forward to growing active disciples who will carry the love of Jesus in their hearts wherever they go.

—*Mike Parmele*

**Sunday School Director/VBS**

### VACATION BIBLE SCHOOL

Ahoy! We were shipwrecked with 130 children from the church and the surrounding community. We sang songs, danced, played games and learned every day. We explored how God is always with us, even when you feel alone, when you struggle, when you do wrong, or when you feel powerless. No matter what what is going on in your lives Jesus Rescues!

—*Mike Parmele*

**Sunday School Director/VBS**

Coming summer 2019....get ready to



# Mission Ministries

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## ANNUAL REPORT 2018 MISSION TEAM OF SOTP

The Mission Team is to encourage, enlightened and equip our congregation of mission opportunities beyond the doors of our church.

**“In as much as you have done it unto the least of these you have done it unto me”**

**LORD** when were you in PRISON and SOTP visited you?

- International Community for Detained Immigrants
- LSSI Prison & Family Ministries Compassion Hygiene Kits

**LORD** when were you SICK and SOTP cared for you?

- ELCA Tanzania Africa School of Nursing
  - Prayer Shawls
  - Barnabas Ministries (separate from Mission Team but definitely SOTP's response)
  - Send Kids the World Post Cards (joint with GEMS)
- Life Source Blood Drives
- MC HENRY COUNTY PIONEER CENTER
- Mc Henry County Senior Care volunteers

**LORD** when were you HUNGRY and SOTP fed you?

- Crop Walk
- Feed My Starving Children
- PADS
- ELCA World Hunger
- Northern Illinois Food Bank
- Grafton Food Pantry
- Hampshire Food Pantry

**LORD** when were you NAKED and SOTP clothed you?

- PADS
- Giving Tree – (Grafton & Turning Point)
- Love in a Glove Box bags

**LORD** when were you HOMELESS and SOTP gave you shelter?

- Elgin Community Crisis Center
- Turning Point
- PADS
- Home of the Sparrow
- Green Trees Housing, Landscaping
- Habitat for Humanity Re-Store

Lutheran World Relief

- EXODUS – Welcome Packs
- ELCA Disaster Relief Funds

**LORD**, we know it's important to grow disciples so in addition to the above, SOTP sponsored the Stubbs Family Missionaries in Africa and The Cultural Arts Center, Tumaini University in Tanzania.

## Mission Ministries (cont)

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**The Mission Team** (Vik Bekeris, Mark Bidinger, Jill Brown, Becky Hennessey, Carl Hupert, Marty Jacobson, Steve Legel, Nancy Ottinger, Jules Pelka, Sharon Stangle & Mary Trodahl.)

**THANK YOU SOTP, you have been very generous!** Financially with the Mission Team budget and the Holiday special Offerings we have donated more than \$17,000.00 to those outside our church doors.

Respectfully submitted,

—*Sandy Hupert*

**Mission Team Chair**

### GRAFTON FOOD PANTRY

Another year of faithfulness to the Grafton Food Pantry. The first weekend of each month we have donated food and cash to the pantry. Every dollar that is donated will buy eight dollars of food from the Illinois Food Bank.

This year it has been a big help that members of the congregation have helped each week to load the van and take it to the pantry to unload it.

The pantry is grateful for all you donate. **THANK YOU**

—*Alice Hallett*

### PRAIRIE CRAFTERS

We are a small group but work together all year to earn money to help pay down our church debt.

The Outreach ministry is fantastic. We would not be able to sell at the Farmers Market without their help. They faithfully bring the tables and the tent and set it up and take it down at the end of each sale.

In the last 15 years we have earned and donated over \$112,000.00 to our church debt. We thank everyone who has helped by donating crafts for our sales, helped during our sales, and come to our sales.

We are always looking for new ideas and people who would love to join us this year.

—*Alice Hallett and Marilyn Wilhelm*

### PRAIRIE POINT QUILTERS

The quilters had their last meeting of the year on December 4th at 9 a.m. followed by a potluck Christmas Luncheon.

This year was the most productive ever for the quilters. In February, we dedicated 89 new quilts, 67 of which went to Lutheran World Relief, 7 to Turning Point, 2 to Exodus, 10 to Home of the Sparrow. Three were given to a congregant for a generous donation.

Our last dedication, November 17 and 18, 140 quilts were dedicated at church. Boxed up were 121 quilts to go to Lutheran World Relief, 15 to Home of the Sparrow, 2 for refugees, one for a Boster Wedding, and one to our dear friend Mickey Waal to remember us in his new home church.

Our grand total for this year was 229, quite an accomplishment for our 38 members. We have added a couple new ones (always looking for new members!), and a few have had to retire from our group for various reasons. These ladies are extremely dedicated and really seem to enjoy being together

## Mission Ministries (*cont*)

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and creating new quilts. Just come by on the first and third Tuesday in the morning and hear the joy and fellowship!

We want to thank everyone that donated fabrics, sheets, time and money to help us supply these quilts to those in need. An extra thank you goes to Thrivent for the gift card they give us that let us purchase some well needed supplies. They are a great blessing to us.

Also, thank you to all who helped pack up the quilts for shipment to various locations.

Our congregation was most generous in our Quarters for Quilts campaign. We will have much needed money to get sheets and fabrics. We had to repair a couple machines and are looking forward to purchasing a new sewing machine to use at church. Adam Adams came through, as always, in supplying us with the cartons needed to pack the quilts in and ship.

Thank you to all!!!

—*Nancy Morbeck*

### PRAYER SHAWL MINISTRY

We had another exciting year for the prayer shawl ministry where we knit and crochet prayer shawls. Our prayer shawls are given to anyone who is experiencing hard times (physically, spiritually, or emotionally). Everyone in the congregation is welcome to help us give the prayer shawls to people who need our prayers. We also give prayer shawls to Transition Hospice and Centrega Hospital every month.

Baptismal blankets are made and given to all who are baptised at Shepherd of the Prairie.

Our high school graduates each receive a blanket in their college colors or in two colors of their choice.

We are thankful to Thrivent and all who have donated money and yarn to our group to keep us busy.

—*Alice Hallett and Jeanne Henley*

# Worship Ministries

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## WORSHIP PLANNING TEAM

As 2018 ends there are many people to thank for making worship special here at Shepherd of the Prairie Lutheran Church. It takes a huge and giving family to handle the multitude of “jobs” to provide the church community with meaningful worship. There are the babysitters to watch the children, the greeters, the ushers, the communion bread bakers, the altar guild that provides bread and wine at each service, the folks that make the bulletins and Flourish, the readers, the communion helpers, the choirs, the bells, and audio-visual group, the drama, the flowers and banners. This is just a small list of roles that the church family plays in helping to provide SOTP with a wonderful worship experience. We are blessed with team leaders to head up the various “jobs”. Each one dedicates their time and talents toward making worship glorious.

Going forward into 2019 the worship team will continue to face new challenges. There is still an excitement of our new sanctuary!!! It is an amazing space with acoustics from heaven!!! A wonderful place to continue to worship and praise our awesome God!. We will continue to try different ideas and we ask for your patience in remembering that appointing our new sanctuary with banners, flowers, etc. , is a work in progress!! If helping with worship is your passion, please consider serving on our team.

Thanks to Lynn Broederdorf for her donation of our new Christmas trees in memory of her beloved son, Lenny Johnson! Special thanks to all the people who helped decorate for Christmas, it is a big job and you all did a splendid work.

Special thanks to Pam Sandberg and her team who planned the awesome reception for the dedication of our new sanctuary!! From special treats to lovely appointed tables, this was an exceptional job!

Heartfelt Thanks to our worship team leaders who continue to give their time and talents and work faithfully. Barb Pagano-flowers/decorating, Judy Symal- communion preparation and bread baking, Andy Szekely-ushers, Dolly Cardashio-Greeters, Brigitte Pelka- Readers, Chris Solem-drama/support.

With God’s continued grace and blessings, and your help, our 2019 worship team will continue to thrive and help provide inspirational worship for all who enter our SOTP doors!

*Soli Deo Gloria (To God Alone be the Glory)*

Respectfully submitted

*Jane McMullen*

**Director of Worship**

### **Communion Bread Baking**

Volunteers prepared Communion Bread for each worship service in 2018 . The recipe used makes 8 individual loaves. Saturday bakers prepare bread for four consecutive Saturday evening services as each Saturday service used only two loaves. On Sunday two bakers will prepare the bread for both services. If additional bread is required, the remaining two Saturday loaves are used during the Sunday service.

Thank you all who donate their time and talent to this ministry. Are you interested in being part of the team? Please call or e-mail me and I will schedule you to be part of this team.

Thank you for serving

—*Judie Symal*



## Worship Ministries *(cont)*

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### FAITH CHEST MINISTRY

SHEPHERD OF THE PRAIRIE Faith Chest Ministry provides a handmade personalized wooden chest for each young person baptized into faith at our Shepherd of the Prairie Lutheran Church.

The Faith Chest is intended to be a place where documents, mementos & keepsakes of one's journey to faith and adulthood can be stored.

The Faith Chest is presented by Pastor Mark to the parents at the conclusion of the Baptismal Ceremony.

Currently the Faith Chests are being handcrafted from red oak by Chris Trodahl. Please feel free to contact Chris Trodahl at 815-893-0641 if you have any questions about the Faith Chest Ministry

—*Chris Trodahl*

### WORSHIP GREETERS

The Greeting Ministry is a gratifying and effective ministry as has been observed on more than one occasion when guests or visitors have walked away, beaming, after being warmly greeted and welcomed. It's certain that we will see them again.

Our Sunday greeter list is extensive enough that each member might be called every second or third month and with the growing list of New Members and the successful Ministry Fair, we have added several additional Sunday greeters. Our Saturday list remains small and further dwindles during the winter months when our 'snow birds' leave, so new greeters are always welcome, especially now that we have an additional entry way in our new sanctuary.

Gratefully, our greeters are always eager to serve.

Respectfully Submitted,

—*Dolly Cardascio*

### USHERS

The Usher Ministry continues to facilitate all regular, holiday and special worship services, including many cross-functional events hosted at Shepherd of the Prairie. The group is currently comprised of more than 40+ members who either serve weekly, or as alternates who fill-in as needed.

As we transitioned into the new worship space this past summer the Usher Ministry came together to discuss how the group's roles and responsibilities might change, or quite simply how we could become more effective at what we do. The meetings provided an excellent forum for those attending to share their thoughts and provide feedback while supporting Shepherd of the Prairie's overall vision; "*We care for God's children of all ages by growing disciples who make disciples*".

Finally, as we approach the conclusion of another year I wish to take this time to thank all the Usher Ministry leaders and members who continue to serve and provide that 'Welcoming' smile every week, especially to those guests who might be coming through our door for the very first time and call Shepherd of the Prairie their new home as we do.

—*Andrew L Szekely*

**Lead Usher/ Coordinator**

# Music Ministries

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## SOTP MUSIC MINISTRY ANNUAL REPORT 2019

### **Cherub Choir    Ages 3-6        Annette Boster, Director**

The Cherub choir is our very youngest music choir at Shepherd of the Prairie that meets on Wednesdays from 5:00-5:30pm. The Cherub choir is composed of children ranging from 3 years old through kindergarten. Our rehearsals have grown to be a time where children gather to grow their love for Jesus and to celebrate His unconditional love for them. They just happen to do it through singing, dancing and playing instruments.

Music ignites all areas of child development: intellectual, social and emotional, motor, language, and overall literacy. It helps the body and the mind work together. Exposing children to music during early development helps them learn and memorize the sounds and meanings of words. Dancing to music helps children build motor skills while allowing them to practice self-expression. Probably most importantly, music brings joy. We are always recruiting new cherubs! All are welcome!

### **Blessings Choirs        Michael Waal, Director**

Blessing's Choir continued to be a real joy at SOTP. We currently have 18 members in Blessing's. Choir We have presented music for worship each month beginning in September, with December being quite busy. We presented a Christmas Musical entitled "An Unplugged Christmas on December 9 for 2 services. Thanks to the awesome direction of Annette Boster, the kids looked great, and sounded even better as well as provided an amazing message about the real importance of Christmas. !

### **Youth Band    Tyler Greene, leader**

.These young people continue to lead worship several times a year on the 3<sup>rd</sup> Sunday of the month and are a joy to participate in worship with. Tyler Greene is leading this group from the piano and has done an excellent job! We have added several new members and are working hard to continue to serve with excellence.

### **The Jubilate Ringers    Beginning Handbells        Denise James, Director**

Jubilate Ringers: The members this year total is 22. The children have been focusing on learning to read handbell music as a group as well as learning their individual parts. Most of the new players are partnered with a 'veteran' player so that they can get assistance on playing by being able to mimic their partner. The group has also been learning more than one song at a time with different tempos & time signatures to provide challenge and variety. They will continue to learn music reading as well as improving playing technique.

### **Chimers Ring and Sing (Beginning Chimes)    Annette Boster/Jane McMullen**

The children have been learning correct chime techniques, focusing primarily on single notes and chords while being accompanied by piano and also playing with the children's choirs. They will continue to focus on technique as well as learn music notes and value. This group has 11 ringers/singers and did a beautiful job at our 5 pm Christmas Eve service ringing and singing "Away in a Manger" and "Jingle Bells". Heartfelt thanks to Christa Serpe who has assisted us in so many ways. Thanks to all the other parents too!

## Music Ministries (*cont*)

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### **Prairie Ringers Handbell Choir Jane McMullen, Director**

The Prairie Ringers continue to help lead worship services at SOTP in 2017. We rehearse on Tuesday evenings from 7:00 – 8:30 pm, in the sanctuary, September through May. We have played every month and for Easter and Christmas services.

### **Rejoice Worship Band Tyler Greene, worship leader**

We currently have several teams leading our contemporary worship service at 10:45am every Sunday. These teams work very hard to lead God's people in praise and worship, preparing 8 to 10 songs per Sunday. We currently are being led by vocalists, piano, guitars, drums, keyboard/synthesizer with the addition of violin, flute, saxophone and other instruments on occasion. We continue to present and lead current contemporary music along with many "old faithfuls" in worship. We are always looking for more team members! Please prayerfully consider joining the band if you have the gift of singing or instrumental music. Contact Tyler Greene if interested.

### **Shepherd's Voices Adult Choir Jane McMullen, Director**

The adult choir is currently averaging 25 to 36 members in size. We welcomed many new members this year. In August the choir lead an awesome dedication of our new sanctuary service. The choir commissioned a special anthem called "Let Us Make A Joyful Noise" by composer John Behnke especially for this occasion, it was awesome!! Thanks to all singers who have faithfully come to rehearsals and given their best. We have sung great music with and without vocal and instrumental soloists, and enjoyed good fellowship together. Please prayerfully consider joining us, we welcome all new members enthusiastically!!

Special thanks to Carolyn Cuttle for handling all correspondence to Choir and bells for me throughout the year! This help is just invaluable to me!!!

**Organist:** We purchased a new 3 manuel Allen organ in June and it was placed in our new sanctuary in July. In October we had a beautiful service of dedication featuring our own Michael Waal and special guest organist Paul Satre. In November, our beloved organist, Micky Waal, tendered his resignation to take another job as Director of music in Elgin, IL. We will miss him but wish him the best in his new position. We are currently searching for a new organist.

What an incredible year! I am so thankful for the richness of our music programs at SOTP and excited to see where God will lead us in 2019. I am full of gratitude for all who have served and who continue in our mission to make Christ known and honor and praise God's Holy name.

With Respectful Submission,

—*Jane McMullen*

**Director of Music and Worship**

# Fellowship Ministries

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## FEMALE FRIDAYS

Female Fridays started in 2017 to provide a venue for women of SOTP to meet other women of the church for fun and fellowship. It has been a success as new friendships have formed and hopefully more to follow. The group meets at Jameson's restaurant in Sun City on the second Friday of each month. There are usually 12-14 women who regularly participate with several others who come when they can. We look forward to meeting many more friendly women and welcoming them to our group.

Respectfully submitted

—*Joanne Schwartz*

## HELPING HANDS/FUNERAL MEALS

The funeral lunch is provided after the memorial service as our way of providing comfort and care to those going through the loss of a loved one. The “Sign-Up Genius” continues to be the best way to reach out to the entire congregation. Anyone can sign up to donate food or volunteer to help serve.

This year we were able to start serving the meal in the multi-purpose room which enables everyone to be in the same room.

We served 11 lunches this year. Thank you to all who donated a salad, hot dish or dessert; or who volunteered to serve. We couldn't do it without you!

—*Jeanne Henley*

**Chairperson**

## CARING CARDS

Mary Tabatt, Linda Murphy and Renae Greene have joined Carol Kalbas and I in sending get well and sympathy cards to members of our congregation. We also thank Carol Spiller for making those beautiful Communion and Confirmation cards for our youth. Carol and I thank Judie Symbal and Alice Hallett for their help with the baptismal banners (10 this year), Judie with cutting out the letters and Alice for making the crocheted hangers. Welcome to SOTP cards are sent to all new members and our servicemen receive cards for Easter, Thanksgiving and Christmas.

—*Elaine Neukirch*

**Chairperson**

## Fellowship Ministries (*cont*)

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### CARING CALLERS

**Caring Callers** is a ministry that calls those church members or families that are on the prayer list.

The caring women who serve on this ministry are Bonnie Vanaria, Sara Solem, Pam Sandberg, Carolyn Cuttle and myself Lynn Broederdorf.

We all take one week per month and work off the prayer requests sheet that is provided to us. We don't always know the reason we are calling, but we are very sensitive to each caller and so far that has worked out fine. We offer prayer, we listen, and we ask if there is anything that we or the church can do for them. If we do not reach the person, we leave a short message and tell the reason for our call. If they would like to return the call, we leave our number. We have received very positive feedback from our calls and I really believe everyone appreciates the call. Hopefully we are helping Pastor Mark, that was my intention when I started this group. As the church grows I may need to add another person to our group to help with the calls.

—*Lynn Broederdorf*

### FFAA (FUN FOR ALL AGES)

Fun For All Ages organized three events in 2018. 600 attended the 5 Lenten Soup Suppers. 110 attended the church picnic in August. 90 enjoyed pie and coffee at Piefest in November.

Team members Tracy McDuffee, Kathy Pizarro and Neal & Shannon Mejdrich are wonderful blessings on this committee with me.

—*Sharon Little*

**Chairperson**

# BARNABAS CAREGIVING MINISTRY

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## **“THE FIRST DUTY OF LOVE IS TO LISTEN” – PAUL TILLICH**

2018 was the first year of our new Barnabas Caregiving Ministry. Beginning a Barnabas Caregiving Ministry was one of the recommendations that resulted from our ministry review from the ELCA in October of 2017.

We held a training session on April 14, 2018 led by Pastor Chuck Olson, the creator of the program. This program is similar to Stephen Ministries, but more easily adaptable for SOTP. Thirty-one people attended the training session. Out of the group who attended the training, twenty people became Barnabas Ministers and were commissioned on May 20, 2018, Pentecost Sunday.

The charge to Barnabas Ministers is to provide a listening ear to those dealing with illness, grief, recovery, loneliness, or any other trauma in their life. The goal is to encourage through listening. Barnabas Ministers don't attempt to “fix” the situation, or provide physical care to their care-receiver, but simply to listen and encourage.

Currently, Barnabas Ministers give their listening care through one on one pairings with another member of SOTP. They visit either in person or by phone call on a weekly or by-weekly basis. Other ministers are on the “Pastoral Care Team”, and they help Pastor Mark with hospital and care facility visits each week. There is another set of Barnabas Ministers who take care of the administrative items and the prayer chain, and another who participate as “Communion from the Assembly Ministers. All Barnabas Ministers are trained to take Communion for the Assembly to their care-receivers and many do once or twice a month.

This has been an exciting first year and we look forward to 2019. There is another training session set for February 9, 2019 here at SOTP. Come and see what we are all about!

## **GRIEF SUPPORT**

This ministry provides booklets on grief that are mailed four times over the first year after the death of a loved one. The booklets offer comfort and insight into the grieving process. This year thirty-five families/individuals received this set of books.

*Kim Ernst*

# Outreach Ministry

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In 2018 we purchased new SOTP pens, created a Ministry Moments final edited video featuring SOTP ministry highlights and on March 3, 2018 we participated in the Huntley Home, Business & Wellness Expo. We used the above-mentioned video at our 2018 event booths to help tell our story. Throughout the year, the OUTREACH ministry partnered with the SOTP Crafters to support the booth set up for the Farmers Market in downtown Huntley on selected dates as well as the craft show at Leggee Elementary school. The OUTREACH committee will continue to work closely with the Crafters and we will be helping with table and canopy set up for craft shows in 2019. We will supply the crafters with items promoting the church as well as half sheet advertisements for upcoming events that can be handed out during the craft shows.

With help from the members of SOTP, we assembled a float for the Huntley Memorial Day Parade. We provided each OUTREACH team member and each congregation parade participant from our church with a “God’s Work, our Hands” t-shirt. We featured a LIVE praise band on our float with a supporting audio system. In doing so, we created a mobile concert and handed out sunglasses and beachballs along with other promotional Shepard of the Prairie materials, as we shared our Love for Jesus by inviting the community to attend SOTP Vacation Bible School over the summer. This event was a great opportunity for our church family to work together to spread the Good News of Jesus’ Love to our community.

In 2019 we will continue advertising selected SOTP events in local papers with the help of Michelle Rankin and the office staff. We will once again be utilizing opportunities with papers that provide free listings and announcements for the community. New giveaways will be distributed through the Huntley new resident totes as well as other community events that we participate in 2019. The Shepherd of the Prairie OUTREACH ministry will continue participating in Huntley annual events supported by members of the church.

This year at the welcome center we counted over 40 completed membership cards for 2018. Out of those, over half became members. We handed out cutting boards and multi tools as well as pull string backpacks to every family at our Christmas and New Year’s Eve services. We will continue to provide welcome mugs to all visitors at our regular service times.

Once again, the Huntley community has seen what a great church family we have as we work together to tell others about Jesus and continue to invite people to our church. We continue to greet guests that come to visit. Our mission has been to

continue spreading the Love and the Good News of the resurrection of Jesus, while creating more recognizable branding for Shepard of the Prairie. We continued featuring reflex blue as our primary color for giveaway items that we purchase to help promote the church, as well as, display items for community events that we participate in. This year we purchased matching blue table cloths that pair nicely with our branded canopies, displaying the church logo on them, along with logoed walls and half walls for the canopies. Fall Fest, in September, was once again, our biggest community event in 2018. We featured carnival style games and giveaways again this year with our two-booth space set up, where the SOTP Crafters displayed and sold crafts for the church in one space and in the other space we featured games. Prizes were distributed featuring the Shepherd of the Prairie logo as well as information about our church for booth visitors. We encourage all church members to consider helping to host our booth next year.

Overall the Shepherd of the Prairie OUTREACH ministry was more amply supported in 2018 but the ministry is currently in need of more planners and volunteers to support events that SOTP participates in with the Huntley community. Please consider joining this important community ministry.

Thank you to all who have supported the SOTP OUTREACH ministry and a very special thanks to our core OUTREACH Ministry Members: Melissa Juergensen, Brian Rojas, Adam Adams, and Rachael Yndestad

—*Mike Yndestad*  
**Outreach Chairman**

## Property Ministries

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### 2018 What a year

Members of the Property Team worked closely with the building team and the finance team to get our beautiful new worship sanctuary and offices ready for our dedication. There was what seemed like an endless list to “Things” that had to be addressed. Shelving install, Coat racks, ect. Meetings were held with the HVAC contractor to make sure our new & old system worked properly. Storage was re-configured to match the future needs of the congregation.

Yes 2018 was a busy year for our team,

At the December Mission Fare four new members joined our team. WELCOME

In 2019 we will be finalizing our new secured access system, and a camera system will be installed. The property team pledges to help provide the Members of our congregation a Safe , and Clean facility for all of us to worship in.

If anyone is interested in joining our team please call Jerry Christopherson 630-730-0558

Or leave your name at the church office and we will contact you.

God Bless

—*Jerry Christopherson*  
**Leader, Property Team**



# Administrative Support Ministries

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## SPECIAL GIFTS & MEMORIALS

The purpose of this committee is to record and acknowledge all gifts received from members and friends of SOTP. Unless otherwise specified all monies received are allocated to the Forward in Faith (building fund). Family wishes for other purposes will be considered. Gifts may be made to SOTP in memory of loved ones; in celebration of a special occasion; or to honor individuals.

In 2018 the church received memorials for Forward in Faith, music accounts, organ fund, and the endowment account. The combined totals were over \$6400.00.

The memorials were given in loving memory of the following:

William Brindell	Robert & Barbara Nitschneider
Arlene Dietrich	Joanne Negstad
Tom Eberly	Joyce Petersen
Philip Forsythe	Nel Quam
Richard Hoffman	Robert Rankin
Don Hoppensteadt	Marlene Tresp
Son of Chris Hinde	Charlie Tuzik
David Kosmen	Chuck Walker
Patricia Mallow	Al Will

—*Susan Wehnes & Renae Greene*

**Special Gifts and Memorials Committee**

# Congregation Support Ministries

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## HUMAN RESOURCES

2018 was another busy and fulfilling year for our committee. We completed one of the ELCA's prime suggestions for Shepherd of the Prairie's continued growth by creating and filling the post of Business Manager this year. Daryl Laird has joined the Shepherd of the Prairie family in this position. As we anticipated, this has taken much of the day to day operations and management off of Pastor Mark's desk, freeing him to concentrate more on his pastoral duties.

We are currently in the process of hiring an Organist for the position that recently opened and should be completed shortly. The second suggestion from the ELCA was for a Director of Children and Family Ministry. This should be completed in 2019. Our thanks to the Church Council and Pastor Mark for their direction and cooperation in giving this important position the attention it deserves.

—*John Boehler*

**Human Resource Chair**

## STEWARDSHIP

Stewardship is essentially how we manage God's creation and his many blessings to us. Think of it as our being entrusted with God's resources and how we would manage those resources for the good of all, both inward and outward. That's what we aim to do in this ministry.

We focus on three key issues: TIME, TALENT, and TREASURE.

Our theme this year for our 2019 financial program was God's Grace...Our Response. During the four weeks of worship from October 12 through November 4, we were privileged to have five different perspectives on why giving was an important part of these people's financial discipline and what giving to SOTP has meant to them. Marian Mesenbrink, Ralph Wehnes, Becky Tuzik, and Orion & Gloria Samuelson spoke from their hearts, encouraging us to put God and Christ first in our financial planning. We had two areas for giving considerations, the General Fund and the Mortgage Service Fund. We complete the Building in Faith three year campaign at the end of this year.

On Sunday, November 4, we consecrated our Estimate of Giving cards before our sanctuary alter in a special box made by Chris Trodahl for this occasion. Afterwards, we adjourned to our Multi-purpose room for a free luncheon catered by Butcher on the Block.

Going forward into next year, we will revisit prospects to add a way to receive credit/debit cards contributions for a variety of circumstances. Plans are to review presentations by our current **Simply Giving** provider, Vanco, and a synod partner, Tithe.ly, who manages credit/debit card payments to churches. Our aim is to have a system in place no later than the end of March next year.

This brings up a point to consider the use of **Simply Giving** as a means to provide financial support to our church. By filling out a special form, you can have your weekly, bi-weekly, monthly, or quarterly offerings directly sent from your financial institution to our local bank checking account on the day that you select. A good thing about EFT is that if we are sick, travelling, or simply unable to be in worship, our offering is always there!

In addition, if you are age 70 or older, you may make a Qualified Charitable Distribution from a Traditional IRA to satisfy your Required Minimum Distribution, thereby lowering your Adjusted Gross Income which reins in taxes on Social Security Benefits and avoids Medicare premium surcharges. You can also donate stock that has appreciated in value and you will not owe capital-gains taxes. *We suggest you confer with your tax advisor regarding your specific situation.*

## **Congregation Support Ministries *(cont)***

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We have been blessed in adding new members to our committee. Our current members are Ralph Wehnes, Warren Brody, Doug Sandberg, Ron Mudge, Jodi Dowell, Chris Brolsma, and Matt Greene. Matt, Vice President of our Church Council, acts as our liaison with them. All have provided important input on various topics that we discuss and their time and talents are appreciated.

Lastly, we look forward to representing our committee at our Mission and Ministry Fair after worship on December 1 & 2.

Respectfully submitted,

—Rick Miller

**Stewardship Committee Chairperson**

# 2018 Nominating Committee Report

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## **2018 NOMINATING TEAM MEMBERS:**

- Lisa Adams
- Chris Brittain
- Carolyn Malm
- Ron Mudge
- Barb Pagano

## **COUNCIL NOMINEES** – to be elected to serve a three year term ending January 2022

- Carla Elam (first term)
- Bud Hansen (second term)
- Sarah Wolf (first term)

## **2018 NOMINATING COMMITTEE** (Outgoing council members, plus 3-4 additional)

- Adam Adams (Outgoing Council Member)
- Amy Brittain (Outgoing Council Member)
- Jenn Huston
- Melissa Juergensen
- Tim Torkelson

## **AUDIT TEAM** (1 to be elected)

- Andy Patel

## **SYNOD ASSEMBLY VOTING MEMBERS** (1 female and 1 male to be elected, not from the same family)

*Synod Assembly to be held on June 14 and 15 2018 at Augustana College, Rock Island, IL*

- Ron Mudge
- Lisa Adams

## **CURRENT COUNCIL MEMBERS AND TERMS**

<b>Ending Term</b>	<b>1 Year Remaining In Term</b>	<b>2 Years Remaining In Term</b>
Adam Adams (2)	Sherri Ott (1)	Marlene Boehler (2)
Amy Brittain (2)	Nancy Ottinger (1)	Cliff Dungey (2)
Bud Hanson (1)	Dan Wentzloff (1)	Matt Greene (2)

*The number next to members name indicates current term of service.*

*The length of council terms are three years and members are eligible to serve 2 consecutive terms.*

# 2019 Budget

## Shepherd of the Prairie Lutheran Church 2019 Budget

Acct. No.	Account Name	2018 Budget	2018 Actual	2019 Budget
<b>Income</b>				
4.100.000	Member Contributions <sup>1</sup>	660,000.00	690,377.82	766,136.00
4.150.000	Loose Plate & Growth	31,137.00	29,451.58	31,650.00
4.200.000	Miscellaneous Income	-	964.93	1,158.00
4.250.000	Flower Income	1,000.00	587.50	705.00
4.300.000	Interest Income	150.00	201.19	224.00
<b>Total Income</b>		<b>\$ 692,287.00</b>	<b>\$ 721,583.02</b>	<b>\$ 799,873.00</b>
<b>Expenses</b>				
<b>Mission Ministry</b>				
5.100.110	ELCA N. Illinois Synod <sup>2</sup>	66,000.00	66,000.00	76,614.00
5.100.112	Local Mission <sup>3</sup>	6,600.00	6,180.33	7,661.00
5.100.113	Mission Ministry - Other	-	-	-
<b>Total Mission Ministry</b>		<b>\$ 72,600.00</b>	<b>\$ 72,180.33</b>	<b>\$ 84,275.00</b>
<b>Outreach Ministry</b>				
5.150.100	Outreach Team <sup>4</sup>	5,000.00	3,747.99	-
5.150.150	Advertising	3,000.00	1,476.00	2,500.00
5.150.250	Miscellaneous Outreach	-	-	-
<b>Total Outreach Ministry</b>		<b>\$ 8,000.00</b>	<b>\$ 5,223.99</b>	<b>\$ 2,500.00</b>
<b>Lay Ministry</b>				
5.150.300	Lay Ministry Expenses	650.00	532.87	750.00
<b>Adult Education Ministry</b>				
5.200.300	Adult Ed Curriculum	1,000.00	265.24	500.00
5.200.350	Retreat Expense	100.00	-	-
5.200.400	Other Adult Education	-	-	500.00
5.200.450	Home Devotional Guides	200.00	239.46	300.00
<b>Total Adult Education</b>		<b>\$ 1,300.00</b>	<b>\$ 504.70</b>	<b>\$ 1,300.00</b>
<b>Youth Education Ministry</b>				
5.250.100	Youth Resources	1,500.00	1,245.96	2,000.00
5.250.150	Youth Curriculum	500.00	188.59	500.00
5.250.200	Mission Trip Expenses	3,000.00	2,989.42	-
5.250.250	Youth Events	1,300.00	281.54	1,300.00
5.250.275	Software/ Subscriptions	2,500.00	2,035.11	2,500.00
5.250.280	Confirmation Expenses	4,200.00	3,301.61	4,200.00
5.250.285	Sunday School Expenses	1,500.00	1,806.83	1,500.00
5.250.290	VBS Expenses	3,000.00	2,972.01	3,000.00
5.250.300	Other Youth Expenses	1,000.00	1,770.02	-
5.250.350	Children & Family Service	3,000.00	2,258.35	1,500.00
<b>Total Youth Education</b>		<b>\$ 21,500.00</b>	<b>\$ 18,849.44</b>	<b>\$ 16,500.00</b>

## 2019 Budget (cont)

### Shepherd of the Prairie Lutheran Church 2019 Budget

Acct. No.	Account Name	2018 Budget	2018 Actual	2019 Budget
	<b>Music Ministry</b>			
5.300.100	Choral Expenses	2,000.00	1,930.98	2,000.00
5.300.161	Organ/Piano Supply	400.00	350.00	400.00
5.300.175	Bells Expenses	1,000.00	1,887.26	1,500.00
5.300.350	Band Expenses	2,000.00	890.51	2,000.00
5.300.400	Piano/Organ Maintenance	900.00	-	900.00
5.300.500	Licensing Fees	850.00	900.00	850.00
5.300.550	Music Resources Expense	400.00	687.53	500.00
<b>Total Music Ministry</b>		<b>\$ 7,550.00</b>	<b>\$ 6,646.28</b>	<b>8,150.00</b>

	<b>Worship Ministry</b>			
5.350.100	Audio Visual Ministry	1,500.00	2,642.90	3,180.00
5.350.150	Flowers	1,500.00	1,468.54	2,000.00
5.350.200	Altar Guild	700.00	1,086.05	700.00
5.350.250	Pastoral Assistance	2,000.00	600.00	2,000.00
5.350.300	Worship Supplies	500.00	335.24	500.00
5.350.350	Misc. Worship Expense	600.00	1,385.79	-
<b>Total Worship Ministry</b>		<b>\$ 6,800.00</b>	<b>\$ 7,518.52</b>	<b>\$ 8,380.00</b>

	<b>Office Expenses</b>			
5.450.100	Office Supplies	3,500.00	3,733.53	3,500.00
5.450.150	Office Equipment	1,000.00	2,021.27	1,000.00
5.450.200	Web/Software Expense	4,400.00	5,139.64	4,200.00
5.450.225	High Speed Internet	-	916.15	2,000.00
5.450.250	Telephone	1,500.00	1,733.65	1,700.00
5.450.275	Wireless Phone	2,400.00	1,543.71	2,600.00
5.450.300	Postage	2,000.00	2,014.27	2,000.00
5.450.350	Dues & Subscriptions	200.00	175.00	200.00
5.450.400	Equipment Rental	14,500.00	15,585.42	16,000.00
5.450.450	Misc. Office Expense	250.00	16.97	250.00
<b>Total Office Expense</b>		<b>\$ 29,750.00</b>	<b>\$ 32,879.61</b>	<b>\$ 33,450.00</b>

	<b>Facilities <sup>5</sup></b>			
5.400.100	Cleaning Services	9,480.00	9,060.00	14,600.00
5.400.150	Utilities	14,633.00	23,131.05	29,259.00
5.400.200	Waste Removal	1,728.00	1,578.56	1,140.00
5.400.250	Grounds Maintenance	5,425.00	6,870.00	6,134.00
5.400.255	Snow Removal	6,450.00	4,825.00	11,300.00
5.400.300	Maint./Cleaning Supplies	1,040.00	985.27	1,200.00
5.400.350	Contract Services	10,475.00	7,825.63	10,964.00
5.400.400	Misc. Facilities Expens	5,151.00	3,411.97	3,706.00
<b>Total Facilities</b>		<b>\$ 54,382.00</b>	<b>\$ 57,687.48</b>	<b>\$ 78,303.00</b>

## 2019 Budget (cont)

### Shepherd of the Prairie Lutheran Church 2019 Budget

Acct. No.	Account Name	2018 Budget	2018 Actual	2019 Budget
	<b>Staffing Ministry</b>			
5.500.100	Pastor Salary	64,653.00	64,653.16	67,553.00
5.500.150	Pastor Housing allowance	32,000.00	32,000.00	32,000.00
5.500.200	Lay Ministry Coordinator	21,894.00	21,894.02	35,000.00
5.500.225	Dir. of Children & Family Ministry <sup>6</sup>	-	-	26,250.00
5.500.250	Youth Ministry Coordinator	42,054.00	42,054.40	43,316.00
5.500.300	Director of Music	41,350.00	41,349.56	42,590.00
5.500.350	Organist	20,946.00	19,946.62	21,575.00
5.500.375	Contemporary Worship Leader	9,360.00	8,625.00	10,797.00
5.500.400	Technical Support Manager	29,200.00	29,183.27	29,978.00
5.500.425	Business Administrator	-	-	50,750.00
5.500.450	Office Manager	18,540.00	18,796.14	18,830.00
5.500.460	Custodian <sup>7</sup>	-	-	9,360.00
5.500.475	Accounting Administrator	5,715.00	5,714.90	5,886.00
5.500.500	Director of Adult Education	25,803.00	26,004.42	26,579.00
5.500.525	Audio Visual Coordinator	8,084.00	8,083.94	8,327.00
5.500.550	Staff Training/Continuing Ed.	7,000.00	6,603.06	8,000.00
5.500.600	Staff Social Security	16,153.00	18,300.27	25,107.00
5.500.650	Pastor Insurance & Soc. Sec.	53,353.00	56,469.54	57,027.00
5.500.700	Misc. Staff Expense	1,000.00	921.65	1,000.00
5.500.725	Staffing for Growth <sup>8</sup>	50,000.00	28,749.96	-
	<b>Total Staffing Ministry</b>	<b>447,105.00</b>	<b>\$ 429,349.91</b>	<b>519,925.00</b>
	<b>Other Church Expenses</b>			
5.550.100	Scholarships	-	-	-
5.550.110	Kitchen Supplies	1,500.00	1,114.51	2,000.00
5.550.115	Coffee Service	-	242.92	800.00
5.550.125	Church Events Expense	500.00	428.79	-
5.550.150	Committee Expenses	500.00	512.65	1,000.00
5.550.175	Synod Assembly Expense	500.00	393.41	500.00
5.550.200	Church Insurance	12,450.00	15,317.64	15,240.00
5.550.250	Automobile Expense	5,500.00	5,143.77	5,500.00
5.550.300	Human Resources	500.00	932.10	1,000.00
5.550.350	Bank/Legal Expenses	1,200.00	1,535.35	1,200.00
5.550.351	Stock Sales Costs	-	1,354.71	-
5.550.400	Misc. Expenses	300.00	-	300.00
5.550.450	Non-Construction New Bldg.	-	3,896.68	-
5.550.155	Offering Envelopes	1,000.00	787.20	1,000.00
	<b>Total Other Expenses</b>	<b>\$ 23,950.00</b>	<b>\$ 31,659.73</b>	<b>28,540.00</b>

## 2019 Budget (cont)

### Shepherd of the Prairie Lutheran Church 2019 Budget

Acct. No.	Account Name	2018	2018	2019
		Budget	Actual	Budget
	<b>Providing for the Future</b>			
5.600.100	Provision for Outreach	1,000.00	996.00	-
5.600.150	Provision for Barnabas Ministry	750.00	756.00	750.00
5.600.200	Provision for Equipment	2,000.00	2,004.00	2,000.00
5.600.210	Provision for Roof Repairs	3,000.00	3,000.00	3,000.00
5.600.220	Provision for Parking Lot	2,550.00	2,556.00	2,550.00
5.600.230	Provision for Lawn/Landscape	2,750.00	2,748.00	2,750.00
5.600.250	Provision for Building Maint. <sup>9</sup>	1,000.00	5,600.00	3,500.00
5.600.260	Provision for Carpeting Crossroads	1,200.00	1,200.00	-
5.600.270	Provision for Carpeting M/P Room	3,000.00	3,000.00	3,000.00
6.600.310	Provision for Bells Maint.	250.00	252.00	250.00
5.600.350	Provision for Sabbatical	1,200.00	1,200.00	-
	<b>Total Future Provisions</b>	<b>18,700.00</b>	<b>23,312.00</b>	<b>\$ 17,800.00</b>
	<b>Total Expenses</b>	<b>\$ 692,287.00</b>	<b>\$ 686,344.86</b>	<b>\$ 799,873.00</b>
	<b>Surplus or (Deficit)</b>	<b>\$0.00</b>	<b>\$ 35,238.16</b>	<b>\$0.00</b>

#### Footnotes:

1. Member Contributions for 2019 are budgeted to be 11% greater than recieved in 2018.
2. SOTP's contribution to the ELCA Northern Illinois Synod is budgeted at 10% of Member Contributions.
3. SOTP's contribution to Local Mission is budgeted at 1% of Member Contributions.
4. Outreach Team's expenses for 2019 will be taken from the Outreach Reserve Restricted Fund.
5. Facilities expenses have increased significantly due to Utility and Maintenance costs of the addition.
6. The Director of Children & Family Ministry is a new position we will fill in 2019.
7. The Custodian is a new position to assist with the increased custodial duties we are experiencing.
8. Staffing for Growth was used in 2018 to fund the hiring of a Business Administrator. It is not funded for 2019.
9. The Building Maintenance Reserve Account was replenished to the established \$10,000 balance.

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