



*Shepherd*  
OF THE PRAIRIE  
LUTHERAN CHURCH

# Council Report

**April 19, 2021**

*"A Growing Church for Growing People"*

**Shepherd of the Prairie Lutheran Church**

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# Shepherd of the Prairie Council Meeting Agenda

## April 19, 2021

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### 1. Call to Order

### 2. Devotions – Sarah Wolf

### 3. Approval of Minutes

- a. *Recommendation: To approve the Congregation Council minutes for March 15, 2021, as presented.*

### 4. Congregation Committees/Ministry Teams

- a. *On March 29, 2021 the Council approved Shepherd of the Prairie entering into a new copier lease agreement.*
- b. *Recommendation: To approve the Property Team, as it relates to the garage construction, entering into a construction contract with Master Craft & Design, as well as authority to purchase necessary materials from Menard's, as presented.*
- c. *Recommendation: To approve the Memory Garden Team to enter into a construction contract with Neil Concrete Construction, Inc., as well as issue purchase orders for the 72 niche Columbarium, engraving, landscaping, and brick pathway, as presented.*
- d. *Recommendation: To approve the Youth & Family Ministry Team to enter into contracts with Adventure Serve Ministries and Cedar Lake Ministries (after Finance Team's final review of contracts) so SOTP High School Youth can attend mission trip in June 2021, as presented.*
- e. *SOTP Financial Review*

### 5. Council Working Groups Update

### 6. Other

### 7. Unfinished Business

### 8. Adjourn

*The Next Meeting is May 17, 2021*

## **Shepherd of the Prairie Council Meeting Minutes**

**March 15, 2021**

Present: Cheryl Adams, Mark Boster, Mike Luecht, Bob Mollis, Ellen Nissen, Christa Serpe, Joyce Shotick, Sarah Wolf

Absent: Bud Hansen, Kathy McGuine

1. Call to Order by Council President Mike Luecht
2. Devotions by Sarah Wolf were shared.
3. Approval of Minutes from the February 15, 2021, as presented. Cheryl Adams moved and seconded by Ellen Nissen- Approved.
4. Congregation Committees/Ministry Teams
  - a. Property Team entering into a construction contract with Neil Concrete Construction Inc., as presented. Pastor Mark moved, Joyce Shotick seconded. Approved. Bob Mollis asked for coordination of contract with Memory Garden needs. Council agreed. Mike Luecht and Ellen Nissen will follow up with Property Team.
  - b. As Council discussed future capital requests will need to include funding plans. Joyce Shotick suggested a template for the teams' use. The template will include the requesting team's strategy, how it ties into SOTP's overall strategy, a detailed plan including the funding plan. Council agreed. Council will work with Operations Manager on the template.
5. Congregation Council 2021 Goals
  - a. Council affirmed goals for 2021. They included the calling of the second pastor, increasing quality of human resources, increasing focus on Youth and Family and Children and Family Ministries, advancing SOTP's media and technology, continued focus on all aspects of worship quality.
6. Working Groups to Execute Vision/Strategy
  - a. The council formed working groups to execute vision/strategy and to attain 2021 Council goals.

7. Other

- a. Internal Systems The Council will work with operations Manager and Web Master/Technical support to do an overall review of internal systems, such as computer protocols, data security and records retention policies.

8. Adjourned

*The Next Meeting is April 19, 2021*

**Treasurer's Report as of March 31, 2021**

**General Fund Report:** The Unrestricted General Fund Balance is \$296,641. Income for the month was \$56,713 and Expenses for the month was \$65,793. Approximately 4.5 months of GF reserves.

**Mortgage Service Fund Report:** The Mortgage Service Fund Balance is \$75,584. Income for the month was \$20,872. The month mortgage payment was \$19,536. Approximately 3.87 months of MS reserves.

**This Month**

<b><u>General Fund</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Difference</u></b>
Income:	\$56,713	\$65,115	(\$8,402)
Expenses:	\$65,793	\$66,637	(\$ 844)

**Year-to-Date**

<b><u>General Fund</u></b>	<b><u>YTD Actual</u></b>	<b><u>YTD Budget</u></b>	<b><u>Difference</u></b>
Income:	\$195,889	\$195,345	\$ 544
Expense:	\$185,636	\$199,641	(\$14,005)

**Mortgage Service Fund**

Income for Month:	\$20,872
Fund Balance:	\$75,584

Respectfully Submitted

Robert C. Mollis

Congregation Treasurer

# SOTP FINANCE TEAM

## Meeting Minutes

April 12, 2021

Attending: Bill Nesta, Melanie Chesny, Devin Burg, John Throckmorton, Sue Wehnes, Cliff Dungey, Bob Mollis  
Guest: Matt Morrison

Meeting called to order at 7:17 PM

- I. Approval of March 8, 2021 Meeting Minutes as presented
- II. Accounting Administrator's Report
  - A. Balance Sheet as of March 31, 2021
    - i. Total Current Assets \$666,753
    - ii. Total Fixed Assets \$7,202,987
    - iii. Total Liabilities \$3,409,744 (short and long term)
    - iv. SBA PPP Loan (principle of \$95,000 and interest of \$841.81) was forgiven on March 10, 2021 and removed as a short-term liability.
  - B. Income/Expenses through March 31, 2021
    - i. March GF income of \$57,758 was \$7,357 less than budgeted amount.
    - ii. March GF YTD income was \$544 more than YTD budgeted amount.
    - iii. March GF expenses of \$65,793 was \$844 less than budgeted amount.
    - iv. March GF YTD expenses were \$14,005 less than YTD budgeted amount.
  - C. Restricted Funds Detail Review through February 28, 2021
    - i. Account 3.175.000 Memorial Fund Balance is \$4,331.85.
    - ii. Account 3.250.000 Good Samaritan Fund Balance is \$10,056.95
  - D. General Comments
    - i. General Fund Giving showed a decrease of 3% compared to 2020.
    - ii. Discussion around Worship Flower fund being over budget and if we are presenting an accurate Worship budget for 2021. Tighter budgeting is needed for Worship Budget moving forward.
    - iii. Discussion around Organist and A/V Administrator compensation being over budget.
    - iv. Discussion around Memory Garden and Memory Garden Brick fund being documented under Temporary Restricted Funds. Perhaps should be moved to Reserves. Further discussion needed.
    - v. Discussion around Endowment Fund being in an interest-bearing account. Further discussion needed.
- III. Treasurer's Report of Activity & Council Actions/Discussions
  - A. Treasurer Report presented and reconciled with Accounting Administrator's report
    - i. GF is setting at approximately 4.5 months of reserves.
    - ii. Mortgage Services setting at approximately 3.87 months of reserves.
- IV. Old Business
  - A. Status of Paycheck Protection Program – Heartland Bank has confirmed that our \$95,000 SBA PPP loan (\$95K principal and \$841.81 interest) has been forgiven by the SBA on March 10, 2021. The \$95,000 was used to pay employee compensation, utilities, and mortgage interest for the eight-week period between April 24, 2020 and June 18, 2020.
  - B. Status of Sanctuary Piano fund. The final payment for the Sanctuary piano was made in March. The General Fund has covered the short fall in the final two payments. **Finance Team will**

**continue to report the short fall in the Friday Flourish during the month of April. Noting the need and encouraging members to make their final donations to the fund if they had planned to contribute.**

- C. Status of Memory Garden Project. Melanie and Bob reviewed the budget for the project, the timeline, and the cash flow analysis. Finance Team approved of the analysis. Recommending to council to move forward with the Memory Garden Phase One project.
- D. Status of new copy machine and lease program. Finance Team approved during the month of March via email and recommended Council approve the plan to move forward with the proposal from Gordon Flesch Company. This should save SOTP \$500 to \$600 a month. The new copy machine being installed this week.
- E. Status of Audit Team review. No progress from Audit team. Further discussion around process. Devin supplied the ELCA guideline booklet for the Audit review Team. **Bob to setup initial meetings with Audit Team chair Nick Wolf.**
- F. Status of Financial Policy Guideline Documentation Team. Tabled until Sub-team of Melanie, Bill Nesta and Bob to start the initial discussion and process for creating the SOTP Financial Policy Guidelines. Will utilize ELCA guidelines provided by Devin. **Bob to schedule the initial meeting with sub-team.**
- G. Status of Credit Card donation convenience fee policy. Tabled, so far credit card charges for donations through Vanco are within budgeted amount. **Finance Team needs to discuss these trends to see if these fees are getting too large and if SOTP should charge a convenience fee when a credit card is being used for a donation.**

V. New Business

- A. Review of First Quarter Giving vs Commitment – Review Q1 overall GF and MS giving against commitment. Q1 GF Member Contributions are at 96% of Q1 Member Commitment. This may be misleading since contributions are heavily loaded during the first quarter when members make their entire annual commitment in one up front donation. This will be measured again in Q2.
- B. Youth Mission Trip Contract Review - **Bob will distribute the Cedar Lake Contract for team review during the coming week.**
- C. **Bob to remind Michelle to removed Lent and Easter from on-line giving at the end of April.**
- D. Next Finance Team meeting will be May 10, 2021, at 7:00 PM at church.
- E. No other new business

VI. Adjourned 8:53 PM

**Shepherd of the Prairie Lutheran Church - Huntley IL**  
**Balance Sheet as of March 31, 2021**

Wednesday, April 7, 2021

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
<b>Assets</b>				
<b>Current Assets</b>				
1.100.000	Heartland Bank Checking	580,119.45	50,468.98	459,909.99
1.200.000	Mission Plus Building Fund Checking	86,211.29	11,990.87	82,034.27
1.250.000	HBT/LPL Investment Account	422.38	0.00	422.35
	<b>Total Current Assets</b>	<b>\$666,753.12</b>	<b>\$62,459.85</b>	<b>\$542,366.61</b>
<b>Fixed Assets</b>				
1.300.000	Building & Grounds	7,203,136.61	0.00	7,203,136.61
1.500.000	Donations Holding Account	(150.00)	(9,065.59)	0.00
	<b>Total Fixed Assets</b>	<b>\$7,202,986.61</b>	<b>(\$9,065.59)</b>	<b>\$7,203,136.61</b>
	<b>Total Assets</b>	<b>\$7,869,739.73</b>	<b>\$53,394.26</b>	<b>\$7,745,503.22</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
2.000.000	Accounts Payable/Vendors	749.54	749.54	1,183.14
2.000.100	SBA Loan Liability	0.00	(95,000.00)	0.00
2.000.200	Sanctuary Piano	0.00	(2,410.85)	0.00
	<b>Total Current Liabilities</b>	<b>\$749.54</b>	<b>(\$96,661.31)</b>	<b>\$1,183.14</b>
<b>Long Term Liabilities</b>				
2.200.200	MIF Commercial Loan Payable	3,408,994.44	(8,276.51)	3,557,384.21
	<b>Total Long Term Liabilities</b>	<b>\$3,408,994.44</b>	<b>(\$8,276.51)</b>	<b>\$3,557,384.21</b>
	<b>Total Liabilities</b>	<b>\$3,409,743.98</b>	<b>(\$104,937.82)</b>	<b>\$3,558,567.35</b>
<b>Fund Balances &amp; Equity</b>				
<b>Unrestricted Fund Balances</b>				
3.100.000	General Fund Balance	296,641.29	97,733.00	215,503.85
	<b>Total Unrestricted Fund Balances</b>	<b>\$296,641.29</b>	<b>\$97,733.00</b>	<b>\$215,503.85</b>
<b>Temporary Restricted Fund Balances</b>				
3.170.000	Special Services Fund Balance	3,924.75	1,945.00	4,109.75
3.175.000	Memorial Fund Balance	4,331.85	320.00	7,604.40
3.180.000	Grafton Food Pantry Fund Balance	235.00	65.00	440.00
3.220.000	AV Ministry Fund Balance	4,208.84	(291.16)	0.00
3.250.000	Good Samaritan Fund Balance	10,056.95	100.00	7,528.94
3.260.000	Community Outreach Fund Balance	2,760.95	130.00	4,024.98
3.270.000	Holiday Flowers Balance	(364.10)	1.00	(175.10)
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	2,262.86	(1,783.93)	7,317.70
3.332.000	Artist Series Balance	13,641.61	500.00	12,320.64
3.345.000	Childrens Music Ministry Fund Balance	50.00	0.00	0.00
	<i>Total Music Ministry Fund Balance</i>	<i>\$15,954.47</i>	<i>(\$1,283.93)</i>	<i>19,638.34</i>
3.350.000	Prairie Crafters Fund Balance	296.00	0.00	0.00
3.360.000	Miscellaneous Fund Balance	225.00	0.00	0.00
3.380.000	Continuing Education Fund Balance	1,891.00	0.00	1,000.00
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	1,124.79	0.00	1,665.74
3.417.000	Youth Mission Trips Balance	7,238.84	40.00	7,844.26
3.421.000	Youth Scholarship Balance	763.01	0.00	763.01
3.422.000	Operation Christmas Child Balance	157.28	0.00	157.28
3.423.000	Confirmation Retreat Fund Balance	(450.00)	0.00	(450.00)
	<i>Total Youth Ministry Fund Balance</i>	<i>\$8,833.92</i>	<i>\$40.00</i>	<i>9,980.29</i>
3.500.000	Little Lambs Fund Balance	5,077.20	643.00	9,708.93
3.600.000	Prayer Shawl Ministry Fund Balance	284.76	0.00	284.76



**Shepherd of the Prairie Lutheran Church - Huntley IL**  
**Balance Sheet as of March 31, 2021**

**Wednesday, April 7, 2021**

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
3.650.000	Quilters Ministry Fund Balance	1,647.97	0.00	1,622.97
3.675.000	Memory Garden Balance	68,000.43	45,471.85	2,000.00
3.676.000	Memory Garden Bricks Balance	1,210.00	380.00	N/A
3.700.000	Disaster Relief Fund Balance	315.00	0.00	215.00
3.725.000	Miscellaneous Outside Charities Balance	410.00	50.00	210.00
3.750.000	Seminary Scholarship Fund Balance	6,270.00	0.00	6,270.00
	<b>Total</b>	<b>\$135,569.99</b>	<b>\$47,570.76</b>	<b>\$74,463.26</b>
3.140.000	Mortgage Service Balance	75,583.89	1,363.47	100,857.50
3.165.000	Building on Faith Balance	0.00	0.00	3,817.08
	<b>Total Temporary Restricted Fund Balances</b>	<b>\$211,153.88</b>	<b>\$48,934.23</b>	<b>\$179,137.84</b>
<b>Reserves</b>				
3.950.000	Barnabas Reserves Fund Balance	2,433.98	62.50	2,653.63
3.971.000	Roof Repairs/Replacement Balance	39,750.00	250.00	39,000.00
3.972.000	Playground Maintenance Reserves Balance	2,845.00	0.00	2,845.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	12,550.50	212.50	11,912.00
3.974.000	Lawn & Landscaping Reserves Balance	10,558.17	229.17	11,246.00
3.975.000	Maintenance Reserves Balance	27,629.67	291.67	11,754.00
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	19,750.00	250.00	19,000.00
3.978.000	Security Lock System Reserves Balance	10,000.00	0.00	10,000.00
3.980.000	Equipment Reserves Balance	6,052.26	1,971.67	6,147.83
3.981.000	Bells Maintenance Reserves Balance	2,048.94	20.83	1,986.11
3.985.000	Sabbatical Reserves Balance	9,075.89	100.00	8,775.89
3.988.000	Payroll Tax Reserves Balance	0.00	0.00	5,857.32
	<b>Total Reserves</b>	<b>\$145,996.41</b>	<b>\$3,388.34</b>	<b>\$134,479.78</b>
<b>Permanently Restricted Funds</b>				
3.940.000	Endowment Fund Balance	12,062.00	0.00	12,062.00
	<b>Total Permanently Restricted Funds</b>	<b>\$12,062.00</b>	<b>\$0.00</b>	<b>\$12,062.00</b>
3.130.000	Building & Grounds Equity	3,794,142.17	8,276.51	3,645,752.40
	<b>Total Equity</b>	<b>\$3,794,142.17</b>	<b>\$8,276.51</b>	<b>\$3,645,752.40</b>
	<b>Total Fund Balances &amp; Equity</b>	<b>\$4,459,995.75</b>	<b>\$158,332.08</b>	<b>\$4,186,935.87</b>
	<b>Total Liabilities and Fund Balances &amp; Equity</b>	<b>\$7,869,739.73</b>	<b>\$53,394.26</b>	<b>\$7,745,503.22</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.

**Shepherd of the Prairie Lutheran Church - Huntley IL**  
**Treasurer's Report as of March 2021 for General Fund**

**Wednesday, April 7, 2021**

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
<b><i>Income</i></b>						
4.100.000	Member Contributions	56,713.06	63,000.00	194,087.48*	189,000.00	756,000.00
4.150.000	Loose Plate and Growth	1,035.00	1,931.00	1,672.06	5,793.00	23,169.00
4.200.000	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
4.250.000	Flower Income	0.00	167.00	100.00	501.00	2,000.00
4.300.000	Interest Income (Heartland Bank)	10.15	17.00	28.96	51.00	200.00
	<b>Total Income</b>	<b>\$57,758.21</b>	<b>\$65,115.00</b>	<b>\$195,888.50*</b>	<b>\$195,345.00</b>	<b>\$781,369.00</b>
<b><i>Expenses</i></b>						
<b><i>Lay Ministry</i></b>						
	<b>Lay Ministry</b>	<b>\$0.00</b>	<b>\$83.00</b>	<b>\$48.76</b>	<b>\$249.00</b>	<b>\$1,000.00</b>
<b><i>Mission Ministry</i></b>						
	<b>Mission Ministry</b>	<b>\$6,932.09</b>	<b>\$6,930.00</b>	<b>\$21,978.56*</b>	<b>\$20,790.00</b>	<b>\$83,160.00</b>
<b><i>Outreach Ministry</i></b>						
	<b>Outreach Ministry</b>	<b>\$169.90</b>	<b>\$625.00</b>	<b>\$443.90</b>	<b>\$1,875.00</b>	<b>\$7,500.00</b>
<b><i>Adult Education Ministry</i></b>						
	<b>Adult Education Ministry</b>	<b>\$0.00</b>	<b>\$109.00</b>	<b>\$112.03</b>	<b>\$327.00</b>	<b>\$1,300.00</b>
<b><i>Youth and Education Ministry</i></b>						
	<b>Youth and Education Ministry</b>	<b>\$114.24</b>	<b>\$833.00</b>	<b>\$126.24</b>	<b>\$2,499.00</b>	<b>\$10,000.00</b>
<b><i>Children and Family Ministry</i></b>						
	<b>Children and Family Ministry</b>	<b>\$9.99</b>	<b>\$391.00</b>	<b>\$59.99</b>	<b>\$1,173.00</b>	<b>\$4,700.00</b>
<b><i>Music Ministry</i></b>						
	<b>Music Ministry</b>	<b>\$260.00</b>	<b>\$546.00</b>	<b>\$317.31</b>	<b>\$1,638.00</b>	<b>\$6,550.00</b>
<b><i>Worship Ministry</i></b>						
	<b>Worship Ministry</b>	<b>\$510.75</b>	<b>\$704.00</b>	<b>\$1,366.79</b>	<b>\$2,112.00</b>	<b>\$8,450.00</b>
<b><i>Facilities</i></b>						
	<b>Facilities</b>	<b>\$9,779.86</b>	<b>\$7,867.00</b>	<b>\$22,275.75</b>	<b>\$23,329.00</b>	<b>\$76,140.00</b>
<b><i>Office Expenses</i></b>						
	<b>Office Expenses</b>	<b>\$2,511.81</b>	<b>\$3,089.00</b>	<b>\$8,949.42</b>	<b>\$9,263.00</b>	<b>\$37,061.00</b>
<b><i>Staffing Ministry</i></b>						
	<b>Staffing Ministry</b>	<b>\$42,034.81</b>	<b>\$41,486.00</b>	<b>\$119,258.80</b>	<b>\$124,458.00</b>	<b>\$497,810.00</b>
<b><i>Other Church Expenses</i></b>						
	<b>Other Church Expenses</b>	<b>\$1,885.83</b>	<b>\$2,392.00</b>	<b>\$5,944.84</b>	<b>\$7,176.00</b>	<b>\$28,700.00</b>
<b><i>Providing for the Future</i></b>						
	<b>Providing for the Future</b>	<b>\$1,583.34</b>	<b>\$1,582.00</b>	<b>\$4,753.34*</b>	<b>\$4,752.00</b>	<b>\$19,000.00</b>
	<b>Total Expenses</b>	<b>\$65,792.62</b>	<b>\$66,637.00</b>	<b>\$185,635.73</b>	<b>\$199,641.00</b>	<b>\$781,371.00</b>
	<b>Difference</b>	<b><u>(\$8,034.41)</u></b>	<b><u>(\$1,522.00)</u></b>	<b><u>\$10,252.77</u></b>	<b><u>(\$4,296.00)</u></b>	<b><u>(\$2.00)</u></b>

Shepherd of the Prairie Lutheran Church - Huntley IL  
Treasurer's Report as of March 2021 for General Fund

Wednesday, April 7, 2021

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
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\* = Income/Expense exceeds amount budgeted to date

**Heartland Checking/MIF Checking Reconciliation**  
**Updated 3/31/2021**

	<b>31-Dec-20</b>	<b>31-Jan-21</b>	<b>28-Feb-21</b>	<b>31-Mar-21</b>
Heartland Checking Balance	527,147.48	518,968.22	529,650.47	590,746.85
Heartland Deposits in Transit	1,827.35	8,733.29	8,915.59	(150.00)
HBT/LPL Account	422.38	422.38	422.38	422.38
<b>Total</b>	<b>529,397.21</b>	<b>528,123.89</b>	<b>538,988.44</b>	<b>591,019.23</b>
General Fund Balance	196,796.11	191,026.39	198,908.29	296,641.29
A/P Liabilities	1,677.12	-	-	749.54
SBA Loan Liability	95,000.00	95,000.00	95,000.00	-
Sanctuary Piano	7,232.51	4,821.68	2,410.85	-
Prepaid Pledges	7,939.25	-	-	-
Restricted Funds Balance	84,544.15	86,067.75	87,999.23	135,569.99
Reserves Balance	124,146.07	139,146.07	142,608.07	145,996.41
SBA Reserves Balance	-	-	-	-
Endowment Fund Balance	12,062.00	12,062.00	12,062.00	12,062.00
<b>Sub-Total</b>	<b>529,397.21</b>	<b>528,123.89</b>	<b>538,988.44</b>	<b>591,019.23</b>
<b>Difference to Transfer</b>	-	-	-	-
Building Fund Balance - Mort Service	63,048.50	73,491.90	74,220.42	75,583.89
Building Fund Balance - Music/Ed Wing	-	-	-	-
Add back accrued interest adjustment **	-	-	-	-
Village of Huntley Compliance Bond	-	-	-	-
MIF Checking Balance	63,048.50	73,491.90	74,220.42	75,583.89
<b>Difference</b>	-	-	-	-
Debt Reduction Donations				
Music Education Wing Donations				
Forward in Faith Donations				
Mortgage Service Donations	22,135.50	29,951.04	20,226.75	20,871.78
FORWARD Donations				
Transfers from Building on Faith	-	-	-	-
Monthly Total	22,135.50	29,951.04	20,226.75	20,871.78
Adjustments *	238.59	-	-	-
<b>Running Total</b>	<b>2,785,252.02</b>	<b>2,785,252.02</b>	<b>2,785,252.02</b>	<b>2,785,252.02</b>
Transfers Made	22,374.09	29,951.04	20,226.75	20,871.78
<b>Running Total to Transfer</b>	-	-	-	-

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Account #	Account Name	Current Activity	YTD Activity
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**3.140.000 Mortgage Service Balance**

	<b>Beginning Fund Balance</b>	<b>74,220.42</b>	<b>63,048.50</b>
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*Income*

4.140.000	Mortgage Service Donations	20,871.78	71,049.57
4.701.000	MIF Checking Interest Income	27.69	93.82

	<b>Total Income</b>	<b><u>\$20,899.47</u></b>	<b><u>\$71,143.39</u></b>
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*Expenses*

	<b>Total Expenses</b>	<b><u>\$19,536.00</u></b>	<b><u>\$58,608.00</u></b>
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	<b>Ending Fund Balance</b>	<b>\$75,583.89</b>	<b>\$75,583.89</b>
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**3.170.000 Special Services Fund Balance**

	<b>Beginning Fund Balance</b>	<b>1,979.75</b>	<b>7,002.75</b>
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*Income*

4.170.000	Special Services Donations	1,945.00	3,102.00
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	<b>Total Income</b>	<b><u>\$1,945.00</u></b>	<b><u>\$3,102.00</u></b>
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*Expenses*

	<b>Total Expenses</b>	<b><u>\$0.00</u></b>	<b><u>\$6,180.00</u></b>
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	<b>Ending Fund Balance</b>	<b>\$3,924.75</b>	<b>\$3,924.75</b>
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**3.175.000 Memorial Fund Balance**

	<b>Beginning Fund Balance</b>	<b>4,011.85</b>	<b>2,591.85</b>
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*Income*

4.175.000	Memorial Donations	320.00	1,740.00
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	<b>Total Income</b>	<b><u>\$320.00</u></b>	<b><u>\$1,740.00</u></b>
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	<b>Ending Fund Balance</b>	<b>\$4,331.85</b>	<b>\$4,331.85</b>
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**3.180.000 Grafton Food Pantry Fund Balance**

	<b>Beginning Fund Balance</b>	<b>170.00</b>	<b>855.00</b>
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*Income*

4.190.000	Grafton Food Pantry Donations	235.00	680.00
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	<b>Total Income</b>	<b><u>\$235.00</u></b>	<b><u>\$680.00</u></b>
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*Expenses*

	<b>Total Expenses</b>	<b><u>\$170.00</u></b>	<b><u>\$1,300.00</u></b>
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	<b>Ending Fund Balance</b>	<b>\$235.00</b>	<b>\$235.00</b>
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**3.220.000 AV Ministry Fund Balance**

	<b>Beginning Fund Balance</b>	<b>4,500.00</b>	<b>0.00</b>
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*Income*

4.220.000	AV Ministry Fund Donations	0.00	4,500.00
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	<b>Total Income</b>	<b><u>\$0.00</u></b>	<b><u>\$4,500.00</u></b>
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*Expenses*

	<b>Total Expenses</b>	<b><u>\$291.16</u></b>	<b><u>\$291.16</u></b>
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	<b>Ending Fund Balance</b>	<b>\$4,208.84</b>	<b>\$4,208.84</b>
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**3.250.000 Good Samaritan Fund Balance**

	<b>Beginning Fund Balance</b>	<b>9,956.95</b>	<b>9,736.95</b>
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<b><i>Income</i></b>			
4.325.000	Good Samaritan Donations	100.00	820.00
	<b>Total Income</b>	<b><u>\$100.00</u></b>	<b><u>\$820.00</u></b>
<b><i>Expenses</i></b>			
	<b>Total Expenses</b>	<b><u>\$0.00</u></b>	<b><u>\$500.00</u></b>
	<b>Ending Fund Balance</b>	<b>\$10,056.95</b>	<b>\$10,056.95</b>
<b>3.260.000 Community Outreach Fund Balance</b>			
	<b>Beginning Fund Balance</b>	<b>2,630.95</b>	<b>3,720.95</b>
<b><i>Income</i></b>			
4.260.000	Community Outreach Donations	30.00	90.00
4.260.110	ELCA World Hunger Donations	100.00	200.00
	<b>Total Income</b>	<b><u>\$130.00</u></b>	<b><u>\$290.00</u></b>
<b><i>Expenses</i></b>			
<b><i>Outreach Ministry</i></b>			
	<b>Outreach Ministry</b>	<b>0.00</b>	<b>1,250.00</b>
	<b>Total Expenses</b>	<b><u>\$0.00</u></b>	<b><u>\$1,250.00</u></b>
	<b>Ending Fund Balance</b>	<b>\$2,760.95</b>	<b>\$2,760.95</b>
<b>3.270.000 Holiday Flowers Balance</b>			
	<b>Beginning Fund Balance</b>	<b>(365.10)</b>	<b>(470.10)</b>
<b><i>Income</i></b>			
4.270.000	Holiday Flowers Income	450.00	555.00
	<b>Total Income</b>	<b><u>\$450.00</u></b>	<b><u>\$555.00</u></b>
<b><i>Expenses</i></b>			
	<b>Total Expenses</b>	<b><u>\$449.00</u></b>	<b><u>\$449.00</u></b>
	<b>Ending Fund Balance</b>	<b>(\$364.10)</b>	<b>(\$364.10)</b>
<b>3.300.000 Music Ministry Fund Balance</b>			
	<b>Beginning Fund Balance</b>	<b>17,238.40</b>	<b>16,647.30</b>
3.330.000	Adult Music Ministry Fund Balance		
	<b>Beginning Sub Fund Balance</b>	<b>4,046.79</b>	<b>4,572.31</b>
<b><i>Expenses</i></b>			
	<b>Total Expenses</b>	<b><u>\$1,783.93</u></b>	<b><u>\$2,309.45</u></b>
	<b>Ending Sub Fund Balance</b>	<b><u>\$2,262.86</u></b>	<b><u>\$2,262.86</u></b>
3.332.000	Artist Series Balance		
	<b>Beginning Sub Fund Balance</b>	<b>13,141.61</b>	<b>12,179.36</b>
<b><i>Income</i></b>			
4.332.000	Artist Series Income	500.00	1,500.00
	<b>Total Income</b>	<b><u>\$500.00</u></b>	<b><u>\$1,500.00</u></b>
<b><i>Expenses</i></b>			
	<b>Total Expenses</b>	<b><u>\$0.00</u></b>	<b><u>\$37.75</u></b>
	<b>Ending Sub Fund Balance</b>	<b><u>\$13,641.61</u></b>	<b><u>\$13,641.61</u></b>
3.345.000	Childrens Music Ministry Fund Balance		
	<b>Beginning Sub Fund Balance</b>	<b>50.00</b>	<b>0.00</b>
<b><i>Income</i></b>			

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4.345.000	Childrens Music Ministry Donations	0.00	50.00
	<b>Total Income</b>	<b>\$0.00</b>	<b>\$50.00</b>
	<b>Ending Sub Fund Balance</b>	<b>\$50.00</b>	<b>\$50.00</b>
	<b>Ending Fund Balance</b>	<b>\$15,954.47</b>	<b>\$15,954.47</b>
<b>3.350.000</b>	<b>Prairie Crafters Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>296.00</b>	<b>296.00</b>
	<b>Ending Fund Balance</b>	<b>\$296.00</b>	<b>\$296.00</b>
<b>3.360.000</b>	<b>Miscellaneous Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>225.00</b>	<b>225.00</b>
	<b>Ending Fund Balance</b>	<b>\$225.00</b>	<b>\$225.00</b>
<b>3.380.000</b>	<b>Continuing Education Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>1,891.00</b>	<b>925.00</b>
<i>Income</i>			
4.380.000	Continuing Education Donations	0.00	966.00
	<b>Total Income</b>	<b><u>\$0.00</u></b>	<b><u>\$966.00</u></b>
	<b>Ending Fund Balance</b>	<b>\$1,891.00</b>	<b>\$1,891.00</b>
<b>3.400.000</b>	<b>Youth Ministry Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>8,793.92</b>	<b>8,793.92</b>
3.415.000	Youth Ministry Balance		
	<b>Beginning Sub Fund Balance</b>	<b>1,124.79</b>	<b>1,124.79</b>
	<b>Ending Sub Fund Balance</b>	<b>\$1,124.79</b>	<b>\$1,124.79</b>
3.417.000	Youth Mission Trips Balance		
	<b>Beginning Sub Fund Balance</b>	<b>7,198.84</b>	<b>7,198.84</b>
<i>Income</i>			
4.417.000	Youth Mission Trips Income	40.00	40.00
	<b>Total Income</b>	<b>\$40.00</b>	<b>\$40.00</b>
	<b>Ending Sub Fund Balance</b>	<b>\$7,238.84</b>	<b>\$7,238.84</b>
3.421.000	Youth Scholarship Balance		
	<b>Beginning Sub Fund Balance</b>	<b>763.01</b>	<b>763.01</b>
	<b>Ending Sub Fund Balance</b>	<b>\$763.01</b>	<b>\$763.01</b>
3.422.000	Operation Christmas Child Balance		
	<b>Beginning Sub Fund Balance</b>	<b>157.28</b>	<b>157.28</b>
	<b>Ending Sub Fund Balance</b>	<b>\$157.28</b>	<b>\$157.28</b>
3.423.000	Confirmation Retreat Fund Balance		
	<b>Beginning Sub Fund Balance</b>	<b>(450.00)</b>	<b>(450.00)</b>
	<b>Ending Sub Fund Balance</b>	<b>(\$450.00)</b>	<b>(\$450.00)</b>
	<b>Ending Fund Balance</b>	<b>\$8,833.92</b>	<b>\$8,833.92</b>
<b>3.500.000</b>	<b>Little Lambs Fund Balance</b>		
	<b>Beginning Fund Balance</b>	<b>4,434.20</b>	<b>4,788.21</b>
<i>Income</i>			
4.500.100	Little Lambs Tuition	820.00	820.00
	<b>Total Income</b>	<b><u>\$820.00</u></b>	<b><u>\$820.00</u></b>

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Account #	Account Name	Current Activity	YTD Activity
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*Expenses*

		Total Expenses	<u>\$177.00</u>	<u>\$531.01</u>
		Ending Fund Balance	\$5,077.20	\$5,077.20
3.600.000	Prayer Shawl Ministry Fund Balance			
	Beginning Fund Balance	284.76	284.76	
	Ending Fund Balance	\$284.76	\$284.76	
3.650.000	Quilters Ministry Fund Balance			
	Beginning Fund Balance	1,647.97	1,647.97	
	Ending Fund Balance	\$1,647.97	\$1,647.97	
3.675.000	Memory Garden Balance			
	Beginning Fund Balance	22,528.58	13,586.50	

*Income*

4.675.000	Memory Garden Income	45,590.00	54,532.08	
		Total Income	<u>\$45,590.00</u>	<u>\$54,532.08</u>

*Expenses*

		Total Expenses	<u>\$118.15</u>	<u>\$118.15</u>
		Ending Fund Balance	\$68,000.43	\$68,000.43
3.676.000	Memory Garden Bricks Balance			
	Beginning Fund Balance	830.00	0.00	
		Total Income	<u>\$380.00</u>	<u>\$1,210.00</u>
		Ending Fund Balance	\$1,210.00	\$1,210.00

*Income*

4.676.000	Memory Garden Brick Income	380.00	1,210.00	
		Total Income	<u>\$380.00</u>	<u>\$1,210.00</u>
		Ending Fund Balance	\$1,210.00	\$1,210.00

3.700.000	Disaster Relief Fund Balance			
	Beginning Fund Balance	315.00	315.00	
	Ending Fund Balance	\$315.00	\$315.00	
3.725.000	Miscellaneous Outside Charities Balance			
	Beginning Fund Balance	360.00	360.00	

*Income*

4.725.000	Misc. Outside Charities Income	50.00	50.00	
		Total Income	<u>\$50.00</u>	<u>\$50.00</u>
		Ending Fund Balance	\$410.00	\$410.00

3.750.000	Seminary Scholarship Fund Balance			
	Beginning Fund Balance	6,270.00	6,270.00	
	Ending Fund Balance	\$6,270.00	\$6,270.00	
3.940.000	Endowment Fund Balance			
	Beginning Fund Balance	12,062.00	12,062.00	
	Ending Fund Balance	\$12,062.00	\$12,062.00	
3.950.000	Barnabas Reserves Fund Balance			
	Beginning Fund Balance	2,371.48	2,245.48	



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Account #	Account Name	Current Activity	YTD Activity
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	62.50	188.50
	<b>Total Journal Entries</b>	<b><u>\$62.50</u></b>	<b><u>\$188.50</u></b>
	<b>Ending Fund Balance</b>	<b>\$2,433.98</b>	<b>\$2,433.98</b>
<b>3.971.000</b>	<b>Roof Repairs/Replacement Balance</b>		
	<b>Beginning Fund Balance</b>	<b>39,500.00</b>	<b>39,000.00</b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	250.00	750.00
	<b>Total Journal Entries</b>	<b><u>\$250.00</u></b>	<b><u>\$750.00</u></b>
	<b>Ending Fund Balance</b>	<b>\$39,750.00</b>	<b>\$39,750.00</b>
<b>3.972.000</b>	<b>Playground Maintenance Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>2,845.00</b>	<b>2,845.00</b>
	<b>Ending Fund Balance</b>	<b>\$2,845.00</b>	<b>\$2,845.00</b>
<b>3.973.000</b>	<b>Parking Lot Seal/Repair Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>12,338.00</b>	<b>11,912.00</b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	212.50	638.50
	<b>Total Journal Entries</b>	<b><u>\$212.50</u></b>	<b><u>\$638.50</u></b>
	<b>Ending Fund Balance</b>	<b>\$12,550.50</b>	<b>\$12,550.50</b>
<b>3.974.000</b>	<b>Lawn &amp; Landscaping Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>10,329.00</b>	<b>9,871.00</b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	229.17	687.17
	<b>Total Journal Entries</b>	<b><u>\$229.17</u></b>	<b><u>\$687.17</u></b>
	<b>Ending Fund Balance</b>	<b>\$10,558.17</b>	<b>\$10,558.17</b>
<b>3.975.000</b>	<b>Maintenance Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>27,338.00</b>	<b>11,754.00</b>
<b>Income</b>			
4.975.000	Maintenance Reserves Income	0.00	15,000.00
	<b>Total Income</b>	<b><u>\$0.00</u></b>	<b><u>\$15,000.00</u></b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	291.67	875.67
	<b>Total Journal Entries</b>	<b><u>\$291.67</u></b>	<b><u>\$875.67</u></b>
	<b>Ending Fund Balance</b>	<b>\$27,629.67</b>	<b>\$27,629.67</b>
<b>3.976.000</b>	<b>Carpeting Crossroads/Hallways Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>3,302.00</b>	<b>3,302.00</b>
	<b>Ending Fund Balance</b>	<b>\$3,302.00</b>	<b>\$3,302.00</b>
<b>3.977.000</b>	<b>Carpeting MP Room/Classrooms Balance</b>		
	<b>Beginning Fund Balance</b>	<b>19,500.00</b>	<b>19,000.00</b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	250.00	750.00
	<b>Total Journal Entries</b>	<b><u>\$250.00</u></b>	<b><u>\$750.00</u></b>
	<b>Ending Fund Balance</b>	<b>\$19,750.00</b>	<b>\$19,750.00</b>
<b>3.978.000</b>	<b>Security Lock System Reserves Balance</b>		

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	<b>Beginning Fund Balance</b>	<b>10,000.00</b>	<b>10,000.00</b>
	<b>Ending Fund Balance</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>
<b>3.980.000</b>	<b>Equipment Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>4,080.59</b>	<b>3,454.59</b>
<i>Income</i>			
4.980.000	Equipment Reserves Income	1,805.00	2,097.00
	<b>Total Income</b>	<b><u>\$1,805.00</u></b>	<b><u>\$2,097.00</u></b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	166.67	500.67
	<b>Total Journal Entries</b>	<b><u>\$166.67</u></b>	<b><u>\$500.67</u></b>
	<b>Ending Fund Balance</b>	<b>\$6,052.26</b>	<b>\$6,052.26</b>
<b>3.981.000</b>	<b>Bells Maintenance Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>2,028.11</b>	<b>1,986.11</b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	20.83	62.83
	<b>Total Journal Entries</b>	<b><u>\$20.83</u></b>	<b><u>\$62.83</u></b>
	<b>Ending Fund Balance</b>	<b>\$2,048.94</b>	<b>\$2,048.94</b>
<b>3.985.000</b>	<b>Sabbatical Reserves Balance</b>		
	<b>Beginning Fund Balance</b>	<b>8,975.89</b>	<b>8,775.89</b>
	Journal Entry Debits	0.00	0.00
	Journal Entry Credits	100.00	300.00
	<b>Total Journal Entries</b>	<b><u>\$100.00</u></b>	<b><u>\$300.00</u></b>
	<b>Ending Fund Balance</b>	<b>\$9,075.89</b>	<b>\$9,075.89</b>

**Shepherd of the Prairie**  
**General Fund Giving**

	2019	YTD	2020	YTD	2021	YTD	'20 vs '21
January	78,678	78,678	84,238	84,238	68,053	68,053	-19%
February	46,773	125,451	49,923	134,161	69,321	137,374	2%
March	63,915	189,366	66,819	200,980	56,713	194,087	-3%
April	67,399	256,765	95,815	296,795		194,087	-35%
May	56,239	313,004	63,400	360,195		194,087	-46%
June	57,184	370,188	53,470	413,665		194,087	-53%
July	48,046	418,234	45,901	459,566		194,087	-58%
August	51,864	470,098	47,919	507,485		194,087	-62%
September	57,780	527,878	52,271	559,757		194,087	-65%
October	57,182	585,060	52,934	612,691		194,087	-68%
November	60,299	645,359	45,869	658,560		194,087	-71%
December	79,903	725,262	62,511	721,071		194,087	-73%

# Call Committee

## Meeting Minutes

4/13/21

Present: Mike McCann, Pastor Mark, Ron Mudge, Jessica Buesing, Jessica Panella, Matt Kembrowski, Kurtis Arndt

Next meeting: 5/5/21

### **1. Ministry Site Profile Discussion**

The team reviewed the Ministry Site Profile process on the ELCA website. On the website there is a sample MSP template and we reviewed the template and identified the information the team will review prior to our next meeting. The next meeting will be held on May 5<sup>th</sup> with the goal of beginning the process of working through the template.

### **2. Communication**

Now that the team has been finalized and the work of the call committee has begun, we discussed communication to the congregation. We will be submitting these call committee minutes to the council president every month to be published in the council report. Mike McCann to have a 2 to 3 minute presentation to the congregation prior to church services to introduce the Call Committee team and our next steps.

### **3. Congregational Feedback**

Call committee will be reaching out to congregation members with survey questions to get a feel for the interests of the church as far as what they are looking for in an associate pastor.

Minutes completed by: Mike McCann, Chair of Call Committee

Children & Family Ministry Team  
4-12-21 Minutes

**Present:** Tessa DeLong, Amy Brittain, Jill Brown, Jennifer Powe, Jenny Dailey, and Christa Serpe

**Absent:** Carla Elam

### **Spring/Summer Events**

#### Kite Day

Materials are ordered and ready for the event.

Rain-Check Day set for Sunday, April 25th after 10:45AM service.

#### Summer T-Shirt Day

May 16th: 10:00 - 10:45 AM

T-shirts with SOTP logo have been ordered.

Decorating materials need to be ordered.

Possible change to an outdoor event per safety guidelines.

#### Outdoor Movie Night

June 12th 8:00 PM

Team will review a list of movies available for showing.

#### Outdoor Family Game Night

Date TBD

#### VBS

July 26th - 29th

Volunteer and participant registration to open in May.

Curriculum and materials already ordered and received.

Date for setup: July 21st - 23rd

#### Weekly Children's Activity (Summer)

Sunday Morning - 10:00 - 10:40AM

Received feedback and concerns

Need for teachers

## **SOTP Community Outreach Minutes April 12, 2021**

Attended:

Art Ryden

Bob Malm

Donna Kelly

Mike Yndestad

Rachael Yndestad

Barnabas Ministries to help with technology - recipients would be people who need assistance with basic technology support. Donna Kelly will talk with Barnabas team and get parameters. Perhaps 4-5 people to support via rotation, or 1 day per week on call - on call support to rotate between team members.

Once outlined publish in Newsletter.

Welcome Center - it's time for us to re-open our welcome center inside the building to greet people after each service inquiring about potential membership. Mike to see if Wendy Ottens will help with Welcome Center. Donna will provide an Orientation to the Welcome Center for new recruits.

New Member reunion for new members between 2019-2021 to be held tentatively on 04/25/21 at 12:00. Pastor Mark and Donna working out details. Considering if Team Leaders can come to meeting to recruit.

Analytics from The Easter Service Attendance online:

8AM 121 connections

9:30AM 229 connections

11AM 87 connections

**\*\*Standard assumption is to multiply connections times 2 to get a basic count of people in attendance.**

Next Food Drive:

Bob M. will call Food Pantry and find out how their supply is doing. If needed, May looks to be a good time to do a Food Drive, with possible simultaneous Cross Cultural Worship Service (Outdoor). Idea to be discussed further with Brian.

Nurse's Week - Nurses in ICU will be the focus of SOTP support. Bob presented focus on Sherman ICU with date goodies to be delivered on 05/11/21. Pastor will take care of 2 other hospitals. May 6 - May 12 is Nurse's Week. Church information will be sent along with the baked goods that will be individually wrapped and delivered to the ICU at each hospital.

10/28/21 First Responders Event: Will be at SOTP with activities, hopefully a firetruck and hopefully police representation too with a squad car. Both the police department and the fire department have been contacted and will get back to us with the confirmation of their participation. Food would be nice - hot dogs or S'mores. Would be good to have Boy Scouts and Cub Scouts invited/help serve and Fulfill some of the requirements to gain patches.

Mike to talk to Dennis Lilla about website traffic.

Kite flying event on April 24 led by Tessa. Will this event be open to the public? Mike will follow up with Tessa. This event may be advertised with the help of Patricia.

# Mission Team Minutes

April 12, 2021

Attendance: Sandy Hupert, Carl Hupert, Becky Wright, Annette Petersen, Vic Bekeris, Tom Laffery, Marty Jacobson, Steve Legel and Donna Kelly ( Connections Minister ). Guest present were Joyce Shtick ( Council Liaison ) and Mike Luecht ( Council President ).

Sandy opened the meeting with a reading from 1 Peter 2:15 and a prayer.

## Old Business

1. Approval of Minutes: Steve moved and Marty seconded the motion to approve the March minutes. Motion carried.

2. Northern Ill. Food Bank: Date for our church's participation is Sat. May 15th. Signing up volunteers now.

3. Habitat for Humanity: Restore is not taking volunteers at present. New Hope Partnership program attended by Carl and Sandy. No new information except first new construction will be in Carpentersville. Planning is ongoing. Meeting scheduled for April 25th at 7 P.M.

4. Senior Care Volunteer Network: Very little occurring due to Covid pandemic.

5. ELCA World Hunger: Becky set up a resource table to show the team. She met with Matt Morrison. He may be a resource for our team as to non-profit/volunteer organizations within our county. Since "Ministry Moments" will be starting this summer, Becky is hoping to give a talk on hunger and disaster relief. She will put information in newsletter and possibly set up collection for a hunger project.

6. Missionary Support: Sent greeting e-mail to our new missionaries introducing our church and community to them. Missionaries are giving talk at Northern Ill. synod WELCA this coming Sat. April 17th.

7. Grafton Food Pantry: Going through food items checking expiration dates. There was question when the next food drive will happen. Will check with Bob Malm.

8. Exodus: Can sign up for "Celebration of Hope" which is a ZOOM gathering to be held Thur. April 15th at 7 P.M.

9. Blood Drive: No dates as yet. Marty will check with Nancy.

10. Feed My Starving Children: Need to set up volunteering for this in Sept. or Oct. Possibly tie in with ELCA World Hunger Relief.

11. AARK: Vic will put article in newsletter about providing fresh produce to congregation. Will have sign up sheet at church. There are possible grants available from ELCA that AARK may qualify for in future. Still planning to move barn on property. Some church members may help.

12. Home of the Sparrow: No report.

13. Lent and Easter Offerings: Lenten Offerings collected were \$2744. Easter Offering collected was \$5100. Checks have been written to the designated charities and organizations. Because there are donations still being made to these offerings, final distribution of monies will be sent in the near future.

14. Prison Ministry: Vic has information on program to distribute to team members at church.

15. Hope for the Holidays: Sandy will discuss with Tessa DeLong about Christmas cards again this year.

## New Business

1. Month at a Glance: Reviewed and added some items.

2. Sharing of prayers of joys and concerns.

3. Next meeting scheduled for Mon. May 10th, 2021.

4. Carl moved and Becky seconded motion to adjourn. Motion carried.

Steve Legel, Secretary



YEAR 2021  
MONTH AT A GLANCE 2021 (Mission Team)

<b><u>JANUARY</u></b> Blood Drive Jan 5th PADS All Thursdays Habitat Re-Store 3 <sup>rd</sup> Thurs 1/16 AM “ New Hope Partnership 1/23 PM Feb. Newsletter &	<b><u>FEBRUARY Ash Wed. 2/26</u></b> “ New Hope Partnership meeting 2/27 PM PAY Missionary Contract Designate lent Monies ASH W 2/26 Welcome Pack Prep? Mar. Newsletter &
<b><u>MARCH</u></b> Habitat New Hope Partnership 3/25 7 PM Designate Easter Offering E – 4/12 Supply Soup Suppers? FMSC March or April done by YOUTH in March  April Newsletter etc.	<b><u>APRIL Easter 4/12</u></b> Habitat New Hope Partnership 4/22 7PM Exodus Celebration of Hope ZOOM Thur. 54/15 7PM  Check requests for Lent & Easter
<b><u>MAY -</u></b> Habitat New Hope Partnership -5/27 7PM NIFB Sat May 15 <sup>h</sup> 9 AM - Noon Synod Assembly In Kind Offering for June? AARK in the Garden – May or June?  June News Letter &	<b><u>JUNE</u></b> Habitat Restore 3 <sup>rd</sup> Thurs 6/17 ? “ New Hope Partnership 6/24 7PM “ START CONSTRUCTION? AARK in the Garden  July News letter &
<b><u>JULY</u></b> Habitat Restore 3 <sup>rd</sup> Thurs 7/15 & New HOPE 7/22 7PM BUILD DATES? AARK in the Garden ELCA Mission Moments Presentation?  11/21August Newsletter &	<b><u>AUGUST</u></b> Prepare Crop Walk Sept.? Prepare Exodus run/walk in Sept.? Habitat Restore – 3 <sup>rd</sup> Thurs 8/19 & New HOPE 8/26 7PM AARK in the Garden Church Picnic 8/22 BUILD DATES:  September Newsletter
<b><u>SEPTEMBER</u></b> Exodus Run Walk ? God's Work our Hands Sun. 9/13 date ? BLOOD DRIVE 9/13 BUT WOULD HAVE TO BE MOBILE?? Habitat Restore 3 <sup>rd</sup> Thurs 9/16 AM & New Hope 9/23 7PM BUILD DATES:  CROP WALK?  Oct. Newsletter &	<b><u>OCTOBER</u></b> A Xmas Giving Tree (Barb Hoppenstedt?) Select Thanksgiving Offering Destination(s) Habitat Re-Store 3 <sup>rd</sup> Thurs 10/21 & New Hope 10/28 7PM FMSC OCT 16 <sup>th</sup> ? BUILD DATES:  November Newsletter &

<p><b><u>NOVEMBER</u></b></p> <p>Select Xmas offering destination(s)</p> <p>GIVING Tree Up –</p> <p>Habitat restore 11/18</p> <p>NEW HOPE 11/25 ?</p> <p>BUILD dates:</p> <p>Hope for Holidays?? 1<sup>st</sup> Sunday inAdvent ??</p> <p>December Newsletter &amp;</p>	<p><b><u>DECEMBER XMAS 12/25 Tues</u></b></p> <p>Deliver Giving Tree</p> <p>Request Payment check(s) for Thanksgiving</p> <p>And possibly XMAS?</p> <p>Habitat Re-Store 3<sup>rd</sup> Thurs 12/16</p> <p>&amp; New Hope 12/23???</p> <p>Build Dates:</p> <p>January Newsletter &amp;</p>
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## Property Team meeting – April 12, 2021

The meeting was called to order by Mark Frendreis (Chair) at 7:15pm at Shepherd of the Prairie Church and on Zoom.

Attendees: Mark Frendreis, Cal Meyer, Rich Paeth, Jessica Panella, Chuck Peterson, Tom Polzin, Chris Trodahl Peter Walthers

Absent: Jerry Christopherson, Dick Tabatt, and Council Liaison - Ellen Nissen

**Note:** Property Team mailbox address is [SOTPProperty@gmail.com](mailto:SOTPProperty@gmail.com)

### Old Business

- Update on replacing soap and hand sanitizer dispensers with manual -Tom
  - We have additional units available
- Garage update -Rich
  - Permit is approved
  - Neil Concrete contract is signed
- Assign/Verify projects:
  - Touch up paint with correct color
    - Still need someone to do this
  - Replace bulb by west hallway doors - Chuck
    - Chuck is aware
  - Fix sticky exterior door on west end w/Jim
    - On Hold
  - Add water to ALL floor drains
    - Reminder
  - 3 Can lights out in fellowship hall - Chuck
    - Mark changed them
- Any word on new fire inspection date after no-show -Chris
  - They were in this past Friday and all is good
- Update on VAV in library not working, VAV in classroom repaired- Mark
  - Haven't heard from them in a couple of months
- AV Lab
  - Lock progress – Mark/Chris
    - New lock arrived
  - Key assignment – Mark
    - Mike and Dennis have the keys
- Fellowship Hall
  - Reprogram fellowship hall lights – Peter/Jess
    - Completed
  - Sound booth renovated – Mark
    - Complete and it works great
  - Plans for projector/screen usage for all – Mark
    - Complete
- Tessa moved, Matts desk /room usage plans – Mark
  - Used for Adult responsible people in Matt's office

- 2 parking lights out – Chuck, Chris, Tom, Jerry?
  - Will ComEd help change the lights out to LED?
  - Chuck will look into ComEd
- Installing red “recording in progress” light in west hallway, who can help – Mark
  - On hold

### **New business**

- Do we need to continue to spray sanitizer between services? Mark
  - Bibles and Hymnals are going back in
  - Will still spray between services
- Handles on cabinets in sacristy -Chris
  - Chris put them on for Judi
- Programming of all rooms HVAC – Mark
  - Mark programmed the new building
  - Old building did not change
- Mark and Mike from council spoke about reallocating reserve money from three accounts to go toward garage, pending approval by Finance and Council.
  - The council gave us \$15,000
  - \$13,400 toward garage from our accounts
    - Landscape \$6,800
    - Parking lot \$4,300
    - Maintenance \$2,300
  - Only need to get \$9,900 from general fund or a fundraiser
  - The Shed is coming down, bigger dumpster and recycling bin
- Cal landscape help, mulch needs, etc.
  - Peter will help with landscaping
  - We are due for mulch this year
    - Cal says we need 100 yards
    - Cal will get the mulch,
    - Mark will get the people. Mark will ask Scouts, youth and confirmation to help with mulch
  - Cal has fertilizer and will put it down in a few weeks

The meeting was adjourned at 8:00pm.

Prayerfully submitted: Jessica Panella

# Stewardship Committee

## Meeting Minutes

4/11/21

Present: Mike McCann, Rick Miller, Chris Broksma, Ralph Wehnes, Donna Kelly

Next meeting: 5/11/21

### **1. Life Group possibilities**

Donna Kelly joined for the first half of the meeting and she shared some of the Life Groups she has been holding over the holidays. They typically are 3 to 4 week studies and will look to continue this in the coming year. The Stewardship Team is investigating ways to communicate the Life Groups to the congregation and will have more to report in next month's meeting.

### **2. Ministry assistance**

Rick will be sending an email out the ministry leads asking if there are any areas of need. We will identify the appropriate methods to attain assistance for the ministries that need help. Chris investigated the SOTP website and we will work with Donna at ways to publish the ministry engagement opportunities (ie. email, Friday Flourish, message boards, etc.)

### **3. Miscellaneous**

Bud Hansen has been designated as the liaison to the Stewardship team from Council.

Minutes completed by: Mike McCann, Chair of Stewardship Committee

## Minutes from SOTP Worship Committee

April 12, 2021

7pm Zoom

Attending the meeting: Jane, Orv, Carolyn Barb P., Elaine, Diane

Missing: Chris S., Andrew, Sandy S., Judie S. (had trouble getting on the internet)

Jane asked Orv to open the meeting with a prayer at 703pm.

First item was business was a review of the Easter Services. The feeling was that 99% of the services went off without a hitch. The church looked beautiful. Greeters did an awesome job checking people into services. There was a glitch in ushers for the 8am service and some confusion with entranceway. Since many attending are older, suggestion made that next year we use the east entrance for the 8am as well due to the easy drop off and protective awning.

### Easter Attendance

	8am	930am	11am
Live	63	140	136
Online	121	229	87

Continuing with the Easter Services, Barb did indicate that the rented palms will be picked up on Wednesday. We paid \$15 for each palm but Barb will check if that is a weekly rate. There are 21 lilies left. Cliff Dungey is watering them but as they die off, they are being disposed of. Suggestion was made that our special ed students might like to help with watering the plants. (it is our understanding that there are three instructors and 8-9 students of high schoolers from 158 school district).

Next Easter it was suggested that we return to decorating for Easter with our spring garden. Barb will follow up with Platt for next year. There were some concerns about the quality of the Easter lilies this year from Countryside. The thought was that some of the Easter plants could be added to our garden outside for future Easter. Also, if we need more plant stands for Easter, we could check with DiFiore.

### Upcoming Banner and Altar colors

May 2 - white

May 9 -Mother's Day...we are still white but need some spring colors Barb will look at some special Silk flowers that we have which are quite beautiful and colorful.

May 13 – Ascension Sunday – white with the cross for the banner

May 16 - white

May 23 –RED

May 30 – Holy Trinity

June 6 – Pentecost – green forever!!!! We should change up our green banners on a regular basis to keep things interesting.

Communion – check with Judy and communion stewards about our senior parishioners having difficulty getting the cups from the communion trays. Do we need more spacing of the cups of the shaky hands?

Points of interest –

Coffee hour will NOT resume for some time.

Hymnals and Bibles will be returned to the sanctuary however they will be placed horizontally with the spine of the books facing up. Therefore, when the church pews are sanitized, the solution should not get on the pages of the hymnals/bibles.

We will continue to use the east door for 9am and the south door for 1045am services on Sunday.

Respectfully Submitted,

**Carolyn Cuttle**

## YLT Meeting Minutes 4/12/21

### 1. Mission Trip Discussion

- a. Kurtis and Bob shared information related to the 2021 Mission Trip with the team. We've had a student night (4/8), parent night (4/11) to share information about the trip (i.e. when it will take place, where we're going, who is eligible to go, what will we be doing, cost, etc.). One additional parent/student night is planned for 4/15 and we discussed offering a Zoom option over the weekend of 4/17 & 4/18. Depending on how many attend 4/15, we'll decide if that meeting is to take place
- b. Per discussions with Adventure Serve and Cedar Lake Ministries, if SOTP does not have at least 14 attendees (students and chaperones), the trip will be cancelled. We do not believe this will be an issue based on preliminary conversations, just need students to make final commitments
- c. Kurtis will reach out to a graphic design company to develop a logo (service provided free to SOTP) and will order T-shirts, etc. for the trip

### 2. Fundraising Opportunities

- a. Bags & Bingo Parking Lot event to be held Sat May 15 from 3 – 7PM.
  - i. Separate Bags Tournament and Bingo games will be contested throughout the event
  - ii. We plan to offer Silent Auction items, raffle baskets, 50/50 tickets, potentially a Ping Pong contest with PM
  - iii. We've reached out to a Food Truck to see if they would set up in the parking lot to offer food options for the event
    - 1. YLT is intending to sell pop, water, chips on site as well
  - iv. Kurtis has reached out to Matt in regards to potential permits we'd need to have the Food Truck and raffle prizes during this event. It was noted we needed to have these at prior Trivia Night events.
- b. Lou Malnati's pizzas
  - i. YLT began selling coupons and pizzas Sunday 4/11. We sold 65% of our initial set of coupons in the first day and have ordered an additional 150 coupons to sell. SOTP pays \$8 for the coupons, coupons sell for \$13. We also picked up 20 pizzas from Lou's and sold those for \$15 onsite – all of these sold following 1<sup>st</sup> service
- c. Saver's FunDrive – drop off Friday April 23 @ 1:00 PM
  - i. Final collection of soft goods and textiles was held 4/10 and 4/11. The team has collected ~250 bags and boxes of donations
- d. Additional Fundraising Opportunities – provided we meet minimum # of attendees for trip
  - i. Culver's Night Monday May 3
  - ii. Student Letter Writing to family and friends to get financial support for the trip
  - iii. Used Golf Ball sales – an SOTP member gave ~50 dozen used golf balls, pulled from area near their home to sell as a fundraiser