



Shepherd
OF THE PRAIRIE
LUTHERAN CHURCH

Council Report

August 15, 2022

"A Growing Church for Growing People"

Shepherd of the Prairie Lutheran Church

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Shepherd of the Prairie Council Meeting Agenda
Monday August 15, 2022
6:00 p.m.

- 1. Call to Order**
- 2. Devotions – Joyce Shotick**
- 3. Welcome Pastor Ryan Mackey**
- 4. Approval of Minutes**
 - a. *Recommendation: To approve the Congregation Council minutes for July 18, 2022, as presented.*
- 5. Congregation Committees/Ministry Teams**
 - a. *Finance Team*
 - b. *Children and Family Ministry*
- 6. Other**
 - a. *Website update*
 - b. *Balance of 2022 Council Initiatives*
- 7. Unfinished Business**
- 8. Adjourn**

The Next Meeting is September 19, 2022

Shepherd of the Prairie Council Meeting Minutes

Monday July 18, 2022

6:00 p.m. Zoom

Present: K McGuine, M. Luecht, S. Wolf, E. Nissen, B. Mollis, C. Serpe, and J. Shotick

Absent: C. Adams and Pastor Mark

The meeting was called to order by President Mike Luecht at 6pm.

Devotions were shared by K. McGuine. Sharing verses from Philippians, she discussed how we all must stay focused on Jesus Christ, regardless of what we do.

Minutes of the June Council meeting were presented. E. Nissen moved. B. Mollis seconded. Motion passed.

B. Mollis, Treasurer, highlighted elements of the financial report. Currently SOTP has over 5.5 months of reserves.

An interview is being conducted for the position of Director of Children and Family Ministry. It was noted that we need to emphasize Christian education from birth to death to ensure that children feel loved and appreciated.

The SOTP membership roster was recently updated.

A new version of the SOTP web site is being mocked up for further review.

Pastor Ryan will be at the next Council meeting.

K. McGuine moved to adjourn and S. Wolf seconded. The meeting concluded at 7pm.

The next meeting is August 15, 2022 at 6pm.

Treasurer's Report as of July 31, 2022

General Fund Report: The Unrestricted General Fund Balance is \$397,299. Total income for the month was \$74,496 and total expenses for the month was \$57,779. Approximately 5.9 months of General Fund reserves.

Mortgage Service Fund Report: The Mortgage Service Fund Balance is \$72,524. Income for the month was \$18,949. The new MIF five-year monthly mortgage payment is \$18,807. Approximately 3.85 months of Mortgage Service Fund reserves.

This Month

<u>General Fund</u>	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>	<u>Percentage</u>
Income:	\$74,496	\$59,770	\$14,726	24.6%
Expenses:	\$57,779	\$66,160	(\$8,381)	-12.7%

Year-to-Date

<u>General Fund</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Difference</u>	<u>Percentage</u>
Income:	\$551,120	\$488,522	\$62,598	12.8%
Expense:	\$451,500	\$483,635	(\$32,135)	-6.6%

Mortgage Service Fund

Income for Month:	\$18,949
Income YTD:	\$138,747
Payments YTD:	\$133,836
Ending Fund Balance:	\$72,524

Council Action Item Recommendations or Approvals:

No Financial team resolutions were discussed or approved during the July 18, 2022 Council meeting.

Respectfully Submitted

Robert C. Mollis

Congregation Treasurer

SOTP FINANCE TEAM

Meeting Minutes

August 8, 2022

Attending: Bill Nesta, Sue Wehnes, Cliff Dungey, Devin Burg, Dave Shotick, Bob Mollis

Excused: Bill Ball

Meeting called to order at 7:30 PM

- I. Approval of July 11, 2022, Meeting Minutes as presented
- II. Accounting Administrator's Report
 - A. Income/Expenses through July 31, 2022
 - i. July GF income of \$74,496 was \$14,726 more than budgeted amount.
 - ii. July GF YTD income was \$62,598 more than YTD budgeted amount.
 - iii. July GF expenses of \$57,779 was \$8,381 less than budgeted amount.
 - iv. July GF YTD expenses were \$32,135 less than YTD budgeted amount.
 - B. Balance Sheet through July 31, 2022
 - i. Total Current Assets \$807,444
 - ii. Total Fixed Assets \$7,333,907
 - iii. Total Assets \$8,141,351
 - iv. Total Liabilities \$3,271,117
 - C. Highlighted Restricted Funds Detail Review through July 31, 2022
 - i. Account 3.175.000 Memorial Fund balance is \$22,175.
 - ii. Account 3.250.000 Good Samaritan Fund balance is \$9,607.
 - iii. Account 3.330.000 Adult Music Ministry Fund balance is \$31,929.
 - iv. Account 3.332.000 Artist Series Fund balance is \$18,174.
 - v. Account 3.417.000 Youth Mission Trip Fund balance is \$13,897.
 - vi. Account 3.675.000 Memory Garden Fund Donation balance \$17,055.
 - vii. Account 3.676.000 Memory Garden Fund Brick Donation balance \$3,549.
 - viii. Account 3.677.000 Memory Garden Fund Niche Agreement balance \$44,673.
 - D. General Comments
 - i. YTD GF Member Contributions showed an increase of 24% compared to 2021.
 - ii. Member General Fund contributions were larger than normal for July.
 - iii. There was some Mortgage Service Fund contribution catchup in July.
 - iv. Discussion around mileage reimbursement from federal Government has increased to 62.5 cents per mile.
 - v. Discussion around tracking of Church Events Fund under restricted funds. This has been used to fund Funeral Luncheon expenses and has been donated in some cases.
- III. Treasurer's Report of Activity & Council Actions/Discussions
 - A. Treasurer Report presented and reconciled with Accounting Administrator's report
 - i. GF balance is \$397,299 which is approximately 5.9 months of reserves.
 - ii. MS balance is \$72,524 which is approximately 3.85 months of reserves.

IV. Old Business

- A. Status of the \$2,000 Memorial Fund movement to Local Mission activities. Mission Team has indicated that these funds were to be donated to the Exodus Refugee program. Mission Team would purchase and store supplies for incoming refugees. Exodus Refugee Funds have not been utilized at this point.
- B. Status of Audit Team review. Their letter of findings and recommendations will be presented to Council during the September 19th meeting.
- C. Status of Financial Policy Guideline documentation. Tabled until audit results are posted. George Attaway has agreed to head up a subcommittee to update and produce the final Financial Policy Guideline.
- D. Status of SOTP long term investment vehicles and strategy. A subcommittee of Devin Burg, Mike Luecht and Bob Mollis are meeting in August and September to research various investment products, evaluate their risk/return and make a recommendation to Finance and Council.
- E. Status of the Vanco Giving Plus Card Swipe program. Testing of the application is complete; a single dedicated donated Apple iPad has been secured for this function; instructions have been developed and turned over to the Operations Manager. We will allow the program to be expanded for use by other ministry functions. Finance team will look into charging an additional convenience fee for this method of paying for non-donation functions.

V. New Business

- A. Review Pastor Ryan Mackey Moving Expense reimbursement recommendations. The Synod expects the congregation to pay moving expenses for a newly called pastor. Finance Team reviewed and discussed reimbursement of moving expenses for Pastor Ryan's household from Dixon, IL to Crystal Lake, IL. It was recommended that Pastor Ryan obtain three moving quotes. The Finance team is recommending to Council a maximum moving expense reimbursement amount upon receipt of the three quotes. The final moving expense reimbursement is required to be reported on Pastor Ryan's 2022 W2 form as income. Bob Mollis to share reimbursement details with Council.
- B. Review Jill Gillming Compensation plan as the Full Time Exempt Director of Youth and Family and Little Lambs. Discussion around compensation apportionment between SOTP and LL.
- C. Review of 2023 Budgeting Process. Mike Luecht and Bob Mollis to start initial discussions with each Ministry lead in August and September.
- D. Initial review of Facilities requests to install a Surveillance Security Camera System. Proposal includes equipment and installation for \$10,784. Reserve Account 3.978.000 has \$10,000 for this system. Facilities to provide Finance Team final contract for recommendation and approval before forwarding the request to Council for approval.
- E. Next Finance Team Meeting will be September 12, 2022 @ 7:30 PM on Zoom

VI. Adjourned 9:00 PM

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of July 31, 2022

Wednesday, August 3, 2022

Page 1 of 2

Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	714,408.51	26,969.88	579,070.83
1.100.100	Petty Cash	500.00	0.00	500.00
1.200.000	Mission Plus Building Fund Checking	72,524.12	160.61	73,307.15
1.200.100	Mission Investment Fixed Term	10,000.00	0.00	10,000.00
1.250.000	HBT/LPL Investment Account	422.38	0.00	422.38
1.500.000	Donations Holding Account	1,070.50	672.21	418.29
1.600.000	FNBO Checking Boy Scout Troop 200	8,518.09	(199.71)	N/A
	Total Current Assets	\$807,443.60	\$27,602.99	\$663,718.65
Fixed Assets				
1.300.000	Building & Grounds	7,203,136.61	0.00	7,203,136.61
1.300.100	Garage Building	41,717.68	0.00	0.00
1.300.200	Memory Garden	89,052.93	0.00	0.00
	Total Fixed Assets	\$7,333,907.22	\$0.00	\$7,203,136.61
	Total Assets	\$8,141,350.82	\$27,602.99	\$7,866,855.26
Liabilities				
Current Liabilities				
	Total Current Liabilities	\$0.00	\$0.00	\$0.00
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	3,271,116.53	(8,362.09)	3,374,828.06
	Total Long Term Liabilities	\$3,271,116.53	(\$8,362.09)	\$3,374,828.06
	Total Liabilities	\$3,271,116.53	(\$8,362.09)	\$3,374,828.06
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	397,298.73	16,716.33	295,285.92
	Total Unrestricted Fund Balances	\$397,298.73	\$16,716.33	\$295,285.92
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	1,257.75	0.00	864.75
3.175.000	Memorial Fund Balance	22,175.43	3,352.41	18,756.85
3.180.000	Grafton Food Pantry Fund Balance	245.25	(448.88)	325.00
3.192.000	Sanctuary Piano Balance	0.00	0.00	922.50
3.220.000	AV Ministry Fund Balance	70.51	0.00	752.00
3.250.000	Good Samaritan Fund Balance	9,606.95	0.00	10,056.95
3.260.000	Community Outreach Fund Balance	654.50	30.00	4,330.95
3.270.000	Holiday Flowers Balance	(444.66)	0.00	(513.10)
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	31,928.62	2,030.16	7,887.86
3.332.000	Artist Series Balance	18,173.50	(394.34)	16,188.61
3.345.000	Childrens Music Ministry Fund Balance	1,225.00	0.00	50.00
	<i>Total Music Ministry Fund Balance</i>	<i>\$51,327.12</i>	<i>\$1,635.82</i>	<i>24,126.47</i>
3.350.000	Prairie Crafters Fund Balance	640.00	0.00	485.00
3.360.000	Miscellaneous Fund Balance	1,225.00	0.00	225.00
3.380.000	Continuing Education Fund Balance	1,891.00	0.00	1,891.00
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	1,897.73	0.00	1,374.79
3.417.000	Youth Mission Trips Balance	13,897.20	430.00	10,468.24
3.421.000	Youth Scholarship Balance	0.00	0.00	763.01
3.422.000	Operation Christmas Child Balance	0.00	0.00	157.28
3.423.000	Confirmation Retreat Fund Balance	0.00	0.00	(450.00)

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of July 31, 2022

Wednesday, August 3, 2022

Page 2 of 2

Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
<i>Total Youth Ministry Fund Balance</i>		<i>\$15,794.93</i>	<i>\$430.00</i>	<i>12,313.32</i>
3.500.000	Little Lambs Fund Balance	3,826.96	(78.67)	5,233.82
3.600.000	Prayer Shawl Ministry Fund Balance	74.95	(209.81)	284.76
3.650.000	Quilters Ministry Fund Balance	1,075.27	210.00	1,424.47
3.675.000	Memory Garden Fund Balance	17,054.91	0.00	16,273.13
3.676.000	Memory Garden Bricks Fund Balance	3,549.07	80.00	4,810.00
3.677.000	Memory Garden Niche Fund Balance	44,673.00	0.00	54,280.00
3.680.000	Garage Fund Balance	(7,267.68)	0.00	0.00
3.711.000	Community Communication Devel. Plan Fund	3,625.00	0.00	0.00
3.720.000	Disaster Relief Fund Balance	25.00	0.00	315.00
3.725.000	Miscellaneous Outside Charities Fund Balance	1,253.00	1,043.00	410.00
3.730.000	ELCA World Hunger Fund Balance	3,876.39	3,760.29	N/A
3.750.000	Seminary Scholarship Fund Balance	6,270.00	0.00	6,270.00
3.800.000	Boy Scout Troop 200 Fund Balance	8,518.09	(199.71)	N/A
	Total	\$190,997.74	\$9,604.45	\$163,837.87
3.140.000	Mortgage Service Fund Balance	72,524.12	160.61	73,307.15
	Total Temporary Restricted Fund Balances	\$263,521.86	\$9,765.06	\$237,145.02
Reserves				
3.950.000	Barnabas Reserves Balance	1,880.00	(129.92)	2,455.83
3.971.000	Roof Repairs/Replacement Balance	43,750.00	250.00	40,750.00
3.972.000	Playground Maintenance Reserves Balance	2,845.00	0.00	2,845.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	5,233.82	(308.68)	11,505.24
3.974.000	Lawn & Landscaping Reserves Balance	739.62	229.17	(4,669.25)
3.975.000	Maintenance Reserves Balance	17,495.72	291.67	11,996.35
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	23,750.00	250.00	20,750.00
3.978.000	Security Lock System Reserves Balance	10,000.00	0.00	10,000.00
3.980.000	Equipment Reserves Balance	14,452.98	508.34	7,441.96
3.981.000	Bells Maintenance Reserves Balance	2,236.58	0.00	2,132.26
3.985.000	Sabbatical Reserves Balance	8,750.89	0.00	9,475.89
3.991.000	COTG Lease Balance	0.00	0.00	1,240.43
	Total Reserves	\$134,436.61	\$1,090.58	\$119,225.71
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	12,186.40	31.02	12,062.00
	Total Permanently Restricted Funds	\$12,186.40	\$31.02	\$12,062.00
3.130.000	Building & Grounds Equity	3,932,020.08	8,362.09	3,828,308.55
3.300.100	Garage Building Equity Balance	41,717.68	0.00	0.00
3.300.200	Memory Garden Equity Balance	89,052.93	0.00	0.00
	Total Equity	\$4,062,790.69	\$8,362.09	\$3,828,308.55
	Total Fund Balances & Equity	\$4,870,234.29	\$35,965.08	\$4,492,027.20
	Total Liabilities and Fund Balances & Equity	\$8,141,350.82	\$27,602.99	\$7,866,855.26

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 July 2022 for General Fund

Friday, August 5, 2022

Page 1 of 2

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
<i>Income</i>						
4.100.000	Member Contributions	72,011.33	57,850.00	536,752.61*	472,832.00	792,000.00
4.150.000	Loose Plate and Growth	2,171.75	1,826.00	13,687.37	14,926.00	25,000.00
4.250.000	Flower Income	300.00	73.00	600.00*	597.00	1,000.00
4.300.000	Interest Income (Heartland Bank)	12.53	21.00	79.74	167.00	283.00
	Total Income	\$74,495.61	\$59,770.00	\$551,119.72*	\$488,522.00	\$818,283.00
<i>Expenses</i>						
<i>Connections Ministry</i>						
	Connections Ministry	\$24.99	\$209.00	\$679.43	\$1,463.00	\$2,500.00
<i>Mission Ministry</i>						
	Mission Ministry	\$8,903.76	\$7,260.00	\$56,229.72*	\$50,820.00	\$87,120.00
<i>Outreach Ministry</i>						
	Outreach Ministry	\$0.00	\$313.00	\$3,274.00*	\$2,191.00	\$3,750.00
<i>Adult Education Ministry</i>						
	Adult Education Ministry	\$0.00	\$67.00	\$116.27	\$469.00	\$800.00
<i>Youth and Education Ministry</i>						
	Youth and Education Ministry	\$20.34	\$442.00	\$831.29	\$3,094.00	\$5,300.00
<i>Children and Family Ministry</i>						
	Children and Family Ministry	\$116.08	\$541.00	\$1,446.73	\$3,787.00	\$6,500.00
<i>Music Ministry</i>						
	Music Ministry	\$294.51	\$213.00	\$1,046.63	\$1,491.00	\$2,550.00
<i>Worship Ministry</i>						
	Worship Ministry	\$952.43	\$538.00	\$3,481.88	\$3,766.00	\$6,450.00
<i>Audio Visual</i>						
	Audio Visual	\$280.00	\$334.00	\$1,524.94	\$2,338.00	\$4,000.00
<i>Facilities</i>						
	Facilities	\$4,446.81	\$5,083.00	\$48,227.80	\$55,178.00	\$87,679.00
<i>Office Expenses</i>						
	Office Expenses	\$2,907.93	\$2,520.00	\$15,889.94	\$17,646.00	\$30,250.00
<i>Staffing Ministry</i>						
<i>Spiritual Staff</i>						
	Spiritual Staff	\$22,718.05	\$29,356.00	\$190,140.44	\$205,500.00	\$352,276.00
<i>Support Staff</i>						
	Support Staff	\$12,206.54	\$12,506.00	\$87,811.12*	\$87,542.00	\$150,067.00
<i>Shared Staff Expense</i>						

Shepherd of the Prairie Lutheran Church - Huntley IL
Treasurer's Report as of July 2022 for General Fund

Friday, August 5, 2022

Page 2 of 2

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
	Shared Staff Expense	\$2,087.83	\$2,520.00	\$15,305.91	\$17,638.00	\$30,241.00
	Staffing Ministry	\$37,012.42	\$44,382.00	\$293,257.47	\$310,680.00	\$532,584.00
	<i>Other Church Expenses</i>					
	Other Church Expenses	\$1,078.33	\$2,516.00	\$13,301.77	\$18,518.00	\$27,900.00
	<i>Providing for the Future</i>					
	Providing for the Future	\$1,741.68	\$1,742.00	\$12,191.76	\$12,194.00	\$20,900.00
	Total Expenses	\$57,779.28	\$66,160.00	\$451,499.63	\$483,635.00	\$818,283.00
	Difference	<u>\$16,716.33</u>	<u>(\$6,390.00)</u>	<u>\$99,620.09</u>	<u>\$4,887.00</u>	<u>\$0.00</u>

* = Income/Expense exceeds amount budgeted to date

Heartland Checking/MIF Checking Reconciliation

	31-Dec-21	31-Jan-22	28-Feb-22	31-Mar-22	30-Apr-22	31-May-22	30-Jun-22	31-Jul-22
Heartland Checking Balance	593,837.32	618,276.15	618,049.62	619,340.29	635,236.58	627,238.98	687,438.63	714,408.51
Petty Cash	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Heartland Deposits in Transit (Donation Holding)	2,467.80	(756.43)	952.36	355.50	610.88	661.83	398.29	1,070.50
Mission Investment Fixed Term	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Mission Investment Interest	-	31.35						
HBT/LPL Account	422.38	422.38	422.38	422.38	422.38	422.38	422.38	422.38
Boy Scout Troop 200 Checking					8,110.34	9,549.44	8,717.80	8,518.09
Total	607,227.50	628,473.45	629,924.36	630,618.17	654,880.18	648,372.63	707,477.10	734,919.48
General Fund Balance	297,438.64	337,882.10	338,902.71	339,111.36	342,944.84	349,670.24	380,582.40	397,298.73
A/P Liabilities	3,845.62	4,117.70	3,076.50	-	-	-	-	-
Prepaid Pledges	24,100.00	-	-	-	-	-	-	-
Restricted Funds Balance	139,650.04	133,836.13	140,899.13	142,322.24	163,491.02	155,052.79	181,393.29	190,997.74
Reserves Balance	130,099.84	140,512.81	134,868.81	137,059.86	136,288.94	131,494.22	133,346.03	134,436.61
Endowment Fund Balance	12,093.36	12,124.71	12,124.71	12,124.71	12,155.38	12,155.38	12,155.38	12,186.40
Sub-Total	607,227.50	628,473.45	629,871.86	630,618.17	654,880.18	648,372.63	707,477.10	734,919.48
Difference to Transfer	-	-	52.50	-	-	-	-	-
Building Fund Balance - Mort Service	67,439.60	80,271.82	78,146.61	77,809.95	76,871.17	74,620.13	72,363.51	72,524.12
Add back accrued interest adjustment **		31.35						
MIF Checking Balance	67,439.60	80,303.17	78,094.11	77,809.95	76,871.17	74,620.13	72,363.51	72,524.12
Difference	-	-	52.50	-	-	-	-	-
Mortgage Service Donations	19,423.28	32,353.75	17,396.82	19,121.21	17,852.44	16,538.41	16,535.88	18,948.97
Adjustment				52.50	(30.67)			(31.02)
Transfers Made	19,423.28	32,353.75	17,344.32	19,233.71	17,821.77	16,538.41	16,535.88	18,917.95
Running Total to Transfer	-	-	52.50	(60.00)	-	-	-	-

Shepherd of the Prairie
General Fund Giving

									'22 YTD
	2019	YTD	2020	YTD	2021	YTD	2022	YTD	vs '21 YTD
January	78,678	78,678	84,238	84,238	68,053	68,053	110,130	110,130	62%
February	46,773	125,451	49,923	134,161	69,321	137,374	67,528	177,658	29%
March	63,915	189,366	66,819	200,980	56,713	194,087	64,999	242,657	25%
April	67,399	256,765	95,815	296,795	52,721	246,808	65,407	308,064	25%
May	56,239	313,004	63,400	360,195	72,538	319,346	67,639	375,703	18%
June	57,184	370,188	53,470	413,665	57,228	376,574	89,038	464,741	23%
July	48,046	418,234	45,901	459,566	55,226	431,800	72,011	536,752	24%
August	51,864	470,098	47,919	507,485	64,459	496,259			
September	57,780	527,878	52,271	559,757	53,586	549,845			
October	57,182	585,060	52,934	612,691	56,516	606,361			
November	60,299	645,359	45,869	658,560	57,144	663,505			
December	79,903	725,262	62,511	721,071	77,552	741,057			

Children and Family Ministry Agenda Notes

Date: August 8, 2022

Attended: Jill Gillming, Amy Brittian, Christa Serpe, Julie Dahlin

Absent: Jen Powe, Jennie Dailey

- Opening Prayer
- Jill introducing herself
- Upcoming Events:
 - Kindergarten/Backpack/Teachers Blessings August 14, 2022 at both services. Pastor Mark ordered charms for kids backpacks. We have a small canvas bag to hand out to kindergarteners. The bag will include: a cross shaped pencil sharpener, an eraser that reads "Jesus erases our sins", small box of crayons, and a pencil.
 - Church Picnic- Family games- Beachball hockey, water balloon dodgeball ,over/under sponge game, egg toss. We will also have 3-4 Baggio sets for a baggo tournament.
 - Rally Day September 11, 2022- Carnival Theme. We will serve hot dogs, popcorn, and ice cream cups or popsicles. There will be different stations: crafts (flag stamping, grandparent gift?) games (Bozo buckets, clothes pin drop, ring toss) Face painting/ tattoos. We will invite other Ministries that relate to children, Annette B for children's choir, Jane M for children's handbells, Pastor Mark for Adventure Club.
- New Sunday School Curriculum Orange 252 Kids. Here is the link if you want to check it out:
https://thinkorange.com/orange-kids-curriculum-landing-page/?utm_term=orange%20252%20curriculum&utm_campaign=US+CA+-+Branded+-+Max+Clicks&utm_source=adwords&utm_medium=ppc&hsa_acc=3194643915&hsa_cam=12464206293&hsa_grp=121245536369&hsa_ad=502291600029&hsa_src=g&hsa_tgt=kwd-1190224823181&hsa_kw=orange%20252%20curriculum&hsa_mt=p&hsa_net=adwords&hsa_ver=3&qclid=CjwKCAjwi8iXBhBeEiwAKbUofRIq3PZvqMEaagW8X XgXzQC0eIXEYqX6Q6Wtk64x-CIXfDpzvo wsBoCXvIQAvD BwE

Jill Gillming
Children and Family Ministry

SOTP Community Outreach minutes August 2022

In attendance:

Bob Malm
Rachael Yndestad
Mike Yndestad
Donna Kelly
Pastor Mark

Public relations – we are currently promoting our children and family ministry with a special report on going back to school and having the children get a blessed backpack for the year. We are also promoting the arrival of Pastor Ryan and the Monroe Crossing concert on September 17.

Welcome Center:

We are doing better with staffing the welcome center for worship services and special events. Pastor Mark will encourage folks to visit the welcome Center after worship services. We have new name tags for the people supporting the welcome center. At this point we are still purchasing plain white mugs, for giveaways until our new logo is finalized. People interested in new membership are reporting to us that they typically watch our online service for a couple weeks before coming in for a visit. We are gearing up to Use Planning Center for our support schedule. We will ask Matt to add the new members to our list of volunteers. Starting next Sunday we will be displaying a welcome center slide above the welcome center exclusively, to help people find the welcome center more quickly.

Picnic – August 21. We have ordered corn on the cob to be served at the picnic this year. We have ordered 100 ears of corn this year.

Fall fest – set up September 23. We need to staff our booth in Diecke Park on the 24th and 25th of September. We need to select something to purchase for giveaways at our booth. We discussed purchasing jar openers, pot holders, and string bags.

Trunk or treat food drive – October 29 we would like to have a combined event featuring a food drive along with A trunk or treat activity for the kids. We will promote this event and also set up a canopy on Main Street. Our goal will be to keep the food drive traffic on the east side of the building and the trunk or treat event on the west side of the building. We will be collaborating with Jill and the children and family ministry. Our intention will be to have the food drive from 3 to 6 PM. Bob will follow up with Harriet Ford from the food pantry and see when we can drop off the food and supplies to her.

One heart one body – we are still trying to identify a date for this future event which will be a cross cultural event. It would be nice to have it coincided with another celebration at the church. We have also discussed celebrating Black History Month with this event sometime in February. Date to be determined.

All the best,

Mike Yndestad

Mission Team Minutes
August 8, 2022

Attendance: Sandy Hupert, Marty Jacobson, Annette Petersen,, Vik Bekeris, Becky Wright, Ronda Shoemaker, Marylin Schnell, Carl Hupert. Visitor: Donna Kelly

Sandy opened the meeting with a reading from Luke 6:38 and a prayer.

Old Business:

1. Minutes: Annette moved and Vik seconded to approve minutes with no corrections.
2. World Hunger: Becky reported that she knows "Christmas in July" went quite well regarding donations and that there might be another \$150-\$200 for a total of \$3500 plus the \$500 for 17 water filters from VBS. The donations reflect the cost of 13 chickens, 36 bees, 17 pigs, 29 goats, and 2 roosters, water filters, school supplies etc. Becky will check with Dave Shotick to get final donations.
3. Habitat: No report.
4. Grafton Food: Annette reported that as of this morning most of the shelves were bare. But, by the end of the work day a significant single donation "filled the shelves Sandy said she would, as Mission Chair, contact Bob McDuffee and explain Mission Team will institute monthly collections the first of the month. Bob is to contact Annette if he wants any changes or questions regarding the Youth involvement.
5. Exodus: Sandy said there was nothing new regarding the Welcome packs but that she and Carl have volunteered to work with Exodus' "New Neighbor Program" in visiting a Ukrainian family in Dundee on a weekly basis for the next three months.
6. FMSC: Rhonda said she is currently focusing on NIFB.
7. NIFB: Ronda confirmed that October 15, 2022, a Saturday, has been set for a work day from 9-12 AM. Ronda will check with Michelle about using Genie Sign-up.
8. Missionaries: Steve is on vacation but relayed that SOTP could not host our visiting missionaries because of multiple church conflicts. Our contact did indicate that the South Sudan budget is in financial need but thought ELCA World Hunger should work as a partner rather than our Mission Team donating directly. Decisions regarding donations to Empowered Girls was tabled till next month when Steve returns.
9. Blood Drive: Marty asked for input whether a Sunday or weekday might be better. It was agreed that Michelle could give us best available dates from which to choose. She will check into this.
10. Homeless: Vik said numerous quilts and clothing were donated by SOTP. Vik will bring them into Willowcreek next time he is there. A new schedule has been set where 80-100 dinners are being served each Friday and SOTP is asked to fill in

on the first and third Fridays in September, October, and November. There is also a need for lunch preparers.

11. AAARK: Much of their fresh produce was donated to Grafton's Pantry. Vik needs helpers to pick pumpkins.
12. CRE-REentry: This prison rehab program now has ten students meeting on Tuesday evenings for a short meal at 5:30 and a class from 6-8PM. Sandy asked about class content and needs. Vik said it was discussion and coaching of the students and trying to encourage the use of notes and calendars for personal planning. Many such items are needed to be donated. Becky volunteered her Thrivent dollars to be used.
13. Green Trees: August 20 from 9-12 noon is set for a trimming "party". Vik will seek from St. Mary's and Willowcreek as well.
14. God's Work: The Team discussed possibilities and decided on collecting items for the kits LSSI needs for their Prison Ministry. Sandy would like to form a sub-committee to direct the collection of items needed and set up a date and place for congregation to help fill the kits sometime in September.

New Business:

1. Sandy reminded everyone to submit their news articles by 8/22/22.
2. Marilyn stated how pleased she has been with the services of Senior Care Associates and Senior Care Volunteer Network. Both groups are in need of drivers. She and Marty will look into 501C status etc. and come back to committee as to how we can be of service.
3. Michelle has been contacted by Mary Blasko from "Refuge for Women". Mary wants us to contact the director Karen Schults (847-732-9681) to possibly set up a presentation in either October or November. Sandy has called but not yet received any return calls.

Next meeting: September 12, 2022.

Acting secretary, Carl Hupert

Property Team meeting – August 8, 2022

The meeting was called to order by Mark Frendreis (Chair) at 7:05pm at Shepherd of the Prairie Church, Huntley, IL

Attendees: Mark Frendreis, Rich Paeth, Jessica Panella, Dick Tabatt, and, Peter Walthers

Absent: Don Kramlich, Chuck Peterson, Tom Polzin, and Chris Trodahl

Note: Property Team mailbox address is SOTPProperty@gmail.com

Old Business

- Still waiting on chair feet needed **Peter**
 - Pete found feet that will work and we will order 100 of each
- Need to set a date and time to replace the lights and ballasts in the Youth Room, Bob is asking for estimated time frame **Chuck**
 - Bob is fine with the August/Sept timeframe
- Progress on organ book shelf **Rich**
 - No change
- Progress on sound booth countertop **Rich**
 - It is on order
- Discuss date for Spring mulch and who will help **Mark**
 - We will do it in April and will discuss in the March meeting
- Status on new mats for entry doors ordered **Tom**
 - Still on order
- 2 new vacuums like the orange one (Shark) in the pantry **Tom**
 - One in the Funeral Luncheon closet and one in the tall cabinet in the kitchen and one in the serving area
 - The Electrolux will be for the cleaning company
- The doors near the kitchen to fellowship hall doesn't stay open **Chris**
 - Jim (SMC) will help with door closure issues
- Garage painted, complete **Rick**
 - They painted the entire garage and lookd great
- Security camera system update **Rich**
 - We have a quote for \$10,783.97 and it has been given to Bob Moillis to discuss with the council
 - The property team has the money
 - We need a contract and a certificate of insurance for the installer
- Fellowship hall lights out **Tom**
 - Not sure if Tom was able to get this done yet
- Church Entry signs – Discuss Options **Mark**
 - Not making progress as quickly as we had hoped
- Posts outside need touchup **Pete**
 - They have been done
- Parking lot lights on during the day
 - Pete will look at the timer issue as well
- Donna has moved to new office

- Pastor Ryan office progress – **Mark**
 - P Ryan will be in on Monday
 - Mark will be in on Monday to walk P. Ryan through the building

New business

- Calendar for property team on Google. Who will cover September? **Mark**
 - Rich will do it
- Monitor moved from Bill's room to Pastor's office **Rich**
 - Rich completed this
- New monitor for library **Rich**
 - Pastor thinks a bigger one is needed in the library
- Quoting process for parking lot lights to be converted to LED for the 2023 budget **Mark**
 - Pete will manage this and check with Chuck on what he had sent Mark previously
 - Look for a break from ComEd or the Village or other
- Chris expanded landscaping quoted for 2023 **Chris**
 - Chris is getting quotes from vendors now
 - The landscapers are going to take care of everything next year
- Unplanned mulch and expense **Mark**
 - There will be a separate meeting to discuss this
- Plumbing repairs done **Mark**
 - A toilet in the hall and a faucet in the ladies room were leaking
 - Cork plumbing was supposed to come out on Friday
- Quotes to convert faucets **Chris**
 - Corks plumbing will be giving us a quote for the sinks in the west end of the building
- Jill Gillming office **Mark**
 - Will be in the room next to the youth room
- VBS supplies, Sunday school supplies, etc. **Mark**
 - Jill got everything sorted and
- Ants in Jill's office and bathroom **Mark**
 - We need to put ant traps in these areas
- Garage floor sectioned off **Mark**
 - Hasn't been done yet
- The wall mounted heater in room 227 is not shutting off
 - Mark turned the breaker off
 - Mark will ask Chris to look into this
- The crossroads on Friday was frigid and set to unoccupied
 - Sherman Mechanical came out today and said the schedule on the thermostat was messed up and is now working properly
- The church website has a calendar of everything going on
 - All ministries should look at the calendar when planning things
- Rich said we need some painting
 - There is an external channel in P.Marks office which needs painting
 - Bills office needs touchup
 - P. Ryan's office is getting touched up
- Ralph said the GFI by the sump pump is not working
 - The sump pump is probably not working either
- Jess will not be available for next month's (Sept) meeting

- Pete will cover next month

The meeting was adjourned at 8:10 pm.

Submitted by: Jessica Panella