



SHEPHERD OF THE PRAIRIE

LUTHERAN CHURCH

A Growing Church for Growing People

Congregation Council
Shepherd of the Prairie
Monday March 17, 2025
6:00 PM

Shepherd of the Prairie Lutheran Church

Council Meeting Agenda

March 17, 2025 @ 6:00 P.M.

1. **Call to Order**
2. **Opening Prayer** – Pastor Mark
3. **Devotions** – Jim Puls
4. **Reflections** – Where have you seen God lately? – All
5. **Approval of Minutes**
 - a. *Recommendation: To approve the Congregation Council minutes for February 17, 2025, as presented.*
6. **Congregation Council and Ministry Team Reports**
 - b. Finance and Treasurer - George
 - i. *Recommendation: To approve the February 2025 Treasurer and Financial Reports, as presented.*
7. **Other**
 - a. Review Purpose and Vision document – Pastor Mark/Kathy
 - b. Review Steward ship 3 areas of focus for 2025 – Pastor Mark/Kathy
 - Community and Evangelism Engagement**
Making Christ known by welcoming new neighbors and connecting God's story to ours.
 - Children, Youth and Family Investment**
Raising up the next generation of leaders.
 - Congregation Celebration Events**
Building community while experiencing joy in the company of others.
 - c. 2025 Children, Youth and Family Ministry update – Pastor Ryan
 - d. Need a date for Council installation -
March 23
March 30th
 - e. The next Council meeting is April 21, 2025, @ 6:00 PM (Lisa Devotions)
8. **Unfinished/Tabled Business**
 - a. Memory Garden Proforma and Fee Review – Finance Team
 - b. SOTP Constitution Update – 2025 to be in line with Synod
9. **Closing Prayer** – Pastor Ryan
10. **Adjournment**

March 17, 2025

Table of Contents

<u>Agenda #</u>	<u>Description</u>	
5.	Approval of February Minutes	1
6.	Congregation Council and Ministry Teams	
	Reports	
	a. Treasurers Report	2
	b. Finance Team Report	3
	c. Operations Manager Report	10
	d. Property Team	12
	e. Children and Family Ministry Team Report	14
	f. Community Outreach Team Report	16
	g. Mission Team Report	17
	h. Worship Team Report - missing	N/A
	i. Stewardship Team Report	18

Shepherd of the Prairie Lutheran Church

Council Meeting Minutes

February 17, 2025 @ 6:00 P.M.

Present: K. McGuine, B. Mollis, E. Nissen, Pastor Mark, Pastor Ryan, C. Serpe, G. Attaway, J. Puls, J. Stancl, L. Wondriska

Council President Kathy McGuine called the meeting to order at 6:06 P.M.

Pastor Mark opened with Prayer

George delivered devotions - Paul and his story of Redemption

All shared Monthly Ministry Reflections

Pastor Mark moved to approve the Congregation Council minutes for January 20, 2025, Jim Puls seconded; motion passed.

Bob Mollis moved to approve the Congregation Council Officer Election minutes for January 26, 2025, Lisa Wondriska seconded; motion passed.

Bob Mollis moved to approve the January 2025 Treasurer and Financial Reports, Pastor Ryan seconded; motion passed.

Bob Mollis moved to approve the Trane HVAC software update contract, George Attaway seconded; motion passed.

Kathy updated the Council on the meeting format for 2025.

Pastor Ryan updated the Council on the 2025 Children, Youth, and Family Ministry.

George Attaway moved to approve the job description for Youth Ministry Coordinator, Jim Stancl seconded; motion passed.

Next Council meeting, March 17, 2025, @ 6:00 PM, (Jim Puls devotions)

Pastor Ryan closed in prayer.

7:11 P.M. Lisa Wondriska moved to adjourn; Pastor Mark seconded; motion passed.

Submitted by: Ellen Nissen

**TREASURER'S REPORT SUMMARY
FOR THE PERIOD ENDING FEBRUARY 28, 2025**

UNRESTRICTED GENERAL FUND

	MONTHLY ACTUAL	MONTHLY BUDGET	MONTHLY ACTUAL VS. MONTHLY BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YTD ACTUAL VS. YTD BUDGET	ANNUAL BUDGET	YTD PERCENT RECEIVED	YTD PERCENT EXPENDED
February 1, 2025 Beginning Balance	\$ 417,863.24								
Monthly Income	62,401.48	70,942.00	\$ (8,540.52)	179,359.19	180,771.00	\$ (1,411.81)	\$ 1,008,800.00	17.78%	
Monthly Expenses	89,461.53	81,374.00	\$ 8,087.53	168,411.20	162,748.00	\$ 5,663.20	\$ 1,008,800.00		16.69%
Income vs. Expenditures	(27,060.05)	(10,432.00)		10,947.99	18,023.00				
February 28, 2025 Ending Balance	\$ 390,803.19								
Average Monthly Expenses (Budgeted)	\$ 84,066.67								
Approx. Months Covered by Fund Balance	4.65								

MORTGAGE SERVICE FUND

	MONTHLY ACTUAL	MONTHLY BUDGET	MONTHLY ACTUAL VS. MONTHLY BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YTD ACTUAL VS. YTD BUDGET	ANNUAL BUDGET	YTD PERCENT RECEIVED	YTD PERCENT EXPENDED
February 1, 2025 Beginning Balance	\$ 51,688.11								
Monthly Income	18,491.35	18,807.00	\$ (315.65)	52,889.12	37,614.00	\$ 15,275.12	\$ 225,684.00	23.44%	
Monthly Expenses	18,807.00	18,807.00	\$ -	37,614.00	37,614.00	\$ -	\$ 225,684.00		16.67%
Income vs. Expenditures	(315.65)	-		15,275.12	-				
February 28, 2025 Ending Balance	\$ 51,372.46								
Average Monthly Expenses	\$ 18,807.00								
Approx. Months Covered by Fund Balance	2.73								

TEMPORARY RESTRICTED FUNDS

	MONTHLY ACTUAL
February 1, 2025 Beginning Balance	\$ 273,145.63
Monthly Accounts + Activity	2,211.17
Monthly Accounts (-) Activity	10,722.32
Net Monthly Accounts Activity	(8,511.15)
February 28, 2025 Ending Balance	\$ 264,634.48

RESERVE FUNDS

	MONTHLY ACTUAL
February 1, 2025 Beginning Balance	\$ 180,494.27
Monthly Accounts + Activity	2,810.49
Monthly Accounts (-) Activity	-
Net Monthly Accounts Activity	2,810.49
February 28, 2025 Ending Balance	\$ 183,304.76

PERMANENTLY RESTRICTED FUNDS

	MONTHLY ACTUAL
February 1, 2025 Beginning Balance	\$ 13,458.66
Monthly Accounts + Activity	-
Monthly Accounts (-) Activity	-
Net Monthly Accounts Activity	-
February 28, 2025 Ending Balance	\$ 13,458.66

February 28, 2025 Total Ending Balance ALL FUNDS	\$ 903,573.55
--	---------------

Respectfully submitted,

George Attaway, Treasurer

SOTP FINANCE TEAM
DRAFT – Financial Overview – No March Team Meeting held
March 10, 2025

Attending:

Excused:

I. Minute Approval – N/A

II. Accounting Administrator's Report by Prepared by Bill Ball from Dave Shotick

- a. Income/Expenses through February 28, 2025
 - i. February GF income of \$62,401 was less than the budgeted amount (\$67,866).
 - ii. February GF expenses of \$89,462 were \$8,088 more than the budgeted amount.
 - iii. Overall YTD GF Performance: YTD Revenues exceed YTD expenses by \$10,948 compared to a budgeted surplus of \$18,023. Recall the 2025 budget was targeted at breakeven. February's weak performance is not unanticipated in the budgeting for the month.
- b. Balance Sheet through February 28, 2024
 - i. Total Current Assets \$903,574
 - ii. Total Fixed Assets \$7,333,907
 - iii. Total Assets \$8,237,481
 - iv. Total Current Liabilities \$0
- c. Highlighted Restricted Funds Detail Review through February 28, 2024
 - i. Account 3.140.000 Mortgage Service Fund is \$51,372
 - ii. Account 3.175.000 Memorial Fund balance is \$23,004
 - iii. Account 3.250.000 Good Samaritan Fund balance is \$4,777
 - iv. Account 3.330.000 Adult Music Ministry Fund balance is \$60,771
 - v. Account 3.332.000 Artist Series Fund balance is \$32,343
 - vi. Account 3.417.000 Youth Mission Trip Fund balance is \$10,303
 - vii. Account 3.675.000 Memory Garden Fund Donation balance \$13,612
 - viii. Account 3.676.000 Memory Garden Fund Brick Donation balance is \$3,317
 - ix. Account 3.677.000 Memory Garden Fund Niche Agreement balance is \$ 70,832
- d. General Comments
 - i. February 2025 GF Member Contributions of \$60,614 were \$7,252 less than the 2025 Budget.
 - 1. YTD 2025 Contributions are \$175,945 compared to the YTD budget of \$174,097 for February 2025.
 - ii. February Mortgage Service Fund income only marginally trailed budget: \$18,491 vs. the \$18,807 monthly payment. YTD MSF revenue exceeds 2024 by \$8,868
 - iii. As we journey through 2025, the watch words continue to be "thoughtful caution". We expect that - with the usual changes in the giving capacity of the Congregation - the 2025 budget, may be challenging depending especially on staffing decisions.
 - iv. In recent years, we have seen an increasing number of pledges made on an annual basis owing in important measure to the use of Qualified Charitable Contributions. In fact, in February SOTP received a number of full-year EOGs. This makes monthly and giving trend forecasting especially challenging.

III. Treasurer's Report (as of February 28, 2025) of Activity & Council Actions/Discussions

- a. GF balance is \$390,803 which is approximately 4.65 months of reserves.
- b. MSF balance is \$51,372 which is approximately 2.73 months of reserves.

IV. Recommendations to Council

V. Old Business

VI. 2024 Budget and New Business

- a. Next Finance Team Meeting will be Monday, April 14 @ 7:30 PM on Zoom.

VII. Adjournment Time with Prayer:

Respectfully submitted,
Bill Ball, Chair

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of February 28, 2025

Wednesday, March 5, 2025

Page 1 of 2

Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	163,661.44	(34,578.68)	198,240.12
1.200.000	Mission Plus Building Fund Checking	173.63	0.05	173.58
1.200.100	Mission Investment Fixed Term	10,000.00	0.00	10,000.00
1.210.000	Fidelity Investments	716,412.30	847.19	715,565.11
1.250.000	HBT/LPL Investment Account	425.42	0.00	425.42
1.500.000	Donations Holding Account	1,365.83	798.05	567.78
1.600.000	FNBO Checking Boy Scout Troop 200	11,534.93	(142.97)	11,677.90
Total Current Assets		\$903,573.55	(\$33,076.36)	\$936,649.91
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	41,717.68
1.300.200	Memory Garden**	89,052.93	0.00	89,052.93
Total Fixed Assets		\$7,333,907.22	\$0.00	\$7,333,907.22
Total Assets		\$8,237,480.77	(\$33,076.36)	\$8,270,557.13
Liabilities				
Current Liabilities				
Total Current Liabilities		\$0.00	\$0.00	\$0.00
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	3,000,540.56	(8,900.75)	3,009,441.31
Total Long Term Liabilities		\$3,000,540.56	(\$8,900.75)	\$3,009,441.31
Total Liabilities		\$3,000,540.56	(\$8,900.75)	\$3,009,441.31
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	390,803.19	(27,060.05)	417,863.24
Total Unrestricted Fund Balances		\$390,803.19	(\$27,060.05)	\$417,863.24
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	2,102.47	(6,794.31)	8,896.78
3.175.000	Memorial Fund Balance	23,003.88	152.75	22,851.13
3.180.000	Grafton Food Pantry Fund Balance	993.54	486.08	507.46
3.220.000	AV Ministry Fund Balance	1,342.43	0.00	1,342.43
3.250.000	Good Samaritan Fund Balance	4,776.67	(1,600.00)	6,376.67
3.260.000	Community Outreach Fund Balance	3,408.84	230.00	3,178.84
3.270.000	Holiday Flowers Balance	31.45	0.00	31.45
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	60,771.10	(1,620.62)	62,391.72
3.345.000	Childrens Music Ministry Fund Balance	1,244.61	0.00	1,244.61
<i>Total Music Ministry Fund Balance</i>		<i>\$62,015.71</i>	<i>(\$1,620.62)</i>	<i>63,636.33</i>
3.340.000	Artist Series Balance	32,343.16	1,116.40	31,226.76
3.350.000	Prairie Crafters Fund Balance	2,588.19	25.69	2,562.50
3.380.000	Continuing Education Fund Balance	1,706.24	0.00	1,706.24
3.390.000	Children & Family Ministry Balance	540.92	0.00	540.92
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	6.55	0.00	6.55
3.417.000	Youth Mission Trips Balance	10,302.96	0.00	10,302.96
3.423.000	Confirmation Retreat Fund Balance	130.00	0.00	130.00
<i>Total Youth Ministry Fund Balance</i>		<i>\$10,439.51</i>	<i>\$0.00</i>	<i>10,439.51</i>
3.500.000	Little Lambs Fund Balance	10,486.35	(523.53)	11,009.88
3.600.000	Prayer Shawl Ministry Fund Balance	132.95	0.00	132.95

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of February 28, 2025

Wednesday, March 5, 2025

Page 2 of 2

Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
3.650.000	Quilters Ministry Fund Balance	1,586.33	0.00	1,586.33
3.675.000	Memory Garden Fund Balance	13,611.62	0.00	13,611.62
3.676.000	Memory Garden Bricks Fund Balance	3,316.57	0.00	3,316.57
3.677.000	Memory Garden Niche Fund Balance	70,831.65	0.00	70,831.65
3.700.000	Church Events - Funded Balance	(314.68)	(40.89)	(273.79)
3.720.000	Disaster Relief Fund Balance	650.00	100.00	550.00
3.730.000	ELCA World Hunger Fund Balance	235.75	100.25	135.50
3.750.000	Seminary Scholarship Fund Balance	7,270.00	0.00	7,270.00
3.800.000	Boy Scout Troop 200 Fund Balance	11,534.93	(142.97)	11,677.90
	Total	\$264,634.48	(\$8,511.15)	\$273,145.63
3.140.000	Mortgage Service Fund Balance	51,372.46	(315.65)	51,688.11
	Total Temporary Restricted Fund Balances	\$316,006.94	(\$8,826.80)	\$324,833.74
Reserves				
3.950.000	Barnabas Reserves Balance	1,010.62	0.00	1,010.62
3.971.000	Roof Repairs/Replacement Balance	60,900.04	575.00	60,325.04
3.972.000	Playground Maintenance Reserves Balance	2,605.00	0.00	2,605.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	9,161.28	650.00	8,511.28
3.974.000	Lawn & Landscaping Reserves Balance	11,233.05	333.33	10,899.72
3.975.000	Maintenance Reserves Balance	16,181.52	250.00	15,931.52
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	30,726.66	133.33	30,593.33
3.979.000	Outside Audit Reserve Balance	2,500.04	250.00	2,250.04
3.980.000	Equipment Reserves Balance	13,455.42	598.00	12,857.42
3.981.000	Bells Maintenance Reserves Balance	2,278.24	20.83	2,257.41
3.985.000	Sabbatical Reserves Balance	9,950.89	0.00	9,950.89
3.990.000	Future Staffing Reserves Balance	20,000.00	0.00	20,000.00
	Total Reserves	\$183,304.76	\$2,810.49	\$180,494.27
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	13,458.66	0.00	13,458.66
	Total Permanently Restricted Funds	\$13,458.66	\$0.00	\$13,458.66
3.130.000	Building & Grounds Equity	4,202,596.05	8,900.75	4,193,695.30
3.300.100	Garage Building Equity Balance	41,717.68	0.00	41,717.68
3.300.200	Memory Garden Equity Balance	89,052.93	0.00	89,052.93
	Total Equity	\$4,333,366.66	\$8,900.75	\$4,324,465.91
	Total Fund Balances & Equity	\$5,236,940.21	(\$24,175.61)	\$5,261,115.82
	Total Liabilities and Fund Balances & Equity	<u>\$8,237,480.77</u>	<u>(\$33,076.36)</u>	<u>\$8,270,557.13</u>

Shepherd of the Prairie Lutheran Church - Huntley IL
Treasurer's Report as of February 2025 for General Fund

Wednesday, March 5, 2025

Page 1 of 2

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget
<i>Income</i>							
4.100.000	Member Contributions	60,613.54	67,866.00	175,944.64	174,907.00	1,037.64	945,000.00
4.150.000	Loose Plate and Growth	384.10	2,176.00	1,017.35	4,064.00	(3,046.65)	30,000.00
4.155.000	Other Donation Income	31.57	42.00	31.57	84.00	(52.43)	500.00
4.200.000	Fees and Registrations	435.00	208.00	525.00	416.00	109.00	2,500.00
4.250.000	Flower Income	52.00	117.00	52.00	234.00	(182.00)	1,400.00
4.300.000	Interest Income Heartland Bank	38.08	33.00	84.97	66.00	18.97	400.00
4.310.000	Investment Income Fidelity	847.19	500.00	1,703.66	1,000.00	703.66	29,000.00
	Total Income	\$62,401.48	\$70,942.00	\$179,359.19	\$180,771.00	(\$1,411.81)	\$1,008,800.00
<i>Expenses</i>							
<i>Connections Ministry</i>							
	Connections Ministry	\$165.68	\$41.00	\$596.60	\$82.00	\$514.60	\$500.00
<i>Mission Ministry</i>							
	Mission Ministry	\$12,533.11	\$8,663.00	\$21,039.05	\$17,326.00	\$3,713.05	\$103,950.00
<i>Outreach Ministry</i>							
	Outreach Ministry	\$1,500.00	\$734.00	\$1,500.00	\$1,468.00	\$32.00	\$8,800.00
<i>Fellowship Ministry</i>							
	Fellowship Ministry	\$0.00	\$167.00	\$0.00	\$334.00	(\$334.00)	\$2,000.00
<i>Adult Education Ministry</i>							
	Adult Education Ministry	\$200.81	\$140.00	\$450.81	\$280.00	\$170.81	\$1,680.00
<i>Youth and Education Ministry</i>							
	Youth and Education Ministry	\$609.62	\$716.00	\$694.46	\$1,432.00	(\$737.54)	\$8,600.00
<i>Children and Family Ministry</i>							
	Children and Family Ministry	\$87.88	\$425.00	\$102.85	\$850.00	(\$747.15)	\$7,400.00
<i>Music Ministry</i>							
	Music Ministry	\$101.67	\$171.00	\$101.67	\$342.00	(\$240.33)	\$2,050.00
<i>Worship Ministry</i>							
	Worship Ministry	\$188.55	\$651.00	\$366.52	\$1,302.00	(\$935.48)	\$7,800.00
<i>Audio Visual</i>							
	Audio Visual	\$2,200.55	\$1,987.00	\$4,270.65	\$3,974.00	\$296.65	\$23,850.00
<i>Facilities</i>							
	Facilities	\$12,758.32	\$9,087.00	\$23,843.52	\$18,174.00	\$5,669.52	\$103,339.00
<i>Office Expenses</i>							
	Office Expenses	\$2,991.45	\$3,094.00	\$6,273.43	\$6,188.00	\$85.43	\$37,122.00
<i>Staffing Ministry</i>							

Shepherd of the Prairie Lutheran Church - Huntley IL
Treasurer's Report as of February 2025 for General Fund

Wednesday, March 5, 2025

Page 2 of 2

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget
<hr/>							
<i>Spiritual Ministry Staff</i>	Spiritual Ministry Staff	\$37,402.71	\$36,100.00	\$72,115.99	\$72,200.00	(\$84.01)	\$461,542.00
<i>Support Ministry Staff</i>	Support Ministry Staff	\$10,730.35	\$10,101.00	\$21,291.36	\$20,202.00	\$1,089.36	\$131,309.00
<i>Shared Staff Expense</i>	Shared Staff Expense	\$2,151.00	\$2,448.00	\$4,035.97	\$4,896.00	(\$860.03)	\$31,308.00
	Staffing Ministry	\$50,284.06	\$48,649.00	\$97,443.32	\$97,298.00	\$145.32	\$624,159.00
<i>Other Church Expenses</i>	Other Church Expenses	\$3,377.34	\$4,387.00	\$6,803.34	\$8,774.00	(\$1,970.66)	\$48,000.00
<i>Providing for the Future</i>	Providing for the Future	\$2,462.49	\$2,462.00	\$4,924.98	\$4,924.00	\$0.98	\$29,550.00
	Total Expenses	\$89,461.53	\$81,374.00	\$168,411.20	\$162,748.00	\$5,663.20	\$1,008,800.00
	Difference	(\$27,060.05)	(\$10,432.00)	\$10,947.99	\$18,023.00		\$0.00

**Shepherd of the Prairie
General Fund Giving**

	2021	YTD	2022	YTD	2023	YTD	2024	YTD	2025	YTD	'25 vs '24 YTD
January	68,053	68,053	110,130	110,130	108,149	108,149	103,930	103,930	115,331	115,331	11%
February	69,321	137,374	67,528	177,658	60,799	168,948	63,895	167,825	60,614	175,945	5%
March	56,713	194,087	64,999	242,657	77,926	246,874	75,564	243,389			
April	52,721	246,808	65,407	308,064	68,959	315,833	75,752	319,141			
May	72,538	319,346	67,639	375,703	59,978	375,811	57,567	376,709			
June	57,228	376,574	89,038	464,741	73,629	449,440	77,665	454,374			
July	55,226	431,800	72,011	536,752	64,756	514,196	76,549	530,924			
August	64,459	496,259	63,162	599,914	89,060	603,256	65,087	596,011			
September	53,586	549,845	59,793	659,707	64,574	667,830	70,412	666,422			
October	56,516	606,361	75,583	735,290	78,457	746,286	91,563	757,985			
November	57,144	663,505	64,402	799,691	70,048	816,335	77,377	835,362			
December	77,552	741,057	83,809	883,500	89,223	905,558	84,315	919,677			



SHEPHERD OF THE PRAIRIE

LUTHERAN CHURCH

Operations Report March 2025

Facility

- Sign team
 - Doors are lettered A,B,C,D
 - Vestibule signs have been made and are in B,C,D
 - Soffit signs have been installed
 - Outdoor sign will start to get more consideration after and will most likely need to be budgeted for 2026
 - Inventory has begun for all items in church
 - Next meeting 3/13/25
- Trane
 - Trane contract ended March 1
 - We have a quote for a 3 year software update that we plan to take
 - We have paid for 3 years of software updates from Trane
 - Mechanical services will go to NJ Mechanical

HR

- We are contracting Dennis Houghton to help with professional social media posts
 - He will be at different events to take photos and short videos for our socials and website
 - Going well so far and learning a lot
- David Schuler (A/V outsource hire) came and met with staff after being with us for 1 year. Things are going well for him and us. Good working relationship.

Branding/Website/Apparel

- See above Dennis note
- Website is still having some issues that we are working with Jon Singer to get through
 - Reached out to Jon and he is doing an overall cleanup and update to get rid of anything causing issues
 - Jon plans to move our site to a new host
 - Moved to new host and seems to be working much better

- Staff did a website review to make our website more up to date and more “home” feel.
 - Jeff and I sat down and we are formulating a step by step plan to implement changes
 - Still working to implement these changes
 - Have begun adding Dennis H. photos

Planning Center

- Continues to grow in it's utilization
- Michelle is starting to look at making us more efficient in Planning Center

Property Team meeting – March 10, 2025

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

Attendees: Mark Frendreis, Jessica Panella, Rich Paeth, and Chris Trodahl

Absent: Larry Enders, Tom Polzin, and Rick Wright

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

Old Business

- Outlet labeling in old building
 - Mark and Rich will get to it
- Sign/Monitor updates
 - No change from last meeting
- Carpet in Willow room and Matt's office
 - Cleaning and possibly replace in the Spring
- Lights
 - There are a few lights out in the crossroads which need to be replaced
 - West parking lot 2 lights are out
 - Mark will call them this week
- Clean up electrical room bench
 - Complete
- Inventory - 2014 was the last time an inventory was completed
 - Still waiting on staff members to complete their inventory
- Request from Judie Symbal for a light over the stairs to the sacristy
 - Mark and Larry will work on this
- Squeaky noise in Fellowship hall when heat turns on
 - It's the fan belt – Sherman mechanical can look at it the next time they are here
- Trane contract for 3 years for software and to keep us on their books
 - Contract is signed
- Alice closet doors
 - No longer an issue
- Water pressure in the for hot water in the single bathroom in the new building is low
 - Rick will look at it – He was not in attendance tonight
- Rich is reorganizing the property team drawer
 - Complete
- Mark will contact Matt to ensure the pins are pulled on the old building doors when they leave
 - Mark talked to Matt about this

New business

- Who will cover the walkthrough in April?
 - Mark
- Rattle in heat in men's room in the new building

- This has been taken care of
- Water pressure in bathroom
 - Rick will look at this
- HDMI Cable in the Maple room
 -

The meeting was adjourned at 7:27cc pm

Submitted by:
Jessica Panella

SOTP Children, Youth, and Family Team Meeting

March 10, 2025

Meeting Start Time: 7:05 pm

Present: Pastor Ryan, Jill Gillming, Lisa Wondriska, Amy Stech, Tim Torkelson, Amy Brittain

Absent: Jen Powe

Meeting End Time: 8:32 pm

1. Old Business

- Kids Connect Survey
 - Now that we've had some time to digest the survey results, let's begin to structure our rebuild
 - Focal point needs to be helping kids feel like they belong and are part of this program's community
 - Build a program that works better for kids with special needs
 - Volunteers
 - For now, recruit 3 teachers to serve for a season
 - potentially 12 volunteers to serve over four seasons (maybe less if people want to renew for more than one season in a year)
 - Things for immediate consideration
 - Potential volunteers not aware that lessons are already planned out
 - Common theme: desired consistency by having regular contact with teachers
- Feed My Starving Children
 - John Witt contacted FMSC Schaumburg and they confirmed their web reservations can only be made 6 months in advance. However, they have placed a hold for us with 100 slots on Saturday, November 8th from 9 AM - 11 AM
 - We will check on this in May and begin our publicity campaign with signups.

2. New Business

- Painting with Donna (May 1)
 - Fee will be \$5 to help offset cost of supplies
 - Up to 15 Kids + Parents
- Ideas for decorating the Maple Room.
 - Kids Connect needs to feel like it belongs/that it has its own place at SOTP. With that in mind, let's discuss ideas for decorating the room to make it feel more inviting and kid friendly.
- Children's program visibility concerns
- Movie night to see "King of Kings"
 - Cost prohibitive to rent out theater at AMC or Regal
 - Will look into Woodstock and other options - Amy Stech will call Woodstock Theater
 - May set up a time and invite families to purchase their own tickets and plan to attend at that time
- Easter Egg Hunt
 - We would like to skip the Golden Eggs this year
 - possible alternative - maybe a raffle

3. Brief Ministry Check-in

- Kids Connect
 -
- Adventure Club
 - No gatherings during Lent
- Confirmation
 -
- Youth Group
 - Youth Ministry Coordinator Job Description has been posted

Upcoming Events

- April 19 - Easter Egg Hunt
- May 1 - Parent/Child Painting Event
- Early June - Outdoor Movie Night
- July 7-11 - VBS
- August 17 - Picnic
- September 14 - Rally Day
- October 25 - Trunk-or-Treat
- November - Feed My Starving Children with the Mission Team?
- December - Night in Bethlehem

Ideas for Events

- Lego Night
- Game Night
 - (board games, minute-to-win -it)

Attendees: Tara Mackey
Donna Allen
Bob Malm
Becky Hennessy

- 1) Business Expo – March 15th
 - a. Good on coverage
 - b. Discuss Face game – need to get googly eyes
 - i. Name it Jesus loves all faces or Seeing Christ in all faces
 1. Will check with Pastors to see what fits SOTP
 - c. No Sunglasses ordered – will look into for 4th of July parade
 - d. Coloring sheets/word search – 50 copies of each
 - e. Contact Michelle to make copies of brochures
- 2) Updates –
 - a. Neighborhood Flyer – Bob
 - i. Michelle can make postcard and do mass mailings
 - ii. Pastor Mark to take idea to Council in March
 - b. Deaf Signing Ministry – Annette
 - i. Made video of Lords Prayer – working with Dennis to get it ready to be put in slides
 - c. Community Luncheon – Tara
 - i. Harriet said Monday/Tuesday at 11:30 are best times
 - ii. 20-23 people
 - iii. Decided on May 6th
 1. 5 18” pizzas from Rosati’s
 2. Ask congregation for 10 donated desserts
 3. Water
 4. Make paper banner for everyone to sign
 - iv. Need to get slide ready and include the items Grafton most needs.
 1. Talk to Annette Peterson to see if we can coordinate the monthly donations with our donations for their lunch.
 - d. Dennis Houghton Show – Tara
 - i. Still not date
 - e. Balance Workshop – Alison
 - i. Reunion scheduled for day of 9/20 – but will still keep our class at 10am
 - ii. Michelle said they are coming in at 12:30/1 to get ready and the event starts at 2
 - iii. We would need to take down tables and chairs the day before and then put them all back up after the class.
 - f. Plastic Update – 394 lb – slide will be updated

Mission Team Meeting March 10, 2025

Attendance: Sandy Hupert, Carl Hupert, Vik Berkeris, Deanne Byers, Marty Jacobson, Rick Miller, Annette Petersen, Elizabeth Trout, Stephanie Mondello, John Witt, Shirley Ulmer, Valerie Ulmer and Steve Legel. Guest: Al Thurkow.

Sandy opened meeting with a reading from 1st John 3:17-18 and a prayer.

Old Business

1. Approval of Minutes: Vik moved and Annette seconded motion to approve Feb. minutes. Motion carried.
2. Grafton Food Pantry: Donations were light on March 1st. In May there is a " Stamp Out Hunger Day ". Postal workers collect donated items from mail boxes for the food pantry.
3. LSSI: Lenten offering going to them.
4. WARP: They have received check and sent a thank you note.
5. Homeless Meals: Will be March 21st. Hot dogs and Chili are on menu. \$250.00 donated by Thrivent to cover costs. Buns donated by Chris Brittain. Rick Miller, Elizabeth Trout, Mary Jacobson and Deanne Byers volunteered to make chili. Next date for meal preparation and serving will be in May.
6. Exodus: Celebration of Hope Dinner is April 3rd.
7. Northern IL. Food Bank: We are participating this coming Saturday. Need more volunteers.
8. ELCA World Hunger/Disaster Relief: Check sent for L.A. Fires relief.
9. Missionary Support: Due to difficulty in contacting ELCA Global Missions, it was recommended that we sign a covenant with Daudi and Kellen Msseemmaa again. Steve moved and Vik seconded motion to sign covenant with the Msseemmas for 2 years with the support of \$1500.00 dollars /year.. Motion carried. Council approval will be required.
10. Feed My Starving Children: John reported that he met with the Youth and Family Services Team and with Pastor Ryan to get children and their families involved in volunteering for Nov. event. Planning on 100 participants.
11. Habitat for Humanity: New Hope Partnership has announced next home to be built at 1550 Sheffield in Elgin IL. Volunteers going to Restore in Elgin on third Thursday of month. Culver's fundraiser is Monday, March 24th 4-8 PM. All volunteer spots filled.
12. Turning Point: Marty reported collections going well. Will continue through March.
13. Lenten Offering: All donations going to LSSI.
14. CASA: Gary Gartrell will give presentation after Lenten meal and service on March 26th.
15. AARK: Vik reports finishing amending the soil in garden and building storage shed. No vegetables this year

New Business

1. Easter Offering: Marty moved and Elizabeth seconded motion to divide equally the offering on Easter to Exodus, Turning Point and Habitat for Humanity. Motion carried.
2. Prayers of Joys and Concerns.
3. Motion to Adjourn made by Steve and seconded by Vik.. Motion carried.

Steve Legel, Secretary

Stewardship Committee

Meeting Minutes

3/10/25

Present: Mike McCann, Ralph Wehnes, Frank & Julia Leonardi

Next meeting: 4/14/25

1. Thrivent Workshop

Spent majority of meeting discussing logistics for the Thrivent workshop in May. Frank and Julia will be on vacation, so we will need to find a resource to work the sign-in table. The workshop has been moved to the Multi-purpose room following the 2 services on Sunday. Main points of the workshop will be setting up wills, endowments and trust funds. Thrivent will run the shop and be available for all questions.

2. Miscellaneous

Recapped last year's Stewardship campaign. Process went very well and will discuss any improvement areas we can think about for 2025 in coming months.

Minutes completed by: Mike McCann, Chair of Stewardship Committee