



SHEPHERD OF THE PRAIRIE

LUTHERAN CHURCH

A Growing Church for Growing People

Congregation Council
Shepherd of the Prairie
Monday August 18, 2025
6:00 PM

Shepherd of the Prairie Lutheran Church

Council Meeting Agenda

August 18, 2025 @ 6:00 P.M.

1. **Call to Order**
2. **Opening Prayer** – Pastor Mark
3. **Devotions** – Bob
4. **Reflections – Where have you seen God lately? – All**
 - a. Reminder to be prayerfully engaged and more if it moves you....
Community and Evangelism Engagement - Making Christ known by welcoming new neighbors and connecting God's story to ours. (Ellen and Jim S)
Children, Youth and Family Investment - Raising up the next generation of leaders. (Lisa, Bob and Jim P)
Congregation Celebration Events - Building community while experiencing joy in the company of others. (Kathy, Christa and George)
5. **Approval of Minutes**
 - a. *Recommendation: To approve the Congregation Council minutes July 21, 2025, as presented.*
6. **Congregation Council and Ministry Team Reports**
 - a. Finance and Treasurer Highlights - George
 - i. *Recommendation: To approve the July 2025 Treasurer and Financial Reports, as presented.*
 - b. Stewardship dinner
 - i. *Recommendation: To approve the use of \$4000 of the latest memorial fund donation to cater with Café Roma for the October Stewardship dinner.*
 - c. *Let the minutes show that on August 14, 2025, via electronic mail, a motion was made by Bob Mollis and seconded by Pastor Mark to approve the installation of 23 new members as listed at the August 17, 2025, Worship Services. The motion was unanimously approved.*
7. **Current Business**
 - a. 2026 Ministry initiatives discussion and verification on continuing with Current 3 initiatives - Pastor Mark
 - b. Staff meetings debrief – Kathy
 - c. 2025 Children, Youth and Family Ministry – Pastor Ryan
 - i. Youth update
 - d. Other Business
 - e. The next Council meeting is Sept 15, 2025 @ 6:00 PM, (Jim Stancel devotions)
8. **Unfinished/Tabled Business**
 - a. Memory Garden Proforma and Fee Review – Finance Team
 - b. SOTP Constitution update, tabled until Summer 2025 to be in line with the Synod
 - c. ½ day workshop with Dave Daubert – Postponed until next Fiscal Year Feb
9. **Closing Prayer** – Pastor Ryan
10. **Adjournment**

August 18, 2025

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Agenda # Description

5. Approval of July Minutes

6. Congregation Council and Ministry Teams

Reports

- a.** Treasurers Report
- b.** Finance Team Report
- c.** Operations Manager Report
- d.** Children and Family Ministry Team Report
- e.** Community Outreach Team Report
- f.** Mission Team Report
- g.** Worship Team Report
- h.** Stewardship Team Report - NA
- i.** Property Team Report
- j.** Fellowship Team Report

Shepherd of the Prairie Lutheran Church Council Meeting Agenda

July 21, 2025 @ 6:00 P.M.

1. **Call to Order**
2. **Opening Prayer** – Pastor Ryan
3. **Devotions** – Ellen
4. **Reflections – Where have you seen God lately? – All**
 - a. Reminder to be prayerfully engaged and more if it moves you....
Community and Evangelism Engagement - Making Christ known by welcoming new neighbors and connecting God's story to ours. (Ellen and Jim S)
Children, Youth and Family Investment - Raising up the next generation of leaders. (Lisa, Bob and Jim P)
Congregation Celebration Events - Building community while experiencing joy in the company of others. (Kathy, Christa and George)
5. **Approval of Minutes**
 - a. *Recommendation: To approve the Congregation Council minutes June 16, 2025, as presented.* Bob M motioned to accept the meeting minutes, Jim S Seconded, motioned passed.
6. **Congregation Council and Ministry Team Reports**
 - a. Finance and Treasurer Highlights - George
 - i. *Recommendation: To approve the June 2025 Treasurer and Financial Reports, as presented.* Lisa motioned to approve the Treasurer report, Jim S seconded, motioned passed.
7. **Current Business**
 - a. What ministry initiatives do we want to work on for next year? Kathy
 - i. Are we good with continuing the three we are working on into next year?
 - b. 2025 Children, Youth and Family Ministry – Pastor Ryan
 - i. Open position Update
 - ii. VBS
 - iii. Kids Connect
 - c. ½ day workshop with Dave Daubert – Postponed until next Fiscal Year Feb
 - d. Other Business
 - e. The next Council meeting is Aug 18, 2025 @ 6:00 PM, (Bob Mollis devotions)
8. **Unfinished/Tabled Business**
 - a. Memory Garden Proforma and Fee Review – Finance Team
 - b. SOTP Constitution update, tabled until Summer 2025 to be in line with the Synod
9. **Closing Prayer** – Pastor Ryan
10. **Adjournment** Ellen made a motion to adjourn the meeting, second by Bob M, motioned passed.

**TREASURER'S REPORT SUMMARY
FOR THE PERIOD ENDING JULY 31, 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
July 1, 2025 Beginning Balance	\$ 385,226.45								
Monthly Income	88,070.41	80,555.00	\$ 7,515.41	580,849.39	593,828.00	\$ (12,978.61)	\$ 1,008,800.00	57.58%	
Monthly Expenses	79,638.88	80,647.00	\$ (1,008.12)	567,046.61	582,261.00	\$ (15,214.39)	\$ 1,008,800.00		56.21%
Income vs. Expenditures	8,431.53	(92.00)		13,802.78	11,567.00				
July 31, 2025 Ending Balance	\$ 393,657.98								
Average Monthly Expenses (Budgeted)	\$ 84,066.67								
Approx. Months Covered by Fund Balance	4.68								

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
July 1, 2025 Beginning Balance	\$ 58,695.97								
Monthly Income	15,486.57	18,807.00	\$ (3,320.43)	153,566.77	131,649.00	\$ 21,917.77	\$ 225,684.00	68.05%	
Monthly Expenses	18,807.00	18,807.00	\$ -	134,288.57	131,649.00	\$ 2,639.57	\$ 225,684.00		59.50%
Income vs. Expenditures	(3,320.43)	-		19,278.20	-				
July 31, 2025 Ending Balance	\$ 55,375.54								
Average Monthly Expenses	\$ 18,807.00								
Approx. Months Covered by Fund Balance	2.94								

TEMPORARY RESTRICTED FUNDS

	MONTHLY ACTUAL
July 1, 2025 Beginning Balance	\$ 261,814.94
Monthly Accounts + Activity	34,629.71
Monthly Accounts (-) Activity	3,838.56
Net Monthly Accounts Activity	30,791.15
July 31, 2025 Ending Balance	\$ 292,606.09

RESERVE FUNDS

	MONTHLY ACTUAL
July 1, 2025 Beginning Balance	\$ 193,634.98
Monthly Accounts + Activity	2,551.49
Monthly Accounts (-) Activity	42.12
Net Monthly Accounts Activity	2,509.37
July 31, 2025 Ending Balance	\$ 196,144.35

PERMANENTLY RESTRICTED FUNDS

	MONTHLY ACTUAL
July 1, 2025 Beginning Balance	\$ 14,067.79
Monthly Accounts + Activity	111.56
Monthly Accounts (-) Activity	-
Net Monthly Accounts Activity	111.56
July 31, 2025 Ending Balance	\$ 14,179.35

July 31, 2025 Total Ending Balance ALL FUNDS	\$ 951,963.31
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Respectfully submitted,

George Attaway, Treasurer

SOTP FINANCE TEAM
DRAFT Monthly Report
August 6, 2025

Members: Joe Anderson, George Attaway, Cliff Dungey, Dave Shotick, Sue Wehnes, Devin Burg, Bill Ball
Bruce Rosborough

No Meeting was held in August. The following reports on the monthly finances and next Team meeting.

I. Accounting Administrator's Report

- a. Income/Expenses through July 31, 2025
 - i. July GF income of \$88,070 was \$7,515 more than the budgeted amount of \$80,555.
 - ii. July GF expenses of \$79,639 were \$1,008 less than the budgeted amount \$80,647.
 - iii. Overall YTD GF Performance: YTD Revenues exceed YTD expenses by \$13,803 compared to a budgeted surplus of \$11,567. Recall the 2025 budget is targeted at breakeven.
- b. Balance Sheet through July 31, 2025
 - i. Total Current Assets \$951,963
 - ii. Total Fixed Assets \$7,333,907
 - iii. Total Assets \$8,285,871
 - iv. Total Current Liabilities \$0
- c. Highlighted Restricted Funds Detail Review through July 31, 2025
 - i. Account 3.140.000 Mortgage Service Fund is \$55,376
 - ii. Account 3.175.000 Memorial Fund balance is \$32,032
 - iii. Account 3.250.000 Good Samaritan Fund balance is \$5,309
 - iv. Account 3.330.000 Adult Music Ministry Fund balance is \$68,48
 - v. Account 3.332.000 Artist Series Fund balance is \$32,386
 - vi. Account 3.417.000 Youth Mission Trip Fund balance is \$10,553
 - vii. Account 3.675.000 Memory Garden Fund Donation balance \$13,008
 - viii. Account 3.676.000 Memory Garden Fund Brick Donation balance is \$4,102
 - ix. Account 3.677.000 Memory Garden Fund Niche Agreement balance is \$ 76,232
- d. General Comments
 - i. July 2025 GF Member Contributions of \$78,167 were \$6,635 more than the 2025 Budget.
 - 1. YTD 2025 Contributions are \$547,031 compared to the YTD budget of \$559,896 for July 2025 but exceeds both 2024 YTD Contributions (\$530,924) and 2023 YTD Contributions (\$514,196).
 - ii. July Mortgage Service Fund contribution income trailed budget: \$15,487 vs. the \$18,807 monthly payment. YTD MSF contribution revenue (\$153,567) exceeds YTD monthly payments (\$134,289) and 2024 YTD Revenue (\$128,312).
 - 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 to be challenging depending in part on personnel decisions. 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. This continues to make monthly giving trend forecasting especially challenging.

II. Treasurer's Report (as of July 31, 2025) of Activity & Council Actions/Discussions

- a. GF balance is \$393,658 which is approximately 4.68 months of reserves.
- b. MSF balance is \$55,376 which is approximately 2.94 months of reserves.

III. Recommendations to Council

IV. Old Business

- a. 2026 Budget meetings have been scheduled beginning August 20 and 21.

V. New Business

- a. Next Finance Team Meeting will be Monday, September 8, 2025 @ 7:30 PM on Zoom.

Respectfully submitted,
Bill Ball, Chair

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of July 31, 2025

Wednesday, August 6, 2025

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Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	203,128.94	35,390.16	167,738.78
1.200.000	Mission Plus Building Fund Checking	394.75	111.67	283.08
1.200.100	Mission Investment Fixed Term	10,000.00	0.00	10,000.00
1.210.000	Fidelity Investments	732,272.55	6,530.10	725,742.45
1.250.000	HBT/LPL Investment Account	425.59	0.09	425.50
1.500.000	Donations Holding Account	217.76	(1,805.43)	2,023.19
1.600.000	FNBO Checking Boy Scout Troop 200	5,523.72	(1,703.41)	7,227.13
Total Current Assets		\$951,963.31	\$38,523.18	\$913,440.13
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		\$8,285,870.53	\$38,523.18	\$8,247,347.35
Liabilities				
Current Liabilities				
Total Current Liabilities		\$0.00	\$0.00	\$0.00
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	2,951,328.83	(9,376.40)	2,960,705.23
Total Long Term Liabilities		\$2,951,328.83	(\$9,376.40)	\$2,960,705.23
Total Liabilities		\$2,951,328.83	(\$9,376.40)	\$2,960,705.23
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	393,657.98	8,431.53	385,226.45
Total Unrestricted Fund Balances		\$393,657.98	\$8,431.53	\$385,226.45
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	2,183.85	25.69	2,158.16
3.175.000	Memorial Fund Balance	32,032.32	6,000.00	26,032.32
3.180.000	Grafton Food Pantry Fund Balance	557.46	(576.08)	1,133.54
3.220.000	AV Ministry Fund Balance	960.53	(381.90)	1,342.43
3.250.000	Good Samaritan Fund Balance	5,308.99	252.50	5,056.49
3.260.000	Community Outreach Fund Balance	4,331.24	280.00	4,051.24
3.270.000	Holiday Flowers Balance	37.45	0.00	37.45
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	68,407.95	6,439.36	61,968.59
3.345.000	Childrens Music Ministry Fund Balance	1,308.99	0.00	1,308.99
<i>Total Music Ministry Fund Balance</i>		<i>\$69,716.94</i>	<i>\$6,439.36</i>	<i>63,277.58</i>
3.340.000	Artist Series Balance	32,385.99	3,988.90	28,397.09
3.350.000	Prairie Crafters Fund Balance	210.65	20.55	190.10
3.380.000	Continuing Education Fund Balance	1,706.24	0.00	1,706.24
3.390.000	Children & Family Ministry Balance	678.94	6.00	672.94
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.410.000	Youth Leader Programs Balance	12,500.00	12,500.00	0.00
3.415.000	Youth Ministry Balance	6.55	0.00	6.55
3.417.000	Youth Mission Trips Balance	10,552.96	0.00	10,552.96
3.423.000	Confirmation Retreat Fund Balance	130.00	0.00	130.00
<i>Total Youth Ministry Fund Balance</i>		<i>\$23,189.51</i>	<i>\$12,500.00</i>	<i>10,689.51</i>
3.500.000	Little Lambs Fund Balance	7,696.73	(573.89)	8,270.62

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of July 31, 2025

Wednesday, August 6, 2025

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Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
3.600.000	Prayer Shawl Ministry Fund Balance	132.95	0.00	132.95
3.650.000	Quilters Ministry Fund Balance	1,559.99	0.00	1,559.99
3.675.000	Memory Garden Fund Balance	13,008.34	(603.28)	13,611.62
3.676.000	Memory Garden Bricks Fund Balance	4,101.57	25.00	4,076.57
3.677.000	Memory Garden Niche Fund Balance	76,231.65	0.00	76,231.65
3.700.000	Church Events - Funded Balance	(1,031.96)	230.10	(1,262.06)
3.720.000	Disaster Relief Fund Balance	(50.00)	50.00	(100.00)
3.725.000	Miscellaneous Outside Charities Fund Balance	100.00	0.00	100.00
3.730.000	ELCA World Hunger Fund Balance	4,762.99	4,811.61	(48.62)
3.750.000	Seminary Scholarship Fund Balance	7,270.00	0.00	7,270.00
3.800.000	Boy Scout Troop 200 Fund Balance	5,523.72	(1,703.41)	7,227.13
	Total	\$292,606.09	\$30,791.15	\$261,814.94
3.140.000	Mortgage Service Fund Balance	55,375.54	(3,320.43)	58,695.97
	Total Temporary Restricted Fund Balances	\$347,981.63	\$27,470.72	\$320,510.91
Reserves				
3.950.000	Barnabas Reserves Balance	815.87	(42.12)	857.99
3.971.000	Roof Repairs/Replacement Balance	63,775.04	575.00	63,200.04
3.972.000	Playground Maintenance Reserves Balance	2,605.00	0.00	2,605.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	12,411.28	650.00	11,761.28
3.974.000	Lawn & Landscaping Reserves Balance	12,899.70	333.33	12,566.37
3.975.000	Maintenance Reserves Balance	13,737.52	250.00	13,487.52
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	31,393.31	133.33	31,259.98
3.979.000	Outside Audit Reserve Balance	3,750.04	250.00	3,500.04
3.980.000	Equipment Reserves Balance	19,121.31	339.00	18,782.31
3.981.000	Bells Maintenance Reserves Balance	2,382.39	20.83	2,361.56
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	\$196,144.35	\$2,509.37	\$193,634.98
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	14,179.35	111.56	14,067.79
	Total Permanently Restricted Funds	\$14,179.35	\$111.56	\$14,067.79
3.130.000	Building & Grounds Equity	4,251,807.78	9,376.40	4,242,431.38
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	\$4,382,578.39	\$9,376.40	\$4,373,201.99
	Total Fund Balances & Equity	\$5,334,541.70	\$47,899.58	\$5,286,642.12
	Total Liabilities and Fund Balances & Equity	<u>\$8,285,870.53</u>	<u>\$38,523.18</u>	<u>\$8,247,347.35</u>

Wednesday, August 6, 2025

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget
Income							
4.100.000	Member Contributions	78,167.19	71,352.00	547,030.83	559,896.00	(12,865.17)	945,000.00
4.150.000	Loose Plate and Growth	2,893.00	2,203.00	13,540.91	16,232.00	(2,691.09)	30,000.00
4.155.000	Other Donation Income	334.13	42.00	748.46	294.00	454.46	500.00
4.200.000	Fees and Registrations	0.00	208.00	1,280.00	1,456.00	(176.00)	2,500.00
4.250.000	Flower Income	104.00	117.00	394.00	819.00	(425.00)	1,400.00
4.300.000	Interest Income Heartland Bank	41.99	33.00	291.28	231.00	60.28	400.00
4.310.000	Investment Income Fidelity	6,530.10	6,600.00	17,563.91	14,900.00	2,663.91	29,000.00
	Total Income	\$88,070.41	\$80,555.00	\$580,849.39	\$593,828.00	(\$12,978.61)	\$1,008,800.00
Expenses							
Connections Ministry							
	Connections Ministry	\$0.00	\$41.00	\$616.09	\$287.00	\$329.09	\$500.00
Mission Ministry							
	Mission Ministry	\$8,517.21	\$8,663.00	\$60,192.30	\$60,641.00	(\$448.70)	\$103,950.00
Outreach Ministry							
	Outreach Ministry	\$1,500.00	\$734.00	\$3,000.00	\$5,138.00	(\$2,138.00)	\$8,800.00
Fellowship Ministry							
	Fellowship Ministry	\$0.00	\$167.00	\$16.59	\$1,169.00	(\$1,152.41)	\$2,000.00
Adult Education Ministry							
	Adult Education Ministry	\$0.00	\$140.00	\$523.41	\$980.00	(\$456.59)	\$1,680.00
Youth and Education Ministry							
	Youth and Education Ministry	\$363.62	\$716.00	\$2,869.34	\$5,012.00	(\$2,142.66)	\$8,600.00
Children and Family Ministry							
	Children and Family Ministry	\$1,796.98	\$808.00	\$3,977.74	\$4,508.00	(\$530.26)	\$7,400.00
Music Ministry							
	Music Ministry	\$322.00	\$171.00	\$629.89	\$1,197.00	(\$567.11)	\$2,050.00
Worship Ministry							
	Worship Ministry	\$200.11	\$651.00	\$1,912.90	\$4,557.00	(\$2,644.10)	\$7,800.00
Audio Visual							
	Audio Visual	\$679.00	\$1,987.00	\$11,157.94	\$13,909.00	(\$2,751.06)	\$23,850.00
Facilities							
	Facilities	\$7,709.93	\$7,977.00	\$64,683.49	\$59,169.00	\$5,514.49	\$103,339.00
Office Expenses							
	Office Expenses	\$3,935.06	\$3,094.00	\$22,375.41	\$21,658.00	\$717.41	\$37,122.00
Staffing Ministry							

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

Wednesday, August 6, 2025

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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	\$34,464.25	\$36,100.00	\$261,807.64	\$266,878.00	(\$5,070.36)	\$461,542.00
<i>Support Ministry Staff</i>	Support Ministry Staff	\$10,457.42	\$10,101.00	\$76,830.97	\$75,755.00	\$1,075.97	\$131,309.00
<i>Shared Staff Expense</i>	Shared Staff Expense	\$1,910.58	\$2,448.00	\$14,653.51	\$18,100.00	(\$3,446.49)	\$31,308.00
	Staffing Ministry	\$46,832.25	\$48,649.00	\$353,292.12	\$360,733.00	(\$7,440.88)	\$624,159.00
<i>Other Church Expenses</i>	Other Church Expenses	\$5,320.23	\$4,387.00	\$24,561.96	\$26,069.00	(\$1,507.04)	\$48,000.00
<i>Providing for the Future</i>	Providing for the Future	\$2,462.49	\$2,462.00	\$17,237.43	\$17,234.00	\$3.43	\$29,550.00
	Total Expenses	\$79,638.88	\$80,647.00	\$567,046.61	\$582,261.00	(\$15,214.39)	\$1,008,800.00
	Difference	\$8,431.53	(\$92.00)	\$13,802.78	\$11,567.00		\$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	82,438	258,382	6%
April	52,721	246,808	65,407	308,064	68,959	315,833	75,752	319,141	85,886	344,268	8%
May	72,538	319,346	67,639	375,703	59,978	375,811	57,567	376,709	54,423	398,691	6%
June	57,228	376,574	89,038	464,741	73,629	449,440	77,665	454,374	70,172	468,864	3%
July	55,226	431,800	72,011	536,752	64,756	514,196	76,549	530,924	78,167	547,031	3%
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 July 2025

Facility

- Sign team
 - Outdoor sign will start to get more consideration after and will most likely need to be budgeted for 2026
 - Sign team met on 7/17 and had Fast Signs out. We have gone over quote with them and 2 other vendors as long as presented our created sign that the team seems to have agreed upon.
 - Other 2 vendors have provided some great designs that help us visualize what to expect.
- Property Team
 - Public park entry way has been cut into parking lot
 - Park is complete and grass is being grown
 - Fire hydrants have been repainted by the Village
- Rooms
 - We have made the Pine Room into a common use room
 - Took out all old electronics
 - Working to move all files onto a hard drive and then wipe the machines clean for disposal.

HR

- Pastor Ryan has been interviewing different candidates for Youth Ministry Coordinator position. I sat in on one that was deemed worthy of a second interview and it was a great candidate but the compensation we offer is out of the range his seeking.
 - We have had a few candidates make it to second round of interview but it has been difficult moving forward after that.
 - Pastor Ryan has gotten creative and split the job into 2 overlapping positions to see if might help
- HR team is working on looking into what it would take to offer benefits in general to employees
- Matt has been working with Linda and Cliff Dungey on how to transition the Contributions Secretary role when they are finished in December. He has also sat in with counters to evaluate their process
 - Notes have been submitted to Kathy
 - Matt will continue to work with Cliff and Linda to be sure he fully understands

Branding/Website/Apparel/Social Media

- Matt to sit down for a day with Jeff for website revisions in July
 - Pictures to update and structure of site will be reviewed
 - Jeff and Matt to sit down soon with this
 - Complete
 - Now just working on the different forms to ensure they are up to day in the site
 - We are also going to redo some of the front page to be more authentic to SOTP with our pictures

Planning Center / Canva

- No updates at this time

SOTP Children, Youth, and Family Team Meeting

August 11, 2025

Meeting Start Time: 7:07 pm

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

Guest: John Witt

Absent:

Meeting End Time: 8:24 pm

1. Old Business

- Kids Connect Rebuild
 - Update on Volunteer Plan
 - List of potential volunteers has been established - recruitment is ongoing
 - Six volunteers to cover each season (Fall, Winter, Spring, Early Summer, Late Summer) - two expected to lead each week
 - Seasons last 9-11 weeks. This will allow for continuity for the kids and flexibility for volunteers
 -
 - Curriculum deep dive (worked through lesson for 9/21 to help us plan all future lessons)
 - Structure for each lesson
 - Pre-Lesson Snack time - 10-10:10 (chance to grab a donut)
 - Welcome - 10 min
 - Wall Chart/Introduce Story
 - Leaflet Intro
 - Video
 - Hear - 10-15 min.
 - Hearing Story from the Whirl Bible
 - Respond 5-10 min.
 - Leaflet Activity
 - Wrap-up / Prayer
 - Lesson Prep
 - Plan an orientation for volunteers
 - Building updates/visibility
 - Maple Room
 - A shade of green paint has been selected and Property Team has been informed of our plans
 - Plan to purchase and install a cabinet or 2 for the southeast corner of the room
 - Narthex/Hallway/Crossroads
 - Update on carpet decals (footprints) - they have been ordered
 - Movable display has been purchased and is ready to decorate
 - Additional visibility ideas
 - Add pictures to screens/display pictures creatively
 - Update existing picture collages in hallway
 - Lisa Wondriska will take the lead - will need to get her access to photos
 - Idea for a flag that goes up outside the Maple Room - indicates that Kids Connect is happening and give us a landmark to guide people toward

- Rally Day
 - Sundaes on Sunday (use the donations from the canceled Ice Cream Social)
- Trunk-or-Treat
 - Earlier time to accommodate the Reformation Weekend events
 - 1-2:30pm on October 25
- Feed My Starving Children
 - 100 Slots for Saturday, November 8th from 9 AM - 11 AM
 - Publicity
 - Slide/Registration
 - Start plugging registration around the third weekend of September
 - Newsletter - September
 - Talking points
 - Include as part of Confirmation Orientation
 - Encourage small group leaders to go (relationship building)
 - Create a competition for Confirmation
 - Kids Connect Flyer
 - Text Youth Group
- Confirmation
 - Create information sheet about small group leaders
 - Be more diligent in introducing small group leaders to parents

2. New Business

3. Brief Ministry Check-in

- Kids Connect
 - First Day for 2025-26 is September 14
- Adventure Club
 - First Day for 2025-26 is September 17 (Last Day April 22)
- Confirmation
 - First Day for 2025-26 is September 10 (Last Day April 22)
- Youth Group
 - Re-visioning of Youth Ministry Coordinator Plan - more details will be available soon

Upcoming Events

- August 17 - Picnic
- September 14 - Rally Day
- October 25 - Trunk-or-Treat
- November 8 - Feed My Starving Children with the Mission Team

Ideas for Events

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

Community Outreach Ministry Night Minutes

August 11, 2025

Attendees: Tara Mackey

Bob Malm

Becky Hennessy

Melissa Mazur

- 1) Balance workshop
 - a. Tara to make slide/contact Pat to advertise - Done
 - b. Sept 20th 9:00 to set up – bring 2 cases of little bottles of water
- 2) Fall Fest – Sept 27 & 28
 - a. Sat 10-5 ; Sun 11-5 Set up 7:30-9am
 - b. Annette looking into games
 - c. Decided on different colored chip clips and looking for one other new item
- 3) Plaque for bench in park
 - a. Emailed PD to see where were at with park take over and bench set up – neighborhood at 40-45% built out. Needs to be at 90% for HPD to take over and install bench. HPD has named the park 'Shepherds Park' 😊 I suggested maybe we could get a picture at their maintenance building with the bench semi put together for publicity. Waiting on reply.
 - b. We workshopped and came up with "This bench is donated by Shepherd of the Prairie Lutheran Church with blessings for all to enjoy"
 - c. Tara to contact HPD/Pat for picture and article
- 4) Dennis slideshow
 - a. May need to rethink time - October is full. Probably moved to Spring
 - b. Donna is the contact
- 5) Chamber person
 - a. Someone interested in checking the Chamber website for opportunities for us to be involved.
 - b. Decided to all check website as we are able and bring back what we thinks looks promising.
- 6) Plastic
 - a. Still doing it next year? – Decided Yes. Also decided to see if the Animal House Shelter would like to be the recipient of the bench for their new addition.
- 7) 2nd Appreciation Luncheon
 - a. Decided on the Huntley Chamber.
 - b. Tara will email Nancy Binger to get details.

Mission Team Minutes

August 11, 2025

Attendance: John Witt, Vik Berkeris, Carl Hupert, Sandy Hupert, Marty Jacobson, Deanne Byers, Stephanie Mondello, Al Thirkow, Shirley Ulmer, Valerie Ulmer, Becky Wright and Steve Legel.

John opened the meeting with a reading from Romans 12:6-8 and a prayer.

Old Business

1. Approval of Minutes: Vik moved and Sandy seconded motion to approve July minutes. Motion Carried.
2. ELCA World Hunger / Disaster Relief: Becky reported goal of \$5,000.00 has been passed with generous donations of congregation. The total as of tonight is \$5,210.00 with possibly a few more coming in later. Synod raised \$43,875.89 as of August 1st not counting ours and others. Celebration for World Hunger Matching Grant donations is Sun., Nov. 2nd at Faith Lutheran in Rochelle. Synod is in process of evaluating applications for hunger grants. Woodstock Food Pantry is one of them.
3. Grafton Food Pantry: No report.
4. WARP Corp: No report.
5. AARK Garden: Tomatoes and peppers will be available this coming Sunday
6. Homeless Meals: We will be responsible for lunch meal October.17th. Discuss menu later.
7. Northern IL. Food Bank: Sept.13th is next volunteer project.
8. Exodus: New Neighbor Project is being explored.
9. Habitat for Humanity: We now have two teams going to ReStore, one on 3rd Thurs. of the Mo. and one on the 4th Wed. of Mo. Have 5 alternative volunteers also. Culvers fundraiser in October.
10. Turning Point: No report.
11. LSSI: Table set up and starting to collect items. More feminine product needed. Putting item in newsletter and Friday Flourish.
12. Feed My Starving Children: We are scheduled for November 8th. Trying to get family involvement. Item in Newsletter and Friday Flourish.
13. Missionary Support: Received another newsletter. Will let Annette know to post on board. Will add item in newsletter.
14. Joshua Project: No report.
15. 2025 Budget Review: John reported we have donated \$4,874.44 YTD and have \$4,575.56 remaining in Local Missions. There is \$2,183.85 available in Special Missions Fund.

New Business

1. Prayers of Joys and Concerns.
2. Motion to Adjourn made by Vik and seconded by Sandy. Motion carried.

Steve Legel, Secretary

Worship Committee Meeting

August 11, 2025

Attending the meeting: Judie, Sandy, Elaine, Ed, Leslie, Carolyn

Meeting called to order at 705pm by Carolyn Cuttle.

She reviewed some interesting details learned in the 630am meeting.

Here are some details covered.

- Kids Connect starting between services as well as Adventure Club and Confirmation
- Trunk or Treat on October 25 from 1-230pm
- Fall Prevention Workshop on September 20 from 10-11am
- Welcoming 9 new families from the new members meeting (about 20 people)
- Apple Butter making is Cal Meyer on October 25 hopefully..
- Reformation coming up faster than we think at the end of October...

Carolyn reviewed some of our requests from last month.

- Black paint the back of the piano on stage – NO... the Worship Planning Team will come up with another idea.
- Replanting at the street signage as the NW corner is dead. We learned that property is looking to create new signage.
- Cleanliness of the Pews... Property indicated that part of the problem is the lack of enforcement of food in the sanctuary. We did note that signs are posted. Worship discussed doing a walk through to note problem areas and share with Property. Some folks choose their pew by the stains on the upholstery. Probably not a good thing.
- Swapping planters and planting around the entrances. Property gave us the okay to swap some planters. We would like to plant some plants but for now with the heat we will wait. Carolyn and Barb P. do decorate with pumpkins, etc. for fall each year.

Elaine may be losing one greeter. Ed mentioned that a new member might be interested in greeting. He will get Elaine the name. Elaine has talked with Laura Attaway and Eileen Gerald as possible folks to take over the greeter organizer position in December.

Judie talked about the altar guild and an issue with a volunteer. It was suggested that Judie let the fifth Sunday communion set up run with just two people. Three people may be overstaffing the set up/preparation. There was a volunteer that did not feel she had enough to do to feel satisfied.

Ed spoke about attending the new members gathering and feeling successful with getting 4-5 new usher candidates. He will follow up once he has the email addresses from Donna K.

Sandy spoke about the Saturday night services. She still could use a greeter or two and an usher or two. Sandy has a volunteer that seems to rearrange the usher set up without her knowledge. This issue was discussed and some suggestions offered. This is a tough one working with volunteers.

Leslie brought up two issues. One is that she has been trying to become part of the prayer chain folks and has yet to receive the daily posting of prayer in need. Seconding, she is looking for the decal for the car stating that she is a member of SOTP. Carolyn will contact Donna K and see if she can help with this.

Ed brought his laptop to show folks how to find people in the church directory. One person has been looking for the directory on church windows. Ed sent out two of Michelle's directory notices for these two members. He demonstrated to look up by first name, last name and even address.

Sandy, Elaine, and Carolyn will work to create new silk flowers bouquets within the next few weeks. We have boxes of beautiful silk flowers in storage.

Still to be decided if the Worship Team participates in the Trunk or Treat. Thinking up ideas for the trunk for now.

Meeting adjourned at 755pm.

Respectfully submitted,

Carolyn Cuttle

Property Team meeting – August 11, 2025

The meeting was called to order by Mark Frendreis (Chair) at 7:06 pm at Shepherd of the Prairie Church, Huntley, IL

Attendees: Mark Frendreis, Rich Paeth, Jessica Panella, Tom Polzin, Chris Trodahl, and Rick Wright

Absent:

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

Old Business

- Indoor maintenance
 - Outlet labeling in old building
 - Still waiting
 - Carpet in Willow room and Matt's office
 - Still waiting
 - Lights
 - Crossroads
 - Bulbs are here in the office
 - All bulbs will be replaced
 - Sacristy stairs – add a switch
 - Chris will talk to someone
 - Switches in the gathering area (new building)
 - Two switches in the fellowship hall are not working
 - Inventory
 - Josh is getting flash drives for documents to be held
 - Wall heaters
 - Rattle in heat in men's room in the new building
 - Will check all the others as well
 - VBS Damage
 - No real damage found
 - The Post-It tape worked but was not effective
- Outdoor maintenance
 - Landscaping
 - Tree planting for Larry Enders
 - Larry's 7's group wants to plant a tree on the property
 - Chris is working with Chris' Landscaping
 - Back of lot by new homes
 - Chris' landscaping is managing it free of charge at this time
 - Parking spots near new playground
 - The builder is going to hash the two parking spots and no parking sign
 - Front water Spigot leaking
 - Rick fixed it – it was the vacuum breaker
 - There is another one at entrance A to look at

- Power issue
 - ComEd said there are 3 phases and they knew there was one that was having a problem with the village
 - This seems to be complete now
- Sign/Monitor updates
 - Monument
 - Watch us grow
 - Meeting next week

New business

- Indoor maintenance
 - Who will cover the walkthrough in September?
 - Rick
 - Drinking fountain
 - The drinking fountain was spraying the wall
 - Rich fixed it
 - Sanctuary flickering lights
 - There are two now
 - Progress on room conversion
 - The old video room is going to be a classroom set up like Matt's office
 - Fire Inspection
 - Coming up on a couple of weeks (15th)
 - Two emergency lights were blinking but addressed
 - Michelle said Door D is not closing completely
 - Matt sent a note to groups
 - Maple Room is being painted and slightly remodeled
 - P Ryan is managing it
 - Kids Connect will be using it in the fall
 - There is a door on the welcome center cabinet that has a bad hinge
 - Rich is working on getting it fixed
- Outdoor maintenance
 - Issues with garage
 - Rich found the mandoor has paint peeling
 - Every nail holding the fascia board is rusting
 - Exit sign at North parking lot entrance (Entering the mission field)
 - Rich needed to fix it
 - The "watch the prairie grow" sign will be taken down
- Budget
 - 2026 Contract progress
 - Only missing one at the moment
 - 2026 budget meeting
 - Set for 8/21

The meeting was adjourned at 8:00 pm

Submitted by:
Jessica Panella

Fellowship Team Minutes 8-11-25

Present: Cheryl Lorenzin, , Judy Below, Susan Blumer, Linda Wright, Tim Bueschel , Roz Eckhart, Jeff Eckhart, Anne Malandrucolo, Diane Mollis. Not present: Monika Wicktendahl, Maryanne Andes, Pam Perrott, Doreen Brangenberg,

We opened with prayer

Did the final planning for the Annual Church Picnic

- Date is August 17th at noon
- Shopping list is complied (to be done on Sat Aug 16)
 - Shopping done by Cheryl Lorenzin, Pam Perrott and Donna Kelly
 - Other items to be purchased by Judy Below, Linda Wright & Diane Mollis
- Chris Brittian will be providing buns
- Kitchen & Coffee Bar pantry were checked for items we may need to order before the picnic, and we found everything we ordered has arrived.
- We will use the grill in the garage rather than renting grills this year, and have checked the propane tanks.
- Doreen Brangenberg & Judy Below will oversee the grilling or the burgers and keeping them warm in electric roasters.
 - Grillers: Tim Bueschel, Jeff Eckhart, will ask two more
- Anne Malandrucolo, Susan Blumer and Roz Eckhart will be in charge of cooking and wrapping the hot dogs.
- Linda Wright and Susan Blumer will be in charge of getting the side dishes brought onto the tables and overseeing them.
- Bag toss will be set up outside and people who want to stay inside are encouraged to bring board games to play if desired.
- The Picnic Band will play again
- The inside set up will take place Thursday afternoon, and volunteers will arrive at 9am Sunday to do the outside setup.

Donna Kelly
Team Lead

