



SHEPHERD OF THE PRAIRIE

LUTHERAN CHURCH

A Growing Church for Growing People

Congregation Council
Shepherd of the Prairie
Monday July 21, 2025
6:00 PM

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.*
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.*
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**

July 21, 2025

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<u>Agenda #</u>	<u>Description</u>
5.	Approval of May Minutes
6.	Congregation Council and Ministry Teams Reports
	α. Treasurers Report
	β. Finance Team Report
	χ. Operations Manager Report
	δ. Children and Family Ministry Team Report
	ε. Community Outreach Team Report - NA
	φ. Mission Team Report
	γ. Worship Team Report
	η. Stewardship Team Report - NA
	ι. Property Team Report
	φ. Fellowship Team Report

Shepherd of the Prairie Lutheran Church

Council Meeting Minutes

June 16, 2025 @ 6:00 P.M.

Present: K. McGuine, E. Nissen, Pastor Mark, Pastor Ryan, C. Serpe, G. Attaway, J. Puls

Excused: L. Wondriska, B. Mollis, J. Stancil

Council President Kathy McGuine called the meeting to order at 6:01P.M.

Pastor Mark opened with Prayer and delivered devotions - Ephesians 1 - giving thanks and focus on the blessings

All shared Monthly Ministry Reflections

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)

Ellen N. moved to approve the Congregation Council minutes May 19, 2025, George A. seconded; motion passed.

Pastor Mark moved to approve the May 2025 Treasurer and Financial Reports, Jim P. seconded; motion passed.

Pastor Mark updated the Council regarding the Stewardship Plan for October.

Kathy McGuine discussed with the Council regarding the Culture Shift and a $\frac{1}{2}$ day workshop with Dave Daubert - date is TBD.

Pastor Ryan updated the Council regarding the 2025 Children, Youth and Family Ministry and gave an update on the open position.

Next Council meeting, July 21, 2025 @ 6:00 PM, (Ellen Nissen devotions)

Pastor Ryan closed in prayer.

7:04 P.M. Pastor Ryan moved to adjourn; J. Puls seconded; motion passed.

Submitted by: Ellen Nissen

**TREASURER'S REPORT SUMMARY
FOR THE PERIOD ENDING JUNE 30, 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
June 1, 2025 Beginning Balance	\$ 382,445.26								
Monthly Income	73,477.78	79,830.00	\$ (6,352.22)	492,778.98	513,273.00	\$ (20,494.02)	\$ 1,008,800.00	48.85%	
Monthly Expenses	70,696.59	80,648.00	\$ (9,951.41)	487,407.73	501,614.00	\$ (14,206.27)	\$ 1,008,800.00		48.32%
Income vs. Expenditures	2,781.19	(818.00)		5,371.25	11,659.00				
June 30, 2025 Ending Balance	\$ 385,226.45								
Average Monthly Expenses (Budgeted)	\$ 84,066.67								
Approx. Months Covered by Fund Balance	4.58								

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
June 1, 2025 Beginning Balance	\$ 58,955.19								
Monthly Income	18,547.78	18,807.00	\$ (259.22)	138,080.20	112,842.00	\$ 25,238.20	\$ 225,684.00	61.18%	
Monthly Expenses	18,807.00	18,807.00	\$ -	115,481.57	112,842.00	\$ 2,639.57	\$ 225,684.00		51.17%
Income vs. Expenditures	(259.22)	-		22,598.63	-				
June 30, 2025 Ending Balance	\$ 58,695.97								
Average Monthly Expenses	\$ 18,807.00								
Approx. Months Covered by Fund Balance	3.12								

TEMPORARY RESTRICTED FUNDS

	MONTHLY ACTUAL
June 1, 2025 Beginning Balance	\$ 270,128.48
Monthly Accounts + Activity	4,398.97
Monthly Accounts (-) Activity	12,712.51
Net Monthly Accounts Activity	(8,313.54)
June 30, 2025 Ending Balance	\$ 261,814.94

RESERVE FUNDS

	MONTHLY ACTUAL
June 1, 2025 Beginning Balance	\$ 191,235.76
Monthly Accounts + Activity	2,431.50
Monthly Accounts (-) Activity	32.28
Net Monthly Accounts Activity	2,399.22
June 30, 2025 Ending Balance	\$ 193,634.98

PERMANENTLY RESTRICTED FUNDS

	MONTHLY ACTUAL
June 1, 2025 Beginning Balance	\$ 14,067.79
Monthly Accounts + Activity	-
Monthly Accounts (-) Activity	-
Net Monthly Accounts Activity	-
June 30, 2025 Ending Balance	\$ 14,067.79

June 30, 2025 Total Ending Balance ALL FUNDS	\$ 913,440.13
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Respectfully submitted,

George Attaway, Treasurer

SOTP FINANCE TEAM

DRAFT Minutes

July 14, 2025

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

- I. **Minute Approval** – Without objection the June 2025 minutes were declared approved as presented.

II. **Accounting Administrator's Report**

- a. Income/Expenses through June 30, 2025
 - i. June GF income of \$73,478 was \$6,352 less than the budgeted amount of \$79,830.
 - ii. June GF expenses of \$70,697 were \$9,951 less than the budgeted amount \$80,648.
 - iii. Overall YTD GF Performance: YTD Revenues exceed YTD expenses by \$5,371 compared to a budgeted surplus of \$11,659. Recall the 2025 budget is targeted at breakeven.
- b. Balance Sheet through June 30, 2025
 - i. Total Current Assets \$913,440
 - ii. Total Fixed Assets \$7,333,907
 - iii. Total Assets \$8,247,347
 - iv. Total Current Liabilities \$0
- c. Highlighted Restricted Funds Detail Review through June 30, 2025
 - i. Account 3.140.000 Mortgage Service Fund is \$58,696
 - ii. Account 3.175.000 Memorial Fund balance is \$26,032
 - iii. Account 3.250.000 Good Samaritan Fund balance is \$5,056
 - iv. Account 3.330.000 Adult Music Ministry Fund balance is \$61,969
 - v. Account 3.332.000 Artist Series Fund balance is \$28,397
 - vi. Account 3.417.000 Youth Mission Trip Fund balance is \$10,553
 - vii. Account 3.675.000 Memory Garden Fund Donation balance \$13,612
 - viii. Account 3.676.000 Memory Garden Fund Brick Donation balance is \$4,077
 - ix. Account 3.677.000 Memory Garden Fund Niche Agreement balance is \$ 76,232
- d. General Comments
 - i. June 2025 GF Member Contributions of \$70,172 were \$6,678 less than the 2025 Budget.
 - 1. YTD 2025 Contributions are \$468,864 compared to the YTD budget of \$488,544 for June 2025 but exceeds both 2024 YTD Contributions (\$454,374) and 2023 YTD Contributions (\$449,440).
 - ii. June Mortgage Service Fund contribution income only marginally trailed budget: \$18,548 vs. the \$18,807 monthly payment. YTD MSF contribution revenue (\$138,080) exceeds YTD monthly payments (\$112,842) and 2024 YTD Revenue (\$114,897).
 - 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.

III. Treasurer's Report (as of June 30, 2025) of Activity & Council Actions/Discussions

- a. GF balance is \$385,226 which is approximately 4.58 months of reserves.
- b. MSF balance is \$58,696 which is approximately 3.12 months of reserves.

IV. Recommendations to Council

V. Old Business

- a. Joe Anderson reported on the progress in organizing the Endowment Fund Committee.
- b. The Council was reported to be continuing to work on a succession plan for the Contributions Secretary position.
- c. Consistent with the 2024 Audit Team report, Dave Shotick reported that Matt Morrison is now a back-up for payroll. Dave has also developed documentation for the payroll process.
- d. 2025-2026 insurance premiums have been received and reflect a 16.6% increase – very close to the budgeted increase of 15%. Additional review of the SOTP insurance situation will take place in the coming months.
- e. Discussion deferred to a future 2025 meeting: Financial Procedures Manual and document retention policy updates.
- f. Cliff reviewed 2025 giving trends.

VI. New Business

- a. **Motion Adopted: To invest \$110,000 in a 12-month CD (maturing in July 2026, FDIC insured and non-callable) to be held at Fidelity in anticipation of the July 2025 maturity of a 12-month CD.** Prior to adopting this motion, the team reviewed the cash position and general financial circumstances of SOTP and concluded reinvestment was appropriate. (Motion by Joe)
- b. Scheduling for development of the 2026 budget will begin shortly with Bill, George and Kathy Wilkerson-McGuine leading the process.
- c. Next Finance Team Meeting will be Monday, August 11, 2025 @ 7:30 PM on Zoom.

VII. Adjournment Time with Prayer: 8:12pm

Respectfully submitted,
Bill Ball, Chair

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of June 30, 2025

Saturday, July 12, 2025

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Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	167,738.78	(4,671.95)	172,410.73
1.200.000	Mission Plus Building Fund Checking	283.08	0.09	282.99
1.200.100	Mission Investment Fixed Term	10,000.00	0.00	10,000.00
1.210.000	Fidelity Investments	725,742.45	923.29	724,819.16
1.250.000	HBT/LPL Investment Account	425.50	0.00	425.50
1.500.000	Donations Holding Account	2,023.19	1,632.68	390.51
1.600.000	FNBO Checking Boy Scout Troop 200	7,227.13	(1,276.46)	8,503.59
	Total Current Assets	\$913,440.13	(\$3,392.35)	\$916,832.48
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	\$8,247,347.35	(\$3,392.35)	\$8,250,739.70
Liabilities				
Current Liabilities				
	Total Current Liabilities	\$0.00	\$0.00	\$0.00
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	2,960,705.23	(9,031.17)	2,969,736.40
	Total Long Term Liabilities	\$2,960,705.23	(\$9,031.17)	\$2,969,736.40
	Total Liabilities	\$2,960,705.23	(\$9,031.17)	\$2,969,736.40
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	385,226.45	2,781.19	382,445.26
	Total Unrestricted Fund Balances	\$385,226.45	\$2,781.19	\$382,445.26
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	2,158.16	(7,134.64)	9,292.80
3.175.000	Memorial Fund Balance	26,032.32	500.00	25,532.32
3.180.000	Grafton Food Pantry Fund Balance	1,133.54	536.08	597.46
3.220.000	AV Ministry Fund Balance	1,342.43	0.00	1,342.43
3.250.000	Good Samaritan Fund Balance	5,056.49	0.00	5,056.49
3.260.000	Community Outreach Fund Balance	4,051.24	230.00	3,821.24
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	61,968.59	(750.77)	62,719.36
3.345.000	Childrens Music Ministry Fund Balance	1,308.99	0.00	1,308.99
	<i>Total Music Ministry Fund Balance</i>	<i>\$63,277.58</i>	<i>(\$750.77)</i>	<i>64,028.35</i>
3.340.000	Artist Series Balance	28,397.09	(2,199.88)	30,596.97
3.350.000	Prairie Crafters Fund Balance	190.10	107.89	82.21
3.380.000	Continuing Education Fund Balance	1,706.24	0.00	1,706.24
3.390.000	Children & Family Ministry Balance	672.94	0.00	672.94
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	10,552.96	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>\$10,689.51</i>	<i>\$0.00</i>	<i>10,689.51</i>
3.500.000	Little Lambs Fund Balance	8,270.62	(1,031.74)	9,302.36
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 June 30, 2025

Saturday, July 12, 2025

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Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
3.650.000	Quilters Ministry Fund Balance	1,559.99	15.00	1,544.99
3.675.000	Memory Garden Fund Balance	13,611.62	0.00	13,611.62
3.676.000	Memory Garden Bricks Fund Balance	4,076.57	310.00	3,766.57
3.677.000	Memory Garden Niche Fund Balance	76,231.65	2,700.00	73,531.65
3.700.000	Church Events - Funded Balance	(1,262.06)	(18.77)	(1,243.29)
3.720.000	Disaster Relief Fund Balance	(100.00)	(100.00)	0.00
3.725.000	Miscellaneous Outside Charities Fund Balance	100.00	0.00	100.00
3.730.000	ELCA World Hunger Fund Balance	(48.62)	(200.25)	151.63
3.750.000	Seminary Scholarship Fund Balance	7,270.00	0.00	7,270.00
3.800.000	Boy Scout Troop 200 Fund Balance	7,227.13	(1,276.46)	8,503.59
	Total	\$261,814.94	(\$8,313.54)	\$270,128.48
3.140.000	Mortgage Service Fund Balance	58,695.97	(259.22)	58,955.19
	Total Temporary Restricted Fund Balances	\$320,510.91	(\$8,572.76)	\$329,083.67
Reserves				
3.950.000	Barnabas Reserves Balance	857.99	(32.28)	890.27
3.971.000	Roof Repairs/Replacement Balance	63,200.04	575.00	62,625.04
3.972.000	Playground Maintenance Reserves Balance	2,605.00	0.00	2,605.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	11,761.28	650.00	11,111.28
3.974.000	Lawn & Landscaping Reserves Balance	12,566.37	333.33	12,233.04
3.975.000	Maintenance Reserves Balance	13,487.52	250.00	13,237.52
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	31,259.98	133.33	31,126.65
3.979.000	Outside Audit Reserve Balance	3,500.04	250.00	3,250.04
3.980.000	Equipment Reserves Balance	18,782.31	219.01	18,563.30
3.981.000	Bells Maintenance Reserves Balance	2,361.56	20.83	2,340.73
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	\$193,634.98	\$2,399.22	\$191,235.76
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	14,067.79	0.00	14,067.79
	Total Permanently Restricted Funds	\$14,067.79	\$0.00	\$14,067.79
3.130.000	Building & Grounds Equity	4,242,431.38	9,031.17	4,233,400.21
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	\$4,373,201.99	\$9,031.17	\$4,364,170.82
	Total Fund Balances & Equity	\$5,286,642.12	\$5,638.82	\$5,281,003.30
	Total Liabilities and Fund Balances & Equity	<u>\$8,247,347.35</u>	<u>(\$3,392.35)</u>	<u>\$8,250,739.70</u>

Saturday, July 12, 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	70,172.13	76,850.00	468,863.64	488,544.00	(19,680.36)	945,000.00
4.150.000	Loose Plate and Growth	1,576.00	2,080.00	10,647.91	14,029.00	(3,381.09)	30,000.00
4.155.000	Other Donation Income	282.76	42.00	414.33	252.00	162.33	500.00
4.200.000	Fees and Registrations	435.00	208.00	1,280.00	1,248.00	32.00	2,500.00
4.250.000	Flower Income	52.00	117.00	290.00	702.00	(412.00)	1,400.00
4.300.000	Interest Income Heartland Bank	36.60	33.00	249.29	198.00	51.29	400.00
4.310.000	Investment Income Fidelity	923.29	500.00	11,033.81	8,300.00	2,733.81	29,000.00
	Total Income	\$73,477.78	\$79,830.00	\$492,778.98	\$513,273.00	(\$20,494.02)	\$1,008,800.00
Expenses							
Connections Ministry							
	Connections Ministry	\$0.00	\$41.00	\$616.09	\$246.00	\$370.09	\$500.00
Mission Ministry							
	Mission Ministry	\$5,742.31	\$8,663.00	\$51,675.09	\$51,978.00	(\$302.91)	\$103,950.00
Outreach Ministry							
	Outreach Ministry	\$0.00	\$734.00	\$1,500.00	\$4,404.00	(\$2,904.00)	\$8,800.00
Fellowship Ministry							
	Fellowship Ministry	\$0.00	\$167.00	\$16.59	\$1,002.00	(\$985.41)	\$2,000.00
Adult Education Ministry							
	Adult Education Ministry	\$0.00	\$140.00	\$523.41	\$840.00	(\$316.59)	\$1,680.00
Youth and Education Ministry							
	Youth and Education Ministry	\$180.00	\$716.00	\$2,505.72	\$4,296.00	(\$1,790.28)	\$8,600.00
Children and Family Ministry							
	Children and Family Ministry	\$1,318.38	\$809.00	\$2,180.76	\$3,700.00	(\$1,519.24)	\$7,400.00
Music Ministry							
	Music Ministry	\$16.98	\$171.00	\$307.89	\$1,026.00	(\$718.11)	\$2,050.00
Worship Ministry							
	Worship Ministry	\$121.61	\$651.00	\$1,712.79	\$3,906.00	(\$2,193.21)	\$7,800.00
Audio Visual							
	Audio Visual	\$1,628.96	\$1,987.00	\$10,478.94	\$11,922.00	(\$1,443.06)	\$23,850.00
Facilities							
	Facilities	\$6,195.74	\$7,977.00	\$56,973.56	\$51,192.00	\$5,781.56	\$103,339.00
Office Expenses							
	Office Expenses	\$2,728.90	\$3,094.00	\$18,440.35	\$18,564.00	(\$123.65)	\$37,122.00
Staffing Ministry							

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

Saturday, July 12, 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	\$34,622.04	\$36,100.00	\$227,343.39	\$230,778.00	(\$3,434.61)	\$461,542.00
<i>Support Ministry Staff</i>	Support Ministry Staff	\$9,854.39	\$10,101.00	\$66,373.55	\$65,654.00	\$719.55	\$131,309.00
<i>Shared Staff Expense</i>	Shared Staff Expense	\$2,012.15	\$2,448.00	\$12,742.93	\$15,652.00	(\$2,909.07)	\$31,308.00
	Staffing Ministry	\$46,488.58	\$48,649.00	\$306,459.87	\$312,084.00	(\$5,624.13)	\$624,159.00
<i>Other Church Expenses</i>	Other Church Expenses	\$3,812.64	\$4,387.00	\$19,241.73	\$21,682.00	(\$2,440.27)	\$48,000.00
<i>Providing for the Future</i>	Providing for the Future	\$2,462.49	\$2,462.00	\$14,774.94	\$14,772.00	\$2.94	\$29,550.00
	Total Expenses	\$70,696.59	\$80,648.00	\$487,407.73	\$501,614.00	(\$14,206.27)	\$1,008,800.00
	Difference	\$2,781.19	(\$818.00)	\$5,371.25	\$11,659.00		\$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			
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			

SOTP Children, Youth, and Family Team Meeting

July 14, 2025

Meeting Start Time: 7:07 pm

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

Guest: Jim Stancl

Absent:

Meeting End Time: 8:08 pm

1. Old Business

- Debrief VBS
 - Notes for next year
 - In next year's training, have breakout groups specific to tasks (i.e. activities leaders, cohort leaders, snack leaders, etc.), especially for our younger (teen) volunteers
 - Create a covenant/contract for volunteers
 - will establish a unified culture across the program
 - will provide a way to address concerns as they arise
 - each kid is one of our kids for the week - encourage people to avoid taking "ownership" of their own group of kids, instead work for the good of all
 - Create covenant/contract/expectations for families
 - Concern about late pickups at the end of each day
 - Considering a fee for late pick ups (they were extreme this year)
 - Registration for next year
 - include an indicator for anyone else who may/will pick up kids
 - Electronic Check-In
 - Purchase of an additional printer for iPads
 - Set up Information Desk in case someone needs info or has a concern
- Kids Connect Rebuild (**Now that VBS is over, the following items will be completed by 9/14**)
 - Help kids feel like they belong and are part of this program's community
 - 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.
 - Paint Room a kid-friendly color (blue or green calming color)
 - Put Decals on Walls (Like Fatheads with Christian themes)
 - Bulletin Board and Strips for hanging art etc. without tape/nails/putty
 - Photo Collages
 - Put kids books and games on bookshelves instead of old books
 - 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
 - Volunteers
 - Build a list of people to personally invite
 - Draft an email/newsletter to go out to potential volunteers
 - Divide the year into seasons
 - Fall, Winter, Spring, Early Summer, Late Summer
 - For now, recruit 3 teachers to serve for a season
 - potentially 12-15 volunteers to serve over five seasons (maybe less if people want to renew for more than one season in a year)

- Children's program visibility concerns
 - Ways of adding publicity/welcome/celebrations in Narthex
 - Footprints on carpet to direct toward Maple Room
 - Add pictures to screens/display pictures creatively
 - Update existing picture collages in hallway
 - Moveable Felt Board - **Purchased and ready to be used**
- Kids Connect Publicity Video for fall rollout
 - Start shooting new photos and video footage now
- Feed My Starving Children
 - 100 Slots for Saturday, November 8th from 9 AM - 11 AM
 - Publicity
 - Slide/Registration
 - Newsletter - September
 - Include as part of Confirmation Orientation
 - Encourage small group leaders to go (relationship building)
 - Kids Connect Flyer
 - Text Youth Group

2. New Business

- 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
- Confirmation
 - Create information sheet about small group leaders
 - Be more diligent in introducing small group leaders to parents

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 17 (Last Day April 22)
- Youth Group
 - Pastor Ryan continues to interview Youth Ministry Coordinator candidates
 - 4 Candidates made it to the second round of interviews
 - 1 candidate was invited to a third interview but withdrew due to concern over time commitment

Upcoming Events

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

Ideas for Events

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

Children, Youth, and Family Ministry Attendace Snapshot - Year Over Year Comparison

	KC 9:00am Average		KC 10:45am Average		Adventure Club Average		Confirmation Average		Youth Group Average	
MONTH	23-24	24-25	23-24	24-25	23-24	24-25	23-24	24-25	23-24	24-25
September	4	2	12	9	5	7	20	26	8	3
October	6	4	13	6	7	8	21	26	8	5
November	6	2	16	7	7	7	21	23	6	5
December	4	2	9	10	6	9	20	22	6	5
January	3	6	10	5	4	7	17	23	8	4
February	4	4	10	10	7	6	22	23	10	3
March	6	3	10	8	Lent	Lent	20	19	8	4
April	5	6	10	12	7	6	16	21	5	5
May	4	3	8	7	8	6	14	24	2	5
June									4	6
July									4	8
August									4	
School Year Average	5	4	11	8	6	7	19	23	6	5

Mission Team Meeting

July 14, 2025

Attendance: John Witt, Vik Berkeris, Carl Hupert, Sandy Hupert, Elizabeth Trout, Rick Miller, Al Thukow, Annette Petersen, Marty Jacobson, Patti Witt, Shirley Ulmer, Valerie Ulmer, Becky Wright, Kim Stancl and Steve Legel.

John opened the meeting with a reading from Peter 4:10 and a prayer.

Old Business

1. Approval of Minutes: Sandy moved and Steve seconded motion to approve June minutes. Motion carried.
2. Easter Donation Update: \$7,160.33 was split equally between Exodus, Turning Point and Habitat for Humanity.
3. Joshua Project: After review of handout, Rick moved and Annette seconded motion to donate \$ 500.00 to Joshua Project with stipulation to consider an additional \$500.00 donation after 6 months. Motion carried.
4. ELCA Hunger/Disaster Relief: "Christmas in July" is going well. \$1500.00 donated the first Sunday of project. This is a matching funds project so will have doubling effect on contributions of congregation.
5. Grafton Food Pantry: Annette emphasized that our monthly contributions are very important to the Pantry. School supplies were collected and sent to Grafton Food Pantry by VBS.
6. WARP Corp: Free skateboard lessons at Woodstock Commerce Market Sat. Planning rafting trip for August.
7. AARK: Equipment building is being rebuilt slowly. Very minimal vegetables and eggs will be available. Need egg and vegetable containers again.
8. Homeless Meals: We will be doing BLTs, fruit salad and chips this coming Friday for lunch. 70 meals planned for as of now.
9. Northern ILL. Food Bank: Our church working on Sept.13th, 9-11 AM. As of now 10 spots available.
10. Exodus: No report.
11. Habitat for Humanity: We have four volunteers working at ReStore on 7/17. Due to an increase in volunteers, we may be able to add another day to work at ReStore. No results for golf outing funds raised.
12. Turning Point: No report.
13. LSSI: Starting to collect for prison health kits. Will make up a slide for viewing by congregation.
14. Feed My Starving Children: Nov.8th set for our volunteering.
15. Missionary Support: New newsletter sent by Dadi. Gave to Annette for posting on bulletin board.

New Business

1. Sandy moved and Elizabeth seconded motion to send \$1000.00 to ELCA Disaster Relief for Texas and New Mexico flooding victims. Motion carried.
2. Prayers for Joys and Concerns
3. Motion to Adjourn made by Vik and seconded by Carl. Motion carried.

Steve Legel, Secretary

WORSHIP COMMITTEE MINUTES
JULY 14, 2025

ATTENDING THE MEETING; Judie S., Sandy S., Leslie E., Carolyn Cuttle
Missing in action: Jane (sick daughter), Ed (stuck in traffic from IN), Elaine (sick)

Carolyn reviewed the ministry meeting notes with group.

- VBS was excellent with 148 kids.
- Kids Connect will be merging the two serviced into one from 10-1045am. They will follow the lectionary curriculum which mirrors the adult service.
- Trunk of Treat on October 25
- Balance Workshop on 9/20 in the morning
- Two benched from plastic bags have been earned by SOTP. One will be in the park, and one will be at the church
- Picnic is August 17. Help needed to set up tables on Sunday am
- Friendsgiving will be held November 25
- Christmas in July for ELCA is actively taking place.
- More mission events coming up.

Again, this meeting we were asked to think outside the box and voice concerns and suggestions for improvement.

Here are some of the ideas that we discussed.

1. Need to resort the hymnals and Bibles as the third section only seems to have Bibles. (set up team to do this)
2. Need to stamp the hymnals with stamp on the top to indicate it is a hymnal (at the same time stamp the hymnals)
3. Speak with Property about cleaning the pews and cleaning the upholstery on the seats. Some have candle wax.
4. Speak with Property about filling in the NW space on the front sign on Main Street. Many folks have tried to grow the shrubbery to no avail. Perhaps a decorative rock to fill the dead space.
5. Pots in front of the church.
 - Relocate the pots on the south side far west and put on the East Side entrance. Plant flowers.
 - Relocate the pots on the east side to the south side far west doorways. Plant Boston Fern.
 - Plant Boston fern in the south side far east door.
 - These plants seem to be used as ash trays and dumping butts.
 - Need to check with property if we can do this.
 - Worship team will handle the planting.
 - And watering.
6. Palms from Palm Sunday need a home. Will check with Michelle and staff. Then open to church members. We could place three in the southeast corner near the sofas. There is a total of seven palms which get watered every Sunday.
7. Check with PM or PR about the artificial flowers left from the wedding on Saturday. Do we get to keep them? Using them this Sunday on the pedestals.

8. Paint the backside of the piano/keyboard. Must check with Jeff. We have someone who will paint it. It will look much better on the altar (band area).

Ed presented a written report from the ushers. It was confirmed that Saturday ushers like the reminder from church planning center. Reminded that Saturday ushers change the water in the baptismal bowl. Confirmed that Sandy has the ushers set up for the next two months. Yeah, Sandy!!!!

As Ed was unable to attend the meeting, we will bring the computer next month to show folks some planning options and research names on the directory.

We still need to address the need for more people. We will need a new usher lead, greeter coordinator and flower person.

Respectfully submitted,

Carolyn Cuttle

I have sent emails to Jeff and Mark F. about the possible projects we are looking at.

7/14/25 property team meeting agenda

OLD BUSINESS

Carpet in Willow room possibly replace plan - Mark
Monthly Progress on monitors in building and signage- Rich
Committee meeting this week to review monument sign ideas and proposals
Outlet labeling in old building -Mark, Rich

NEWBUSINESS

Who's covering August walkthrough? We volunteered Mark

Plan to replace bulbs in crossroads update -Mark to be scheduled

Inventory winter project progress complete, need flash drive from office. - Mark

Rewire light in stairwell to always on -Mark
Chris to investigate with contractor that originally installed to get a quote

Rattle in heat men's room replace during summer - set date to order. Mark – Rich
October

HVAC repair needed -Chris
Complete

Progress on back of lot Chris landscape - Chris
Rocks removed and Chris' Landscape has bee mowing. Wait till spring to determine if anything else needs to be done as grass is growing in

Any damage from VBS?
Minor damage, Mark and Rich to repair

Light switches in fellowship not working -Mark

Light flickering in service 7/6 - Mark
Problem appears to be related to the outages in the area and no additional problems have been noted

Who stripes 2 spots by park access? - Chris price, mark call builder rep.
Chris will call the company that stripped the lot after the sealcoating to get fixed

Should we look at "no parking "sign too? - Mark

Water spigot in front leaking bad -Rick
Rick will investigate

- Power issue - Mark

The electrical service comes from the area south on Ruth Road and is shared by the subdivision going in behind the church. We need to keep an eye on the service we are receiving to make sure it remains sufficient.

Renewing the watch us grow sign – Riich

Rich will take this to the sign committee to have the sign refreshed as it is fading badly.

Fellowship Team Minutes 7-14-25

Present: Cheryl Lorenzin, , Judy Below, Susan Blumer, Linda Wright, Tim Bueschel

Not present: Monika Wicktendahl, Maryanne Andes, Pam Perrott, Doreen Brangenberg, Jeff Eckhart, Roz Eckhart, Anne Malandrucolo, Diane Mollis.

We opened with prayer

Did the initial planning for the Annual Church Picnic

- Date is August 17th at noon
- Registration is on line and open
- Information is already completed for Newsletter, slide, etc.
- 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
- Donna has contacted Chris Brittan about donation of buns
- Kitchen & Coffee Bar pantry were checked for items we may need to order before the picnic, and we found we need to order small plates for desserts and cold cups. Michelle and Josh have been made aware.
- 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
- Set up inside and outside: we are waiting to see how many sign up to help on the registration between now and then.

We will host Friendsgiving Dinner Church on Nov 26th. We also talked about hosting a simple potluck dinner after worship services on February 1, 2026 (that is

a football “bye week”). Thinking of possibly playing bunco or another game for a donation to either a charity or the mortgage fund.

Donna Kelly
Team Lead



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.
- Property Team
 - Public park entry way has been cut into parking lot
 - Should be finished this month
 - Almost finished, looks great!
 - We had ComEd come out and check on the electric into our building after a few outages. They said that levels are correct coming in.
- VBS used our building and while full, it went well.

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.
- HR team is working on looking into what it would take to offer benefits in general to employees
- Starting to reach out to employees regarding mid year reviews that will occur in June
 - Complete
- 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
- Matt ran payroll while Dave was out of town. Went well.

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
- Apparel store has been updated (link was broken when they had their own updates)
- We are analyzing and experimenting with social media, especially after VBS Week

Planning Center / Canva

- Michelle is starting to look at making us more efficient in Planning Center
 - She has sat in on trainings / webinars for Planning Center and Canva
 - Canva and Planning Center trainings have been going well
 - Michelle has started motion graphics
 - Trending very well and well received by those who mention it