



**SHEPHERD
OF THE PRAIRIE
LUTHERAN CHURCH**

Council Report

July 17, 2023

“A Growing Church for Growing People”

Shepherd of the Prairie Lutheran Church

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Shepherd of the Prairie Lutheran Church
Council Meeting Agenda
July 17, 2023 @ 6:00 P.M.

1. **Call to Order**
2. **Devotions** – Cheryl
3. **Ministry Moments Sharing** – All
4. **Approval of Minutes**
 - a. *Recommendation: To approve the Congregation Council minutes for June 19, 2023, as presented.*
5. **Congregation Council and Ministry Team Reports**
 - a. Finance and Treasurer Highlights – Kathy
 - i. *Recommendation to approve Finance and Treasurers Report as presented.*
 - b. VBS Highlight Report – Joyce
 - c. Wednesday Midweek Ministry Night Plan – Pastor Mark
 - d. Nomination Committee Discussion – Bob
 - e. 2024 Ministry investment ideas and direction Discussion - All
 - f. Children and Youth Worship and Artistry Ministry Investment Discussion – Bob
 - g. Wellness Ministry Investment Discussion – Pastor Mark
 - h. Status of Memorial Garden Proforma Discussion – Bob
6. **Other**
 - a. HR Team Chair Discussion - Bob
 - b. Next Council meeting is August 21, 2023 @ 6:00 PM – Sarah (devotion)
7. **Unfinished Business**
8. **Adjournment**

Shepherd of the Prairie Lutheran Church

Council Meeting Minutes

June 19, 2023

Present: B. Mollis, C. Serpe, J. Shotick, C. Adams, E. Nissen, S. Wolf, K. McGuine, Pastor Mark, Pastor Ryan, M. Luecht

Council President Bob Mollis called the meeting to order at 6:06 P.M.

Pastor Ryan opened with Prayer.

Joyce Shotick delivered devotions - John C Maxwell, Make Today Count – chapter on Faith, making the decision to deepen faith daily – each day we act on Faith – Faith gives you peace and strength.

All shared Monthly Ministry Moments

Cheryl moved to approve the May 15, 2023, Council meeting minutes; Pastor Mark seconded; motion passed.

Finance and Treasurer Highlights – Kathy

Approximately 4.5 months of General Fund reserves. The Mortgage Service Fund is approximately 3.5 months of reserve. Kathy continues to ask us to stay thoughtful on spending and to delay any unnecessary expenses. Motion to accept Finance report as presented by Mike, second by Ellen, motion passed unanimously.

Approval of Finance Team recommendation to 1) Adjust all staff credit card limits, 2) issue a card to AV Ministry staff Mike Yndestad, 3) Cancel credit card issued to Dennis Lilla. Motion to all three parts by Christa, second by Kathy, motion passed unanimously.

Approval of Finance Team recommendation to adjust the checking account balance held at Heartland Bank by transferring \$125,000 to the SOTP Fidelity Government Money Market account where it is to be held in the money market account at the going interest rate unless otherwise needed by SOTP for operation. Motion to approve Heartland bank checking account balance by Mike, second by Pastor Mark, motion passed unanimously.

Approval of \$4,200 Artist Series Cat's Pajamas contract for October 7, 2023. Motion to approve the Artist Series Cat's Pajamas by Pastor Ryan, seconded by Kathy, motion passed unanimously.

Discussion around implementing plans for an audit in 2024 of the 2023 financials and to further complete efforts to respond to the audit of the 2021 fiscal year and discontinue any further efforts at this point to review the 2022 fiscal year. The Council is suggesting going back to the Financial team and recommend an outside Audit firm to review financials every 5 years, engage the current audit team for another year, review the guidelines to come up with the scope of work, and to build a reserve for once every 5 years to fund an outside Audit. Pastor Ryan to report back on ELCA Northern Illinois Synod outside Audit company as a possible resource.

Discussion around increasing Guide One Insurance Dishonesty Bond policy to one million dollars ensued. Currently SOTP is unable to support the required underwriter requirements procedurally and financially, therefore we would remain at the current \$25,000 Dishonesty Bond policy level.

Memorial Garden proforma – we are waiting for an update from the Memory Garden Ministry team.

Status of SOTP Illinois Articles of Incorporation representative transferred to Santo P. Terenzio (Attorney at Law). Annual renewal will be managed by Santo P. Terenzio in August every year moving forward.

Discussions around 2024 Ministry investment ideas and direction ensued to help provide direction for the Fall Stewardship campaign. Investment program ideas were discussed and will be prioritized and collaborated with the various Ministry teams moving forward.

The next Council meeting is July 17, 2023 @ 6:00 PM – Cheryl (devotion)

8:02 P.M. Joyce motioned to adjourn; Christa seconded.

Pastor Mark closed in prayer.

Submitted: Christa Serpe

SOTP FINANCE TEAM
DRAFT - Meeting Minutes
July 10, 2023

Attending: Sue Wehnes, Devin Burg, Dave Shotick, Bill Ball, Kathy Wilkerson-McGuine
Excused: Cliff Dungey, Bill Nesta

Meeting called to order at 7:33 PM

- I. Approval of June 12, 2023, Meeting Minutes as presented** (Motion by Sue Wehnes)
- II. Accounting Administrator's Report**
 - a. Income/Expenses through June 30, 2023
 - i. June GF income of \$78,623 was \$1,528 less than budgeted amount.
 - ii. June GF YTD income of \$470,771 was \$38,880 less than YTD budgeted amount.
 - iii. June GF expenses of \$93,026 were \$4,243 less than budgeted amount.
 - iv. June GF YTD expenses were \$3,788 less than YTD budgeted amount.
 - b. Balance Sheet through June 30, 2023
 - i. Total Current Assets \$775,222.
 - ii. Total Fixed Assets \$7,333,907
 - iii. Total Assets \$8,109,130
 - iv. Total Current Liabilities \$0
 - c. Highlighted Restricted Funds Detail Review through June 30, 2023
 - i. Account 3.175.000 Memorial Fund balance is \$23,620
 - ii. Account 3.250.000 Good Samaritan Fund balance is \$8,571
 - iii. Account 3.330.000 Adult Music Ministry Fund balance is \$46,152
 - iv. Account 3.332.000 Artist Series Fund balance is \$17,324
 - v. Account 3.417.000 Youth Mission Trip Fund balance is \$12,694
 - vi. Account 3.675.000 Memory Garden Fund Donation balance \$13,535
 - vii. Account 3.676.000 Memory Garden Fund Brick Donation balance is \$3,459
 - viii. Account 3.677.000 Memory Garden Fund Niche Agreement balance is \$ 57,907
 - d. General Comments
 - i. YTD GF Member Contributions are below the YTD Budget (\$34,480 below the 2023 budgeted amount) as well as 2022 contributions (\$464,741). June 2022 contributions were exceptionally high and the highest of any month in 2022.
 - ii. Mortgage Service Fund (MSF) income for June was \$13,421. This is less than the monthly \$18,807 mortgage commitment. It appears likely that this trend of under-budget MSF giving will continue.
 - iii. The suggested watch words looking forward continue to be "thoughtful caution". We should recall that a challenging budget was recommended to and approved by the Congregation and the Congregation remains very generous.
 1. The Mortgage Service Fund (MSF) income has trailed budget for five months likely reflecting the request that members change their allocation of contributions from 70/30 General Fund/MSF to 75/25 GF/MSF.
 2. June expenses were unusually high (compared to average monthly expenses) as was the June expense budget owing to June having 3

payrolls. June expenses also reflected a one-time unbudgeted personnel expense item.

III. Treasurer's Report of Activity & Council Actions/Discussions

- a. GF balance is \$352,316 which is approximately 4.35 months of reserves.
- b. MS balance is \$53,689 which is approximately 2.85 months of reserves.

IV. Recommendations to Council

V. Old Business

- a. Council actions on the recommendations of the prior month were reviewed.
- b. Update on status of the insurance coverage recommendations from the 2021 Audit report findings: Work continues with our insurance agent to complete necessary documentation and to implement the recommended policy changes for increasing our child and youth protection related insurance.
- c. Work continues on evaluating the possibility of a full audit of the 2023 financials in 2024.
- d. Work also continues on evaluating the Endowment Fund.
- e. A preliminary report on the status of the Memory Garden was reviewed with further discussion planned for August and September. It was noted that under SOTP's current cash management policies, the general rule is that none of the reserve funds of the church are maintained as segregated funds and that interest is not allocated to monies held in reserve funds.

VI. New Business

- a. The Team discussed the history of Mortgage Service Fund contributions since the inception of the fund in 2019. MSF giving will be an ongoing focus of the Team.
- b. Next Finance Team Meeting will be August 16, 2023 @ 7:30 PM on Zoom.

VII. Adjourned with prayer at 8:20 PM.

Respectfully submitted,
Bill Ball

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of June 30, 2023

Friday, July 7, 2023

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Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	124,871.16	(143,088.55)	267,959.71
1.100.100	Petty Cash	500.00	0.00	500.00
1.200.000	Mission Plus Building Fund Checking	53,688.64	(5,385.81)	59,074.45
1.200.100	Mission Investment Fixed Term	10,000.00	0.00	10,000.00
1.210.000	Fidelity Investments	570,472.95	128,098.89	442,374.06
1.250.000	HBT/LPL Investment Account	423.04	0.00	423.04
1.500.000	Donations Holding Account	205.71	99.53	106.18
1.600.000	FNBO Checking Boy Scout Troop 200	15,060.87	0.00	15,060.87
	Total Current Assets	\$775,222.37	(\$20,275.94)	\$795,498.31
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	\$8,109,129.59	(\$20,275.94)	\$8,129,405.53
Liabilities				
Current Liabilities				
	Total Current Liabilities	\$0.00	\$0.00	\$0.00
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	3,176,016.66	(8,327.02)	3,184,343.68
	Total Long Term Liabilities	\$3,176,016.66	(\$8,327.02)	\$3,184,343.68
	Total Liabilities	\$3,176,016.66	(\$8,327.02)	\$3,184,343.68
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	352,316.34	(14,402.74)	366,719.08
	Total Unrestricted Fund Balances	\$352,316.34	(\$14,402.74)	\$366,719.08
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	1,641.94	0.00	1,641.94
3.175.000	Memorial Fund Balance	23,620.40	252.76	23,367.64
3.180.000	Grafton Food Pantry Fund Balance	335.00	230.00	105.00
3.220.000	AV Ministry Fund Balance	5,318.76	(1,298.00)	6,616.76
3.250.000	Good Samaritan Fund Balance	8,570.62	(100.00)	8,670.62
3.260.000	Community Outreach Fund Balance	759.76	(545.24)	1,305.00
3.270.000	Holiday Flowers Balance	(410.06)	0.00	(410.06)
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	46,152.04	574.56	45,577.48
3.345.000	Childrens Music Ministry Fund Balance	1,225.00	0.00	1,225.00
	<i>Total Music Ministry Fund Balance</i>	<i>\$47,377.04</i>	<i>\$574.56</i>	<i>46,802.48</i>
3.340.000	Artist Series Balance	17,324.49	(779.77)	18,104.26
3.380.000	Continuing Education Fund Balance	1,891.00	0.00	1,891.00
3.390.000	Children & Family Ministry Balance	1,105.00	0.00	1,105.00
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	279.14	0.00	279.14
3.417.000	Youth Mission Trips Balance	12,694.08	600.00	12,094.08
3.423.000	Confirmation Retreat Fund Balance	130.00	0.00	130.00
	<i>Total Youth Ministry Fund Balance</i>	<i>\$13,103.22</i>	<i>\$600.00</i>	<i>12,503.22</i>
3.500.000	Little Lambs Fund Balance	8,378.78	(1,038.74)	9,417.52
3.600.000	Prayer Shawl Ministry Fund Balance	74.95	0.00	74.95

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of June 30, 2023

Friday, July 7, 2023

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Account #	Account Name	YTD Balance	Period Activity	Previous Period Balance
3.650.000	Quilters Ministry Fund Balance	945.27	0.00	945.27
3.675.000	Memory Garden Fund Balance	13,535.03	(163.29)	13,698.32
3.676.000	Memory Garden Bricks Fund Balance	3,459.07	(235.00)	3,694.07
3.677.000	Memory Garden Niche Fund Balance	57,906.65	(290.00)	58,196.65
3.680.000	Garage Fund Balance	(5,767.68)	0.00	(5,767.68)
3.725.000	Miscellaneous Outside Charities Fund Balance	60.00	0.00	60.00
3.730.000	ELCA World Hunger Fund Balance	685.00	100.00	585.00
3.750.000	Seminary Scholarship Fund Balance	6,270.00	0.00	6,270.00
3.800.000	Boy Scout Troop 200 Fund Balance	15,060.87	0.00	15,060.87
	Total	\$221,245.11	(\$2,692.72)	\$223,937.83
3.140.000	Mortgage Service Fund Balance	53,688.64	(5,385.81)	59,074.45
	Total Temporary Restricted Fund Balances	\$274,933.75	(\$8,078.53)	\$283,012.28
Reserves				
3.950.000	Barnabas Reserves Balance	1,593.71	0.00	1,593.71
3.971.000	Roof Repairs/Replacement Balance	49,690.02	781.67	48,908.35
3.972.000	Playground Maintenance Reserves Balance	2,845.00	0.00	2,845.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	9,676.30	563.33	9,112.97
3.974.000	Lawn & Landscaping Reserves Balance	5,385.45	333.33	5,052.12
3.975.000	Maintenance Reserves Balance	16,959.07	250.00	16,709.07
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	26,930.02	321.67	26,608.35
3.980.000	Equipment Reserves Balance	6,623.46	(44.67)	6,668.13
3.981.000	Bells Maintenance Reserves Balance	2,236.58	0.00	2,236.58
3.985.000	Sabbatical Reserves Balance	9,950.89	0.00	9,950.89
	Total Reserves	\$135,192.50	\$2,205.33	\$132,987.17
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	12,779.78	0.00	12,779.78
	Total Permanently Restricted Funds	\$12,779.78	\$0.00	\$12,779.78
3.130.000	Building & Grounds Equity	4,027,119.95	8,327.02	4,018,792.93
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	\$4,157,890.56	\$8,327.02	\$4,149,563.54
	Total Fund Balances & Equity	\$4,933,112.93	(\$11,948.92)	\$4,945,061.85
	Total Liabilities and Fund Balances & Equity	<u>\$8,109,129.59</u>	<u>(\$20,275.94)</u>	<u>\$8,129,405.53</u>

**Shepherd of the Prairie Lutheran Church - Huntley IL
Treasurer's Report as of June 2023 for General Fund**

Thursday, July 6, 2023

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget
<i>Income</i>							
4.100.000	Member Contributions	73,629.22	74,520.00	449,440.35	483,920.00	(34,479.65)	920,000.00
4.150.000	Loose Plate and Growth	1,741.00	2,583.00	15,072.99	15,498.00	(425.01)	31,000.00
4.250.000	Flower Income	150.00	113.00	755.51	678.00	77.51	1,358.00
4.300.000	Interest Income Heartland Bank	4.30		29.65			
4.310.000	Investment Income Fidelity	3,098.89	2,935.00	5,472.95	9,555.00	(4,082.05)	20,000.00
	Total Income	\$78,623.41	\$80,151.00	\$470,771.45	\$509,651.00	(\$38,909.20)	\$972,358.00
<i>Expenses</i>							
<i>Connections Ministry</i>							
	Connections Ministry	\$27.00	\$105.00	\$163.06	\$630.00	(\$466.94)	\$1,250.00
<i>Mission Ministry</i>							
	Mission Ministry	\$6,497.82	\$8,434.00	\$47,962.10	\$50,604.00	(\$2,641.90)	\$101,200.00
<i>Outreach Ministry</i>							
	Outreach Ministry	\$575.47	\$1,000.00	\$7,830.18	\$6,000.00	\$1,830.18	\$12,000.00
<i>Adult Education Ministry</i>							
	Adult Education Ministry	\$0.00	\$42.00	\$618.60	\$252.00	\$366.60	\$500.00
<i>Youth and Education Ministry</i>							
	Youth and Education Ministry	\$0.00	\$583.00	\$1,767.91	\$3,498.00	(\$1,730.09)	\$7,000.00
<i>Children and Family Ministry</i>							
	Children and Family Ministry	\$423.74	\$850.00	\$2,170.95	\$3,300.00	(\$1,129.05)	\$7,050.00
<i>Music Ministry</i>							
	Music Ministry	\$432.08	\$310.00	\$886.77	\$1,860.00	(\$973.23)	\$3,720.00
<i>Worship Ministry</i>							
	Worship Ministry	\$869.18	\$526.00	\$3,647.11	\$3,156.00	\$491.11	\$6,300.00
<i>Audio Visual</i>							
	Audio Visual	\$0.00	\$460.00	\$2,418.10	\$2,760.00	(\$341.90)	\$5,520.00
<i>Facilities</i>							
	Facilities	\$4,057.22	\$7,576.00	\$50,589.09	\$52,676.00	(\$2,086.91)	\$105,350.00
<i>Office Expenses</i>							
	Office Expenses	\$1,924.75	\$2,919.00	\$18,168.85	\$17,514.00	\$654.85	\$35,040.00
<i>Staffing Ministry</i>							
<i>Spiritual Ministry Staff</i>							
	Spiritual Ministry Staff	\$48,553.92	\$50,145.00	\$220,850.28	\$220,270.00	\$580.28	\$440,540.00
<i>Support Ministry Staff</i>							
	Support Ministry Staff	\$21,044.95	\$16,520.00	\$85,091.15	\$80,787.00	\$4,304.15	\$152,407.00

**Shepherd of the Prairie Lutheran Church - Huntley IL
Treasurer's Report as of June 2023 for General Fund**

Thursday, July 6, 2023

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget
<hr/>							
<i>Shared Staff Expense</i>							
	Shared Staff Expense	\$3,483.41	\$2,507.00	\$13,846.33	\$15,042.00	(\$1,195.67)	\$30,081.00
	Staffing Ministry	\$73,082.28	\$69,172.00	\$319,787.76	\$316,099.00	\$3,688.76	\$623,028.00
<i>Other Church Expenses</i>							
	Other Church Expenses	\$2,636.61	\$2,792.00	\$16,203.00	\$17,652.00	(\$1,449.00)	\$34,400.00
<i>Providing for the Future</i>							
	Providing for the Future	\$2,500.00	\$2,500.00	\$15,000.00	\$15,000.00	\$0.00	\$30,000.00
	Total Expenses	<u>\$93,026.15</u>	<u>\$97,269.00</u>	<u>\$487,213.48</u>	<u>\$491,001.00</u>	<u>(\$3,787.52)</u>	<u>\$972,358.00</u>
	Difference	<u>(\$14,402.74)</u>	<u>(\$17,118.00)</u>	<u>(\$16,442.03)</u>	<u>\$18,650.00</u>		<u>\$0.00</u>



SHEPHERD OF THE PRAIRIE

LUTHERAN CHURCH

Operations Report June 2023

Facility

- Some roof damage from weather was looked at by roof inspector today.
- Signs are being discussed for how to navigate the building as well as for the name of building out in front of our property.
 - We should take some time to strategize what we can get out front to ensure it gives us all we need (IE advertisement of events either electronically or by adding in letters)
 - Talked with Village of Huntley about the sign and they are good with proposal above. Will continue to work with property team to ensure that we get good strategy put into the makeup of the sign based on the requirements that the village has given
- VBS has been a hit across the facility this year
 - Jill doing a great job!

HR

- Bob, Jill and I have begun to create a Children and Youth Ministry Protection Policy manual as well as structure around process and procedure in regards to the topic (IE background checking, reporting of abuse etc.)
 - Submitted to our insurance rep to make sure we get clarity on a few items
 - Came back where we needed some changes
 - Bob, Bill Ball and I all met with Cheri from Lamb Insurance to ensure we were on the right path. We are using Guide One's initial document to restart a more aligned version of the manual
 - Met with Bill and Marcia Ball for more revisions.
 - Need to finalize length between background checks, find best background checking system to work with upkeep and best training practices
 - Bob and I to discuss and try to finalize this next week to present it to Council for final approval.
- Dennis transitioned to retirement status on June 30, 2023.

Branding/Website/Apparel

- We have had a start of a conversation regarding branded item purchasing and consistency across the board
 - Store should be running shortly

Planning Center

- Looking into possibly using the Donations module for all things registrations and purchases (IE Easter Flowers)
 - Beta testing with Altar Flowers is currently happening and seems to be running smoothly
- Looking to start check-ins module now that we have received our printer for labels.

Attendance (Year-to-date)

- Average Saturday Attendance: 49 people
- Average 9:00 AM Attendance
 - 155 people in person
 - 105 viewership on Boxcast
 - 140 views Facebook
- Average 10:45 AM Attendance
 - 128 people in person
 - 57 viewership on Boxcast
 - 180 views Facebook

Property Team meeting – July 10, 2023

The meeting was called to order by Mark Frendreis (Chair) at 7:08pm at Shepherd of the Prairie Church, Huntley, IL

Attendees: Mark Frendreis, Jessica Panella, Rich Paeth, Tom Polzin, and Pete Walthers and Guest Council member, Joyce Shotick

Absent: Larry Enders, Dick Tabatt, Chris Trodahl

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

Old Business

- Progress on new mats for entry doors ordered **Tom**
 - We are getting new mats but the company has changed hands
 - No time yet
- Church Entry signs **Mark**
 - Need quotes for 5 signs (2 entry, Fellowship and Main entrance signs and the church sign on Main St)
 - Will need to follow ordinances and apply for permits – Pete
- LED light conversion status **Pete**
 - There is a part still needed for the broken fixture and when it is in he will change the burned out bulbs
- Little Lambs room **Tom/Pete/Mark**
 - VBS is over 7/14
 - After July 14 all work can be completed
 - Paint - Next week 7/18 between 5-6pm
 - Cabinets – Mark will order cabinets 7/19
 - After cabinets then chalk paint
 - Decking is rotted – **Chris**
 - When Chris has time
- Adding P. Ryan's name to front sign? **Rich**
 - This is complete
- Procedure list for partial/full power outages **Mark**
 - Deferring to fall
- Breaker box list creation **Mark**
 - Waiting on Carey Electric to call back to answer some questions
- Labeling outlet plates throughout **Mark**
 - Deferring to the fall
- Room by room list for walkthrough **Chris**
 - Chris has a preliminary list done, he was not available for an update
- Program thermostat in fellowship hall **Mark**
 - Mark will get to it
- The bathroom in Matt's office only locks from the outside **Tom**
 - May need a lock
- The space heater in the east vestibule needs attention **Larry**
 - Larry was not available for an update

- Replace towel holders to Chrome **Tom**
 - Tom will get this done
- The light over the outside of North exit needs attention **Larry**
 - Larry was not available for an update
- Progress on glass around sound booth **Chris**
 - Tony will not be available until the fall (schools are the priority)
- HVAC in fellowship hall repaired
 - Completed
- Bulb over the sign-up desk in gathering area
 - Larry was not available for an update
- Leaking coffee maker Michelle shopping a different one **Mark**
 - Tom will talk to Michelle about buying a Bun
- Rich put the bolts in the sprinkler room now
- Tom fixed the leaky sink in the welcome area

New business

- Calendar for property team on Google. Who will cover August? **Mark**
 - Rich will do August
- Mess of wires needing chase in fellowship closet **Larry**
 - We need a chase, there is a chase in the electrical room that may be able to be used
- Rich is waiting on AA batteries coming 7/12. Jess will put them in the electric room
- The bottom shelf of the storage rack is no longer connected

The meeting was adjourned at 8:01 pm.

Submitted by: Jessica Panella

Meeting Minutes for SOTP Community Outreach Ministry
July 10, 2023

Present:

Tara Mackey, Chair

Bob Malm

Alison Womac

1. Fall Fest

- a. Saturday Sept 30 10a- 5p
 - i. Shifts for 4 people: set up 7:30 – 9:15, 10-1:30, 1:30 - 5
- b. Sunday Oct 1 11a – 5p
 - i. Shifts for 4 people: 11-2, 2-5, Take down 5-6
- c. Looking into “non-profit” booth sign up – consulting Mike Y
- d. Brainstorm 2 game ideas possible Wheel of Fortune - Our giveaways include frisbees, chip clips, pens, ice scrapers, and nylon bags
- e. Submit slide request middle of July

2. Wildlife presentation with Dennis Houghton

- a. Looking into Sept 16th at 7p
- b. Request Fellowship Hall and submit slide request middle of July – will get pictures from Dennis to include on slide
- c. Will also get flyers to give out to libraries, nature centers, schools, Del Webb etc
- d. Discussed a possible light dinner or dessert before/ after presentation – more discussion to follow

3. Food Drive

- a. Sept 2nd with Mission team – will need to get more details after discussion with Annette/Sandy
- b. Make flyers to hang at businesses associated with Grafton cities

4. Welcome Center:

- a. There was a stall in communication with Donna/Michelle in new member pictures – will reach out to both again after VBS week.

Mission Team Minutes July 10, 2023

Attendance: Sandy Hupert, Marty Jacobson, Becky Wright, Carl Hupert, Ronda Shoemaker, Vik Berkaris, Annette Petersen and Steve Legel. Guest were Mitch Smith and Dana.

Sandy opened meeting with a reading from Mathew 9:37, Mathew 10:42 and a prayer.

Old Business

1. Approval of Minutes: Vik moved and Becky seconded motion to approve minutes. Motion carried.
2. Feed My Starving Children: Rhonda will try to schedule for a Sat. in October.
3. ELCA World Hunger/Disaster Relief: Becky has had a good start to “Christmas in July”. Need to order more \$20.00 cards as they are the most popular.
4. Habitat for Humanity: Still providing volunteers for Restore on third Thurs. of month. \$955.00 raised at Culver’s on June 13th. Still in need of volunteers to work on building homes.
5. Blood Drive: Marty will try to set up for a Wed. or Sun. in future.
6. CRE-REentry: Vik reports office on hold for now but they are going to McHenry Co. jail for bible study and counseling. Trying to schedule every Wed.
7. Senior Care Service: Tabled till Fall.
8. Grafton Food Pantry: Community food drive to be held Sat. preceding church’s Sun. food drive. Will put article in newsletter and “Friday Flourish”.
9. Missionary Support: Read thank you letter from Daudi Msseemmaa for donation to Empowered Girls organization.
10. AARK: Garden produce available between services on Sun. Will put article in local paper about homeless persons who work there learning agricultural skills and earning a small income.
11. Northern IL. Food Bank: No report.
12. Homeless Daytime Meals: Fewer clients attending in the summer. Volunteers for meals are covered for present time. Lake Co. PADS has asked for help but our Mission Team felt it was too far away and turned down request.
13. Exodus: “Welcome Pack” ready to go. Possibly will deliver in Sept.
14. Green Trees: Clean up and weeding on hold. A grant from county has been awarded to redo landscaping.

New Business

1. Newsletter articles due by July 20th.
2. In Sept. “God’s Work, Our Hands “ project due-prison kits for LSSI ?
3. Prayers of Joys & Concerns.
4. Next meeting Aug.14th.
5. Ronda moved and Marty seconded emotion to adjourn. Motion carried.

Steve Legel, Secretary

Stewardship Committee

Meeting Minutes

7/10/23

Present: Mike McCann, Ralph Wehnes, Frank Leonardi, Julia Leonardi, Rick Miller, Bob Mollis

Next meeting: 8/14/23

1. 2024 Stewardship campaign

Discussion over stewardship campaign for 2024 commenced. Bob Mollis attended and gave the team an early update of some ideas they have for our 2024 objectives. Plan is to have the finalized objectives before the August meeting. A/V Team would like to have objectives by mid-August so they have ample time for stewardship videos. We are unsure at this point if the ELCA will be holding their stewardship workshops this year, so we will most likely continue the theme of Building a Culture of Generosity.

2. Miscellaneous

Team had discussion over what the next workshop from Thrivent could consist of. Had a few discussions regarding Endowment funds and what the plan going forward is. Bob stated there is ongoing discussions with the council regarding the endowment and may have further updates in the next month or so. Rick will work with Julia on assisting with entering pledges on the master sheet for the upcoming pledge drive.

Minutes completed by: Mike McCann, Chair of Stewardship Committee

ARTIST SERIES MEETING

Monday, June 26, 2023

Attending the meeting: Chris S, Curt, Jane, Jeni, Lynn, Sandy, Sara

The meeting was opened with prayer at 7:00.

Welcome to our new team member, Sandy Johnson.

U of I concert

- Curt's welcoming speech was great.
- The choir members were very happy with the hospitality and venue, etc.... They gave us a card signed by everybody with a gift of \$100.00.
- We received \$1,867.00 in donations. We will split the cost for dinner with the Music Ministry since the choir sang Sunday morning as well.
- Gained one new email address for our contact list.

UPCOMING EVENTS

“What’s More American than Broadway” – Sunday, July 2, 7:00 p.m.

- Jane is working on a basic program for the event. We will print them here.
- The program consists of two patriotic songs at the beginning, then Broadway songs, and then two patriotic songs at the end.
- Jane will ask about program length and if there is an intermission
- The orchestra consists of 6 or 7 members, plus 2 singers.
- Sara will provide about 15 waters for the musicians.
- Sara will help Lynn count money, since Jeni won't be there.
- Mike and Jeff will be here on Saturday for sound.
- Sara will talk to Michelle about making a credit card donation sign.
- We filled out the Concert Event Preparation Form. Sandy will follow up with Friends of the Artist Series.

Cat's Pajamas – Saturday, October 7, 7:30

- Lynn will check on contract status.
- Sara will help Lynn count money, since Jeni won't be there.

FRIENDS OF THE ARTIST SERIES

- Sandy will keep track of the Friends of the Artist Series list since Wendy will be unavailable due to health issues. Jane will send her a current list of names.
- Sandy will be responsible for filling out the Event Preparation Form for events.

FINANCIAL REPORT

- Our current balance is \$19,971.26. This is as of the end of May, plus donations from the U of I concert. Including payments due for the July event, the Christmas event, and Cat's Pajamas in October, our balance will be \$9,771.26.

COCKTAIL PARTY

- We checked on the possibility of Jamison's in Huntley on Thursday, but it was not available. We will leave it on Sunday, September 17.
- It will be from 4:30 to 6:30, and we will serve cocktails and appetizers.
- We will work on centerpieces for decoration, maybe include pictures from past events.

BROCHURES

- Sandy will talk to Michelle and ask her to print 300 brochures for Saturday's event. We will fold them before the event.
- Updated brochures are in progress.

2024 POSSIBLE EVENTS

Luther College Nordic Choir – Sunday, January 28, 2024

- \$5,000.00 – may be negotiable, especially if we house choir members. However, we would rather pay the \$5,000.00 and not house choir members.
- They have a Christmas program on WTTW.
- Jane will check with her contact on a weather policy in case of snow.

Augustana Choir – will confirm March Concert

Patriotic Concert – June 29 or 30?

EVENT IDEAS

- James Linden Hogg and Friends – musician, historian and storyteller. Chris S. will send everyone the website and will contact them.
- Pat Tomasulo – WGN sportscaster and stand-up comedian. Lynn has sent emails to his contact, but it has not gone through. Lynn and Jane will work on it. Could combine with Wayne Messmer, who sings the national anthem for Chicago teams for a Chicago/WGN program.
- Abridged Shakespeare
- Chicago Gospel Choir – save for 2025 if we have two choirs already in 2024.
- Second City – Christmas?
- White Christmas Live
- Contemporary Christian Band
- Barbershop Quartet

Our next meeting will be Monday, August 21 at 7:00 p.m. No meeting in July.

Meeting was adjourned at 8:20 p.m.