



Shepherd
OF THE PRAIRIE
LUTHERAN CHURCH
Caring For All God's Children

Council Report

July 20, 2015

“Caring for God’s Children of all ages, by growing disciples who make disciples.”

Shepherd of the Prairie Lutheran Church

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Shepherd of the Prairie May 18, 2015 Council Minutes

In attendance: Matt Greene, Cliff Dungey, Marlene Boehler, Larry Newbanks, Adam Adams, Amy Brittain, Bob McDuffee, Pastor Mark, Jim Henley Absent: None

1. **Devotions** – Bob McDuffee
2. **Capital Campaign Review** – Devin Burg
 - a. *Motion to approve moving forward with partnering with RSI as our capital campaign consultant by Jim Henley. Seconded by Larry Newbanks. Motion approved.*
3. **Review and approve April Council Minutes**
 - a. *Motion to approve minutes by Adam Adams. Seconded by Larry Newbanks. Motion approved.*
4. **Finance Review** – Jim
 - a. Monthly finance review
 - i. *Miscellaneous fund balance used for bell maintenance this year (\$1,750). Will set up musical equipment maintenance line item for future budgets.*
 - ii. *Peder Eide funding will be paid for Outreach Fund/Restricted Fund. As monies come in for concert, they will be put back in Outreach Fund.*
 - iii. *Thrivent funds will be moved to endowment fund this year.*
 - iv. *Building Fund balance approximately \$63k currently.*
 - v. *\$37.5k of additional principal accumulated currently.*
 - vi. *Running slightly ahead of budget through April.*
 - vii. *Facilities over budget due to snow removal payments. Still within budget for Year to Date.*
 - viii. *Staffing Ministry – Pastor Bill’s reduced hours reflecting in being approximately \$2k ahead of budget.*
 - ix. *For the month of April, \$13k ahead of budget.*
 - x. *Begun audit process, plan to have completed by July.*
5. **2015 Goal Review**
 - a. See attached Strategic Direction Document
6. **Review of May 3 Congregational Meeting**
 - a. **Approval of minutes**
 - b. *Motion to approve minutes with changes by Jim Henley. Seconded by Marlene Boehler. Motion approved.*
 - c. **Building Team Update**
 - i. *Reviewed list of team members. Candidates are:*
 1. *Jodi Dowell*
 2. *Cliff Dungey – Council Rep.*
 3. *Mark Frendreis*
 4. *Deb Hanson*
 5. *Bob Malm*
 6. *Larry Newbanks*
 7. *Don Schneider*
 - ii. *Building Team’s first meeting scheduled for May 26th.*
 - iii. *Motion to approve list of members for the Building Team by Marlene Boehler. Seconded by Jim Henley. Motion approved.*
7. **Pastor Mark Updates**

- a. *SOTP has agreed to participate in the Lutheran School of Theology's Ministry in Context program where an intern, Pam Wille, would spend 9 months, beginning in September, assisting Pastor Mark 7 to 8 hours a week.*
- b. *ADP has provided an updated SOTP Employee Handbook which ensures our employees are within the legal standards.*

8. Ministry Team Updates

- a. *Currently looking for Inreach and Worship Ministry leaders.*
- b. *Melissa Juergensen agreed to join Outreach Team.*
- c. *Outreach Team organizing participation in Huntley's Memorial Day Parade.*
- d. *Mission Team received Thank you notes from the following:*
 - i. *Home of the Sparrow*
 - ii. *PADS for \$500 donation*
 - iii. *Senior Care Volunteer Network*
 - iv. *PADS for lunches and serving meals*

9. Other Business

10. Next Meeting

- a. June 15, 2015
- b. Devotions – Cliff Dungey

Attendance: Sandy Hupert, Steve Legel, Sharon Stangler, Mary Trodahl, Jill Brown, Sid Sorenson, Carl Hupert, Donna Kelly (staff), Bob McDuffee (Council Rep)

Steve moved and Sandy seconded that we approve last month's minutes without corrections or additions.

Old Business:

1. Exodus: Sandy explained that this summer the Vacation Bible School, was going to help collect items for Exodus.
2. Green Trees: No report.
3. Missionary Support Sunday: July 19. Steve reported that Pastor and Jane have been working to set up the two Sunday services this Sunday (July 19) which the Stubb family will lead. They also will be responsible for the Children's services. They should arrive at 8:15 AM. The Mission Team will coordinate with Carol Waxenburg to have snacks available between services at which time the Stubbs will meet and mix with the congregation.
4. In Kind Synod Offerings: Steve reported that the synod meeting focused on "Faith in the Future" with concerns about weak seminary enrollments. Pastor Mark will see to the "In Kind" offering.
5. Mc Henry County Services: Sid reported that the Diaper portion of their program budgets \$50,000 per year of which there is a current need of \$28,000. The Team discussed whether we would support a part of this need at this time. It was agreed to table any action until we get some sense of the congregation's willingness to commit to such a ministry.
6. Habitat for Humanity's Restore: Carl reported that three service dates had been set up this past month; June 17th, 27th, and 30th. Seven members worked on the 17th and five on the 27th. The 30th was cancelled. Those involved seemed willing to work again. The Restore prefers four workers at a time. At this time Carl is scheduling teams of 4 to work twice per month for the next three months.
7. Feed My Starving Children: Jill reported that 30 volunteers are needed. She has about half signed up, so far.
8. God's Work, Our Hands: Jules is setting up a work party for September 13. No report regarding shirts with logos.
9. Month at a Glance: Sandy clarified that the NIFB is in October 17, not September 13.
10. Other: Sandy reported that Exodus sponsors a Run in conjunction with other charities in Long Grove, in September.

MISSION TEAM MONTH AT A GLANCE 2015

<p><u>JANUARY</u> Select Lent Offering destination(s) Ash Wed. 2/18 1/2 Mc Henry County Jail Detainees 1/2 Mc Henry County Pioneer PADS – 4th Sunday Jan 25 Senior Care Volunteer Network Sun Feb 1, guest Aileen Zei</p> <p>February Newsletter &</p>	<p><u>FEBRUARY</u> Work NIFB Feb. 14th PADS 4th Sun. 2/22 Select Easter (4/5) Offering destinations 1/2 Feed My starving Children, Schmb. <u>\$1,286.35</u> 1/2 Lutheran Social Service of Illinois* Welcome Pack set up by Mar. 5 (Renew Stubbs Missionary Support (\$1500)Part 2 of 2) Mission Mom Sun. 2/1 Senior Care Network See April repeat cause of snow day NIFB Mobile Agenda item</p> <p>Mar. Newsletter &</p>
<p><u>MARCH</u> PADS -4th Sun. 3/22 Collect Welcome Pack Items</p> <p>Cong. Resource Conf. 3/14</p> <p>April Newsletter &</p>	<p><u>APRIL</u> Welcome Pack ready for delivery Exodus Celebration of Hope Dinner 4/17 Request Payment check for Lent Monies—contact all Mission Moments Sunday April 12, Senior Care Volunteer Network guest Aileen Zei May Newsletter &</p>
<p><u>MAY</u> Request Payment checks for Easter Monies- Synod Assembly In Kind Offering for June Mon. May 4 – NIFB, 1-4 PM Sat. May 9 – GREEN TREES 8AM - noon Green Trees – Donna Kelly - \$119.27 PADS – B. Pelka (Apr. EX) \$19.92</p> <p>June Newsletter &</p>	<p><u>JUNE</u> Mission Moments Sun. June 7</p> <ul style="list-style-type: none"> • LSSI Behavioral Serv. Elgin \$643.00 • LSSI LifeBook Foster Care \$643.00 • * This is Easter Offering <p>HABITAT RESTORE: Wed. 6/17 1-5PM, Sat, 6/27 9AM-1 July News letter &</p>
<p><u>JULY</u> Prepare Welcome Pack set up for Aug. Stubbs Missionary Family here Sun. 7/19 Habitat Restore 7/15 10AM – 1 PM</p> <p>August Newsletter &</p>	<p><u>AUGUST</u> Welcome Pack Collection Prepare Exodus run/walk FMSC – 8/8 11:30 AM = 1:30PM Habitat Restore – Sat. 8/1 10AM - PM Mission Mom. Sun. 8/2 September Newsletter &</p>
<p><u>SEPTEMBER</u> NIFB Work Day 9/13 Exodus Run Walk Mission Moments Sunday 9/6 (God's Work our Hands Sunday Sept13) Welcome Pack ready for Oct. 1 delvy.</p> <p>Oct. Newsletter</p>	<p><u>OCTOBER</u> Arrange Xmas Giving Tree (Barb Hoppenstedt??) 1st PADS 4th Sun. 10/25 Select Thanksgiving Offering Destination(s) Columbus Day FMSC? Mission Moments Sun. 10/4 (if not Sept.) NIFB Work Day 10/17 (60 spaces resvd.) November Newsletter &</p>
<p><u>NOVEMBER</u> PADS 4th Sun – 11/22 Select Xmas offering destination(s) GIVING Tree Up –</p> <p>December Newsletter &</p>	<p><u>DECEMBER</u> Deliver Giving Tree Request Payment check(s) for Thanksgiving PADS 4th Sun. 12/27 Mission Moments Sun. 12/6</p> <p>January Newsletter &</p>

OVER FOR Notes for back side of Month at a Glance

TO: Paid Staff and Ministry Leaders at Shepherd of the Prairie (From Pastor Mark on 10/15/14)

POLICY DIRECTIVE: A new policy has been agreed to and voted upon by the Congregation Council of Shepherd of the Prairie. Any contract agreement over \$2,500.00 must be reviewed and approved by the Finance team and Congregation Council of Shepherd of the Prairie. The contract shall be signed by the President of the Congregation as well as a member of the Finance Team.

Also Summer 2014 Directive from Finance team---

Whenever Mission Team designates monies from Special Offerings (i.e. lent, Easter, Thanksgiving, and Christmas) The following people should be notified as soon as decision is made:

- Contribution Secretaries (Currently Sue Wehnes & Renee Green)
- Treasurer “ Jim Henley)
- Finance Team “ Don Schneider)
- Counters “ Ralph Wehnes)

Sandy notes that Pastor Mark I think would also like that notification

And I think Office Manager (Michelle Rankin) should also get a copy? As she cuts the checks but...