



Council Report

October 17, 2016

“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 October 17, 2016 Council Agenda

- 1. Devotions –**
- 2. Review and approve September Council Minutes**
- 3. Finance Review – Jim**
 - a. Monthly finance review
 - b. Preliminary Budget review
- 4. Review 2016 Strategic Directions**
 - a. See attached Strategic Direction Document
- 5. Ministry Team Updates**
- 6. Other Business**
 - a. **Nominating Team Update**
 - b. **Ministry Review Update Oct. 21-23**
 - c. **Annual Meeting Date**
- 7. Devotions for November meeting –**
- 8. Next Meeting**
 - a. November 21, 2016

Shepherd of the Prairie September 19, 2016 Council Minutes

In Attendance: Jim Henley, Mike McCann, Bob McDuffee, Pastor Mark, Amy Brittain, Bud Hansen, Cliff Dungey, Adam Adams, Marlene Boehler

Absent: Matt Greene

Guest: Jane McMullen

1. **Devotions** – Pastor Mark
2. **Reformation Update**- Jane McMullen: Luther Fest
3. **Review and approve August Council Minutes**
 - a. *Motion to approve minutes by Cliff Dungey. Seconded by Jim Henley. Motion approved.*
4. **Finance Review** – Jim Henley
 - a. Through August: Income \$24,737 over budget YTD, total expenses \$14,993 under budget: surplus of \$39,705 (due to unfunded reserves, lower staff costs, strong giving, and good control of expenses).
 - b. Building Fund YTD: Income: \$493,453 and Expenses: \$60,217. Building Fund balance is \$626,117. Included in balance is \$88,900 toward the FORWARD Campaign.
 - c. ELCA webinar Oct 18th re: Fair Labor Standards Act (FLSA)
 - d. Ministry Team spending
 - e. Synod giving discussion
5. **2016 Strategic Directions** (See attached Strategic Direction Document)
6. **Other Business**
 - a. Comprehensive Ministry Review: October 21-23
7. **Ministry Team Updates**
 1. Building Team: Subcommittees
 2. Children and Family Ministry: budget
 3. Property Team: cleaning contracts
 4. Ministry Team: Stubb Family Mission Trip
8. **Devotions for October meeting** – Amy Brittain
9. **Next Meeting**- October 17, 2016

Shepherd of the Prairie 2016 Goals Supporting Strategic Direction

Be a catalyst for creating community partnerships that care for people in need

1. *Maintain contact and identify volunteer opportunities with Centegra leaders to investigate forming a partnership of religious congregations that can provide services to patients.*

How:

- Attend Chamber of Commerce meetings/events to network with Centegra leaders
- Communicate with Centegra contacts
- Participate in Expo

Who:

- Council members

Timeline:

- 2/15/16: Pastor Mark communicated with Centegra via email: Volunteer needs to be addressed in May per Centegra; Create sign up sheet for Chamber Meetings
- 8/15/16: Recommendations completed for volunteers at Centegra

2. *Explore volunteer opportunities with Heritage Woods*

How:

- Service at Heritage Woods
- Music ministries participate in worship at Heritage Woods

Who:

- Worship Ministry Team

Timeline:

- 2/15/16: Council Liaison to discuss with Worship Ministry at March Ministry Night
- 4/18/16: Communicated with Heritage Woods re: interest in assisting with worship

3. *Increase visibility of Little Lambs Education Program*

How:

- Communicate to the congregation about the offerings of the Little Lambs Program (Temple Talks)
- Little Lamb students meet with Pastor Mark 1st Tuesday of month
- Lunch with Pastor and parents of Little Lambs students
- Drop off exchange (i.e. mug) between parents and rotating ministry groups

Who:

- Pastor Mark/Little Lambs Education

Timeline:

- 2/15/16: Pastor and Little Lamb student meetings to begin March 2016
- Temple Talks to occur Summer 2016 prior to Fall Registration

- 3/21/16: End of year program: May 26th- Council president to speak to parents

Rationale:

SOTP to serve as a catalyst to help community organizations form partnerships of area religious organization that can provide volunteer services to the community. The expectation is the level of services provided by partnerships is greater than what any one organization can provide.

Promote the well-being of area children, youth and young adults through identification and facilitation of community programming

1. Continue to develop tutoring center

How:

- Seek students outside of SOTP membership in need of tutors: advertising with local schools
- Seek high school students interested in tutoring other students with Gregg’s support to reach out to high school students
- Communicate to parents on Wednesday night (confirmation night)

Who:

- Tutoring Task Force (Led by Athena Hart)

Timeline:

- 2/15/16: 2 students receiving tutoring from 2 tutors
- 3/21/16: Athena to come to council meeting in April
- 4/18/16: Athena Hart attended council meeting and shared strengths and challenges of current program. Brain stormed suggestions for increased visibility and participation in program.

2. Expand Youth and Family Ministry Opportunities

How:

- Praize Jamz
- Host evening guest speaker events re: parenting issues for families with children 3 years to third grade
- Consider youth opportunities outside of the Music Department (i.e. renting a gym)
- Explore Sunday School opportunities for increased participation

Who:

- Greg Dowell

Timeline:

- 2/15/16: Praize Jamz scheduled to lead worship on Saturday April 23rd
- 3/21/16: Guest speaker events: Fall 2016
Looking to start up “Rocks”: Ministry for 3,4, and 5th grade boys: looking to raise up leader(s) for group
- 8/15/16: Youth/Family Ministry raised up

3. *Active Christian Parenting*

How:

- Promote program to parents of Little Lambs students
- Follow up with parents who have completed class

Who:

- Chuck and Sharon Little, Nick and Sarah Wolf, Chris and Amy Brittain, Steve and Lori Conway

Timeline:

- 2/15/16: Next class tentatively set for Spring 2016- seeking parents interested in program
- 3/21/16: Class rescheduled for Fall 2016
- 8/15/16: Flyers distributed to VBS parents

Rationale:

Youth are not the future of the church, but the church now. Developing and implementing ministry programs geared for young children and their families are essential to the continued growth and strength of the church. Expanding these programs beyond the doors of SOTP provides opportunities for teaching the Life and love of Jesus and encouraging and equipping others to make a difference in God's world through Active Christian Parenting as well as Music Ministry Expansion. With tutoring, our community can benefit from SOTP providing a place where parents and students can turn to attain assistance in reinforcing what is learned in school.

**Invite People into life-giving participation in the
community of faith**

1. *Social Activities*

How:

- Post pictures of activities prior to services
- Scroll Church Information on screen before service
- Invite New Members for fellowship (i.e. New Member Class Reunions)
- Use a dedicated screen for scrolling ministry news

Who:

- Donna Kelly

Timeline:

- 2/15/16: Scrolling pictures beginning this month
- 3/21/16: New Member Gathering scheduled for end of April
- 8/15/16: Social Events held: Picnic, Trivia Night, 3 Summer Potlucks; upcoming: September 21, 2016: 15th Anniversary of 1st worship at SOTP

Rationale:

Promote fellowship – old friends and newly formed friendships. Make new members feel welcome and a part of the SOTP family.

Encourage spiritual growth that changes lives and raises up leaders for the church and the world

1. Change lives and raise up leaders through small group opportunities.

How:

- Identify small group training possibilities for the staff of the church.
- Increase small group opportunities (i.e. Christian Active Parenting, Supper Club, Book Club)

Who:

- Donna Kelly/ Pastor Mark/ Congregation Member(s)

Timeline:

3/21/16: Training opportunity in August re: new model for small group ministry

4/18/16: Pastor Mark, Pastor Bill, and Donna plan to meet to discuss small group ministry

Summer Book Read- email to be sent out with suggestions for books- on your own study

8/15/16: Summer Potlucks completed

Rationale:

Promote opportunities for new members and members not currently in a leadership role to utilize their talents in the best way possible.

Minutes

Finance Team Meeting – October 10, 2016

Members Present: Don Schneider, Jim Henley, Rich Juergensen, Ralph Bergstrom, Dave Shotick

Absent: Devin Burg

Guests: Mike McCann, Pastor Mark

The meeting was called to order at 7:10 PM.

The minutes of our September meeting were approved.

Jim Henley reviewed the September financial statements. Income through September is \$19,156 over budget YTD. Total expenses through September are \$16,075 under budget resulting in a surplus of \$35,204 YTD. This surplus is primarily due to \$11,628 of unfunded reserves, continued strong giving, and (in most cases) good control of expenses. The provision for Reserves is typically not funded until December.

Building Fund income YTD is \$535,458 and expenses are \$76,716 YTD. The Building Fund balance is \$651,623. Included in this balance are \$99,030 toward the FORWARD Campaign.

It was noted that Church Events Expense, which is normally offset by free will collections or funeral luncheon payments, has grown to over \$1,100. Approximately \$200 should have been charged to Committee Expenses and will be so adjusted. Numerous Kitchen Supplies were purchased and charged to this account. We also wondered if payments intended for funeral luncheons could have been misallocated to memorials. Dave will discuss this with the responsible staff or volunteers to determine if these charges and payments are being properly allocated.

Dave Shotick reported that effective January 1, 2017 Little Lambs staff members will be paid as employees rather than as contractors. This is necessary to comply with IRS requirements. This will also be required of any other permanent part time contractors. A discussion was had and it was agreed that Little Lambs Income and Expenses would continue to be tracked separately via the Little Lambs Temporary Restricted Fund rather than be integrated into the General Fund.

The Team reviewed the updated Requested Budget with Mike McCann. Member Contributions cannot be accurately projected until we complete our stewardship campaign later this fall. Several expense areas were reviewed with input from Mike, Pastor Mark and Jim Henley and changes are reflected in the Preliminary Budget which is attached to these minutes.

Don updated the Team on the activity of the Building Team.

There being no further business the meeting was adjourned at 8:30 PM.

Respectfully submitted,
Don Schneider

Shepherd of the Prairie - Huntley IL
Balance Sheet as of September 30, 2016

Friday, October 7, 2016

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	223,874.24	(8,040.39)	180,670.48
1.200.000	Mission Plus Building Fund Checking	651,622.82	26,404.93	63,035.24
1.250.000	HBT/LPL Investment Account	302.36	0.00	39.70
1.400.000	Heartland Bank Youth Account Checking	0.00	0.00	0.00
	Total Current Assets	\$875,799.42	\$18,364.54	\$243,745.42
Fixed Assets				
1.300.000	Building & Grounds	1,980,000.00	0.00	1,980,000.00
	Total Fixed Assets	\$1,980,000.00	\$0.00	\$1,980,000.00
	Total Assets	\$2,855,799.42	\$18,364.54	\$2,223,745.42
Liabilities				
Current Liabilities				
2.000.000	Accounts Payable/Vendors	(46.50)	0.00	0.00
2.100.000	Prepaid Pledges	0.00	0.00	0.00
2.200.000	941 Federal Withholding	0.00	0.00	0.00
2.200.100	941 State Withholding	0.00	0.00	0.00
2.200.150	Pastor's FSA Account	0.00	0.00	0.00
2.999.999	Mission Plus Building Fund Checking 2	0.00	0.00	0.00
	Total Current Liabilities	(\$46.50)	\$0.00	\$0.00
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	493,434.53	(4,163.77)	550,960.39
	Total Long Term Liabilities	\$493,434.53	(\$4,163.77)	\$550,960.39
	Total Liabilities	\$493,388.03	(\$4,163.77)	\$550,960.39
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	94,436.43	(4,501.48)	61,341.26
	Total Unrestricted Fund Balances	\$94,436.43	(\$4,501.48)	\$61,341.26
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	3,505.52	0.00	1,531.00
3.175.000	Memorial Fund Balance	1,130.00	(3,001.65)	2,040.00
3.180.000	Grafton Food Pantry Fund Balance	394.00	254.00	1,330.00
3.200.000	Heifer Fund Balance	728.32	0.00	709.00
3.210.000	Grant Fund Balance	0.00	0.00	255.00

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Balance Sheet as of September 30, 2016

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
3.220.000	AV Ministry Fund Balance	(253.71)	0.00	279.95
3.250.000	Good Samaritan Fund Balance	1,782.04	0.00	2,477.04
3.260.000	Evangelism/Outreach Fund Balance	2,120.01	75.00	2,888.05
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	3,668.91	0.00	2,257.63
3.335.000	Bells Ministry Fund Balance Balance	967.11	0.00	717.11
3.345.000	Childrens Music Ministry Fund Balance	754.00	0.00	754.00
	<i>Total Music Ministry Fund Balance</i>	<i>\$5,390.02</i>	<i>\$0.00</i>	<i>3,728.74</i>
3.350.000	Prairie Crafters Fund Balance	2,313.00	1,255.00	784.00
3.360.000	Miscellaneous Fund Balance	827.06	0.00	1,777.06
3.370.000	WELCA Fund Balance	264.01	0.00	264.01
3.400.000	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	50.00	50.00	2,736.13
3.417.000	Youth Mission Trips Balance	0.00	1,999.87	(9.02)
3.421.000	Youth Scholarship Balance	763.01	(1,689.99)	2,453.00
3.422.000	Operation Christmas Child Balance	381.76	0.00	166.76
3.423.000	Confirmation Retreat Fund Balance	0.00	0.00	858.47
3.424.000	Gift Card Program Fund Balance	0.00	0.00	0.00
	<i>Total Youth Ministry Fund Balance</i>	<i>\$1,194.77</i>	<i>\$359.88</i>	<i>6,205.34</i>
3.500.000	Little Lambs Fund Balance	8,396.67	(645.85)	8,956.25
3.600.000	Prayer Shawl Ministry Fund Balance	(15.32)	(74.70)	82.60
3.650.000	Quilters Ministry Fund Balance	853.00	(111.78)	691.54
3.700.000	Disaster Relief Fund Balance	220.91	0.00	170.91
3.750.000	Seminary Scholarship Fund Balance	5,770.00	0.00	5,515.00
3.995.000	<i>Inactive Accounts Fund Balance</i>			
3.150.000	Building Fund Income	0.00	0.00	0.00
3.160.000	Debt Reduction Fund Balance	0.00	0.00	0.00
3.310.000	Music Bells Balance	0.00	0.00	0.00
3.320.000	Music - Hymnal	0.00	0.00	0.00
3.340.000	Bell Maintenance Balance	0.00	0.00	0.00
3.410.000	Youth Summer Camp Balance	0.00	0.00	0.00
3.420.000	Youth - KCK Balance	0.00	0.00	0.00
3.990.000	Faith Item Fund	0.00	0.00	0.00
	<i>Total Inactive Accounts Fund Balance</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>0.00</i>

Shepherd of the Prairie - Huntley IL
Balance Sheet as of September 30, 2016

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
Total		\$34,620.30	(\$1,890.10)	\$39,685.49
Total Temporary Restricted Fund Balances		\$34,620.30	(\$1,890.10)	\$39,685.49
Reserves				
3.950.000	Inreach Reserves Fund Balance	1,847.73	(750.00)	2,151.13
3.960.000	Outreach Reserves Fund Balance	8,313.67	0.00	7,563.67
3.970.000	Bldg & Grounds Reserves Balance	29,508.14	0.00	23,508.14
3.972.000	Playground Maintenance Reserves Balance	5,000.00	0.00	5,000.00
3.975.000	Maintenance Reserves Balance	24,933.80	0.00	18,933.80
3.980.000	Equipment Reserves Balance	9,615.14	0.00	9,211.80
3.985.000	Sabbatical Reserves Balance	5,175.89	0.00	3,975.89
Total Reserves		\$84,394.37	(\$750.00)	\$70,344.43
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	10,772.00	0.00	9,339.00
Total Permanently Restricted Funds		\$10,772.00	\$0.00	\$9,339.00
3.130.000	Building & Grounds Equity	1,486,565.47	4,163.77	1,429,039.61
Total Equity		\$1,486,565.47	\$4,163.77	\$1,429,039.61
Building Fund				
3.125.000	Building Fund Balance	651,622.82	25,506.12	63,035.24
Total Building Fund		\$651,622.82	\$25,506.12	\$63,035.24
Total Fund Balances & Equity		\$2,362,411.39	\$22,528.31	\$1,672,785.03
Total Liabilities and Fund Balances & Equity		\$2,855,799.42	\$18,364.54	\$2,223,745.42

If the accounts in the subtotals have changed or if ledger (marked with "**") and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of September 2016 for General Fund

Friday, October 7, 2016

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
Income						
4.100.000	Member Contributions	41,090.50	45,550.00	434,224.97*	409,950.00	546,600.00
4.150.000	Loose Plate and Growth	1,146.94	2,083.00	14,237.41	18,747.00	25,000.00
4.200.000	Miscellaneous Income	0.00	21.00	0.00	189.00	250.00
4.250.000	Flower Income	50.00	208.00	1,467.00	1,872.00	2,500.00
4.300.000	Interest Income (Heartland Bank)	10.69	17.00	137.79	153.00	200.00
	Total Income	\$42,298.13	\$47,879.00	\$450,067.17*	\$430,911.00	\$574,550.00
Expenses						
Mission Ministry						
5.100.110	ELCA NI Synod	4,555.00	4,555.00	40,995.00	40,995.00	54,660.00
5.100.111	Good Samaritan	213.00		313.00		
5.100.112	Local Mission	515.45	456.00	3,101.82	4,104.00	5,466.00
5.100.113	Mission Ministry - Other	0.00		0.00		
	Mission Ministry	\$5,283.45	\$5,011.00	\$44,409.82	\$45,099.00	\$60,126.00
Outreach Ministry						
5.150.100	Outreach Team	(913.00)	333.00	3,550.16*	2,997.00	4,000.00
5.150.150	Advertising	0.00	208.00	1,993.10*	1,872.00	2,500.00
5.150.250	Outreach Ministry - Other	0.00		0.00		
5.150.300	Lay Ministry Expenses	111.12	42.00	122.93	378.00	500.00
	Outreach Ministry	(\$801.88)	\$583.00	\$5,666.19*	\$5,247.00	\$7,000.00
Adult Education Ministry						
5.200.000	Adult Ed Books/Reimbursements	0.00	100.00	0.00	900.00	1,200.00
5.200.300	Adult Ed Curriculum	0.00	17.00	9.95	153.00	200.00
5.200.350	Retreats Expenses	0.00	8.00	0.00	72.00	100.00
5.200.400	Adult Ed - Other	0.00		150.00		
5.200.450	Home Devotional Guides	61.50	17.00	184.50*	153.00	200.00
	Adult Education Ministry	\$61.50	\$142.00	\$344.45	\$1,278.00	\$1,700.00
Youth and Education Ministry						
5.250.100	Youth Resources	149.63	125.00	1,827.49*	1,125.00	1,500.00
5.250.150	Youth Curriculum	0.00	67.00	234.28	603.00	800.00
5.250.200	Trip Expenses	0.00		0.00		
5.250.250	Youth Retreats Expense	0.00		723.00		
5.250.275	Software/Subscriptions	564.91	208.00	2,394.82*	1,872.00	2,500.00
5.250.280	Confirmation Expenses	1,300.00	292.00	3,537.84*	2,628.00	3,500.00
5.250.285	Sunday School Expenses	219.13	125.00	925.26	1,125.00	1,500.00

Shepherd of the Prairie - Huntley IL
Treasurer's Report as of September 2016 for General Fund

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
5.250.290	VBS Expenses	43.90	250.00	2,421.97*	2,250.00	3,000.00
5.250.300	Other Youth Expenses	434.43	83.00	1,334.56*	747.00	1,000.00
	Youth and Education Ministry	\$2,712.00	\$1,150.00	\$13,399.22*	\$10,350.00	\$13,800.00
Music Ministry						
5.300.100	Choral Expenses	503.40	108.00	1,228.57*	972.00	1,300.00
5.300.150	2nd Service Music	0.00		0.00		
5.300.160	Saturday Service Organist	0.00		75.00		
5.300.161	Organ/Piano Supply	0.00	25.00	1,900.00*	225.00	300.00
5.300.175	Bells Expenses	12.00	108.00	636.40	972.00	1,300.00
5.300.200	Childrens Music Ministry Expense	0.00		0.00		
5.300.300	Adult Choir Music	0.00		0.00		
5.300.350	Band Expenses	371.99	333.00	3,756.93*	2,997.00	4,000.00
5.300.375	Youth Bell Choir	0.00		0.00		
5.300.400	Piano/Organ Maintenance	0.00	58.00	445.14	522.00	700.00
5.300.450	Bell Maintenance	0.00	25.00	0.00	225.00	300.00
5.300.500	Licensing Fees	99.00	71.00	830.99*	639.00	850.00
5.300.550	Music Resources Expenses	0.00	29.00	84.53	261.00	350.00
	Music Ministry	\$986.39	\$757.00	\$8,957.56*	\$6,813.00	\$9,100.00
Worship Ministry						
5.350.100	Audio Visual Ministry	130.95	125.00	2,227.56*	1,125.00	1,500.00
5.350.150	Flowers	125.00	167.00	2,193.82*	1,503.00	2,000.00
5.350.200	Altar Guild	34.82	58.00	229.95	522.00	700.00
5.350.250	Pastoral Assistance	300.00	125.00	1,125.00	1,125.00	1,500.00
5.350.300	Worship Supplies	0.00	63.00	64.82	567.00	750.00
5.350.350	Misc. Worship Expenses	0.00	42.00	387.01*	378.00	500.00
	Worship Ministry	\$590.77	\$580.00	\$6,228.16*	\$5,220.00	\$6,950.00
Facilities						
5.400.100	Cleaning Service	590.00	685.00	5,310.00	6,165.00	8,220.00
5.400.150	Utilities	712.50	876.00	6,580.86	7,884.00	10,515.00
5.400.200	Waste Removal	199.00	250.00	1,590.91	2,250.00	3,000.00
5.400.250	Grounds Maintenance	700.00	692.00	4,626.20	6,228.00	8,300.00
5.400.255	Snow Removal	0.00	417.00	3,775.00*	3,753.00	5,000.00
5.400.300	Maint./Cleaning Supplies	0.00	58.00	346.39	522.00	700.00
5.400.350	Outside Contract Services	1,390.00	491.00	5,066.13*	4,419.00	5,890.00
5.400.400	Misc. Facilities expense	182.95	229.00	262.54	2,061.00	2,750.00

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Treasurer's Report as of September 2016 for General Fund

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
	Facilities	\$3,774.45	\$3,698.00	\$27,558.03	\$33,282.00	\$44,375.00
Office Expenses						
5.450.100	Office Supplies	45.16	250.00	1,565.47	2,250.00	3,000.00
5.450.150	Office Equipment	0.00	83.00	1,068.06*	747.00	1,000.00
5.450.200	Web/Software Expenses	685.17	375.00	3,125.29	3,375.00	4,500.00
5.450.250	Telephone	136.61	167.00	1,729.12*	1,503.00	2,000.00
5.450.275	Wireless Phone	87.07	108.00	982.13*	972.00	1,300.00
5.450.300	Postage	309.00	125.00	1,738.48*	1,125.00	1,500.00
5.450.350	Dues & Subscriptions	0.00	13.00	0.00	117.00	150.00
5.450.400	Equipment Rental	1,316.92	1,467.00	13,450.41*	13,203.00	17,600.00
5.450.450	Misc. Office Expenses	0.00	21.00	0.54	189.00	250.00
	Office Expenses	\$2,579.93	\$2,609.00	\$23,659.50*	\$23,481.00	\$31,300.00
Staffing Ministry						
5.500.100	Pastor Salary	4,943.88	4,944.00	44,291.24	44,496.00	59,326.00
5.500.150	Pastor Housing Allowance	2,666.66	2,667.00	23,999.94	24,003.00	32,000.00
5.500.200	Lay Ministry Coord.	1,723.96	1,720.00	15,465.44	15,480.00	20,637.00
5.500.250	Youth Ministry Coord.	3,311.40	3,303.00	29,706.16	29,727.00	39,640.00
5.500.300	Director of Music	3,255.90	3,248.00	29,208.28	29,232.00	38,976.00
5.500.350	Organist	1,649.34	1,645.00	14,796.02	14,805.00	19,744.00
5.500.400	Tech. Support Manager	2,291.77	2,294.00	20,605.04	20,646.00	27,532.00
5.500.450	Office Manager	1,213.52	1,193.00	10,669.04	10,737.00	14,310.00
5.500.500	Director of Adult Education	2,031.86	2,102.00	18,227.56	18,918.00	25,229.00
5.500.525	AV Coordinator	636.54	635.00	5,710.32	5,715.00	7,619.00
5.500.550	Continuing Education/Training	135.18	500.00	3,463.36	4,500.00	6,000.00
5.500.600	Staff Social Security	1,198.52	1,235.00	10,635.14	11,115.00	14,817.00
5.500.650	Pastor SS/Ins/Retirement	4,138.75	4,156.00	37,277.88	37,404.00	49,867.00
5.500.655	Staff Payroll Deductions	0.00		0.00		
5.500.675	Payroll Processing Expense	0.00	542.00	2,452.76	4,878.00	6,500.00
5.500.700	Misc. Staff expenses	265.34	83.00	549.87	747.00	1,000.00
5.500.725	Staffing for Growth	450.00	352.00	2,700.00	3,168.00	4,222.00
5.500.750	Pastor's Con't Ed.	0.00		0.00		
	Staffing Ministry	\$29,912.62	\$30,619.00	\$269,758.05	\$275,571.00	\$367,419.00
Other Church Expenses						
5.550.100	Scholarships	0.00		0.00		
5.550.110	Kitchen Supplies	90.76	83.00	522.45	747.00	1,000.00

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
5.550.125	Church Events Expense	389.05		1,122.66		
5.550.150	Committee Expenses	186.89	167.00	1,110.75	1,503.00	2,000.00
5.550.175	Synod Assembly Expense	(375.00)	42.00	1,280.85*	378.00	500.00
5.550.200	Church Insurance	817.58	640.00	5,900.73*	5,760.00	7,680.00
5.550.250	Automobile Expense	525.96	417.00	3,922.22*	3,753.00	5,000.00
5.550.300	Human Resources	0.00	42.00	280.00	378.00	500.00
5.550.350	Bank/Legal Expenses	65.14	42.00	742.68*	378.00	500.00
5.550.400	Misc. Expenses	0.00	8.00	0.00	72.00	100.00
	Other Church Expenses	\$1,700.38	\$1,441.00	\$14,882.34*	\$12,969.00	\$17,280.00
<i>Providing for the Future</i>						
5.600.100	Provision for Outreach	0.00	63.00	0.00	567.00	750.00
5.600.150	Provision for Inreach	0.00	46.00	0.00	414.00	550.00
5.600.200	Provision for Equipment	0.00	83.00	0.00	747.00	1,000.00
5.600.250	Provision for Maintenance	0.00	500.00	0.00	4,500.00	6,000.00
5.600.300	Provision for Bldg. & Grounds	0.00	500.00	0.00	4,500.00	6,000.00
5.600.350	Provision for Sabbatical	0.00	100.00	0.00	900.00	1,200.00
	Providing for the Future	\$0.00	\$1,292.00	\$0.00	\$11,628.00	\$15,500.00
5.550.351	Stock Sale Costs	0.00		0.00		
	Total Expenses	\$46,799.61	\$47,882.00	\$414,863.32	\$430,938.00	\$574,550.00
	Difference	<u>(\$4,501.48)</u>	<u>(\$3.00)</u>	<u>\$35,203.85</u>	<u>(\$27.00)</u>	<u>\$0.00</u>

* = Income/Expense exceeds amount budgeted to date

Heartland Checking/MIF Checking Reconciliation											
	31-Dec-14	31-Dec-15	31-Jan-16	29-Feb-16	31-Mar-16	30-Apr-16	31-May-16	30-Jun-16	31-Jul-16	31-Aug-16	30-Sep-16
Heartland Checking Balance	178,147.53	199,267.06	210,358.74	209,607.99	224,854.62	226,547.51	230,673.10	238,578.24	238,832.24	231,914.63	223,874.24
HBT/LPL Account	20.55	2.36	302.36	302.36	302.36	302.36	302.36	302.36	302.36	302.36	302.36
Youth Checking Balance	6,569.03	-	-	-	-	-	-	-	-	-	-
Total	184,737.11	199,269.42	210,661.10	209,910.35	225,156.98	226,849.87	230,975.46	238,880.60	239,134.60	232,216.99	224,176.60
General Fund Balance	44,385.81	59,232.58	73,004.39	71,579.38	75,952.13	72,451.29	85,370.14	92,508.65	99,197.63	99,836.72	94,436.43
A/P Liabilities	-	180.93	(17.52)	1,213.25	-	-	-	-	-	(46.50)	(46.50)
Prepaid Pledges	13,863.00	3,000.00	-	-	-	-	-	-	-	-	-
Restricted Funds Balance	52,997.21	40,319.48	41,137.80	41,127.95	53,215.08	58,408.81	49,615.55	50,485.58	44,050.60	36,510.40	34,620.30
Reserves Balance	68,461.09	85,844.43	85,844.43	85,247.77	85,247.77	85,247.77	85,247.77	85,144.37	85,144.37	85,144.37	84,394.37
Endowment Fund Balance	5,030.00	10,692.00	10,692.00	10,742.00	10,742.00	10,742.00	10,742.00	10,742.00	10,742.00	10,772.00	10,772.00
Sub-Total	184,737.11	199,269.42	210,661.10	209,910.35	225,156.98	226,849.87	230,975.46	238,880.60	239,134.60	232,216.99	224,176.60
Difference to Transfer	-	-	-	-	-	-	-	-	-	-	-
Building Fund Balance	68,877.94	192,880.21	251,596.40	315,825.43	359,325.52	396,468.33	455,733.70	495,784.55	541,695.31	625,217.89	651,622.82
MIF Checking Balance	68,877.94	192,880.21	251,596.40	315,825.43	359,325.52	396,468.33	455,733.70	495,784.55	541,695.31	625,217.89	651,622.82
Difference	-	-	-	-	-	-	-	-	-	-	-
Debt Reduction Donations	19,451.64	1,100.00	405.00	380.00	415.00	365.00	372.00	375.00	390.00	475.00	490.00
Building Fund Donations	16,142.00	14,898.20	-	-	-	-	-	-	-	-	-
Forward in Faith Donations		87,909.45	63694.4	69,603.03	55369.59	6,744.00	43,919.38	46,029.66	34,975.31	79,231.00	30,982.15
FORWARD Donations						35,489.00	20,741.00	4,845.00	11,235.00	16,415.00	10,130.00
Monthly Total	35,593.64	103,907.65	64,099.40	69,983.03	55,784.59	42,598.00	65,032.38	51,249.66	46,600.31	96,121.00	41,602.15
Adjustments - Campaign exp.							(349.40)	(200.80)	(128.54)		1,000.00
Running Total	258,871.95	620,250.64	684,350.04	754,333.07	810,117.66	852,715.66	917,398.64	968,447.50	1,014,919.27	1,111,040.27	1,153,642.42
Transfers Made	35,593.64	103,907.65	64,099.40	69,983.03	55,784.59	42,598.00	64,682.98	51,048.86	45,572.96	96,121.00	43,500.96
Running Total to Transfer	-	-	-	-	-	-	-	-	898.81	898.81	-
Note: An adjustment is required when expenses for the Building Fund are paid with funds from the General Fund. September's adjustment consisted of \$185.81 carried over from August plus \$354.02 from September. These were Capital Campaign Expenses paid by Credit Cards charged to the General Fund.											

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Account #	Account Name	Current Activity	YTD Activity
3.125.000 Building Fund Balance			
	Beginning Fund Balance	626,116.70	192,880.21
<i>Income</i>			
4.127.000	Church Group Donations	0.00	0.00
4.128.000	Memorial Donations to Building Fund	0.00	0.00
4.160.000	Debt Reduction Donations	490.00	3,667.00
4.310.000	Building Fund Donations	0.00	0.00
4.315.000	Forward in Faith Donations	30,982.15	430,373.52
4.320.000	FORWARD	10,130.00	99,030.00
4.700.000	Mission Plus Interest Income	403.16	2,387.97
	Total Income	<u>\$42,005.31</u>	<u>\$535,458.49</u>
<i>Expenses</i>			
5.125.000	Loan Principal Payments	3,688.77	34,597.21
5.126.000	Loan Interest Payments	1,584.23	13,549.79
5.127.000	Loan Principal only Payments	475.00	3,177.00
5.130.000	Capital Campaign Expenses	0.00	730.95
5.132.000	Architectural Expenses	11,751.19	24,874.43
5.134.000	Construction Manager Expenses	0.00	0.00
5.136.000	Other Phase II Costs	(1,000.00)	(213.50)
	Total Expenses	<u>\$16,499.19</u>	<u>\$76,715.88</u>
	Ending Fund Balance	<u>\$651,622.82</u>	<u>\$651,622.82</u>
3.170.000 Special Services Fund Balance			
	Beginning Fund Balance	3,505.52	1,443.00
<i>Income</i>			
4.170.000	Special Services Donations	0.00	8,862.52
	Total Income	<u>\$0.00</u>	<u>\$8,862.52</u>
<i>Expenses</i>			
5.170.000	Special Services Expense	0.00	6,800.00
	Total Expenses	<u>\$0.00</u>	<u>\$6,800.00</u>
	Ending Fund Balance	<u>\$3,505.52</u>	<u>\$3,505.52</u>
3.175.000 Memorial Fund Balance			

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Account #	Account Name	Current Activity	YTD Activity
Beginning Fund Balance		4,131.65	3,125.00
<i>Income</i>			
4.175.000	Memorial Donations	600.00	1,650.00
Total Income		<u>\$600.00</u>	<u>\$1,650.00</u>
<i>Expenses</i>			
5.175.000	Memorial Expense	3,601.65	3,645.00
Total Expenses		<u>\$3,601.65</u>	<u>\$3,645.00</u>
Ending Fund Balance		\$1,130.00	\$1,130.00
3.180.000 Grafton Food Pantry Fund Balance			
Beginning Fund Balance		140.00	190.00
<i>Income</i>			
4.190.000	Grafton Food Pantry Donations	394.00	2,214.00
Total Income		<u>\$394.00</u>	<u>\$2,214.00</u>
<i>Expenses</i>			
5.190.000	Grafton Food Pantry Expense	140.00	2,010.00
Total Expenses		<u>\$140.00</u>	<u>\$2,010.00</u>
Ending Fund Balance		\$394.00	\$394.00
3.200.000 Heifer Fund Balance			
Beginning Fund Balance		728.32	1,216.45
<i>Income</i>			
4.350.000	Heifer Income	0.00	11.87
Total Income		<u>\$0.00</u>	<u>\$11.87</u>
<i>Expenses</i>			
5.630.000	Heifer Expense	0.00	500.00
Total Expenses		<u>\$0.00</u>	<u>\$500.00</u>
Ending Fund Balance		\$728.32	\$728.32
3.210.000 Grant Fund Balance			
Beginning Fund Balance		0.00	0.00

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Account #	Account Name	Current Activity	YTD Activity
<i>Income</i>			
4.210.000	Grant Fund Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.210.000	Grant Fund Expenses	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$0.00	\$0.00
3.220.000	AV Ministry Fund Balance		
	Beginning Fund Balance	(253.71)	(253.71)
<i>Income</i>			
4.220.000	AV Ministry Fund Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.220.000	Av Ministry Fund Expenses	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	(\$253.71)	(\$253.71)
3.250.000	Good Samaritan Fund Balance		
	Beginning Fund Balance	1,782.04	2,757.04
<i>Income</i>			
4.325.000	Good Samaritan Donations	0.00	525.00
	Total Income	<u>\$0.00</u>	<u>\$525.00</u>
<i>Expenses</i>			
5.625.000	Good Samaritan Expense	0.00	1,500.00
	Total Expenses	<u>\$0.00</u>	<u>\$1,500.00</u>
	Ending Fund Balance	\$1,782.04	\$1,782.04
3.260.000	Evangelism/Outreach Fund Balance		
	Beginning Fund Balance	2,045.01	1,300.01

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
<i>Income</i>			
4.260.000	Evangelism/Outreach Donations	75.00	765.00
4.260.100	LSSI Donations	0.00	55.00
4.260.110	ELCA World Hunger Donations	0.00	0.00
	Total Income	<u>\$75.00</u>	<u>\$820.00</u>
 <i>Expenses</i>			
<i>Outreach Ministry</i>			
5.260.000	Evangelism/Outreach Expense	0.00	0.00
	Outreach Ministry	<u>0.00</u>	<u>0.00</u>
5.260.100	LSSI Payments	0.00	0.00
5.260.110	ELCA World Hunger Payments	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	<u>\$2,120.01</u>	<u>\$2,120.01</u>
 3.300.000 Music Ministry Fund Balance			
	Beginning Fund Balance	<u>5,390.02</u>	<u>5,415.74</u>
3.330.000	Adult Music Ministry Fund Balance		
	Beginning Sub Fund Balance	<u>3,668.91</u>	<u>3,694.63</u>
 <i>Income</i>			
4.330.000	Adult Music Ministry Donations	0.00	40.00
	Total Income	<u>\$0.00</u>	<u>\$40.00</u>
 <i>Expenses</i>			
5.330.000	Adult Music Ministry Expense	0.00	65.72
	Total Expenses	<u>\$0.00</u>	<u>\$65.72</u>
	Ending Sub Fund Balance	<u>\$3,668.91</u>	<u>\$3,668.91</u>
3.335.000	Bells Ministry Fund Balance Balance		
	Beginning Sub Fund Balance	<u>967.11</u>	<u>967.11</u>
 <i>Income</i>			
4.410.000	Bells Music Ministry Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
 <i>Expenses</i>			
5.410.000	Bells Music Ministry Expense	0.00	0.00

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Account #	Account Name	Current Activity	YTD Activity
Total Expenses		\$0.00	\$0.00
Ending Sub Fund Balance		\$967.11	\$967.11
3.345.000	Childrens Music Ministry Fund Balance		
Beginning Sub Fund Balance		754.00	754.00
<i>Income</i>			
4.345.000	Childrens Music Ministry Donations	0.00	0.00
Total Income		\$0.00	\$0.00
<i>Expenses</i>			
5.345.000	Childrens Music Minstry Expense	0.00	0.00
Total Expenses		\$0.00	\$0.00
Ending Sub Fund Balance		\$754.00	\$754.00
Ending Fund Balance		\$5,390.02	\$5,390.02
3.350.000 Prairie Crafters Fund Balance			
Beginning Fund Balance		1,058.00	1,362.25
<i>Income</i>			
4.355.000	Prairie Crafters Income	1,255.00	3,715.25
Total Income		<u>\$1,255.00</u>	<u>\$3,715.25</u>
<i>Expenses</i>			
5.355.000	Prairie Crafters Expense	0.00	2,764.50
Total Expenses		<u>\$0.00</u>	<u>\$2,764.50</u>
Ending Fund Balance		\$2,313.00	\$2,313.00
3.360.000 Miscellaneous Fund Balance			
Beginning Fund Balance		827.06	1,827.06
<i>Income</i>			
4.360.000	Miscellaneous Fund Income	0.00	6,000.00
Total Income		<u>\$0.00</u>	<u>\$6,000.00</u>
<i>Expenses</i>			
5.360.000	Miscellaneous Fund Expense	0.00	7,000.00
Total Expenses		<u>\$0.00</u>	<u>\$7,000.00</u>

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Account #	Account Name	Current Activity	YTD Activity
Ending Fund Balance		\$827.06	\$827.06
3.370.000 WELCA Fund Balance			
Beginning Fund Balance		264.01	264.01
<i>Income</i>			
4.370.000	WELCA Income	0.00	0.00
Total Income		<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.370.000	WELCA Expenses	0.00	0.00
Total Expenses		<u>\$0.00</u>	<u>\$0.00</u>
Ending Fund Balance		\$264.01	\$264.01
3.400.000 Youth Ministry Fund Balance			
Beginning Fund Balance		834.89	5,533.34
3.415.000	Youth Ministry Balance		
Beginning Sub Fund Balance		0.00	2,836.13
<i>Income</i>			
4.415.100	Youth Ministry Income	50.00	(2,786.13)
Total Income		\$50.00	(\$2,786.13)
<i>Expenses</i>			
5.415.100	Youth Ministry Expense	0.00	0.00
Total Expenses		\$0.00	\$0.00
Ending Sub Fund Balance		\$50.00	\$50.00
3.417.000	Youth Mission Trips Balance		
Beginning Sub Fund Balance		(1,999.87)	(9.02)
<i>Income</i>			
4.417.000	Youth Mission Trips Income	2,066.99	29,530.20
Total Income		\$2,066.99	\$29,530.20
<i>Expenses</i>			
5.417.000	Youth Mission Trips Expense	67.12	29,521.18
Total Expenses		\$67.12	\$29,521.18
Ending Sub Fund Balance		\$0.00	\$0.00

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Account #	Account Name	Current Activity	YTD Activity
3.421.000	Youth Scholarship Balance		
	Beginning Sub Fund Balance	2,453.00	2,453.00
	<i>Income</i>		
4.421.000	Youth Scholarship Income	0.00	0.00
	Total Income	\$0.00	\$0.00
	<i>Expenses</i>		
5.421.000	Youth Scholarship Expense	1,689.99	1,689.99
	Total Expenses	\$1,689.99	\$1,689.99
	Ending Sub Fund Balance	\$763.01	\$763.01
3.422.000	Operation Christmas Child Balance		
	Beginning Sub Fund Balance	381.76	381.76
	<i>Income</i>		
4.418.000	Operation Christmas Child Income	0.00	0.00
	Total Income	\$0.00	\$0.00
	<i>Expenses</i>		
5.518.000	Operation Christmas Child Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$381.76	\$381.76
3.423.000	Confirmation Retreat Fund Balance		
	Beginning Sub Fund Balance	0.00	(128.53)
	<i>Income</i>		
4.423.000	Confirmation Retreat Income	0.00	128.53
	Total Income	\$0.00	\$128.53
	<i>Expenses</i>		
5.423.000	Confirmation Retreat Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$0.00	\$0.00
3.424.000	Gift Card Program Fund Balance		
	Beginning Sub Fund Balance	0.00	0.00
	<i>Income</i>		
4.424.000	Gift Card Program Income	0.00	0.00
	Total Income	\$0.00	\$0.00

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.424.000	Gift Card Program Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$0.00	\$0.00
	Ending Fund Balance	\$1,194.77	\$1,194.77
3.500.000	Little Lambs Fund Balance		
	Beginning Fund Balance	9,042.52	9,395.30
<i>Income</i>			
4.500.100	Little Lambs Tuition	1,975.00	8,750.00
4.500.200	Little Lambs Scholarships	0.00	0.00
	Total Income	<u>\$1,975.00</u>	<u>\$8,750.00</u>
<i>Expenses</i>			
5.700.100	Little Lambs Salary	2,365.06	9,196.55
5.700.110	Little Lambs Expenses	255.79	552.08
	Total Expenses	<u>\$2,620.85</u>	<u>\$9,748.63</u>
	Ending Fund Balance	\$8,396.67	\$8,396.67
3.600.000	Prayer Shawl Ministry Fund Balance		
	Beginning Fund Balance	59.38	82.60
<i>Income</i>			
4.600.000	Prayer Shawl Ministry Donations	0.00	125.00
	Total Income	<u>\$0.00</u>	<u>\$125.00</u>
<i>Expenses</i>			
5.600.010	Prayer Shawl Ministry Expense	74.70	222.92
	Total Expenses	<u>\$74.70</u>	<u>\$222.92</u>
	Ending Fund Balance	(\$15.32)	(\$15.32)
3.650.000	Quilters Ministry Fund Balance		
	Beginning Fund Balance	964.78	670.48
<i>Income</i>			
4.650.000	Quilters Income & Donations	0.00	635.00

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Friday, October 7, 2016

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Account #	Account Name	Current Activity	YTD Activity
Total Income		<u>\$0.00</u>	<u>\$635.00</u>
<i>Expenses</i>			
5.650.000	Quilters Expenses	111.78	452.48
Total Expenses		<u>\$111.78</u>	<u>\$452.48</u>
Ending Fund Balance		\$853.00	\$853.00
3.700.000 Disaster Relief Fund Balance			
Beginning Fund Balance		220.91	220.91
<i>Income</i>			
4.710.000	Disaster Relief	0.00	0.00
Total Income		<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.710.000	Disaster Relief Fund	0.00	0.00
Total Expenses		<u>\$0.00</u>	<u>\$0.00</u>
Ending Fund Balance		\$220.91	\$220.91
3.750.000 Seminary Scholarship Fund Balance			
Beginning Fund Balance		5,770.00	5,770.00
<i>Income</i>			
4.750.000	Seminary Scholarship Donations	0.00	0.00
Total Income		<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.750.000	Seminary Scholarship Expenses	0.00	0.00
Total Expenses		<u>\$0.00</u>	<u>\$0.00</u>
Ending Fund Balance		\$5,770.00	\$5,770.00
3.940.000 Endowment Fund Balance			
Beginning Fund Balance		10,772.00	10,692.00
<i>Income</i>			
4.940.000	Endowment Income	0.00	80.00
Total Income		<u>\$0.00</u>	<u>\$80.00</u>

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.940.000	Endowment Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$10,772.00	\$10,772.00
3.950.000 Inreach Reserves Fund Balance			
	Beginning Fund Balance	2,597.73	2,701.13
<i>Income</i>			
4.950.000	Inreach Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.950.000	Inreach Reserves Expense	750.00	853.40
	Total Expenses	<u>\$750.00</u>	<u>\$853.40</u>
	Ending Fund Balance	\$1,847.73	\$1,847.73
3.960.000 Outreach Reserves Fund Balance			
	Beginning Fund Balance	8,313.67	8,313.67
<i>Income</i>			
4.960.000	Outreach Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.960.000	Outreach Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$8,313.67	\$8,313.67
3.970.000 Bldg & Grounds Reserves Balance			
	Beginning Fund Balance	29,508.14	29,508.14
<i>Income</i>			
4.970.000	Bldg & Grounds Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.970.000	Bldg & Grounds Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$29,508.14	\$29,508.14
3.972.000	Playground Maintenance Reserves Balance		
	Beginning Fund Balance	5,000.00	5,000.00
<i>Income</i>			
4.972.000	Playground Maintenance Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.972.000	Playground Maintenance Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$5,000.00	\$5,000.00
3.975.000	Maintenance Reserves Balance		
	Beginning Fund Balance	24,933.80	24,933.80
<i>Income</i>			
4.975.000	Maintenance Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.975.000	Maintenance Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$24,933.80	\$24,933.80
3.980.000	Equipment Reserves Balance		
	Beginning Fund Balance	9,615.14	10,211.80
<i>Income</i>			
4.980.000	Equipment Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>

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Account #	Account Name	Current Activity	YTD Activity
<i>Expenses</i>			
5.980.000	Equipment Reserves Expense	0.00	596.66
	Total Expenses	<u>\$0.00</u>	<u>\$596.66</u>
	Ending Fund Balance	\$9,615.14	\$9,615.14
3.985.000	Sabbatical Reserves Balance		
	Beginning Fund Balance	5,175.89	5,175.89
<i>Income</i>			
4.985.000	Sabatical Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
<i>Expenses</i>			
5.985.000	Sabatical Reserves Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$5,175.89	\$5,175.89

Property Team Minutes for 10/10/2016

PRESENT: Tom Polzin, Dick Talbot, Chris Trodahl

ABSENT: Jerry Christopherson, Mark Frendreis

GUEST: Pastor Mark, Bud Hansen

1. FOX VALLEY FIRE ALARM SERVICE & TEST
 - a. No issues or problems
 - b. No further action required

2. FOX VALLEY SPRINKLET SERVICE AND TEST
 - a. Conducted a wet test
 - b. Everything worked properly
 - c. Recommended we check & drain valves monthly
 - d. Three locations – rooms 117, 109, 129
 - e. Drain compressor monthly – short bursts till dry
 - f. Chris will develop the inspection procedures by next meeting
 - g. Property team will set the inspection schedule next meeting

3. FOX VALLEY FIRE – FIRE EXTINGUISHERS
 - a. Recommend we check monthly
 - b. Present, Serviceable, Pressure OK
 - c. Chris will develop the inspection procedures by next meeting
 - d. Property team will set the inspection schedule next meeting

4. EMERGENCY LIGHTS
 - a. Discussed and decided we should also check these monthly
 - b. Chris will develop the inspection procedures by next meeting
 - c. Property team will set the inspection schedule next meeting

5. BATHROOM FLOORS
 - a. Floors need to be cleaned and sanitized
 - b. Tom and Chris will work on this

6. CARPET CLEANING
 - a. We need to clean the carpet in the Crossroads
 - b. We need to ensure a stain guard is applied
 - c. Chris will contact Service Master to get the cleaning done
 - d. We should investigate replacing the carpet in the crossroads

7. BUDGET

- a. 2016 budget update
 - i. We are within budget
 - ii. No special problems or expenses anticipated
- b. 2017 proposed budget
 - i. Waiting for feedback from Finance
- c. 2017 new reserve accounts
 - i. Jerry and Chris have developed a draft
 - ii. Jerry and Chris working on getting quotes – by account

8. NEW RESERVE ACCOUNTS

- a. Need quotes for roof
 - i. Tom has names for commercial roofers
- b. Need quote for carpet
 - i. Pastor Mark will give Chris the name of a carpet company
- c. Quote for other items
 - i. Jerry and Chris working on this

9. E-MAIL DISTRIBUTION LIST

- a. Currently the 5 of us
- b. Bud Hansen will be added to our e-mail distribution list

10. WINTER BUILDING PROJECTS

- a. We discussed painting some or all of the classrooms this winter
- b. No decision was made re this project

11. PARKING LOT

- a. Asked the building committee and the parking lot contractor to provide us a quote to replace the broken and damaged asphalt in 3 areas while they are here doing the parking lot expansion
- b. No response or update on this project

12. PARKING LOT LIGHTS

- a. Discussed converting existing lights to LED
- b. Need to coordinate with the building committee and the new parking lot.
- c. Tom is investigating upgrading to LED like he did for the front entrance

13. SHED & STORAGE CLOSETS

- a. Need cleaning and organizing
- b. Chris will contact Mark and work on this

14. MARK – BUILDING UPDATE

- a. No new updates involving the Property team

15. OLD BUSINESS

- a. None

16. NEW BUSINESS

- a. None

Attendance: Sandy Hupert, Marlene Boehler, Jules Pelka, Mary Trodahl, Jill Brown, Becky Hennessey, Sharon Stangle, Carl Hupert

Sandy opened with a prayer.

1. Old Business: Sharon moved and Jill seconded to accept last month's minutes.
2. Habitat: Carl reported that he has four persons for working at Restore on October 19. He surveyed past volunteers and currently has fourteen people willing to help when needed, if available.
3. Exodus: Although we had been asked to provide for 8 refugees, at the last minute their arrival was cancelled. Sandy asked Mary to be the contact person for Exodus during Sandy's absence in November.
4. Feed My Starving Children: Jill advised that the first December weekend is being scheduled by FMSC as a gala event of three days at the Schaumburg Convention Center. She is reserving a Saturday noon -2 PM shift, once reservations are being taken. She is planning for 30 volunteers.
5. PADS: Becky has 5 volunteers for October, 4 for November, but has zero for December 25. She will continue in her efforts. Sandy, Carl, Becky, and Jill have offered to be backups, if needed.
6. Love in a Glove box. Tabled until after the new year.
7. Green Tree: Jules reported he had 20-25 people helping with the end-of-the-year cleanup at Green Tree which, he felt, basically put the property in good shape for the coming seasons.
8. Northern Illinois Food Bank: Sandy reported that the vote was positive to buy more "God's work, our hands" tee shirts. Sharon has arranged for those who wish to car pool to meet at church at 8 AM on October 15, at which time the shirts will be passed out, as needed. Approximately 80 persons will attend.
9. Stubbs ministry: \$230 was spent to buy "Messiah" music per the request of the Stubbs. Steve Legel has been authorized to spend up to \$100 for additional items.
10. Plaster House: Members of SOTP who are going to Africa are visiting the Plaster House as well as the Stubbs ministry. This is a medical mission for young children with orthopedic needs. Jules moved and Jill seconded to purchase \$220 of Duplo Blox for Plaster House.

1. New Business: No November meeting.
2. Thanksgiving offering: It was decided to distribute the given offering equally among four missions: NIFB, FMSC, Grafton Food Pantry, and ELCA Hunger relief.
3. Christmas offering: Carl moved and Jules seconded to give the total Christmas offering to Haiti relief efforts IF we could assure the monies were made direct to needy recipients. Mary will determine if ELCA's Hurricane Matthew relief can be designated to go directly to Haiti.
4. End of Year donations: Sandy suggested that of any unspent Mission funds we give \$ 400 each to PADS, LSSI, and Home of the Sparrow.
5. Becky moved and Jill seconded to adjourn.
6. Next meeting: December 12, 2016.

Submitted by Carl Hupert

27 September 2016 Building Team Meeting

Attending: Don Schneider, Cliff Dungey, Bob Malm, Larry Newbanks, Deb Hansen, Pastor Mark, Mark Frendreis

Agenda:

1. Ministry Video
 - a. Deb showed a short segment of the Ministry video.
2. Berm
 - a. Bill (SMC) and the person doing the Gift In Kind work met at the berm to review what work needs to be done. Bill said the berm will be done by the end of next week.
3. Consultants
 - a. Architect received RFP for Acoustics and Sound Design.
4. FFE Budget
 - a. Furniture, Fixtures and Equipment (FFE) budget was reviewed for SMC construction and GDG architect.
5. Village dates
 - a. Mika (GDG) coordinated with the Village on dates to the end of the year.
 - b. Design Development and Construction Documents would be submitted to Village Oct 14.
 - c. Public hearing with SOTP mailing notification to nearby residences by November 12.
 - d. Plan commission meeting, Village Board meeting, and other reviews in December.
6. Sub Committees
 - a. Colors and Materials
 - b. Technology/Security
 - c. Sound and video
 - d. Phone and internet
 - e. Maintenance
 - f. Wireless card entry (security)
 - g. Enhanced hearing system (sound and video)
 - h. The Architect will provide options for each subcommittee to make a selection.
7. Schedule Update
 - a. Reviewed upcoming meetings.
8. Drawing Update
 - a. Reviewed suggested changes to the design; storage, adding doors, millwork.
 - b. Reviewed future seating area and parking.
 - c. The Building team looked at examples of rock for the exterior and interior.
9. Next Meeting
 - a. Meet on Tuesday, 27 September, at 5:00pm
 - b. Meet with GDG and SMC on Tuesday, 11 October, at 2:00pm

12 October 2016 Building Team Meeting

Attending: Don Schneider, Cliff Dungey, Bob Malm, Joyce Shotick, Deb Hansen, Pastor Mark, Bill Wilson (SMC), Dan Konczal (GDG), Pete Schneider (GDG), Mike Groth (GDG)

Agenda:

1. Drawing Update
 - a. Village Submittal Package
 - i. Civil
 - ii. Landscape
 - iii. Architectural
 - b. Design Development progress
 - i. Architectural
 - ii. Mechanical
2. Acoustics Update
 - a. Bell & Choir arrangement
 - b. Sound booth placement
3. Berm
 - a. "MOVE SOME DIRT", the berm is almost gone. Silt fence at the south was installed by some of our own at SOTP.
 - b. Excitement is Building
4. Consultants
 - a. Civil Engineers, Knoche & Associates are hired construction layout, storm water pollution prevention plan, detention calculation, Village reviews and permits.
 - b. Request For Proposal (RFP) has been sent to Acoustic, Audio Visual, and Landscape Consultants.
5. FFE Budget
 - a. Furniture, Fixtures and Equipment (FFE) budget was reviewed for SMC construction and GDG architect.
6. Village dates
 - a. Design Development is scheduled to be done by October 24. This will be reviewed with SMC and then submitted to the Village for review.
 - b. Public hearing with SOTP mailing notification to nearby residences by November 12.
7. Sub Committees
 - a. Colors and Materials
 - b. Technology/Security
 - c. Sound and video
 - d. Phone and internet
 - e. Maintenance
 - f. Wireless card entry (security)
 - g. Enhanced hearing system (sound and video)
 - h. The Architect will provide options for each subcommittee to make a selection.
8. Next Meeting
 - a. Meet on Thursday, 21 October, at 10:00am
 - b. Meet on Tuesday, 25 October at 5:00pm
 - c. Meet with GDG and SMC on Tuesday, 15 November, at 5:00pm

WORSHIP COMMITTEE MEETING MINUTES

OCTOBER 10, 2016

ATTENDING THE MEETING: Jane McMullen, Dolly Cardascio, Judy Symbal, Andrew Szekely, Carolyn Cuttle

The Worship Committee had a full agenda this month getting organized for the upcoming season of Advent.

1. Everyone was reminded to get their portion of the Annual Report 2106 to Donna Kelly by October 15, 2016.
2. Carolyn presented a typed calendar from now until January 2017. We looked at the various dates to determine worship needs including greeters, ushers, altar guild requirements.
 - a. Jane helped us with the color changes for the banners.
 - b. We asked about purchasing banners for the seasons however Jane prefers handmade banners. At this time we do not have anyone able to make banners.
 - c. Andrew will arrange to have ushers for the special services including 11/23 Piefest the night before Thanksgiving, 12/18 Heartland concert, Christmas Eve at 5pm and 11pm, Christmas Day at 10am, New Year's Day at 10am
 - d. Dolly will also arrange for Greeters on Christmas Eve and Christmas Day and New Year's Day. Greeters should arrive about 45 minutes before the service on Christmas Eve!
 - e. Judi will make sure that we have sufficient communion bread and servers.
3. Barb is working on the decorations for Fall and Advent. Barb will be in Africa from 11/6 – 11/21. Carolyn will follow up with the decorations for Fall. We will be using the same design for last year for Fall.
4. All Saints Sunday is coming up. Jane and Pastor will secure the candles. We have misplaced the beautiful bowls that held the white sand for the table of remembrance. We are still looking! If we cannot find the bowls, Carolyn will find something else to use.
5. Carolyn will contact Becky (Saturday night chair) about how to handle Christmas Eve, New Year's Eve and All Saints. Carolyn will copy Andrew.
6. Barb contacted several florist for Poinsettia plants for Christmas. We have decided to use Countryside Florist for our vendor. We can get the slightly bigger poinsettia plants and

Countryside will deliver. We are getting 7" red poinsettia. There will also be a white large poinsettia for Christmas. We are looking at having them delivered for December 8/9 services. We feel that with Barb, Judi, Jane, Carolyn and Sandy S. we should be able to decorate the church efficiently.

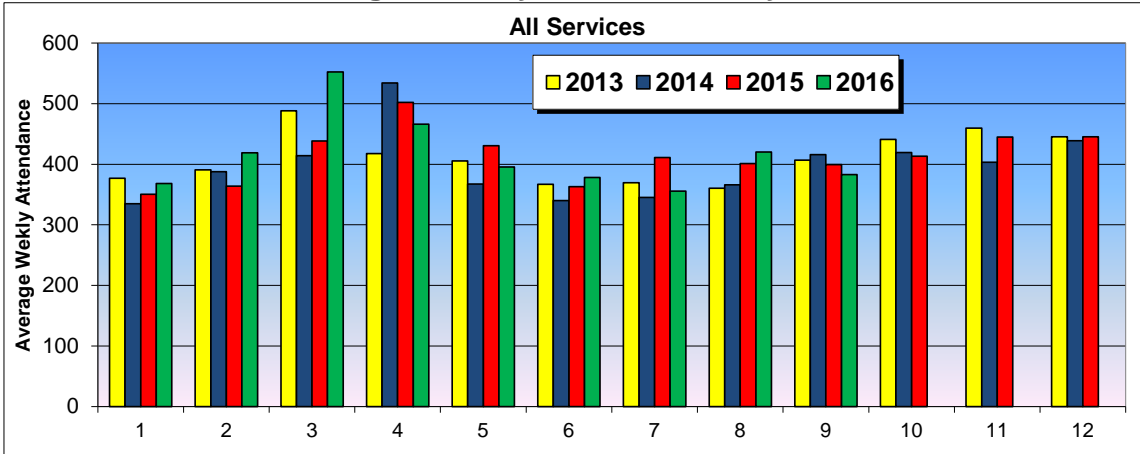
We will have a watering crew to keep them healthy until Christmas. The watering crew will be Barb, Judi, Carolyn, Sandy S..

- a. We are going to advertise in the Flourish about the poinsettia order.
 - b. We are going to do an email blast to place the order.
 - c. We will talk with Ralph W. about having the congregation be able to put their order in an envelope and place in the offering plate. We will also set up a box to deposit Poinsettia orders.
 - d. At this time we do not plan to set up tables and sell poinsettia plants.
7. Andrew is planning on getting help to have the extra chairs set up for Christmas Eve service on Friday. He wants to have it organized!!!!
 8. Chris Solem was not able to attend as he took a bad fall yesterday. He did indicate that there would be drama for October 29 and 30 for the reformation.
 9. We had some discussion about making the church on the outside festive for the holidays. Pastor Mark mentioned that Cal Meyer did a great job decoration with lights outside. We felt that was awesome and believe that he will be doing it again this year. We talked about a Nativity Scene out by the road. Pastor indicated that we do not have access to power out there. The decision is to drape the sign with evergreen and a red ribbon to make it more festive and draw attention to ourselves. We talked about putting the Nativity Scene closer to the building on the North side. We also talked about the living Nativity scene. Pastor Mark encouraged everyone to participate in THE NIGHT IN BETHLEHEM on December 11.
 10. Pastor Mark reminded us about the not overextending ourselves trying to do too much. We need to do what we do excellent!!
 11. Pastor Mark spoke about the training videos that the church will be making starting with Assistant Ministers and Communion Stewards. The next one should be ushers. That one will be more difficult but we all thought it was a great idea. This will then be on the website.
 12. Jane spoke about the Christmas Bake Sale that the choir did last year. It was determined that we would do it again this year on December 18th. Details are still sketchy.

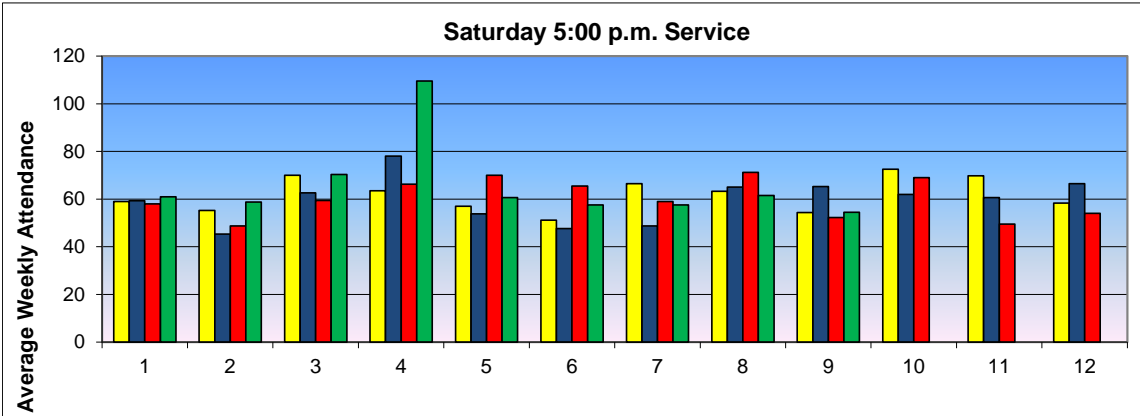
We adjourned about 8pm with lots to get organized!!!!

Please see attached updated calendar of events.

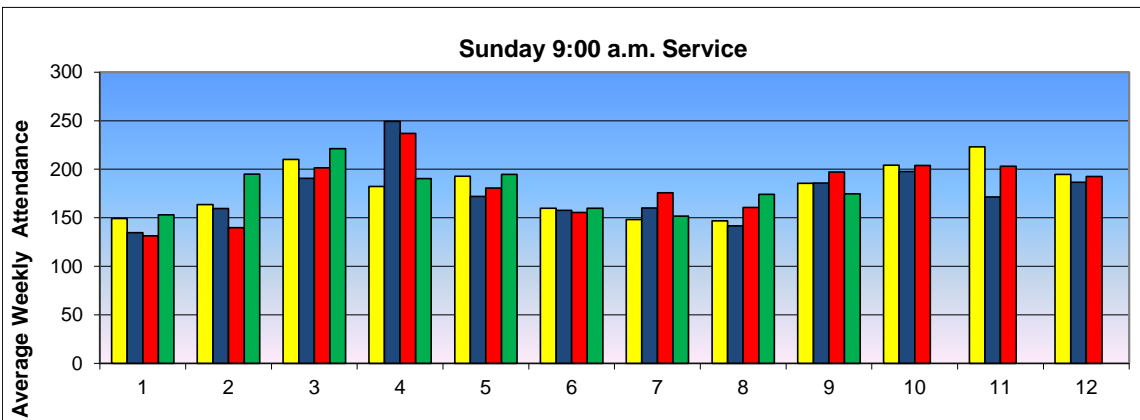
Average Weekly Attendance by Month



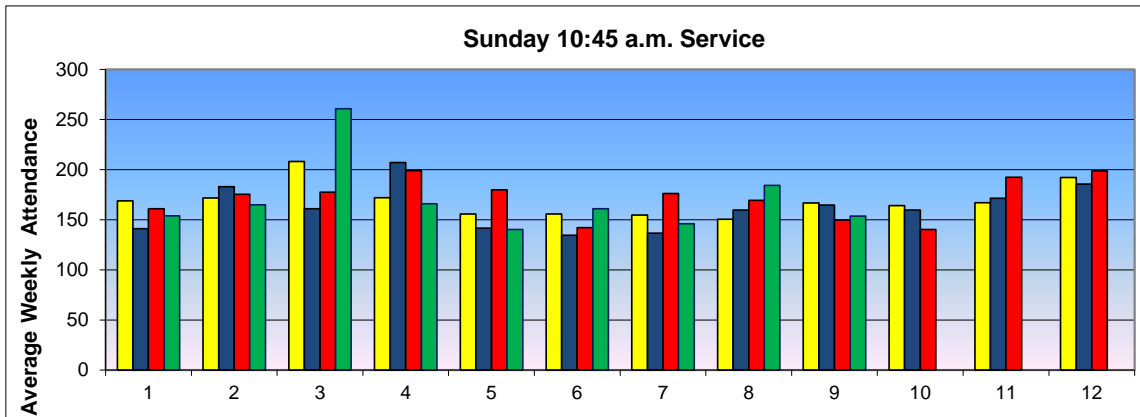
Avg. Weekly Attendance	
Year	Attendance
2009	338
2010	392
2011	410
2012	420
2013	411
2014	397
2015	414
2016 (ytd)	415



Avg. Weekly Attendance	
Year	Attendance
2009	47
2010	55
2011	55
2012	64
2013	62
2014	60
2015	60
2016 (ytd)	66



Avg. Weekly Attendance	
Year	Attendance
2009	176
2010	210
2011	195
2012	182
2013	180
2014	176
2015	182
2016 (ytd)	179



Avg. Weekly Attendance	
Year	Attendance
2009	115
2010	128
2011	159
2012	175
2013	169
2014	162
2015	172
2016 (ytd)	170

Shepherd of the Prairie Lutheran Church General Fund Offering Chart

