



Council Report

November 21, 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 November 21, 2016 Council Agenda

- 1. Devotions – Mike McCann**
- 2. Review and approve October Council Minutes**
- 3. Mutual Ministry – Performance Review – Jessica Panella**
- 4. Finance Review – Jim**
 - a. Monthly finance review
- 5. Review 2016 Strategic Directions**
 - a. See attached Strategic Direction Document
- 6. Ministry Team Updates**
- 7. Other Business**
- 8. Devotions for December meeting – Bob McDuffee**
- 9. Next Meeting**
 - a. December 19, 2016

Shepherd of the Prairie October 17, 2016 Council Minutes

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

Absent: Marlene Boehler

1. **Devotions** – Amy Brittain
2. **Review and approve August Council Minutes**
 - a. *Motion to approve minutes by Bud Hansen. Seconded by Jim Henley. Motion approved.*
3. **Finance Review** – Jim Henley
 - a. Through September: Income \$19,156 over budget YTD, total expenses \$16,075 under budget: surplus of \$35,204 (due to unfunded reserves, strong giving, and good control of expenses).
 - b. Building Fund YTD: Income: \$535,458 and Expenses: \$76,716. Building Fund balance is \$651,623. Included in balance is \$99,030 toward the FORWARD Campaign.
 - c. Attendance projection graph discussion
 - d. Budget Projection Discussions
 1. Outreach (parades, Christmas plans, future project plan)
 2. Confirmation
 3. Copy Machine – seeking new vendors
 4. Continuing Education
 5. Staffing for Growth/Children and Family Ministry
 - a. Motion to set Budget for Staffing for Growth at \$7,000. Motion to approve budget for Staffing for Growth at \$7,000 by Cliff Dungey. Seconded by Bob McDuffee. Motion approved.
4. **2016 Strategic Directions** (See attached Strategic Direction Document)
5. **Other Business**
 - a. Comprehensive Ministry Review: Postponed until February (tentatively 2nd weekend)
 - b. Nominating Team Update
 - c. Annual Meeting: Motion to approve January 29th, 2017 as annual meeting date by Amy Brittain. Seconded by Bob McDuffee. Motion approved.
6. **Ministry Team Updates**
 1. Building Team:
 - a. The dirt is moving!
 - b. Schematics will be available online soon
 - c. Subcommittees
 2. Property Team
 - a. Sprinkler, Alarm System testing
 - b. Quotes for big ticket items for future
 - c. LED lights
 3. Worship Team:
 - a. Need for banner makers
 - b. Pie Fest 11/23

c. Heartland Voices Concert 12/18

d. Christmas Bake Sale 12/18

e. Christmas Day Service 10am; New Years Day Service 10am

7. Devotions for November meeting – Mike McCann

8. Next Meeting- November 21, 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
- 10/17/16 Meeting with clergy scheduled for 2 weeks from now

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
- 10/17/16: Exploring once per month worship service at location behind Heritage Woods

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
- 10/17/16: Beginning 1/1/17- Little Lambs staff will be hired as church staff, not contract personnel

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.
- 10/17/16: Tutoring facilitator introduced tutoring program at confirmation

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
- 10/17/16: Youth and Family Ministry Team: Birthday party for Jesus combined with Night in Bethlehem scheduled for 12/11/16; Mobile Food Pantry service project to be scheduled in Spring

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
- 10/17/16: Tabled at this time: no families signed up for fall course

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
- 10/17/16: Upcoming Reformation event: October 30th: German dinner and Luther movie

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
- 10/17/16: Small group training opportunity in February
- 10/17/16: Grief support group starting this Friday

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 – November 14, 2016

Members Present: Devin Burg, Jim Henley, Rich Juergensen, Ralph Bergstrom, Dave Shotick

Absent: Don Schneider

Guests: None

The meeting was called to order at 7:05 PM.

The minutes of our October meeting were approved.

Jim Henley reviewed the October financial statements. Income through October is \$26,407 over budget YTD. Total expenses through October are \$18,411 under budget resulting in a surplus of \$44,789 YTD. Part of this surplus is due to \$11,628 of unfunded reserves. We continue to see strong giving, and (in most cases) good control of expenses. The provision for Reserves is typically not funded until December. The group discussed and approved the strategy to fund the reserves monthly starting in January of 2017. The treasurers report included an expense under "Good Samaritan." This expense should come from the dedicated fund balance and Dave is going to correct this for the November financial report.

Building Fund income YTD is \$580,785 and expenses are \$108,531 YTD. The Building Fund balance is \$665,134. Included in this balance are \$104,089 toward the FORWARD Campaign.

Since the last meeting a new copier contract was approved. The finance team reviewed the contract via email and approved the transaction. The new contract allowed us to obtain a new upgraded copier at a lower cost.

There were a couple adjustments to the 2017 budget proposal that were accepted by the team. There shouldn't be many other adjustments needed beyond finalizing the revenue projections. Based on our 2016 trends, it won't be difficult to pass a balanced budget proposal for 2017.

Dave Shotick attended a Synod sponsored event for church treasurers and business administrators. There was an accounting specialist and an attorney that provided strategies for managing new regulations for W-2's, 1099's, and the updated FLSA regulations. Dave also reported on an IRS issue regarding contract employees from previous years that may result in an assessment of unpaid payroll taxes for those years. The amount of those taxes is unknown now but he provided a best guess. The team agreed that we should try to expense as much of this potential assessment as possible in 2016 considering our operating surplus. We agreed to transfer unrestricted funds to a reserve to cover this amount when it comes due. Dave is going to continue to work on this and will report the amount when it is known.

There was a building team update that we should be ready to move from Detailed Design to Construction Documents shortly after the November 14th meeting with the Village of Huntley.

Rich suggested we start planning for an external audit. The strategy would include external audits every 2 – 3 years. Jim knows a member who could help us get an estimate of the cost. Once that is known we can decide on the year, and the method to fund that expense.

There being no further business the meeting was adjourned at 8:25 PM.

Respectfully submitted,
Devin Burg

Shepherd of the Prairie - Huntley IL
Balance Sheet as of October 31, 2016

Wednesday, November 9, 2016

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	236,340.02	12,465.78	186,067.26
1.200.000	Mission Plus Building Fund Checking	665,134.05	13,511.23	55,497.88
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	\$901,776.43	\$25,977.01	\$241,604.84
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	\$2,881,776.43	\$25,977.01	\$2,221,604.84
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	489,193.67	(4,240.86)	542,496.40
	Total Long Term Liabilities	\$489,193.67	(\$4,240.86)	\$542,496.40
	Total Liabilities	\$489,147.17	(\$4,240.86)	\$542,496.40
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	104,021.63	9,585.20	63,958.83
	Total Unrestricted Fund Balances	\$104,021.63	\$9,585.20	\$63,958.83
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	1,375.00	245.00	2,065.00
3.180.000	Grafton Food Pantry Fund Balance	454.00	60.00	1,581.00
3.200.000	Heifer Fund Balance	728.32	0.00	711.00
3.210.000	Grant Fund Balance	0.00	0.00	255.00

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Balance Sheet as of October 31, 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	4.21
3.225.000	Reformation 500 Balance	1,145.00	1,145.00	N/A
3.250.000	Good Samaritan Fund Balance	1,782.04	0.00	2,557.04
3.260.000	Evangelism/Outreach Fund Balance	77.01	(2,043.00)	2,623.42
3.300.000	<i>Music Ministry Fund Balance</i>			
3.330.000	Adult Music Ministry Fund Balance	3,518.91	(150.00)	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>\$5,240.02</i>	<i>(\$150.00)</i>	<i>3,728.74</i>
3.350.000	Prairie Crafters Fund Balance	3,841.00	1,528.00	2,021.00
3.360.000	Miscellaneous Fund Balance	827.06	0.00	1,802.06
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	1,270.00	1,220.00	4,097.63
3.417.000	Youth Mission Trips Balance	346.00	346.00	(9.02)
3.421.000	Youth Scholarship Balance	763.01	0.00	2,453.00
3.422.000	Operation Christmas Child Balance	466.76	85.00	186.76
3.423.000	Confirmation Retreat Fund Balance	590.00	590.00	858.47
3.424.000	Gift Card Program Fund Balance	0.00	0.00	0.00
	<i>Total Youth Ministry Fund Balance</i>	<i>\$3,435.77</i>	<i>\$2,241.00</i>	<i>7,586.84</i>
3.500.000	Little Lambs Fund Balance	8,301.70	(94.97)	9,124.33
3.600.000	Prayer Shawl Ministry Fund Balance	(15.32)	0.00	82.60
3.650.000	Quilters Ministry Fund Balance	853.00	0.00	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

Shepherd of the Prairie - Huntley IL
Balance Sheet as of October 31, 2016

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
<i>Total Inactive Accounts Fund Balance</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>0.00</i>
Total		\$37,551.33	\$2,931.03	\$42,314.70
Total Temporary Restricted Fund Balances		\$37,551.33	\$2,931.03	\$42,314.70
Reserves				
3.950.000	Inreach Reserves Fund Balance	1,747.28	(100.45)	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		\$84,293.92	(\$100.45)	\$70,344.43
Permanently Restricted Funds				
Building Fund				
3.125.000	Building Fund Balance	665,134.05	13,511.23	55,497.88
Total Building Fund		\$665,134.05	\$13,511.23	\$55,497.88
3.940.000	Endowment Fund Balance	10,822.00	50.00	9,489.00
Total Permanently Restricted Funds		\$675,956.05	\$13,561.23	\$64,986.88
3.130.000	Building & Grounds Equity	1,490,806.33	4,240.86	1,437,503.60
Total Equity		\$1,490,806.33	\$4,240.86	\$1,437,503.60
Total Fund Balances & Equity		\$2,392,629.26	\$30,217.87	\$1,679,108.44
Total Liabilities and Fund Balances & Equity		\$2,881,776.43	\$25,977.01	\$2,221,604.84

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 October 2016 for General Fund

Wednesday, November 9, 2016

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
Income						
4.100.000	Member Contributions	53,360.00	45,550.00	487,584.97*	455,500.00	546,600.00
4.150.000	Loose Plate and Growth	1,441.25	2,083.00	15,678.66	20,830.00	25,000.00
4.200.000	Miscellaneous Income	0.00	21.00	0.00	210.00	250.00
4.250.000	Flower Income	320.00	208.00	1,787.00	2,080.00	2,500.00
4.300.000	Interest Income (Heartland Bank)	9.29	17.00	147.08	170.00	200.00
	Total Income	\$55,130.54	\$47,879.00	\$505,197.71*	\$478,790.00	\$574,550.00
Expenses						
Mission Ministry						
5.100.110	ELCA NI Synod	4,555.00	4,555.00	45,550.00	45,550.00	54,660.00
5.100.111	Good Samaritan	0.00		313.00		
5.100.112	Local Mission	1,439.47	456.00	4,541.29	4,560.00	5,466.00
5.100.113	Mission Ministry - Other	0.00		0.00		
	Mission Ministry	\$5,994.47	\$5,011.00	\$50,404.29*	\$50,110.00	\$60,126.00
Outreach Ministry						
5.150.100	Outreach Team	60.00	333.00	3,610.16*	3,330.00	4,000.00
5.150.150	Advertising	0.00	208.00	1,993.10	2,080.00	2,500.00
5.150.250	Outreach Ministry - Other	0.00		0.00		
5.150.300	Lay Ministry Expenses	16.61	42.00	139.54	420.00	500.00
	Outreach Ministry	\$76.61	\$583.00	\$5,742.80	\$5,830.00	\$7,000.00
Adult Education Ministry						
5.200.000	Adult Ed Books/Reimbursements	0.00	100.00	0.00	1,000.00	1,200.00
5.200.300	Adult Ed Curriculum	0.00	17.00	9.95	170.00	200.00
5.200.350	Retreats Expenses	0.00	8.00	0.00	80.00	100.00
5.200.400	Adult Ed - Other	0.00		150.00		
5.200.450	Home Devotional Guides	0.00	17.00	184.50*	170.00	200.00
	Adult Education Ministry	\$0.00	\$142.00	\$344.45	\$1,420.00	\$1,700.00
Youth and Education Ministry						
5.250.100	Youth Resources	111.36	125.00	1,938.85*	1,250.00	1,500.00
5.250.150	Youth Curriculum	13.00	67.00	247.28	670.00	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	231.90	208.00	2,626.72*	2,080.00	2,500.00
5.250.280	Confirmation Expenses	44.77	292.00	3,582.61*	2,920.00	3,500.00
5.250.285	Sunday School Expenses	0.00	125.00	925.26	1,250.00	1,500.00

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
5.250.290	VBS Expenses	404.13	250.00	2,826.10*	2,500.00	3,000.00
5.250.300	Other Youth Expenses	127.89	83.00	1,462.45*	830.00	1,000.00
	Youth and Education Ministry	\$933.05	\$1,150.00	\$14,332.27*	\$11,500.00	\$13,800.00
Music Ministry						
5.300.100	Choral Expenses	30.90	108.00	1,259.47*	1,080.00	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*	250.00	300.00
5.300.175	Bells Expenses	0.00	108.00	636.40	1,080.00	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	737.72	333.00	4,494.65*	3,330.00	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	580.00	700.00
5.300.450	Bell Maintenance	0.00	25.00	0.00	250.00	300.00
5.300.500	Licensing Fees	0.00	71.00	830.99*	710.00	850.00
5.300.550	Music Resources Expenses	145.00	29.00	229.53	290.00	350.00
	Music Ministry	\$913.62	\$757.00	\$9,871.18*	\$7,570.00	\$9,100.00
Worship Ministry						
5.350.100	Audio Visual Ministry	134.00	125.00	2,361.56*	1,250.00	1,500.00
5.350.150	Flowers	50.00	167.00	2,243.82*	1,670.00	2,000.00
5.350.200	Altar Guild	23.47	58.00	253.42	580.00	700.00
5.350.250	Pastoral Assistance	0.00	125.00	1,125.00	1,250.00	1,500.00
5.350.300	Worship Supplies	0.00	63.00	64.82	630.00	750.00
5.350.350	Misc. Worship Expenses	19.99	42.00	407.00	420.00	500.00
	Worship Ministry	\$227.46	\$580.00	\$6,455.62*	\$5,800.00	\$6,950.00
Facilities						
5.400.100	Cleaning Service	590.00	685.00	5,900.00	6,850.00	8,220.00
5.400.150	Utilities	776.58	876.00	7,357.44	8,760.00	10,515.00
5.400.200	Waste Removal	11.77	250.00	1,602.68	2,500.00	3,000.00
5.400.250	Grounds Maintenance	875.00	692.00	5,501.20	6,920.00	8,300.00
5.400.255	Snow Removal	0.00	417.00	3,775.00	4,170.00	5,000.00
5.400.300	Maint./Cleaning Supplies	29.93	58.00	376.32	580.00	700.00
5.400.350	Outside Contract Services	473.99	491.00	5,540.12*	4,910.00	5,890.00
5.400.400	Misc. Facilities expense	0.00	229.00	262.54	2,290.00	2,750.00

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
	Facilities	\$2,757.27	\$3,698.00	\$30,315.30	\$36,980.00	\$44,375.00
Office Expenses						
5.450.100	Office Supplies	337.17	250.00	1,902.64	2,500.00	3,000.00
5.450.150	Office Equipment	0.00	83.00	1,068.06*	830.00	1,000.00
5.450.200	Web/Software Expenses	740.91	375.00	3,866.20*	3,750.00	4,500.00
5.450.250	Telephone	136.61	167.00	1,865.73*	1,670.00	2,000.00
5.450.275	Wireless Phone	179.87	108.00	1,162.00*	1,080.00	1,300.00
5.450.300	Postage	31.36	125.00	1,769.84*	1,250.00	1,500.00
5.450.350	Dues & Subscriptions	0.00	13.00	0.00	130.00	150.00
5.450.400	Equipment Rental	1,316.92	1,467.00	14,767.33*	14,670.00	17,600.00
5.450.450	Misc. Office Expenses	0.00	21.00	0.54	210.00	250.00
	Office Expenses	\$2,742.84	\$2,609.00	\$26,402.34*	\$26,090.00	\$31,300.00
Staffing Ministry						
5.500.100	Pastor Salary	4,943.88	4,944.00	49,235.12	49,440.00	59,326.00
5.500.150	Pastor Housing Allowance	2,666.66	2,667.00	26,666.60	26,670.00	32,000.00
5.500.200	Lay Ministry Coor.	1,723.96	1,720.00	17,189.40	17,200.00	20,637.00
5.500.250	Youth Ministry Coor.	3,311.40	3,303.00	33,017.56	33,030.00	39,640.00
5.500.300	Director of Music	3,255.90	3,248.00	32,464.18	32,480.00	38,976.00
5.500.350	Organist	1,649.34	1,645.00	16,445.36	16,450.00	19,744.00
5.500.400	Tech. Support Manager	2,291.77	2,294.00	22,896.81	22,940.00	27,532.00
5.500.450	Office Manager	1,158.36	1,193.00	11,827.40	11,930.00	14,310.00
5.500.500	Director of Adult Education	2,031.86	2,102.00	20,259.42	21,020.00	25,229.00
5.500.525	AV Coordinator	636.54	635.00	6,346.86	6,350.00	7,619.00
5.500.550	Continuing Education/Training	989.74	500.00	4,453.10	5,000.00	6,000.00
5.500.600	Staff Social Security	1,194.30	1,235.00	11,829.44	12,350.00	14,817.00
5.500.650	Pastor SS/Ins/Retirement	4,138.75	4,156.00	41,416.63	41,560.00	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	5,420.00	6,500.00
5.500.700	Misc. Staff expenses	39.88	83.00	589.75	830.00	1,000.00
5.500.725	Staffing for Growth	450.00	352.00	3,150.00	3,520.00	4,222.00
5.500.750	Pastor's Con't Ed.	0.00		0.00		
	Staffing Ministry	\$30,482.34	\$30,619.00	\$300,240.39	\$306,190.00	\$367,419.00
Other Church Expenses						
5.550.100	Scholarships	0.00		0.00		
5.550.110	Kitchen Supplies	17.99	83.00	540.44	830.00	1,000.00

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Treasurer's Report as of October 2016 for General Fund

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
5.550.125	Church Events Expense	(545.00)		577.66		
5.550.150	Committee Expenses	147.32	167.00	1,258.07	1,670.00	2,000.00
5.550.175	Synod Assembly Expense	0.00	42.00	1,280.85*	420.00	500.00
5.550.200	Church Insurance	627.68	640.00	6,528.41*	6,400.00	7,680.00
5.550.250	Automobile Expense	885.60	417.00	4,807.82*	4,170.00	5,000.00
5.550.300	Human Resources	136.00	42.00	416.00	420.00	500.00
5.550.350	Bank/Legal Expenses	148.09	42.00	890.77*	420.00	500.00
5.550.400	Misc. Expenses	0.00	8.00	0.00	80.00	100.00
	Other Church Expenses	\$1,417.68	\$1,441.00	\$16,300.02*	\$14,410.00	\$17,280.00
<i>Providing for the Future</i>						
5.600.100	Provision for Outreach	0.00	63.00	0.00	630.00	750.00
5.600.150	Provision for Inreach	0.00	46.00	0.00	460.00	550.00
5.600.200	Provision for Equipment	0.00	83.00	0.00	830.00	1,000.00
5.600.250	Provision for Maintenance	0.00	500.00	0.00	5,000.00	6,000.00
5.600.300	Provision for Bldg. & Grounds	0.00	500.00	0.00	5,000.00	6,000.00
5.600.350	Provision for Sabbatical	0.00	100.00	0.00	1,000.00	1,200.00
	Providing for the Future	\$0.00	\$1,292.00	\$0.00	\$12,920.00	\$15,500.00
5.550.351	Stock Sale Costs	0.00		0.00		
	Total Expenses	\$45,545.34	\$47,882.00	\$460,408.66	\$478,820.00	\$574,550.00
	Difference	<u>\$9,585.20</u>	<u>(\$3.00)</u>	<u>\$44,789.05</u>	<u>(\$30.00)</u>	<u>\$0.00</u>

* = Income/Expense exceeds amount budgeted to date

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 10/31/2016

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
3.125.000 Building Fund Balance			
	Beginning Fund Balance	651,622.82	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	475.00	4,142.00
4.310.000	Building Fund Donations	0.00	0.00
4.315.000	Forward in Faith Donations	39,340.84	469,714.36
4.320.000	FORWARD	5,059.68	104,089.68
4.700.000	Mission Plus Interest Income	451.41	2,839.38
	Total Income	<u>\$45,326.93</u>	<u>\$580,785.42</u>
<i>Expenses</i>			
5.125.000	Loan Principal Payments	3,750.86	38,348.07
5.126.000	Loan Interest Payments	1,522.14	15,071.93
5.127.000	Loan Principal only Payments	490.00	3,667.00
5.130.000	Capital Campaign Expenses	98.95	829.90
5.132.000	Architectural Expenses	19,578.75	44,453.18
5.134.000	Construction Manager Expenses	0.00	0.00
5.136.000	Other Phase II Costs	6,375.00	6,161.50
	Total Expenses	<u>\$31,815.70</u>	<u>\$108,531.58</u>
	Ending Fund Balance	<u>\$665,134.05</u>	<u>\$665,134.05</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		1,130.00	3,125.00
<i>Income</i>			
4.175.000	Memorial Donations	245.00	1,895.00
Total Income		<u>\$245.00</u>	<u>\$1,895.00</u>
<i>Expenses</i>			
5.175.000	Memorial Expense	0.00	3,645.00
Total Expenses		<u>\$0.00</u>	<u>\$3,645.00</u>
Ending Fund Balance		\$1,375.00	\$1,375.00
3.180.000 Grafton Food Pantry Fund Balance			
Beginning Fund Balance		394.00	190.00
<i>Income</i>			
4.190.000	Grafton Food Pantry Donations	454.00	2,668.00
Total Income		<u>\$454.00</u>	<u>\$2,668.00</u>
<i>Expenses</i>			
5.190.000	Grafton Food Pantry Expense	394.00	2,404.00
Total Expenses		<u>\$394.00</u>	<u>\$2,404.00</u>
Ending Fund Balance		\$454.00	\$454.00
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
<hr/>			
<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)
 3.225.000 Reformation 500 Balance			
	Beginning Fund Balance	0.00	0.00
 <i>Income</i>			
4.225.000	Reformation 500 Income	2,245.00	2,245.00
	Total Income	<u>\$2,245.00</u>	<u>\$2,245.00</u>
 <i>Expenses</i>			
5.225.000	Reformation 500 Expense	1,100.00	1,100.00
	Total Expenses	<u>\$1,100.00</u>	<u>\$1,100.00</u>
	Ending Fund Balance	\$1,145.00	\$1,145.00
 3.250.000 Good Samaritan Fund Balance			
	Beginning Fund Balance	1,782.04	2,757.04

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Account #	Account Name	Current Activity	YTD Activity
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<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	2,120.01	1,300.01
 <i>Income</i>			
4.260.000	Evangelism/Outreach Donations	75.00	840.00
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>\$895.00</u>
 <i>Expenses</i>			
<i>Outreach Ministry</i>			
5.260.000	Evangelism/Outreach Expense	2,118.00	2,118.00
	Outreach Ministry	2,118.00	2,118.00
5.260.100	LSSI Payments	0.00	0.00
5.260.110	ELCA World Hunger Payments	0.00	0.00
	Total Expenses	<u>\$2,118.00</u>	<u>\$2,118.00</u>
	Ending Fund Balance	\$77.01	\$77.01
 3.300.000 Music Ministry Fund Balance			
	Beginning Fund Balance	5,390.02	5,415.74
3.330.000	Adult Music Ministry Fund Balance		
	Beginning Sub Fund Balance	3,668.91	3,694.63
 <i>Income</i>			
4.330.000	Adult Music Ministry Donations	200.00	240.00
	Total Income	<u>\$200.00</u>	<u>\$240.00</u>
 <i>Expenses</i>			

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Account #	Account Name	Current Activity	YTD Activity
5.330.000	Adult Music Ministry Expense	350.00	415.72
	Total Expenses	\$350.00	\$415.72
	Ending Sub Fund Balance	\$3,518.91	\$3,518.91
3.335.000	Bells Ministry Fund Balance Balance		
	Beginning Sub Fund Balance	967.11	967.11
	<i>Income</i>		
4.410.000	Bells Music Ministry Donations	0.00	0.00
	Total Income	\$0.00	\$0.00
	<i>Expenses</i>		
5.410.000	Bells Music Ministry Expense	0.00	0.00
	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	\$5,240.02	\$5,240.02
3.350.000	Prairie Crafters Fund Balance		
	Beginning Fund Balance	2,313.00	1,362.25
	<i>Income</i>		
4.355.000	Prairie Crafters Income	1,528.00	5,243.25
	Total Income	<u>\$1,528.00</u>	<u>\$5,243.25</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>

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Account #	Account Name	Current Activity	YTD Activity
Ending Fund Balance		\$3,841.00	\$3,841.00
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>
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		1,194.77	5,533.34
3.415.000	Youth Ministry Balance		
Beginning Sub Fund Balance		50.00	2,836.13
<i>Income</i>			
4.415.100	Youth Ministry Income	1,220.00	(1,566.13)
Total Income		<u>\$1,220.00</u>	<u>(\$1,566.13)</u>
<i>Expenses</i>			
5.415.100	Youth Ministry Expense	0.00	0.00
Total Expenses		<u>\$0.00</u>	<u>\$0.00</u>

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Account #	Account Name	Current Activity	YTD Activity
Ending Sub Fund Balance		\$1,270.00	\$1,270.00
3.417.000	Youth Mission Trips Balance		
Beginning Sub Fund Balance		0.00	(9.02)
<i>Income</i>			
4.417.000	Youth Mission Trips Income	346.00	29,876.20
Total Income		\$346.00	\$29,876.20
<i>Expenses</i>			
5.417.000	Youth Mission Trips Expense	0.00	29,521.18
Total Expenses		\$0.00	\$29,521.18
Ending Sub Fund Balance		\$346.00	\$346.00
3.421.000	Youth Scholarship Balance		
Beginning Sub Fund Balance		763.01	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	0.00	1,689.99
Total Expenses		\$0.00	\$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	85.00	85.00
Total Income		\$85.00	\$85.00
<i>Expenses</i>			
5.518.000	Operation Christmas Child Expense	0.00	0.00
Total Expenses		\$0.00	\$0.00
Ending Sub Fund Balance		\$466.76	\$466.76
3.423.000	Confirmation Retreat Fund Balance		
Beginning Sub Fund Balance		0.00	(128.53)
<i>Income</i>			

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Account #	Account Name	Current Activity	YTD Activity
4.423.000	Confirmation Retreat Income	590.00	718.53
	Total Income	\$590.00	\$718.53
	<i>Expenses</i>		
5.423.000	Confirmation Retreat Expense	0.00	0.00
	Total Expenses	\$0.00	\$0.00
	Ending Sub Fund Balance	\$590.00	\$590.00
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
	<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	\$3,435.77	\$3,435.77
3.500.000	Little Lambs Fund Balance		
	Beginning Fund Balance	8,396.67	9,395.30
	<i>Income</i>		
4.500.100	Little Lambs Tuition	1,820.00	10,570.00
4.500.200	Little Lambs Scholarships	0.00	0.00
	Total Income	<u>\$1,820.00</u>	<u>\$10,570.00</u>
	<i>Expenses</i>		
5.700.100	Little Lambs Salary	1,866.65	11,063.20
5.700.110	Little Lambs Expenses	48.32	600.40
	Total Expenses	<u>\$1,914.97</u>	<u>\$11,663.60</u>
	Ending Fund Balance	\$8,301.70	\$8,301.70
3.600.000	Prayer Shawl Ministry Fund Balance		
	Beginning Fund Balance	(15.32)	82.60

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Account #	Account Name	Current Activity	YTD Activity
<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	0.00	222.92
	Total Expenses	<u>\$0.00</u>	<u>\$222.92</u>
	Ending Fund Balance	(\$15.32)	(\$15.32)
3.650.000	Quilters Ministry Fund Balance		
	Beginning Fund Balance	853.00	670.48
<i>Income</i>			
4.650.000	Quilters Income & Donations	0.00	635.00
	Total Income	<u>\$0.00</u>	<u>\$635.00</u>
<i>Expenses</i>			
5.650.000	Quilters Expenses	0.00	452.48
	Total Expenses	<u>\$0.00</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

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Account #	Account Name	Current Activity	YTD Activity
Income			
4.750.000	Seminary Scholarship Donations	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
Expenses			
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
Income			
4.940.000	Endowment Income	50.00	130.00
	Total Income	<u>\$50.00</u>	<u>\$130.00</u>
Expenses			
5.940.000	Endowment Expense	0.00	0.00
	Total Expenses	<u>\$0.00</u>	<u>\$0.00</u>
	Ending Fund Balance	\$10,822.00	\$10,822.00
3.950.000	Inreach Reserves Fund Balance		
	Beginning Fund Balance	1,847.73	2,701.13
Income			
4.950.000	Inreach Reserves Income	0.00	0.00
	Total Income	<u>\$0.00</u>	<u>\$0.00</u>
Expenses			
5.950.000	Inreach Reserves Expense	100.45	953.85
	Total Expenses	<u>\$100.45</u>	<u>\$953.85</u>
	Ending Fund Balance	\$1,747.28	\$1,747.28
3.960.000	Outreach Reserves Fund Balance		
	Beginning Fund Balance	8,313.67	8,313.67

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Account #	Account Name	Current Activity	YTD Activity
<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>
<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

Shepherd of the Prairie - Huntley IL
Detailed Fund Activity Report as of 10/31/2016

Wednesday, November 9, 2016

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Account #	Account Name	Current Activity	YTD Activity
<hr/>			
<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>
 <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

25 October 2016 Building Team Meeting

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

Agenda:

1. Initial Meeting with Village of Huntley
 - a. A meeting with the Village to be on November 3 at 7:00pm with Peter Schneider from GDG and Pastor Mark from SOTP.
 - b. The Village will provide the package (letter and addresses) for mailing notification of construction to neighbors, SOTP will mail them.
 - c. Village Plan Commission meeting is scheduled for November 28.
 - d. Village Board Meeting and Committee of the Whole is scheduled for December 8.
2. Budget Discussion Update
 - a. Discussed eliminating the mechanical mezzanine.
 - i. 3 units on grade in lieu of interior.
 - ii. Reduces initial costs of Heating Ventilation Air Conditioning (HVAC).
 - b. Temperature controls
 - i. Cost savings.
 - c. Platform versus concrete at alter platform.
 - d. Stone on exterior and interior.
3. Sub Committee Process
 - a. The Architect met with members of the sub committees to review the process of them making selections of the choices provided by GDG.
4. Sub Committee Meetings
 - a. Colors and Materials
 - b. Acoustic and Audio & Video
 - c. Furniture and Storage
 - d. Maintenance
 - e. Interiors
5. Next Meeting
 - a. Meet on Tuesday, 8 November, at 5:00pm

Property Team Minutes for 11/14/2016

PRESENT: Jerry Christopherson, Mark Frendreis, Tom Polzin, Chris Trodahl

ABSENT: Dick Tabatt

GUEST: Bud Hansen

1. FOX VALLEY SPRINKLET SERVICE AND TEST
 - a. Property Team – we should conduct a monthly in house inspection.
2. FOX VALLEY FIRE – FIRE EXTINGUISHERS CHECK
 - a. Property team – we should conduct a monthly in house inspection.
3. EMERGENCY LIGHTS TEST
 - a. Property Team – we should conduct a monthly in house inspection.
4. SERVICEMASTER CLEANING
 - a. We need to improve the quality of cleaning.
 - b. Jerry will call Willie at SERVICEMASTER to review our requirements.
 - c. Chris will call Dick Maiman re volunteering 1 day per week.
 - d. Carpet will be cleaned this Friday – 11/18/2016.
 - e. Tom and Chris will pre treat the spots this Thursday.
5. HUNTLEY AND SOTP SIGNS
 - a. SOTP currently uses the maximum number of signs per year.
 - b. Discussed and decided not to do anything until our building project is complete.
6. BUDGET
 - a. 2016 budget update.
 - i. We are within budget.
 - ii. No significant issues anticipated.
 - b. 2017 proposed budget.
 - i. Waiting for final budget from finance.
 - ii. Probably will not get the 3rd cleaning day per week.
 - c. 2017 new reserve accounts.
 - i. Jerry will get the roof replacement costs.
 - ii. Trend Carpets will be here on 11/23 to measure and give us a carpet replacement cost.
7. 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.

8. PARKING LOT LIGHTS

- a. We will rent a bucket lift to change the lights.
- b. We will replace all bulbs.
- c. Tom and Chris waiting for weather and time to do the repair.
- d. Any further discussion of LED conversion will wait until new parking area lights are discussed.

9. MARK – BUILDING UPDATE

- a. Mark updated the Property Team on Building team discussions.
- b. Building Team is still in the fact finding and development stage.
- c. Trane reps will be 11/23 to evaluate current building and new addition plans, will give us a quote n controls.

10. BUILDING SECURITY

- a. Existing master key gives access to any room or office.
- b. Next step is to determine cost and feasibility of re keying selected doors.

11. OLD BUSINESS

- a. None

12. NEW BUSINESS

- a. Jerry gave us a draft copy of his annual report.

November 14, 2016

WORSHIP COMMITTEE MEETING

Attending the meeting: Dolly Cardasio, Judie Symbol, Andrew Szekely, Bob McDuffee, Carolyn Cuttle

The meeting started with a review of All Saints Service. Here are some recommendations for next year.

1. Remember to use new candles!!
2. Make sure the ushers have clear directions including staffing the remembrance tables and lighting the candles.
3. Double Check with Pastor if he is doing something different this year.
4. Might be helpful to hand out slips of remembrance. It worked well at the 9am service to have people complete on the baptismal font. It does not work as well at 1045am.
5. It is difficult to have commitment weekend with All Saints Service.
6. In the past the new members have stood by the remembrance table.
7. Ushers need to watch the backup at the remembrance table with their guiding the folks to communion.

We discussed the Poinsettia order. We are attempting to do this without “selling” after church. Last weekend we had the finishing of the Holiday Bazaar and the Spirit Wear sale going on. There is really no space for another table. We will ask Pastor Bill to announce the sale of Poinsettia to grace the church on Christmas. Carolyn will move the Poinsettia Box to the Table right by the front doors. Order forms are on that table. We will ask the ushers to hand out orders to whomever is interested. Arrangements have been made with the counters to set aside the Poinsettia Monies so that Carolyn can count on Monday am. If that does not work, Judie said that she would help sell the following weekend between services. Carolyn will also change the verbiage for the Flourish.

There will be a Thanksgiving Eve church service. The choir is singing. Dolly will line up greeters. Andrew already has the ushers lined up. Service is at 7pm.

We will start decorating the church for Christmas on Friday, November 25 at 930am.

2017 we would like to consider have a wooden Nativity scene in front of the cross on the church. This will need to be brought up to the council. We should start to consider this in March 2017.

December 18 Heartland will do their Christmas concert. On that day, we will need help to clear off the “stage” so that the risers can be placed. We will have to remove the Poinsettia flowers and then place them back in position for Christmas Eve. We can finalize the details at our next meeting in December.

Records indicate that last Christmas eve 5pm service had 265 people. 11pm service had 170 people. Judie will order more candles to be sure that we have enough.

If there is snow during the service, ushers may need to do a quick shovel of the snow. Council will need to make sure that there is a shovel and ice melt available as we move into the winter season.

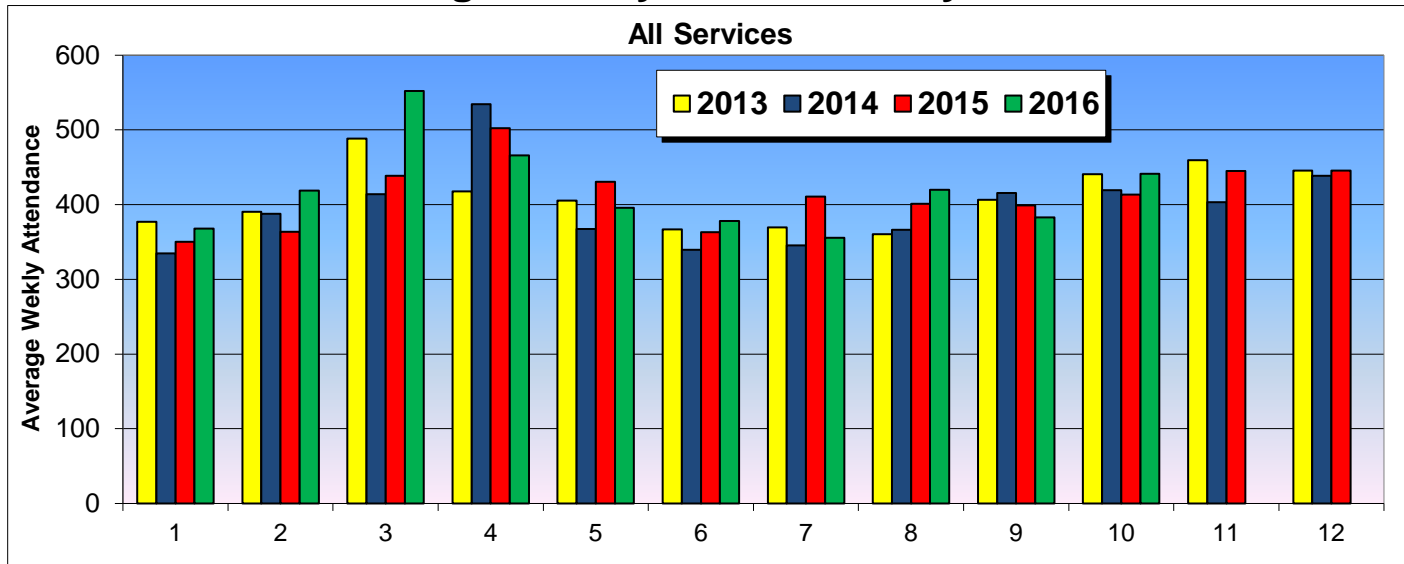
Andrew is working to make sure that we have adequate coverage for the upcoming holiday season. We still need ushers for Christmas Eve services and New Year's Day. He sent out an email to all the ushers for volunteers.

The meeting ended at 755pm.

Respectfully submitted,

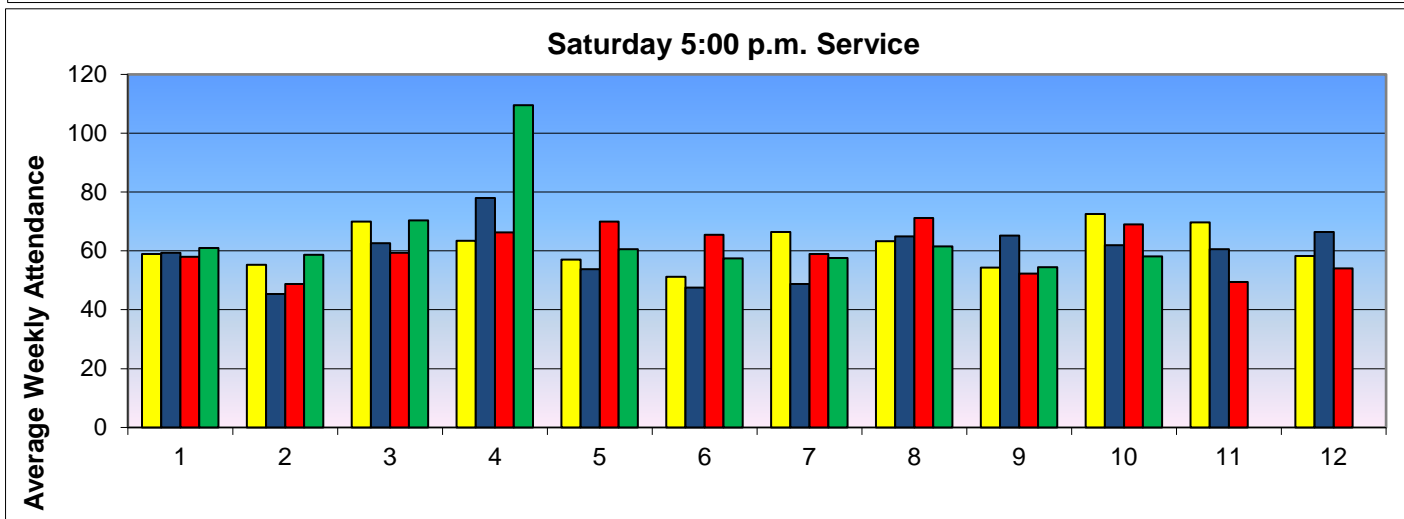
Carolyn Cuttle

Average Weekly Attendance by Month



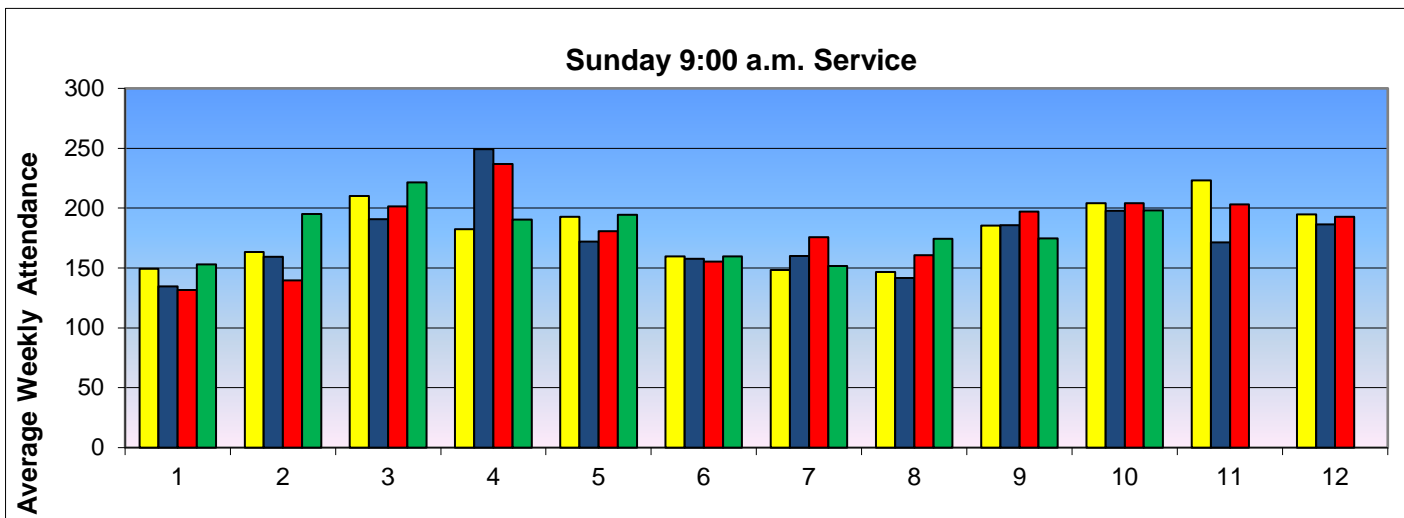
Avg. Weekly Attendance

Year	Attendance
2009	338
2010	392
2011	410
2012	420
2013	411
2014	397
2015	414
2016 (ytd)	418



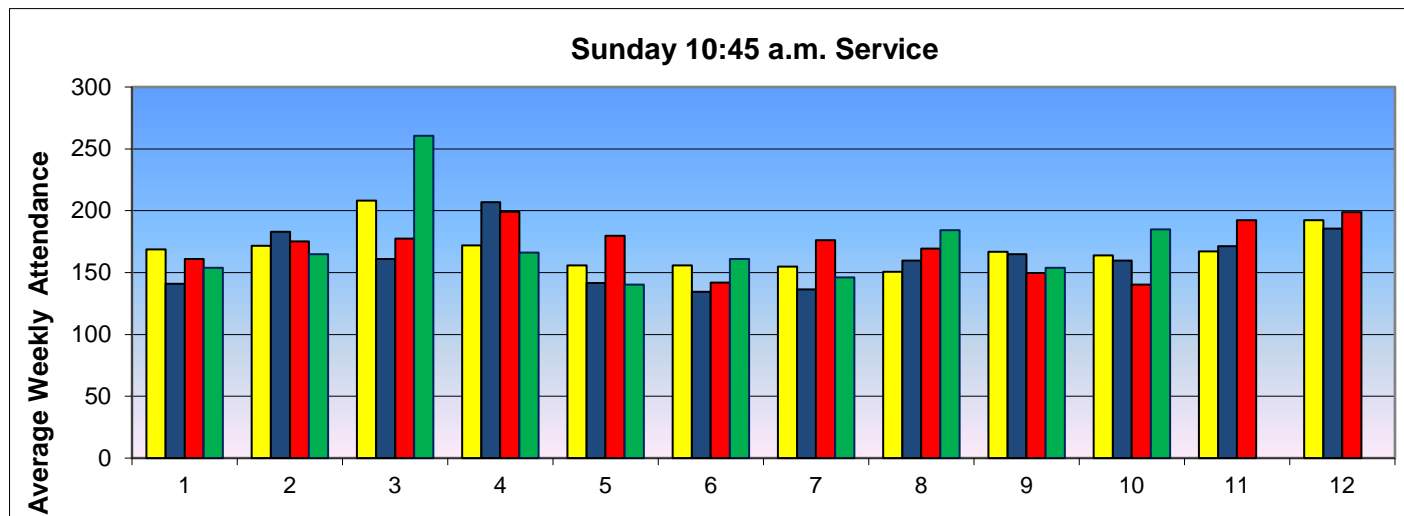
Avg. Weekly Attendance

Year	Attendance
2009	47
2010	55
2011	55
2012	64
2013	62
2014	60
2015	60
2016 (ytd)	65



Avg. Weekly Attendance

Year	Attendance
2009	176
2010	210
2011	195
2012	182
2013	180
2014	176
2015	182
2016 (ytd)	181



Avg. Weekly Attendance

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

Shepherd of the Prairie Lutheran Church General Fund Offering Chart

