



Shepherd of the Prairie Lutheran Church

Annual Report
January 24, 2010

Shepherd of the Prairie Lutheran Church

Annual Meeting Agenda

January 24, 2010

1. Call to Order
2. Quorum Call
3. Opening Prayer – Pastor Mark Boster

LOOKING BACK

4. Approval of Minutes from Annual Meeting of January 25, 2009
5. Approval of Committee and Ministry Reports
6. Approval of 2009 Financial Reports
 - General Fund – Gerry Warnke
 - Building Fund – Jim Henley
7. Recognition of Outgoing Council Members
 - Kathy Dahl, Mike Kasal

LOOKING AHEAD

8. 2010 Ministries—Pastor Mark
 - Purpose Statement & Guiding Principles
 - Staffing Introduction
 - New Ministries
9. Change to By-Law C12.02

“The members of the Congregation Council except for the Pastor(s) shall be elected to serve for three (3) years or until their successors are elected . Their terms shall be so arranged that one-third of their terms expire annually. Such member shall be eligible to serve no more than two (2) full terms consecutively. Their terms shall begin at the close of the annual meeting at which they are elected. “
10. Loan Repayment resolution

The Congregation Council recommends that the existing \$45,000 loan from the Northern Illinois Synod be paid back in full from the General Fund.
11. Election of Audit Committee
 - Charlie Powe – 3 year term
12. Election of 2010 Nominating Committee
 - Kathy Dahl, Mike Kasal (Outgoing Council Members)
 - Jim Auwerda, Walter Roth, Jennifer Trevino, Bob McDuffee
13. Election of Voting Members to Northern Illinois Synod Assembly
 - Jeff Cordle, Lori Conway
14. Election of New Council Members and Revision of Terms
 - Jules Pelka (One year Term)
 - Devin Burg, Gerry Warnke, Kris Fleener, (Extend current term by one year)
 - Rebecca Fulcer, Larry Newbanks, Kathy Pizarro (3 year term)
15. 2010 Budget—Gerry Warnke
16. Closing Prayer
17. Adjournment

SHEPHERD OF THE PRAIRIE ANNUAL CONGREGATION MEETING MINUTES
JANUARY 25, 2009
COSMAN CENTER CAFETERIA

- I. **Call to Order:** The meeting was called to order 12:20pm.
- II. **Quorum Call:** A call for quorum was completed by Council President Jules Pelka. The required quorum was achieved with 146 confirmed congregation members present to vote.
- III. **Prayer and Devotions:** Pastor Mark led the members present in devotions and a prayer.
- IV. **Approval of 2008 Annual Meeting Minutes:** A copy of the 2008 Annual Meeting minutes were provided to all congregation members for review in the Annual Meeting packet. No questions were offered. The minutes were accepted as submitted.
- V. **Financial reports:** The financial reports were reviewed and questions were answered. The reports were accepted as submitted
- VI. **Reports:** Written reports from all SOTP ministries and Pastor Mark were provided to all congregation members for review in the Annual Meeting packet. No questions were offered by members present. All reports were accepted as submitted.

VII. Old Business

- A. **Building Project Update:** Larry Newbanks provided a power point review of the building process and a thorough update on its current status. While no formal completion date can be set at this time, Larry reported that the timeline for September 2009 remains on target. Larry also highlighted the work of Bob Zimmerman who is monitoring all construction details and is successfully saving money on several individual components of the construction project. All congregation members' questions were answered by the Building Team.
- B. **Building Finance Update:** Jim Henley provided an update on the financing for the building. He reported that the current cash and loan funds available for the SOTP building project are \$1,856,181.42. The current projected building expenditures yet to be paid are \$2,163,320.53. These 2 numbers result in an estimated project cash flow difference of \$307, 149.11. Jim explained the reasons for the cash flow difference include increased project features, project costs not accounted for, and projected building campaign pledges by congregation members not being fulfilled. Action are being taken to review and control all project costs, recover contingency and allocation funds, and recover funds from the Village of Huntley. The recovery of funds is expected to reduce the cash flow difference to \$225, 586. Jim further explained that congregation members will be encouraged to complete and/or accelerate current campaign pledges and to continue to donate faith items. Other possibilities to eliminate the cash flow difference include not completing the expanded parking lot which would save \$70,000 and as a last resort, borrowing SOTP internal funds. All congregation members' questions were answered by Jim.
- C. **2009 Debt Reduction Campaign:** Ralph Wehnes announced that a new capital campaign will get underway in 2009 with the goal of reducing the debt load on the congregation resulting from the building project. Ralph will serve as chairman for the campaign and the projected kick-off will be in May. Jules Pelka explained that the 2009 Campaign is utilizing the services of ELCA's Key Leadership Program to manage the administrative details.

VIII. New Business

- A. **Change to Constitutional Bylaws:** Jules explained to voting members present that the Congregational Council is recommending a change to By-Law C12.01 to read as follows: “Number of Council Members: Besides the officers and pastor(s), five (5) additional members shall serve staggered terms on the Congregation Council.” The reason for the recommendation includes increased responsibility being added to Council members’ duties, the increased size of the congregation and improving the Council transition process from year to year. Jules clarified that a simple majority is needed to adopt the change. A motion was made by George Sebastian and seconded by Bob Zimmerman to ratify the change as quoted above to the SOTP constitution. The motion carried.
- B. **Nominating Committee:** A copy of the 2008 Nominating Committee report was provided to all congregation members in the Annual Meeting packet. Their report includes the names of congregation members recommended to fulfill terms of service on the Audit Committee, Nominating Committee, voting members to the Northern Illinois Synod, and on the Congregational Council. The election of those recommended commenced as follow.
1. **Election of Audit Committee:** A motion was made by Russell Deloney and seconded by Jim Henley to accept the nominees for the 2009 Audit Committee (Patrick Desiato-2 year term in progress; Greg Huxtable-3 year term in progress; Enrique Rojas-new 3 year term). The motion carried.
 2. **Election of Nominating Committee:** A motion was made by Sue Wehnes and seconded by Kathy Pizarro to accept the nominees for the 2009 Nominating Committee (Sue Boyle-1 year term; Ferdie Kimminau-1 year term; Kristi Cordle-1 year term; Mel Long-2 year term; Jennifer Trevino-2 year term; Tracy McDuffee-2 year term). The motion carried.
 3. **Election of Voting Members to Northern IL Synod June 2009:** A motion was made by Jim Henley and seconded by Ralph Wehnes to accept the nominees for 2009 voting members to the Northern IL Synod (Jill Lamb and Victor Pizarro). The motion carried.
 4. **Election of Congregation Council Members:** A motion was made by Ron Knudsen and seconded by Carol Roth to accept the nominees for the 2009 Congregation Council (all 2 year terms: Devin Burg, Kris Fleener, Carol Lilla, Dick Larrison and Jerry Warnke). The motion carried.
- C. **Staffing for Growth:** Pastor Mark Boster presented information to the congregation regarding the urgent need for increased staff at SOTP. Pastor Mark shared the results of the 2008 Leadership Retreat presented by Pastor Dave Daubert that highlighted the areas of greatest growth need for SOTP ministry and how increased staff is critical to fulfill those goals. Pastor Mark challenged the congregation to continue to focus outward with ministry rather than turning in on ourselves. Pastor announced that Mitch Corso, Music Director, will increase his hours from 15 per week to 25 per week in 2009 as approved by the Council. It was also announced that a Staffing for Growth Committee has been formed whose task is to specifically focus on addressing the other staff needs at SOTP. Staff positions being considered are Director of Lay Ministry, Director of Youth and Family Ministry, Director of Spiritual Development and Director of Community Ministry. Pastor explained that these titles are preliminary and all positions will be much further defined. Not all positions will be filled in 2009 and a hierarchy will be created by the Staffing for Growth Committee. Preliminary budget dollars have been placed in the 2009 proposed budget to compensate those positions hired in 2009.

D. **2009 Budget Approval:** A copy of the proposed 2009 Budget was provided to the congregation in the Annual Meeting packet. A motion was made by Kris Fleener and seconded by Larry Newbanks to accept the 2009 Budget as proposed. Following congregational discussion, the motion carried.

E. **Question and Answer:** The floor was open to congregational questions and concerns. All questions were answered.

IX. Closing Prayer and Adjournment: Following a prayer offered by Pastor Mark Boster, a motion was made by Jim Henley seconded by Victor Pizarro to adjourn the 2009 Annual Meeting at 1:40pm. The motion carried.

Prayerfully submitted,
Kristi Cordle

FINANCIAL REPORTS

Statistical Report			
Year	2007	2008	2009
Baptized Members	421	478	531
Worship Attendance	229	241	362
Ministry Income	\$304,068	\$321,632	\$371,390
Baptisms		21 Children, 4 Adults	8 Children, 3 Adults
Weddings		4	2
Confirmations		6	2

11:56 AM
 12/31/09
 Cash Basis

Shepherd of the Prairie Lutheran Church
Balance Sheet
 As of December 31, 2009

	Dec 31, 09
ASSETS	
Current Assets	
Checking/Savings	
Citizens First National Bank	204,212.03
Total Checking/Savings	204,212.03
Other Current Assets	
Loan to Mark Boster	6,000.00
Total Other Current Assets	6,000.00
Total Current Assets	210,212.03
TOTAL ASSETS	210,212.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	-0.99
Total Other Current Liabilities	-0.99
Total Current Liabilities	-0.99
Long Term Liabilities	
Restricted Donations	
Children's Ministry	700.00
Compassion International	15.00
Endowment Fund	5,030.00
Evangelism/Outreach	557.54
Fellowship	32.00
Good Samaritan	3,308.48
Heifer Project	251.93
Hymnal	300.00
Little Lambs	433.96
Lutherdale Retreat	-1,132.50
Misc. Gift	1,137.33
Misc. Gift for Local Programs	500.00
Mission Trip	2,435.00
Music - Children's Choir	1,000.00
Music - Ringers Bells & Chimes	383.00
Music - Shepherd Voices	32.00
Music Ministry	2,083.92
Prayer Shawl	75.00
Retreat - Youth / Scholarship	453.00
Special Gifts	
Christmas Offering	4,400.31
Initial Envelope Offering	40.00
Total Special Gifts	4,440.31
Thrivent Fund	393.33
World Hunger	25.00
Youth - KCK	588.53
Youth & Family Ministry	2,486.06
Total Restricted Donations	25,528.89
Total Long Term Liabilities	25,528.89
Total Liabilities	25,527.90
Equity	
Retained Earnings	123,094.02
Net Income	61,590.11
Total Equity	184,684.13
TOTAL LIABILITIES & EQUITY	210,212.03

11:55 AM
 12/31/09
 Cash Basis

Shepherd of the Prairie Lutheran Church
Profit & Loss Budget vs. Actual
 January through December 2009

	Jan - Dec 09	Budget	% of Budget
Ordinary Income/Expense			
Income			
Contributions			
Loose Plate	23,541.80	20,000.04	117.7%
Pledges	338,728.18	324,999.96	104.2%
Total Contributions	362,269.98	345,000.00	105.0%
Flower Contributions	2,571.00	3,000.00	85.7%
Interest Income	2,190.75	5,000.04	43.8%
Total Income	367,031.73	353,000.04	104.0%
Expense			
Advertising	3,830.09	7,500.00	51.1%
Automobile Expense	3,473.34	3,000.00	115.8%
Bank Service Charges	173.25	69.96	247.6%
Benevolence			
ELCA			
NI Synod	38,000.04	38,000.04	100.0%
Total ELCA	38,000.04	38,000.04	100.0%
Total Benevolence	38,000.04	38,000.04	100.0%
Conferences	1,006.71	2,000.04	50.3%
Contingency	436.58	500.04	87.3%
Education			
Adult Education	1,554.22	699.96	222.0%
Confirmation	744.90	399.96	186.2%
Sunday School	2,610.68	2,000.04	130.5%
VBS	2,093.59	2,000.04	104.7%
Total Education	7,003.39	5,100.00	137.3%
Employee Benefits			
Director of Music	2,028.78	2,030.04	99.9%
Lay Ministry Coordinator	402.39		
Office Manager	9,785.47	9,624.96	101.7%
Other Salaries	0.00	3,675.00	0.0%
Pastor	37,675.20	36,999.96	101.8%
Youth Ministry Coordinator	446.76		
Total Employee Benefits	50,338.60	52,329.96	96.2%
Employee Business Expense	946.07	500.04	189.2%
Equipment Rental	5,269.00	7,500.00	70.3%
Evangelism & Outreach	4,740.54	6,500.04	72.9%
Facilities			
Building Maintenance	243.84		
Cleaning Service	2,640.00	2,000.04	132.0%
Electric	1,834.05	2,700.00	67.9%
Fire Alarm Monitor	180.00		
Garbage	417.07	200.04	208.5%
Gas	636.03	3,999.96	15.9%
Insurance	2,116.00	3,000.00	70.5%
Lawn Care	150.00		
Snow Removal	2,975.00	500.04	595.0%
Water/Sewer	149.28	180.00	82.9%
Total Facilities	11,341.27	12,580.08	90.2%
Fellowship	705.96	999.96	70.6%
Flower Expense	2,969.52	2,499.96	118.8%
Gifts	300.00	500.04	60.0%

11:55 AM
 12/31/09
 Cash Basis

**Shepherd of the Prairie Lutheran Church
 Profit & Loss Budget vs. Actual
 January through December 2009**

	Jan - Dec 09	Budget	% of Budget
Good Samaritan	62.47	500.04	12.5%
Insurance	1,092.00	750.00	145.6%
Janitorial Supplies	18.99	200.04	9.5%
Legal	90.00	150.00	60.0%
Licenses and Permits	928.17	1,500.00	61.9%
Natural Church Development	0.00	2,000.04	0.0%
Office Equipment	2,072.99	750.00	276.4%
Office Supplies	10,421.84	9,999.96	104.2%
Payroll Expenses			
Director of Music	26,520.06	26,520.00	100.0%
Lay Ministry Coordinator	5,260.00		
Office Manager	11,208.66	8,030.04	139.6%
Pastor	72,649.98	72,650.04	100.0%
Staffing for Growth	0.00	38,000.04	0.0%
Youth Ministry Coordinator	5,840.02		
Total Payroll Expenses	121,478.72	145,200.12	83.7%
Postage and Delivery	2,032.07	2,499.96	81.3%
Property Tax	33.44	30.00	111.5%
Rent			
Office Rent	6,936.00	6,936.00	100.0%
Park District	16,662.00	20,667.00	80.6%
School Rent	527.74		
Total Rent	24,125.74	27,603.00	87.4%
Repairs/ Replacement	421.38	500.04	84.3%
Small Group Ministries	0.00	399.96	0.0%
Staff Training/Continuing Ed	4,162.95	9,999.96	41.6%
Stewardship	0.00	1,500.00	0.0%
Utilities			
Telephone	3,472.20	4,500.00	77.2%
Total Utilities	3,472.20	4,500.00	77.2%
Website	316.68	999.96	31.7%
Worship			
Altar Guild	397.69	1,500.00	26.5%
Equipment	811.87	500.04	162.4%
Music			
1st Service Music	343.70	350.04	98.2%
2nd Service Music	400.56	350.04	114.4%
Childrens Choir	85.99	150.00	57.3%
Chime Choir	117.75	249.96	47.1%
Rejoice	0.00	399.96	0.0%
Shepherds Voice	0.00	399.96	0.0%
Total Music	948.00	1,899.96	49.9%
Musicians/Special Occasions	200.00	399.96	50.0%
Pastoral Assistance	150.00		
Pulpit Supplies	475.64	300.00	158.5%
Supplies-Bread, Wine, etc.	300.69	249.96	120.3%
Total Worship	3,283.89	4,849.92	67.7%
Youth			
DUJ	893.73	1,500.00	59.6%
Kool Christian Kids (6-8)	0.00	500.04	0.0%
Youth (K-5)	0.00	500.04	0.0%
Total Youth	893.73	2,500.08	35.7%
Total Expense	305,441.62	356,013.24	85.8%
Net Ordinary Income	61,590.11	-3,013.20	-2,044.0%

11:55 AM
12/31/09
Cash Basis

Shepherd of the Prairie Lutheran Church
Profit & Loss Budget vs. Actual
January through December 2009

	Jan - Dec 09	Budget	% of Budget
Other Income/Expense			
Other Income			
Building Fund Income	257,651.58		
Total Other Income	257,651.58		
Other Expense			
Building Fund Transfer	257,651.58		
Total Other Expense	257,651.58		
Net Other Income	0.00		
Net Income	61,590.11	-3,013.20	-2,044.0%

3:53 PM
12/31/09
Cash Basis

Shepherd of the Prairie Building Fund
Balance Sheet
As of December 31, 2009

	Dec 31, 09
ASSETS	
Current Assets	
Checking/Savings	
MIF Construction Account	2,069.97
National City Money Market	75,765.74
National City Regular Checking	172,841.33
Total Checking/Savings	<u>250,677.04</u>
Total Current Assets	250,677.04
Fixed Assets	
Land/Road/Building	2,025,000.00
Total Fixed Assets	<u>2,025,000.00</u>
TOTAL ASSETS	<u>2,275,677.04</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Faith Item Donations	
Church Office	1,110.90
High School	1,600.00
Kathy Pohlman Memorial	5,840.00
Landscape	1,765.58
Nursery	86.05
Pastor's Office	1,287.10
Sign	100.00
Worship Area	2,216.64
Total Faith Item Donations	14,006.27
MIF Building Loan	1,971,235.66
Northern Illinois Synod Loan	45,000.00
Total Long Term Liabilities	<u>2,030,241.93</u>
Total Liabilities	2,030,241.93
Equity	
Retained Earnings	-111,799.34
Net Income	357,234.45
Total Equity	<u>245,435.11</u>
TOTAL LIABILITIES & EQUITY	<u>2,275,677.04</u>

3:55 PM
 12/31/09
 Cash Basis

Shepherd of the Prairie Building Fund
Profit & Loss
 January through December 2009

	Jan - Dec 09
Ordinary Income/Expense	
Income	
Contributions	
Building on Blessings - Kids	555.49
Building on Blessings Campaign	195,884.58
Christmas Card Greeting Fund	425.00
Flexman Memorial	8,858.64
Golf Outing	50.00
Memorial - Dan Mesenbrink	2,760.00
Memorial - Ellevina Hansmeier	25.00
Memorial - Gifts	660.00
Memorial - Madson	50.00
Memorial - Rishel	75.00
Memorial - Russell Deloney	4,505.00
Memorial - Thomas Pelka	1,835.00
Prairie Crafters	8,381.65
SOTP Contribution--2nd Campaign	84,897.00
Total Contributions	308,962.36
Interest	7,159.13
MIF Loan Proceeds	1,518,767.34
Refund - Village of Huntley	61,781.86
Total Income	1,896,670.69
Expense	
Architecture Fees	13,612.68
Asphalt	177,440.00
Cabinets	20,176.00
Cleaning Equipment	132.52
Concrete-Building & Site	127,360.55
Construction Management Fee	107,920.22
Drywall & Acoustical	110,000.00
Dumpster Fence	41.03
Earthwork/Site Development	43,987.26
Electrical	249,282.85
Engineering Services	4,273.75
Fire Alarm	430.00
Flooring	34,199.14
General Carpentry	322,801.45
General Contractor Fees	240,589.00
Glass & Glazing	40,144.15
HVAC	134,144.75
Inspection Fees	435.00
Insulation Wall & Ceiling	48,357.00
Insurance-Commercial MultiPeril	3,782.00
Interest - Building Loan	33,257.70
Kitchen Appliances	2,920.00
Kitchen Sink	585.00
Landscape	71,620.42
Masonry	27,181.40
Monument Sign	8,675.00
Painting	17,640.55
Permit Allowance	4,058.00
Phone/Internet Cable	602.75
Plumbing	39,081.18
Printing Allowance	291.50
Roofing	81,134.75
Signs	612.75
Site Utilities	37,068.45
Sprinklers	59,400.00
Structural Steel	7,119.00
Testing Allowance	3,389.75
Trenching	16,218.00

3:55 PM
 12/31/09
 Cash Basis

Shepherd of the Prairie Building Fund
Profit & Loss
 January through December 2009

	Jan - Dec 09
Utilities	
Electric	2,600.55
Gas	2,441.89
Water & Sewer	469.78
Total Utilities	5,512.22
Village of Huntley	5,000.00
Winter Conditions Allowance	14,442.32
Total Expense	2,114,920.09
Net Ordinary Income	-218,249.40
Other Income/Expense	
Other Income	
Contributions Prior Years	
Bob and Marilyn Engen Prior Yr	1,040.00
Christmas Card Greeting Fund	320.00
Flexman Mem Prior Year	94,056.36
Footsteps of Paul	652.75
Golf Outing	117.00
Good Shepherd	3,000.00
Interest Income Pr Yr	89,019.46
Ladies - Prairie Crafters	25,673.44
Luther Memorial Church	4,000.00
Memorial - Bob McCullough	320.00
Memorial - Jeff Meissner	5,756.00
Memorial - Jim Gram	225.00
Memorial - Jim Lehman	3,645.00
Memorial - Karl Pohlman	460.00
Memorial - Larry Boster	385.00
Memorial - Marilon Boster	2,922.25
Memorial - Minnie Keiths	400.00
Memorial - Ray Nelson	1,825.00
Memorial - Robert Engen	318.00
Memorial - William Black	100.00
Memorial -Andrew&Thekla Nielsen	1,000.00
Memorial (unknown)	400.00
Northern Ill Synod Pr. Yr	45,000.00
Other Contributions Pr Yr	38,900.00
Pratt Estate pr yr	10,000.00
Property Sign	142.33
Senior Shepherds	61.17
SOTP Contribution/2nd Campaign	700,537.60
SOTP Contributions Pr Yr	371,907.13
Youth	5.00
Total Contributions Prior Years	1,401,988.49
Total Other Income	1,401,988.49
Other Expense	
Expenses Prior Year(s)	
Architecture Fees pr yr	143,529.06
Bank Service Charge pr yr	31.00
Capital Campaign Fees pr yr	25,506.00
Civil Engineering Fees pr yr	7,198.75
Concrete - Building & Site	51,199.20
Construction Consulting pr yr	3,870.00
Construction Management Fee	25,450.00
Drain Tile Services	2,860.00
Earthwork-Site Development	120,352.50
Engineering Services	25,302.02
EPA Permitting for Building	1,040.00
General Contractor Fees	55,182.00
HVAC	15,390.00
Inspection Fees	408.00
Interest - Building Loan	2,343.96

3:55 PM
 12/31/09
 Cash Basis

Shepherd of the Prairie Building Fund
Profit & Loss
 January through December 2009

	<u>Jan - Dec 09</u>
Interest - Land Loan	14,125.69
Land Survey	13,982.50
Landscape Development	3,842.50
Legal Pr Yr	5,796.66
Liability Insurance-Land	800.00
Loan Fees pr yr	5,574.12
Monument Sign	200.00
Permitt Allowance	52,224.44
Plumbing	23,116.50
Printing Allowance	835.15
Printing Expenses Pr Yr	30.86
Public Improvements Performance	60,000.00
PUD Submission	5,046.13
Site Utilities	116,985.60
Soil & Material Consultants	3,002.00
Structural Steel	29,871.00
Title Fees	2,475.00
Village of Huntley Pr Yr	8,650.00
Winter Conditions Allowance	284.00
Total Expenses Prior Year(s)	<u>826,504.64</u>
Total Other Expense	<u>826,504.64</u>
Net Other Income	<u>575,483.85</u>
Net Income	<u><u>357,234.45</u></u>

Building on Blessings/Debt Reduction

Cash Balance 1/1/2009 0.00

Income:

Building on Blessings 195884.58
 Building on Blessings Kids 555.49
 196440.07

Payments:

MIF Loan principal 8764.34
 MIF Loan interest 4909.66
 13674.00

Cash balance 12/31/2009 182766.07

MIF Loan balance 11/10/2009 1980000.00
 Principal payment 12/01/09 -8764.34
 MIF Loan balance 12/31/2009 1971235.66

SHEPHERD OF THE PRAIRIE 2008 YEAR END AUDIT REVIEW

The 2008 Financial audit was conducted by the following members of the 2008 Audit Committee including: Patrick Desiato and Greg Huxtable.

The audit was coordinated with the assistance of Jeanne Henley and conducted over a period of 4 individual sessions that took place at the Church Building on Main Street in Huntley. These sessions were approximately 90 minutes in length.

The audit committee met during the following dates and times:

- 9/1/2009, 6:30 pm.
- 9/8/2009, 6:30 pm.
- 9/24/2009, 6:30 pm.
- 9/31/2009, 6:30p.m.

The Primary Objectives of the Audit Committee is as follows:

- Verify accuracy of counter reports.
- Verify that the deposits matched the counter reports.
- Verify the deposit on the bank statement matched the counter reports.
- Verify the frequency of the weekly deposits matched the monthly bank statements.
- Proof withdrawals against the monthly bank statements.
- Verification of receipts to withdrawals listed on the monthly bank statement.
- Verification of withdrawals and deposit between bank accounts for investment purposes, i.e. building fund.

Final Summary

- Auditing was successfully conducted in review of 100% accuracy for the following:
- Counter Reports
- Verification of the matching of Deposits on Bank Statements to the deposits noted on the counter reports.
- Withdrawals on the Bank Statements could be properly verified with documentation such as monthly invoices, credit card statements, and receipts.
- Transfer of investment funds could be adequately accounted for and traced from one investment bank account to another.

Conclusion and Committee Recommendations:

The audit committee agrees that the records needed to fulfill the audit requirements were fully in tact, complete, easy to find, and in complete order.

A summary of the recommendations is as follows:

1. A clean counter report is generated and attached to the original report if there are multiple corrections.
2. Create a separate journal/calculator tape be created for cash giving only. The word "Cash" should be handwritten at the top of the journal/calculator tape.
3. Create only one complete journal/calculator tape. It is ok if there are multiple tapes, as long as one final tape can be generated. The word "Total or Final" should be handwritten at the top of the tape.

SHEPHERD OF THE PRAIRIE 2008 YEAR END AUDIT REVIEW

(cont)

If multiple categories are listed on a single envelope, transfer the amount for each category onto a separate envelope. Envelopes can then be sorted by category and a separate journal tape can be processed for each category.

It was found that all receipts, documentation, statements, journals, counter reports, and summaries of Shepherd of the Prairie, for the year 2008 that were sampled by the audit committee, were accurate.

The following committee members do hereby agree to the summary and conclusion of the Shepherd of the Prairie 2008 financial audit:

Patrick Desiato

Greg Huxtable

PASTOR'S REPORT TO THE CONGREGATION

Statement of Purpose

“We Care for God’s Children of all ages by growing disciples who make disciples”

Guiding Principles

We do our best when we...

- Listen to God
- Welcome enthusiastically
- Teach the love and life of Jesus
- Equip people to make a difference in God’s World

Dear Friends in Christ,

THANK YOU – THANK YOU – THANK YOU

A Love That Will Grow

³⁻⁶Every time you cross my mind, I break out in exclamations of thanks to God. Each exclamation is a trigger to prayer. I find myself praying for you with a glad heart. I am so pleased that you have continued on in this with us, believing and proclaiming God’s Message, from the day you heard it right up to the present. There has never been the slightest doubt in my mind that the God who started this great work in you would keep at it and bring it to a flourishing finish on the very day Christ Jesus appears.

Philippians 1:3-4

This little piece of Scripture from Paul’s letter to the Philippians sums up well my feelings toward this incredible community of faith called Shepherd of the Prairie. Here on the corner of Main and Manhattan God has built a ministry center that will serve our community a rich measure of love, mercy and grace for years to come. We have been blessed to go on a journey together that few have the opportunity to be a part.

Not many have the privilege we have had in loading and unloading worship supplies each week to set up a place of worship. Not many have had the privilege of being out there in the world in the lower level of a bank (I never thought I would be given keys to a bank building) to serve and grow the church. Not many have shoveled ground to dig up soil that a new church will be built upon. Not many have had the privilege of writing on concrete floors blessings that God will work through the lives of people who walk into a new building. Not many have had the privilege of building a church from ground up.

From small beginnings God has grown Shepherd of the Prairie to bring us to this new place and time. In the joys, in the sorrows and in times of struggle we have grown. God has made us strong in our commitment to care, reach and teach the love of Jesus Christ and if God is for us who can stand against us. Thank you for your continued work in believing and proclaiming God’s Message. God who has “started a great work will bring it to a flourishing finish.”

What an incredible year of ministry we have had at Shepherd of the Prairie. What a privilege it is of mine to be a part of it with you and what a great responsibility we have to care for what God has entrusted to us. All three of these thoughts relate back to our desire to live our statement of purpose “Caring for God’s Children of all ages by growing disciples who make disciples.”

As we continue to settle into God's new building here on the corner of Main and Manhattan we continue to marvel at all that God is doing in and through our community of faith. I am reminded of all the faithful partners in mission and ministry who have helped bring us to this place and time. Wasn't it wonderful to share with Pastor Ken McKnight (our founding pastor) and his wife Holly on Dedication Sunday. His words of encouragement and the delight in his heart to see what God has done was a joy to behold. A thought that was shared by Pastor Ken that I would once again lift up to you is that recognition that Ken had that all of this was not any of his doing but Christ working through him and all those who helped in founding a new church.

I pray that we continue to be grounded in that most important understanding of faith. All that we have been given, especially this new building as a gift of God. It has been entrusted to us to be wise stewards. It is not ours, it is God and we have been asked to use it reach the community and world for the sake of Jesus Christ. With these thoughts in mind I want to challenge us to five commitments. These are responsibilities that I believe are incumbent upon children of God.

Faith Commitments for 2010

The first is an unreserved commitment to Jesus Christ as Savior and Lord.

The second is a commitment to seek an unlimited infilling of God's Holy Spirit. That's where our wisdom, love and power come from.

The third commitment is to a personal ministry of evangelism. That is, to always be ready to give a brief account of why you are a Christian, and to pray for certain people who have not yet responded to the Gospel.

The fourth commitment is to continue to grow your spirit of generosity. If someone would ask me today what is best about your church I would say something like; "we are more concerned about others than ourselves." In other words we are working to have a heart like Jesus who was always concerned about the least (Matthew 25:40) of these in the world. Let's never lose the passion for sharing generously and wisely.

The fifth commitment is to be involved in at least one ministry in or through the church. That may be anything from one of our many ministries here in the church or outside the church such as the Grafton Food Pantry, Habitat for Humanity to Salvation Army, to serving through the Larkin Center, or PADS or another ministry of caring within the community you live.

Each of us ought to be able to answer this question of Jesus: What am I doing to heal Huntley or the community in which you live in the name of Jesus?

Please pray over these commitments. Our statement of purpose expresses well what the church ought to be; a place of caring where God's people are equipped to be disciplined followers of Jesus. In all that we do and say we are ambassadors for Christ and represent Him. God has done and is going to do wondrous things through His church. Thank you for your faithful partnership in this good work and for the privilege of working alongside of you to make Christ known!

LAY MINISTRY

Not a year, rather I've completed 4 very profound and very active months of ministry with you, Shepherd of the Prairie Congregation. Taking the position of Lay Ministry Coordinator, our God surprised me with the hugeness of my own ministry of coordination, organization, invitation, futuring, accompanying and caring with the Lay Ministers of Shepherd of the Prairie.

I could not have imagined that a relatively new congregation which had no building for consistent meetings would give birth to and nurture 79 + ministries. Surely, your attention was directed to listening to our God and discovering services needed for all God's people. You gathered your gifts, talents, interests and skills and put them to respond to the needs within the congregation, as well as, reaching to the ends of the earth in service to the poor. Some of the ministries are very public while some are behind the scenes – yet, each commitment is performed with love is received by our God with a mutuality of commitment and love.

You welcomed me on August 30th and I have felt that welcoming spirit ever since. Now I am called to listen, promote, encourage and facilitate each member to understand themselves as presence of God through ministry.

In the New Members' Gatherings I enjoy sharing about the spirituality of ministry – or our living our faith as contemplation in action. It is inspiring to me to see the growth of our congregation and the welcoming continuing to be passed on.

Our Ministry Fairs (the first being an Open House on Ribbon Cutting Day) are vehicles to educate/incite the members to the wonders of generosity happening all around us in the myriad ministries in which so many are involved. The fairs, hopefully, invite others to identify an interest, talent or skill and ignite their desire to join in the enrichment of our congregation.

Together we will continue to pray, reflect and plan to effect and to educate/invite ourselves into future ministries/new projects/even mutuality in mission with others. We will grow in membership, in responsibility, in caring, in depth of knowing and teaching the life and love of Jesus so that we can encourage and equip one another to make a difference in God's world.

I can only express to you my profound gratitude for the privilege of ministering with you at Shepherd of the Prairie.

Respectfully submitted,

Patty Driscoll-Shaw
Lay Ministry Coordinator

YOUTH AND FAMILY MINISTRY

Shepherd of the Prairie's Youth and Family Ministries objectives are formed from 5 basic principles:

1. Faith is formed by the power of the Holy Spirit through personal trusted relationships.
2. The church is a living partnership between the ministry of the congregation and ministry of the home.
3. Where Christ is present in faith, the home is church, too.
4. Faith is caught more than it is taught.
5. If we want Christian children and youth, we need Christian adults.

Summary of 2009 Accomplishments

- 21 confirmation students enrolled
- 16 confirmation students attended Feed My Starving Children in Aurora, Illinois
- 18 confirmation students attended fall retreat at Lutheran Outdoor Ministry Center in Oregon, Illinois
- Our confirmation students are sponsoring John Maina Kamau, through Compassion International. John is a young boy who lives in Kenya who is in need of our support to provide food, clothing, and an education
- Held TableTalk night at Lou Malnati's in Lakewood for parents and confirmation student to gather together as families to review the Ten Commandments confirmation unit
- 21 people from 6 families attended the Peder Eide Christmas concert in Bartlett, Illinois
- Implemented Group Publishing's "Live" curriculum for High School youth group

Looking forward to

- 2010 Mission Trip to the Navajo Indian Reservation in Window Rock, Arizona. 10 students are attending
- Spring High School and Confirmation retreats
- More Feed My Starving Children
- High School students participating in 30 Hour Famine

Respectfully submitted,

Greg Dowell

Youth and Family Ministry Coordinator

CONGREGATION COUNCIL REPORT

2009 was quite a year! Shepherd of the Prairie Lutheran Church (SOTP) was indeed blessed with the completion of its long-awaited building. We give thanks to the Lord who makes all things possible and for his faithful servants whose stewardship has brought dramatic growth to SOTP.

Thanks to the special leadership of Larry Newbanks and his Building team, a complex project came through on time and under budget. Larry has a special report on this. From a financial standpoint, our debt with Mission Investment Fund appears to be quite manageable. Ralph Wehnes headed up a "Building on Blessings" team to address the debt. The response by the Congregation has been overwhelming.

However, as our Leadership Retreat facilitator, Pastor Dave Daubert, has continually ingrained in us, this building is but a "Tool" for Gods Ministry.

With that Ministry focus in mind, the Church Council approved the hiring of additional staff. Through the efforts of the Staffing for Growth Committee (now the Human Resources Committee), we addressed some key Ministry areas. Patty Driscoll-Shaw was hired as Director of Lay Ministries and Greg Dowell as Director of Youth and Family Ministries. The impact that they have already had has been significant. We are blessed to have them as members of SOTP's family.

Since our building dedication in September, we have had three new member classes, the last one in December adding 48 baptized members to our rolls. While we did anticipate growth, this has far surpassed our expectations. It has presented (and will continue to present) some unique challenges and opportunities. The areas such as Sanctuary overflow are quite visible. The less visible and more subtle challenges are in such areas as integrating new members, and how to handle the transition from a small church to a large church.

Of course, our financial picture has benefited. Most of us on Council, in our past churches, have never been in a position where income has exceeded expenses. Our Treasurer, Gerry Warnke, will comment on this further. This position is allowing us to do some things that in past years were not realizable, especially with the financial focus on building.

Given this financial position, the Congregation Council is recommending that we repay the \$45,000 loan to the Northern Illinois Synod. The Council feels that we were the beneficiaries of this "seed" money to begin our Ministry in Huntley and that repayment of these monies might allow another Mission Church to "sprout." The 2010 Budget also contains a one percent allocation designated for local mission work.

Pastor Mark will speak about our 2010 Ministries at the Annual Meeting. During the year, we will more intentionally communicate these to the Congregation. (Communication is also a major challenge, and we will work to improve this). Programs, such as the Little Lambs Parents Day Out Ministry are the type of Outreach and Mission orientation that will continue to be part of our future Ministry. Patty and Greg also bring a great deal of Mission experience to our Congregation.

The Council was expanded to 9 members in 2009. Assuming that the Resolution to the Congregation passes, the terms will be 3 years, with one-third of the terms expiring annually. Each Council member also has a role as a "liaison" to various Ministries (Committees). This role will be enhanced in 2010, with a goal of further empowering these Ministries to make more decisions without approval from the Council. We must continue to find ways to off-load some of Pastor Mark's workload.

This is my final report as Congregation President. While I hope to remain on the Council for one more year, my term as President ends in January.

I would like to extend special thanks to Pastor Mark and the Congregation Council for their support and friendship. Below are the members and their Office or Ministry Liaison responsibility:

- Devin Burg – Vice President
- Kris Fleener - Secretary
- Gerry Warnke – Treasurer
- Kathy Dahl – Human Resources
- Rebecca Fulcer – Mutual Ministry
- Mike Kasal – Outreach
- Dick Larrison – Property
- Carol Lilla - Worship

Especially, I want to thank all members of the Congregation for making Shepherd of the Prairie an exciting and rewarding Ministry.

Of course, none of this would have been possible without the love, grace, and blessings of our Lord and Savior, Jesus Christ.

In his name,

Jules Pelka
Congregation President

2010 Ministry Reports

ALTAR GUILD

Changes:

- Amy Judd Sharp assumed responsibilities as Altar Guild Chairperson from Darlene Soest January 2009.
- Communication with guild members is through frequent email notices with printed copies in the binder kept in the altar.
- Two new members have joined the guild, Barb Beaudette and Marlene Boehler bringing the total to 30.
- Guild members agreed volunteering for a month at a time is more convenient and less confusing—this will continue.
- An additional Saturday evening service has been added. Darlene Soest has volunteered for the third Saturday monthly; the remaining weeks have not been covered by Altar Guild members.

Accomplishments

- Three meetings were held in 2009 March 12, July 28 and October 24. Minutes are attached.
- Altar Guild was represented at the open house in the new building.
- Carol Lilla and Sue Wehnes made embroidered fair linen and purificators. There are now enough linens to accommodate all three services.
- Members decorated the church for Advent and Christmas with simple adornments this first year. Next year the tree will be decorated with handmade Chrismons. Gretchen Lane is leading this endeavor and will hold a class for those interested in participating.

Future Activities

- Continue to solicit active members especially for the Saturday evening service activities.
- Replace the green paraments; the ones in use are too short and too narrow for the size of the altar.
- Replace the Advent stand and wreath. With Mark Frenreis help painting and reassembling the stand was used this year, but is not in the best condition.
- Purchase green garlands for decorating the sanctuary window sills.
- Consider having the robes professionally cleaned as members tire of this duty. Village Green Cleaners has offered a fifty percent discount on cleaning for the church.

Respectfully submitted,

Amy Judd Sharp
Altar Guild Chairperson

THE BANNER COMMITTEE

Shepherd of the Prairie has had a Banner Committee since the beginning thought is was a very small committee of one, Mary Conti. Recently with our growth and our new church building, we have formed a formal “Banner Committee” with the current seven members: Mary Conti, Gail Barnard (co-leader), Helen Fenzan, Carol Roth, Adele Wogstad, Betty Zimmerman, Joan Marett and Linda Jahr.

The three banners recently displayed in the sanctuary have an interesting story. The are the Lutheran Rose which symbolizes Lutheranism, the SOTP logo which is one of the first banners made for SOTP, and the largest and newest banner, a rendering of our new church building made for the ground breaking ceremony in August of 2008. They seem a fitting combination of new, old and ongoing church symbols.

We have plans to make banners for the liturgical seasons of the church. In the future we hope to have banners for special occasions like baptisms, confirmation, marriages and others.

If you have an idea or vision for a banner, an ability to create banners or just want to support this important ministry, please consider joining our group. You may contact either Mary Conti at (847) 683-9377 or, Gail Barnard at (224) 569-2782 for more information to join this meaningful ministry. You can also just stop by at on of our next regular meetings on the 4th Monday of each month. We hope to hear from you soon.

Respectfully submitted,

Mary Conti and Gail Barnard
(Co-Leaders)

BUILDING ON BLESSINGS CAPITAL FUND DRIVE

Building on Blessings capital fund drive is the third fund-raising campaign for Shepherd of the Prairie Lutheran Church. The first two raised funds for the down payment for our Church building. Building on Blessings is designed to reduce the mortgage on the building. The program started May 1, 2009 and will continue until April 30, 2012. Our goal was \$750,000.00. So far we have received pledges from 132 households that amounted to \$629,032.00. As of December 31, 2009 we have received \$204,025.13. This total is a combination of pledged and non-pledged contributions. The pledged amount was \$181,943.98 (89.2%) and the non-pledge amount was \$22,081.15 (10.8%). At the end of January there are still 27 months remaining for the Building on Blessings fund drive. If you haven't made a pledge and would like to, pledge cards are available at the church office. A big THANK YOU to all that helped on this campaign, especially the chairpersons listed below.

Respectfully submitted,

Ralph Wehnes
Chairman

Campaign Section	Chair
Communications	Sue Boyle
Hospitality	Dave Johnson
Spiritual Emphasis	Nancy Ramirez
Youth	Kim Frendreis & Kari Arndt
Advance Contacts	Bob McDuffee
Follow Up	Bob Malm
Pastor	Pastor Mark
ELCA Coordinator	Nancy Amacher

BUILDING TEAM

Construction Status

We have been worshipping in our new building since August 23rd and, though it may seem that construction is finished, we're still not quite done. We have some follow-up work with landscaping that won't be completed until next spring. We also continue assess the problem we had with water in the heating and air conditioning ducts. You may have noticed the work completed around the system in December. However, until we know the ducts will remain dry during the rainy season next spring, we won't be closing out that phase of the project. Finally, we have yet to pay the final installment of our construction contract with Shales-McNutt.

Construction Accomplishments

While we may not be done, we have much to be thankful for. Our goal all along has been to occupy our new church home by September 2009. We now know that achieving that was a feat in itself. Just ask anyone familiar with construction projects like this and they will tell you that it is not typical to complete a project like ours in the time frame we did. Much of the credit for this success goes to Shales-McNutt, our construction manager, who constantly adjusted schedules to best take advantage of the weather and construction dependencies.

As we've begun to use our new church home, we are finding the building design provides good flexibility for its use. Certainly, the Welcoming Area is a great place to be between services and can be used for numerous other activities. We owe our architect, Todd Carlson, much thanks for his understanding of what to do with the resources we had.

Though we are a bit cramped at times, we are confident that we stretched our building as much as possible given our budget. Remember, in order to build this building, we removed all building furnishings from the budget on faith that they would be provided when needed. Not only were we able to proceed with a larger building, but, praise the Lord, ALL Faith Items were indeed provided for!

Also recall that at last January's Annual Meeting we projected a construction shortfall of about \$226,000. The good news is that the shortfall is now projected to be less than \$50,000. However it's still a shortfall and suggests little opportunity to build larger without still being in the Cosman Center.

So let us rejoice in what we have, be flexible to make the best use of it to serve the Lord and work towards future expansion.

Remembering how we got here

Finally let us not forget the journey we took to get where we are today. It was back in 2003 that SOTP initiated the first capital campaign and the ELCA purchased the lot on Main and Manhattan on our behalf. In 2004 the first building team was formed under Dave Macaulay's leadership and planning for our project began. In 2006, SOTP hired the architect (Carlson Associates) and construction manager (Shales-McNutt) and also committed to a second capital campaign. In 2007, SOTP assumed land ownership from the ELCA and the current building team was formed. The execution phase commenced with our Ground Breaking in August 2008 and SOTP finally occupied our new church home in August 2009.

Many have contributed to this accomplishment. SOTP members have faithfully completed two capital campaigns, provided for Faith Items and are now committed to the current Building on Blessings campaign. Many have served in various ways with two different building teams contributing their time and talents to building this home for Shepherd of the Prairie.

While impractical to list everyone, I will recognize those who served in leadership roles during the execution phase of our project.

The Building Team consists of:

Chair Larry Newbanks
SOTP Construction Manager..... Bob Zimmerman
Building Budget Planning..... Jim Henley
Building Funds Treasurer Don Koerner
Building Management John Browne

The planning subcommittees dealt with the many details required to complete construction and identify Faith Items. Subcommittee chairs are:

Exterior Design..... Walter Roth
Interior Design Betty Knawa and Sue Wehnes
Ministries/Small Groups..... Carlee Petelle
Operations and Maintenance Tom Polzin
Worship..... Mike Yndestad

Building Task Managers are responsible to see that the tasks SOTP was responsible for were completed when scheduled. Task managers are:

Audio/Visual..... Mike Yndestad
Dumpster Fencing..... Ron Knudson and Mark Frendreis
Flooring Installation..... John Thunholm
Sign Walter Roth
Voice and Data Dennis Lilla and Bob Carlborg

As we look to the future, let's remember and thank all those who contributed to being where we are today. Finally let's continue to pray for this building and its service to our Lord.

Respectfully Submitted

Larry Newbanks
Building Team Chair

CHILDREN'S MUSIC MINISTRY

In December of 2009, plans were made to start a new Children's Music Ministry at Shepherd of the Prairie. This ministry seeks to invite children of all ages to experience worship through singing, handbell ringing, chimes, and instrumental groups. All groups will meet on Tuesday evenings at the church beginning on January 12, 2010. A children's choir program, led by Annette Boster and Sandy Martin, will offer one choir for children ages 3 to Kindergarten and another for children ages 1st - 5th grades. Chime and handbell choirs will be led by Jane McMullen and Becky Ciccione. Chime choir is for children in 2nd - 5th grades and handbell choir is for children in 6th - 8th grades.

Some goals for 2010 are to form a middle school singing choir, a high school handbell choir, and an instrumental group consisting of high school students. The instrumental group would possibly lead some Saturday evening worship services. We are very excited to see this ministry begin and look forward to praising God with the songs of voices, chimes, and bells!

Renaë Greene

Children's Music Ministry Coordinator

GRAFTON TOWNSHIP FOOD PANTRY

The first Sunday of each month we have been collecting non-perishable food and other items such as toothpaste, laundry detergent, and toilet paper for the Grafton Township food pantry. Each month we send a van full of food and other items to the Food Pantry. The clients of the food pantry have increased significantly during 2009 and therefore the food pantry manager has been very appreciative of all the donations we have been able to provide. Also, several of SOTP members are regular volunteers at the food pantry.

Respectfully submitted,

Alice Hallett

Food Pantry Coordinator

HELPING HANDS

This is a small group ministry whose purpose is to provide a meal for those in need. At this time we are primarily focusing on those who have been recently hospitalized or are home bound for any reason. As our group grows we hope to provide more services. We have prepared about 30 meals over the past 18 months.

The Funeral Luncheon Committee is part of Helping Hands. Thus far we have planned two funeral luncheons. It is our hope to grow this ministry by forming several teams so that we can rotate the lead roles and the workload. Many hands make light work as the saying goes.

We encourage anyone interested in joining the Helping Hands ministry to contact one of the three leaders for more information.

Carol Lilla - 847/659-8260

Mary Conti – 847/683-9377

Sue Boyle – 847/514-3985

HUMAN RESOURCES

Our committee is headed up by John Boehler and Kathy McGuine. Two other members are Kristi Cordle and Kathy Dahl. Our committee was previously called Staffing for Growth, and then we became the Human Resources Committee during 2009.

We have established policies and procedures for hiring new staff. We have also written a personnel manual which is given to all paid employees of Shepherd of the Prairie.

Job openings are placed in the Sunday bulletin and newsletters. A notice then is posted on the website to allow non-members to apply. Once the applications are received, the committee proceeds to review those applications, and makes the decisions about interviewing the best qualified candidates.

Pastor Mark is included in the screening process and in selecting those that are hired, pending a background check.

Kathy Dahl
Human Resources

LITTLE LAMBS

Little Lambs Parents Day Out (PDO) program kicked off the year in early October with 6 students! Children attend on Tuesday mornings from 9:00 a.m. to noon. During that time, we enjoy circle time, calendar and weather activities, math/language lesson, a snack, Bible stories, crafts, music, and other fun activities. These education and developmental activities help children develop a love for Bible stories and the knowledge that God loves us.

About the Teachers

Kristy Warnke was an elementary school music teacher for 3 1/2 years and a substitute teacher for over 10 years for District 300. In addition she is a certified Musikgarten pre-school music teacher. She directed church children/adult vocal and handbell choirs for over 30 years and is currently directing the Confirmation Chime Choir at SOTP. Kristy lives in Del Webb with her husband. They have 2 grown daughters and a new grandson. Kristy developed the curriculum for our program.

Jill Gillming graduated from Illinois State University with a degree in Education. She has taught in the Huntley school district and as an aide for kindergarteners with special needs. She has also served as Director of Education at a Sylvan Learning Center. Jill lives in Huntley with her husband and two children. The Gillming family are charter members of Shepherd of the Prairie.

We will be starting our enrollment for the 2010 school year in early February. Children between the ages of 2 and 5 years old are accepted into our program. Enrollment is limited, so if you are interested in signing up your child or if you know someone who is interested, please contact Kristy Warnke at 847-669-3139 or gwarnke@sbcglobal.net.

We see the smiling faces on our students every week and feel the program has been a great success! With God's blessing, we'd like to see the program grow in 2010!

Kristy Warnke,
Jill Gillming

MINISTRY DATA

The Ministry Data Coordinator manages the Time and Talent Sheets and is responsible for contacting individuals who are willing to serve on the many ministries within our congregation. The Coordinator also attends Pastor's Orientation Meetings with perspective new members and gives a short explanation of the use of the Time and Talent Sheet and the importance of utilizing one's talent for the various ministries available.

As we now have over 80 ministries in our congregation, I am in the process of revising a new Time and Talent Sheet and the Ministry Description Booklet. When completed, these will be given to new member and also to our current members in order to update everyone of the changes that have taken place. It will take some time before this is accomplished as there is so much information to be gathered. In the meantime, anyone who has questions and needs to know who to contact for any of the ministries, please call our Lay Ministry Coordinator, Patty Driscoll-Shaw or myself. We are working closely together in this endeavor and once all the data is compiled, the newly revised forms and booklet will be distributed.

Respectfully submitted,

Darlene A. Soest
Ministry Data Coordinator

MUSIC

Another year has come and gone. In some ways things are the same, we still have two services on Sunday with two great teams of people that I enjoy working with. Our 9:00 a.m. service has a miniature orchestra, vocalists, pianists, and of course guitar. Our 10:30 a.m. service has vocalists, guitars, piano, and drums. I really love working with these teams, and I am grateful for their dedication to the church. Thank you to all who are involved with the 9:00 a.m. and 10:30 a.m. service music teams. Unfortunately we lose a large number of our music volunteers to the warmer climates of Florida and Arizona. We will miss them and we look forward to their return.

We still have our Shepherd's Voices choir led by Gretchen Lane and our Prairie Ringers bell choir led by Carol Mosby. Both groups provide music at our 9am service and have been a dedicated group of musicians. I am grateful for their faithfulness to the church.

We have many things that are new to S.O.T.P., one of which is our new Audio Visual Team ministry. This team is co-chaired by Jim Rice and Mike Yndestad. This team manages everything that happens in our sound booth in the back of the Sanctuary. Everything from running the sound levels for the Pastor, speakers, and musicians, to making visual presentations for the screens in the Sanctuary and Narthex. They are a great group of people to work with and I am so thankful for their support.

We also have a new 5pm service on Saturday Nights. Pastor Mark has been talking about this one for a while and we finally have it. The Saturday night service is casual and a bit shorter than a Sunday morning service. The congregation sings three or four songs throughout the service and it has been led by a few different musicians. Joan Marett and Mary Arneson have led this service on piano, Greg Dowell has led on guitar, and of course me on guitar.

This has been a challenging year me as our church has moved into our new building. Since S.O.T.P. has moved into our building many things have grown and changed. There were a few times I was overwhelmed by the challenges. However, I am so thankful to be serving at Shepherd of the Prairie and I feel privileged to be a part of it. Ultimately these challenges have served as a reminder that God is Great! I look forward to the New Year.

Peace,

Mitch Corso
Music Director

MUTUAL MINISTRY

The Mutual Ministry Committee consists of the following SOTP members being appointed by the Church Council: Grant Jahr, Chuck Lamb, Chuck Little, Kathy McGuine, Jodie Reed and Sarah Wolf. Rebecca Fulcer is the Council representative to the committee.

The Mission/Purpose of the Mutual Ministry Committee (MMC) is to affirm and strengthen the mission of the congregation and to strengthen the ministry of the pastor(s) and staff. The committee's support of the pastor(s) and staff is done by listening, sharing, communicating, reviewing, caring and praying.

The MMC serves as liaisons to congregational members as well as the pastor. Any concerns, suggestions or comments that any congregational member has in regards to the mission of the congregation or the pastor may be directed to any MMC member.

The committee met with Pastor Mark in January and established eight goals for 2009. A timeline was established for accomplishing these goals and the committee met periodically with Pastor Mark on the progress of accomplishing the goals and provided feedback and suggestions. A final review was done in November and a report was submitted to the Church Council.

Respectfully submitted,

Chuck Little

Mutual Ministry Committee Chairman

NOMINATING COMMITTEE

Congregation Council (3 year term) ❖

- Kathy Pizarro
- Larry Newbanks
- Jules Pelka—1 year

❖ pending change of by-law for term length

Audit Team

- Greg Huxtable—1 year
- Enrique Rojas—2 year
- Charlie Powe—3 year

Voting Members to Northern IL Synod Assembly

- Jeff Cordle
- Lori Conway

Nominating Committee

- Kathy Dahl
- Mike Kasal
- Jennifer Trevino
- Walter Roth
- Jim Auwerda
- Bob McDuffee

Sue Boyle

Nominating Committee

MEDIA OPERATORS GROUP (MOG)

Goal

To provide a meaningful audio and video presentation that fulfills the pastoral and congregational needs. To do the presentations in a professional manner with the most cost effective approach.

In order to meet the pastor and congregational needs investments in audio and video equipment and maintenance will be required. We request that consideration be given to setting up an account for this purpose. As need arises we will present our needs and recommendations to the church counsel.

Actions to be taken

Install piano microphone, Beta91

Present Needs

At present we feel the need for a microphone that will be used for the choir and bells. This would provide an audio feed that then can be mixed with the overall church musical presentation. This overall mix is then available to all speaker areas and can be used for recording purposes. Microphone model CSM-61C with weighted stand. Estimated cost ~\$500.00

Future Consideration

To provide a video recording of services for those who cannot attend services, weddings and other special services as requested. Cost for such service to be determined.

OUTREACH

The Outreach Team introduces Shepherd of the Prairie to the greater Huntley area. We use a number of outreach activities to accomplish this:

- We deliver a welcome gift to first-time visitors at the Sunday services.
- Host a booth at the Huntley Expo.
- Use doorknob hangers to promote special seasonal activities.
- Publicize special events in our church.

PRAIRIE CRAFTERS.

The Prairie Crafters are people who are interested in working on crafts to be sold at our Spring, Fall and Christmas Bazaars. New ideas for crafts are always welcome. Additional hands to help with the crafts would be greatly appreciated to ensure our success in the 2010 bazaar sales. ALL proceeds from the bazaar sales go to our building fund (mortgage). This year we turned over \$7,577.75 of funds and also received Thrivent Matching Funds of \$701.00 for a GRAND TOTAL of \$8,278.75.

Respectfully submitted,

Alice Hallett

Prairie Crafters Coordinator

PRAIRIE CONNECTION

During the summer of 2009, Prairie Connection participants and their families met for a Kane County Cougars baseball game that was coordinated by Nick and Kara Parry. In August 2009, Prairie Connection coordinated the annual picnic. Approximately 160 people were in attendance and there was lots of food, fun and fellowship available at Deicke Park. In December 2009, a holiday party was hosted by Jill and Gregg Gillming at their home.

As we look forward to 2010, events are currently being planned. We look forward to the annual picnic, another Kane County Cougars baseball game this summer and other events still to come! Thank you to everyone that coordinated/hosted an event in 2009! We sure appreciate it!

A Prairie Connection information binder has been created as a way to update members and those interested in Prairie Connection about upcoming events, provide suggestions for upcoming events, directions on how to host/coordinate a Prairie Connection event and pictures of past events. Thank you to Donna Brown for adding her scrapbooking expertise to the pictures in this binder!

We look forward to 2010!

Respectfully submitted,

Nicholas & Sarah Wolf

Nick & Kara Parry

Coordinators for Prairie Connection

THE PRAIRIE RINGERS ADULT BELL/CHIME CHOIR

Do you enjoy making new friends who share your interest in music?

Can you read music?

Are you willing and able to attend practices from late August through early June on Thursday nights from 7:30 to 8:30 p.m.?

Are you available to play at the 9:00 a.m. Sunday church service twice a month?

Even if you have never played bells or chimes before but can read music, it won't take long to learn and your fellow ringers will help you.

This music ministry at SOTP not only brings people of similar interests together but also enriches the service when the Prairie Ringers play. Please join us.

If you have questions or would like to join the group, please call me at 847-961-6248.

Carol Mosby
Director

PRAYER SHAWLS

This year we have grown to a group of 18 knitters and crocheters. Between us we have made over 120 prayer shawls which have found their way into over six states as well as to people in our congregation and our communities. We also presented some shawls to Centrega Hospital for their patients.

This year, in addition to the prayer shawls, we have also started making sweaters. We send the sweaters to ***Guideposts*** who in turn sends them to foreign countries where they are needed.

This year we also received a grant from Thrivent Financial for Lutherans for some of our materials.

Respectfully submitted,

Sue Boyle
Alice Hallett
Prayer Shawl Coordinators

PROPERTY COMMITTEE

The Property Committee was established in May 2009 to begin the transition from Construction to Occupancy. Using competitive bids, contracts were established for Insurance, Landscape Service, Trash Removal, Snow Plowing, Janitorial Services and Alarm Service. We worked with the Building Committee to monitor the contractors through the punch list. The transition period came to an end in August and we are now working through the process of being owners and occupants. The business of maintaining and managing a building of our own is an on going learning experience for us all.

The present members of the Committee are: Jack Conti, Mark Frenreis, Tom Knawa, Dave Macaulay, Tom Polzin, Donna Schnepff and Dick Tabatt. We hope that other members of our congregation who have experience with HVAC, Sprinklers, Electrical, Plumbing and other owner-type activities will contact us through the Church Office and join the committee or be available to act as resources for us.

The coming months will entail reviewing expiring warranties and re-evaluating current contracts as well as determining our operational costs as we move on to our second year. We have a wonderful, well built building and want to keep it in continuing excellent condition as it becomes more of a Mission Center for God's work in the community of Huntley and beyond. We welcome your ideas and suggestions and we continue to serve God as the Stewards of His building.

Respectfully submitted,

Jack Conti

Dick Tabatt

Property Committee Co-Chairs

SHEPHERD VOICES

The choir has had a great year. We have some new people and when everyone comes, there are over 20 members. Elaine Neukirch, our pianist, keeps us in harmony on the grand piano. We enjoy our new robes and learning new music. We did one piece with the younger singers and hope to do it again. Everyone who likes to sing is welcome.

Gretchen Lane

Director

SPECIAL GIFTS AND MEMORIALS COMMITTEE

This committee was formed in 2008 as a means of recording and acknowledging special gifts and memorials received by Shepherd of the Prairie.

The committee worked with the Building Committee Subcommittees in the “Building on Faith” program.. Each subcommittee identified items needed to furnish the new church. Needs included landscaping, audio/visual components, furniture for offices, chairs for the sanctuary, altar, baptismal font, chancel cross and other worship needs. Other needs included the outdoor sign, furniture for classrooms, teen room and nursery. Additional needs were classroom cabinets, kitchen cabinets and appliances, banquet tables and storage for the music program. Members and friends of Shepherd of the Prairie responded with many generous gifts. As a result ALL “Faith Items” identified by the Building Subcommittees were provided for. Thanks to all who made this program a success.

All the gifts received have been recorded in a Memory Book. This book is on permanent display in the Welcoming Area just to the right as you enter the west wing corridor. The total of gifts received for “Building on Faith” in 2009 was \$51,326.00.

The “Building on Faith” program concluded in 2009. This committee will continue to acknowledge all monetary gifts received for memorials. In 2009 memorials for the Building Fund were received totaling \$6,775.00. These gifts were in memory of Thomas Pelka, Russell S. Deloney and Dan Mesenbrink. Miscellaneous memorial gifts totaled \$275.00.

Respectfully submitted,

Ted Anderson

Helen Fenzan

Sue Wehnes

Committee Members

STEWARDSHIP – ANNUAL APPEAL

2009 was a great year in terms of results for Stewardship. Almost 60% of the congregation made a commitment to the 2010 operational budget, which helped the campaign to reach its goal of \$360,000. Thank you for your prayful consideration.

As the committee looks to 2010, we are striving to bring additional relevant material to the congregation beyond the annual appeal. Our goal is to bring you programs that will help you in your everyday life in Christ.

Respectfully submitted,

Nicholas Wolf

38 *Stewardship Chairman*

SUNDAY SCHOOL

The 2009-2010 year began with Rally Day on September 20. All the Sunday School children participated in a balloon launch to celebrate the "launching" of Sunday School in our new building. The children attached a message to his/her balloon. At a designated time, the teachers and children gathered on the east end of the building. When the signal was given, the children released their balloons. What a wonderful sight as approximately 150 blue and white balloons floated skyward to the heavens on a beautiful Sunday morning.

The Sunday School at SOTP continues to grow with 134 children on the roster and 25 teachers. In the Fall, we adjusted to increasing numbers by reorganizing classrooms with supplies and locations in our building. The high school classroom became a warm and friendly area for teenagers to meet, plan, and learn. The enthusiasm of teachers and children was overwhelming as we began our first year in our new building.

The curriculum during the 9:00 a.m. service for pre-kindergarten through eighth grade is the *Witness* series published by Augsburg Fortress. It focuses on Bible stories and correlates with faith traits and how children can incorporate these traits into their everyday lives. The 10:30 a.m. service Sunday School, *Spirit Alive*, uses a Group publishing curriculum titled *Hands On Bible*. The children learn about God, the birth of Jesus, his childhood, and his accomplishments as an adult. This Sunday School is for children age three through third grade. SOTP offers a choice of two different formatted Sunday Schools with the same goals.

In November, the pre-kindergarten through sixth grade classes made advent wreaths. These wreaths were distributed to members who are not able to come to church on a regular basis. They also were presented to members who lead ministries that enhance our worship. All were delighted with the wreaths and the children were very proud of their work.

On December 20, during the 9:00 a.m. service, the children of SOTP presented their annual Christmas program. It was a Christmas service of carols, *Messengers for the Messiah*, led by the children under the direction of Annette Boster. Following the service, milk and cookies were enjoyed by the children and their families in the multi-purpose room.

On February 14, 2010, the children are encouraged to bring a friend to Sunday School. This was done last year when we were meeting at the Cosman Center. The children and their friends had such a great time that the event is planned again this year. All are welcome to learn about Jesus and take part in our Sunday School experience.

The *Bible Bucks* program has continued this year. Children receive a Bible Buck each Sunday for attending and for other reasons decided by the teachers. The Bible Bucks Store is open in the narthex area the first Sunday of the month. In the Fall of 2010, the program will be evaluated and a decision will be made to continue the Bible Bucks program or to discontinue it. As for now, everyone involved is very supportive of it.

A concern that needs to be addressed in 2010, is the seating in the worship area. When the children leave this area after the children's message, there are many empty seats. People are sitting in the overflow area in the narthex who can then move into the worship area. An organized plan to relocate people with a minimum of disruption as the children leave for Sunday School needs to be considered.

The Sunday School at SOTP is a wonderful experience for children thanks to dedicated teachers and support from Pastor Mark, staff, and the congregation. Thanks be to God.

Respectfully submitted,

Barbara Auwerda
Sunday School Superintendent

USHERS

We are doing fairly well! First of all I want to thank all of the volunteers that have been ushering. We would like to have a few more volunteers for the 5:00 p.m. service, also for the 10:30 service. Any one interested in ushering please call Ferdie Kimminau, or sign up on the sheet. Thank you!

Respectfully submitted,

Ferdie Kimminau
Usher Coordinator

VACATION BIBLE SCHOOL (VBS)

What is VBS? VBS or Vacation Bible School is a week packed with exciting adventures in a group setting that help teach children lessons from the Bible with a hands on experience. The lessons are presented in such a unique way that the children learn how to apply the Bible stories to their every day lives. Two hours a day volunteers dedicate their time to take their group of children from station to station to learn a song for the day or watch a cool movie or have some kind of hands on lesson. Our mission as a staff is to keep things warm, welcoming and upbeat for the week. Every child that walks through our doors is greeted with a smile and is safely brought to the worship area by their parent or by a staff member.

Our goal is simple; to let God's love be known to all who enter. We want our children to know, even in the toughest times, God is always with them. With a new catch phrase shouted out every day in unison, the children can know a little of what to expect in their lessons at each station.

Our own special mission for the kids this year was to donate food and household items to the local food pantry Grafton Township. We decided to take care of our families in need that are right in our own area. Each child brought in an item each day, which added up to a jam-packed van that delivered the donations.

This past summer we used: *Crocodile Dock 2009* (Group Publishing)

- Held at: Mackeben Elementary School
- Dates held: Monday, July 22nd to Thursday, July 25th
- Special Celebration Day at Stingray Bay held on Friday, July 26th
- Admission: Free of Charge

Some interesting numbers:

- Number of kids registered: Over 60
(*Children that signed up to participate came back EVERY DAY, with the exception of one child that came the first day and did not return, due to a family issue)
- Increase in registered kids compared to last year: 20%
- Number of volunteers: over 20 (including some Jr. High)
- Each participating child received a free Crocodile Dock T-shirt along with key chain "Bible Buddies" and a new craft to take home each day.

Future plans would be growth in registration and rotating in new volunteers. I would like to make sure and hold on to a few volunteers that could help take new people under their wing. So our "old" can mix with the "new" and so our staff has enough guidance throughout.

I am currently looking over materials from different publishing companies to see what is out there for Summer 2010. I really want to use our church building to its fullest potential. Also being in the church building will really increase the programs potential, since most programs are designed with having a church building to use. After having decorators as a team last year I would love to keep doing that. A dedicated small staff to take care of making the VBS theme come to life will upgrade every kid's experience.

As always, this experience has been such a blessing! This will be my third VBS to coordinate for SOTP and I couldn't be happier. With our continual growth and excitement surrounding our church, I can only imagine how many kids will register this year. The payoff for me is getting to see all the smiling faces at the *beginning* of the week leave with that same smile at the *end* of the week.

Peace!

Donna Brown
VBS Coordinator

WELCA

2009 was another busy year for Shepherd of the Prairie's WELCA unit. The various groups of WELCA continued, with women of the congregation involved in numerous and varied ministries of the church. Individual groups such as quilters, prayer shawl ministry, Merry Widows, and crafts will be filing their own reports herein.

Two Bible study circles continue to meet monthly to participate in fellowship and study, using the curriculum series included in *Lutheran Woman Today*. "**Mary and Martha**" circle meets in the afternoons and, beginning in September, began holding their meetings at the church. The evening group adopted the name "**Lydia**" this year and continues to meet in members' homes.

The annual retreat was held in March 2008 at Cosman Center and was attended by 50 women. Each was involved in a craft, a service project, discussions, and plenty of fellowship. Plans are well under way for a March 13 retreat this year, centered on the whimsically obscure topic of "**Rubber Bands, Safety Pins, and Balloons.**" The steering committee is thrilled to be planning a retreat with an entire building to fill and use for the day and invites all women of the congregation to set aside that Saturday for an exciting day here at Shepherd of the Prairie.

The 2008 June luncheon, held in Cosman Center, was attended by 83 women who were participants in a kitchen and nursery shower for the new building. Most of the small items and many of the larger items outfitting the two rooms were purchased for the event. Eight men of SOTP earned the ladies' gratitude and generous kudos for serving the luncheon while modeling the blue aprons, the aprons themselves donated and embroidered by women of the church.

September 9 was another first, as the autumn WELCA meeting was held in the narthex. Over 40 women met and declared the narthex a truly lovely place for holding a large gathering. In fact, it was such a lovely place that the annual Christmas party was held December 9 in the same spot. That evening, there was no job for the waiters, but the ladies were more than pleased to have several of the waiters meet them at their cars and lend an arm for navigating the slippery, snowy parking lot. It made the warmth of the gathering even warmer.

The Board for the 2009-2010 meeting year are: Gail Barnard, president; Betty Knawa, vice-president/recorder; Zigrida Bekeris, treasurer, Helen Fenzan, Mary/Martha chair; Mary Arneson, Lydia chair.

Respectfully submitted,

Gail Barnard

WELCA President

WORSHIP PLANNING

The purpose of the Worship Planning Team is to consider those issues which most enhance the worship experience and then make recommendations to the Church Council accordingly. At this time, "*worship*" relates to vocalists, instrumentalists, sound board and audio team responsibilities, physical adornments, and those other areas that pertain to the "*meaning of worship*" rather than the "*mechanics*" of worship (ushering, reading, etc.). The planning aspect of the team is primarily that of coordinating those groups and/or activities involved with the worship experience.

Since its inception, the team has made recommendations regarding the Saturday night service, the donation of the Grand piano, recruitment of sound board operators, and setting up an audio team.

The Worship Planning Team is currently made up of the following members:

Carol Lilla, Kara Burg, Marian Mesenbrink, Mike Yndestad, Mitch Corso, Sue Boyle, Carl Hupert, and Rev. Mark Boster.

Submitted by

Carl W. Hupert

Worship Planning Team Chair

2010 BUDGET

	SOTP Budget 2010	2009 ACTUAL	
Pledge contributions	355,369	338,728	
Un-pledged contributions	20,000	23,542	
Misc contributions	22,631		
Flowers	3,000	2,571	
Interest income	3,000	2,191	
Total Income	<u>404,000</u>	<u>367,032</u>	
Mission			
ELCA NI Synod	43,780	38,000	
Local Mission	3,980		
Good Samariatn	500	62	38,063
Outreach			
Outreach/Evangelism	6,500	4,741	
Advertising	7,500	3,830	
Misc outreach	1,000		8,571
Christian Education			
Adult discipleship	4,000	1,554	
Confirmation	800	745	
Sunday school	2,000	2,611	
VBS	2,000	2,094	
Small group	400		
Retreats	1,500		7,003
Misc education			
Youth			
DUIJ	3,000	894	
Kool christian kids	1,000		
Youth k-5	1,000		
Retreats	1,500		
Misc youth Exp			894
Music			
1st service	350	344	
2nd service	350	401	
Childrens choir	500	86	
Bell choir	500	118	
Rejoice	500		
Shepherds voice	500		
Special music	400	200	
Licensing fees	1,500		
Misc music	500		1,148
Worship			
Flowers	3,000	2,970	
Altar guild	1,500	1,104	
Pastoral assistance	1,000	150	
Worship supplies	550	776	
Misc worship exp			6,111

2010 BUDGET (cont)

	BUDGET		2009 ACTUAL	
Facilities				
Office rent			6,936	
Park district			16,662	
School rent			528	
Cleaning service	8,320		2,640	
Utilities	17,000		6,092	
Waste removal	840		417	
Insurance	5,900		3,208	
Lawn/Snow	4,400		3,125	
Fire system monitor	1,250		180	
Maintenance supplies	2,160		19	
Misc maint exp	1,130	41,000	1,205	41,012
Office Expense				
Office supplies	10,000		10,422	
Office equipment	750		2,073	
Web/software expenses	1,000		317	
Postage	2,500		2,032	
Dues and subs	500			
Equipment rental	5,800		5,269	
Misc office exp	500	21,050	421	20,534
Staffing				
Pastor salary	42,830		72,650	
Pastor housing	32,000			
Lay minister	15,760		5,662	
Youth minister	21,000		6,287	
Dir of Music	27,315		28,549	
Office manager	23,910		20,994	
Office assistant	9,360			
Staff training	5,000		4,600	
Social Sec	8,200			
Pastor health ins	40,200		37,675	
Misc staff exp	2,000	227,575	946	177,363
Other Church Expenses				
Scholarships	1,200			
Committee exp	2,000		1,007	
Auto expense	3,000		3,473	
Human resources	1,000			
Bank/legal exp	300		263	
Misc exp	2,765	10,265		4,743
Providing for the Future				
Outreach	2,500			
Inreach	2,500			
Equipment	2,500			
Maint	2,500			
Bldg and grounds	2,500	12,500		0
		404,000	305,442	
NET INCOME		0	61,596	

