



Shepherd
OF THE PRAIRIE
LUTHERAN CHURCH

Council Report

January 17, 2022

“A Growing Church for Growing People”

Shepherd of the Prairie Lutheran Church

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Shepherd of the Prairie Council Meeting Agenda
January 17, 2022
6:00 p.m. via Zoom

- 1. Call to Order**
- 2. Devotions – Pastor Mark**
- 3. Approval of Minutes**
 - a. *Recommendation: To approve the Congregation Council minutes for December 20, 2021, as presented.*
- 4. Congregation Committees/Ministry Teams**
 - a. *HR Team Discussion*
 - b. *Call Committee Discussion*
- 5. Other**
 - a. *Annual Meeting Discussion*
- 6. Unfinished Business**
- 7. Adjourn**

The Next Meeting is February 21, 2022

Shepherd of the Prairie Council Meeting Minutes

December 20, 2021

Present: Mike Luecht, Bob Mollis, Joyce Shotick, Sarah Wolf, Christa Serpe, Kathy McGuine, Cheryl Adams, and Ellen Nissen

Excused Absent: Pastor Mark Boster

The meeting was called to order at 6pm by Council President Mike Luecht.

Sarah Wolf provided the devotion.

The minutes of the November 15, 2021 Council meeting were distributed. Cheryl Adams moved to approve the minutes, seconded by Kathy McGuine. Motion passed.

The first ministry update was the purchase of benches for the Memory Garden that was approved by Council at the November meeting. The Memory Garden has been an attractive addition to the church and has garnered compliments from local Huntley residents.

The Human Resource committee has continued to work diligently with staff to update their responsibilities in their specific roles. Thank you to Lindsay Sparks for her faithful guidance in setting systems and transparency for the staff.

The position of Contemporary Worship and Music Director will be posted and is seeking applicants. It is the intent to have the position filled by February 2022.

The Pastoral Call Committee is finalizing the ministry site profile. The profile will need to be approved by Council and then it will be submitted to the Northern Synod of the ELCA. Once a candidate is identified, the interview process will begin.

The annual congregational meeting will be held Sunday, January 30, 2022 at noon. It will be a hybrid meeting, so members who are unable to physically attend may do so via digital means. Two current Council members will be on the ballot for election for another term.

An update on the Boy Scouts Troop was provided. Nick Wolf is the charter liaison from the church to the Boy Scouts of Blackhawk Council. Contract terms with BSA Blackhawk Council were discussed. Ellen Nissen moved to renew the Boy Scout charter agreement contingent upon legal changes with the BSA. Christa Serpe seconded. Motion was approved.

The audit committee consists of Nick Wolf and Andy Patel. A new member, George Attaway, will be joining the audit committee. Joyce Shotick moved to add George Attaway to the audit committee. Kathy McGuine seconded the motion. Motion was approved. The annual audit will begin next year.

The facilities use agreement templates were presented. Ellen Nissen moved to adopt the facilities agreement. Cheryl Adams seconded the motion. Motion was approved.

Treasurer, Bob Mollis, presented the almost-year end 2021 financial report. The revenue from donors matched the expenses that the church incurred for the year.

Bob Mollis then presented the 2022 Church Budget. Based on the Stewardship Campaign's Estimate of Giving and projected funding needs by SOTP ministries and staffing to further its mission, the budget, as presented, was balanced. Kathy McGuine moved to approve the budget. Cheryl Adams seconded the motion. The motion was approved.

The meeting adjourned at 9pm with blessings for a safe and healthy Christmas.

Treasurer's Report as of December 31, 2021

General Fund Report: The Unrestricted General Fund Balance is \$297,439. Total income for the month was \$83,234 and total expenses for the month was \$74,652. Approximately 4.6 months of General Fund reserves.

Mortgage Service Fund Report: The Mortgage Service Fund Balance is \$67,440. Income for the month was \$19,423. The monthly mortgage payment is \$19,536. Approximately 3.5 months of Mortgage Service Fund reserves.

This Month

<u>General Fund</u>	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>	<u>Percentage</u>
Income:	\$83,234	\$65,104	\$18,130	27.8%
Expenses:	\$74,652	\$65,351	\$ 9,301	14.2%

Year-to-Date

<u>General Fund</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Difference</u>	<u>Percentage</u>
Income:	\$767,562	\$781,370	(\$13,808)	-1.8%
Expense:	\$763,257	\$781,370	(\$18,113)	-2.3%

Mortgage Service Fund

Income for Month:	\$19,423
Income YTD:	\$238,564
Payments YTD:	\$234,432
Ending Fund Balance:	\$67,440

Respectfully Submitted

Robert C. Mollis

Congregation Treasurer

SOTP FINANCE TEAM

Meeting Minutes

January 10, 2022

Attending: Devin Burg, Bill Nesta, Sue Wehnes, Cliff Dungey, Melanie Chesny, Bob Mollis

Meeting called to order at 7:28 PM

- I. Approval of December 13, 2021, Meeting Minutes as presented
- II. Accounting Administrator's Report
 - A. Balance Sheet as of December 31, 2021
 - i. Total Current Assets \$672,199
 - ii. Total Fixed Assets \$7,247,322
 - iii. Total Assets \$7,919,521
 - iv. Total Liabilities \$3,358,518
 - B. Income/Expenses through December 31, 2021
 - i. December GF income of \$83,234 was \$18,130 more than budgeted amount.
 - ii. December GF YTD income was \$13,807 less than YTD budgeted amount.
 - iii. December GF expenses of \$74,652 was \$9,301 more than budgeted amount.
 - iv. December GF YTD expenses were \$18,114 less than YTD budgeted amount.
 - C. Restricted Funds Detail Review through December 31, 2021
 - i. Account 3.175.000 Memorial Fund balance is \$11,362.
 - ii. Account 3.250.000 Good Samaritan Fund balance is \$10,557.
 - iii. Account 3.675.000 Memory Garden Fund Donation balance \$13,160.
 - iv. Account 3.676.000 Memory Garden Fund Brick Donation balance \$3,319.
 - v. Account 3.677.000 Memory Garden Fund Niche Agreement balance \$39,393.
 - D. General Comments
 - i. YTD GF Member Contributions showed an increase of 3% compared to 2020.
 - ii. Mortgage Service giving for September was \$19,423. This is \$113 less than SOTP monthly mortgage commitment of \$19,536. The 2021 average monthly contribution to Mortgage Service is now \$19,880.
- III. Treasurer's Report of Activity & Council Actions/Discussions
 - A. Treasurer Report presented and reconciled with Accounting Administrator's report
 - i. GF balance is \$297,439 which is approximately 4.6 months of reserves.
 - ii. MS balance is \$67,440 which is approximately 3.5 months of reserves.
 - iii. Council approved the proposed 2022 budget from the finance team and asked for the addition of \$2,400 for outside Technical Support Services and \$500 for Staff Continuing Education. These have been added to the final 2022 budget for review and approval at the congregation meeting.
- IV. Old Business
 - A. Status of Memorial Fund movement to Local Mission activities. Still waiting for check request from Missions team for \$2K donation from Memorial fund.
 - B. Status of Audit Team review. A new Audit team for 2022 has been created, headed up by George Attaway. Target completion of financial audit is Q1 of 2022.

- C. Status of Financial Policy Guideline documentation. Melanie, Matt, and Bob reviewing the first draft. Three new and updated sections are still under review 1) Budget Creation Process, 2) Counters Procedures, and 3) Contribution Secretary Procedures. Expecting final review in 2022 Q1.
 - D. Status of Staff/Corporate Credit Card review. Still open and tabled at this point.
 - E. Review of final 2022 Budget as approved by Council. Review and discussion followed.
 - F. Congregation 2022 Budget Q&A Meeting will be scheduled between services on Sunday January 23, 2022.
- V. New Business
- A. Devin to report on when our MIF mortgage rate will be coming up for review on our five-year term.
 - B. Cliff to report on percentage of SOTP donations coming through electronic giving.
 - C. Next Finance Team meeting will be February 14, 2022 @ 7:30 PM on Zoom.
- VI. Adjourned 8:57 PM

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of December 31, 2021

Thursday, January 6, 2022

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
Assets				
Current Assets				
1.100.000	Heartland Bank Checking	593,837.32	6,748.83	527,147.48
1.100.100	Petty Cash	500.00	0.00	N/A
1.200.000	Mission Plus Building Fund Checking	67,439.60	(94.28)	63,048.50
1.200.100	Mission Investment Fixed Term	10,000.00	0.00	N/A
1.250.000	HBT/LPL Investment Account	422.38	0.00	422.38
	Total Current Assets	\$672,199.30	\$6,654.55	\$590,618.36
Fixed Assets				
1.300.000	Building & Grounds	7,203,136.61	0.00	7,203,136.61
1.300.100	Garage Building	41,717.68	0.00	N/A
1.500.000	Donations Holding Account	2,467.80	3,493.16	1,827.35
	Total Fixed Assets	\$7,247,322.09	\$3,493.16	\$7,204,963.96
	Total Assets	\$7,919,521.39	\$10,147.71	\$7,795,582.32
Liabilities				
Current Liabilities				
2.000.000	Accounts Payable/Vendors	3,845.62	(2,419.48)	1,677.12
2.000.100	SBA Loan Liability	0.00	0.00	95,000.00
2.000.200	Sanctuary Piano	0.00	0.00	7,232.51
2.100.000	Prepaid General Fund Pledges	23,350.00	21,100.00	6,050.00
2.110.000	Prepaid Mortgage Service Pledges	750.00	0.00	1,889.25
	Total Current Liabilities	\$27,945.62	\$18,680.52	\$111,848.88
Long Term Liabilities				
2.200.200	MIF Commercial Loan Payable	3,330,572.25	(10,001.31)	3,433,747.69
	Total Long Term Liabilities	\$3,330,572.25	(\$10,001.31)	\$3,433,747.69
	Total Liabilities	\$3,358,517.87	\$8,679.21	\$3,545,596.57
Fund Balances & Equity				
Unrestricted Fund Balances				
3.100.000	General Fund Balance	297,438.64	9,203.17	196,796.11
	Total Unrestricted Fund Balances	\$297,438.64	\$9,203.17	\$196,796.11
Temporary Restricted Fund Balances				
3.170.000	Special Services Fund Balance	5,519.75	1,644.50	7,002.75
3.175.000	Memorial Fund Balance	11,361.94	(9.47)	2,591.85
3.180.000	Grafton Food Pantry Fund Balance	140.00	(500.00)	855.00
3.220.000	AV Ministry Fund Balance	(29.49)	0.00	0.00
3.250.000	Good Samaritan Fund Balance	10,056.95	(500.00)	9,736.95
3.260.000	Community Outreach Fund Balance	3,863.00	(631.86)	3,720.95
3.270.000	Holiday Flowers Balance	(514.07)	(539.97)	(470.10)
3.300.000	Music Ministry Fund Balance			
3.330.000	Adult Music Ministry Fund Balance	15,485.52	(1,979.82)	4,572.31
3.332.000	Artist Series Balance	13,353.75	1,269.00	12,179.36
3.335.000	Bells Ministry Fund Balance	0.00	0.00	(104.37)
3.345.000	Childrens Music Ministry Fund Balance	1,150.00	0.00	0.00
	Total Music Ministry Fund Balance	\$29,989.27	(\$710.82)	16,647.30

Shepherd of the Prairie Lutheran Church - Huntley IL
Balance Sheet as of December 31, 2021

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
3.350.000	Prairie Crafters Fund Balance	485.00	0.00	296.00
3.360.000	Miscellaneous Fund Balance	1,225.00	0.00	225.00
3.380.000	Continuing Education Fund Balance	1,891.00	0.00	925.00
<i>3.400.000</i>	<i>Youth Ministry Fund Balance</i>			
3.415.000	Youth Ministry Balance	2,689.19	866.00	1,124.79
3.417.000	Youth Mission Trips Balance	9,448.24	2,369.29	7,198.84
3.421.000	Youth Scholarship Balance	763.01	0.00	763.01
3.422.000	Operation Christmas Child Balance	157.28	0.00	157.28
3.423.000	Confirmation Retreat Fund Balance	(450.00)	0.00	(450.00)
	<i>Total Youth Ministry Fund Balance</i>	<i>\$12,607.72</i>	<i>\$3,235.29</i>	<i>8,793.92</i>
3.500.000	Little Lambs Fund Balance	4,692.87	629.13	4,788.21
3.600.000	Prayer Shawl Ministry Fund Balance	284.76	0.00	284.76
3.650.000	Quilters Ministry Fund Balance	1,276.82	0.00	1,647.97
3.675.000	Memory Garden Balance	13,160.13	(4,389.00)	13,586.50
3.676.000	Memory Garden Bricks Balance	3,319.07	(354.00)	N/A
3.677.000	Memory Garden Niche Balance	39,393.00	(17,487.00)	N/A
3.680.000	Garage Fund Balance	(8,767.68)	0.00	N/A
3.700.000	Disaster Relief Fund Balance	915.00	0.00	315.00
3.711.000	Community Communication Development Plan Fund	1,500.00	0.00	N/A
3.725.000	Miscellaneous Outside Charities Balance	1,010.00	250.00	360.00
3.750.000	Seminary Scholarship Fund Balance	6,270.00	0.00	6,270.00
	Total	\$139,650.04	(\$19,363.20)	\$77,577.06
3.140.000	Mortgage Service Balance	67,439.60	(94.28)	63,048.50
3.165.000	Building on Faith Balance	0.00	0.00	3,817.08
3.192.000	Sanctuary Piano Balance	0.00	0.00	3,150.01
	Total Temporary Restricted Fund Balances	\$207,089.64	(\$19,457.48)	\$147,592.65
Reserves				
3.950.000	Barnabas Reserves Fund Balance	2,612.08	61.50	2,245.48
3.971.000	Roof Repairs/Replacement Balance	42,000.00	250.00	39,000.00
3.972.000	Playground Maintenance Reserves Balance	2,845.00	0.00	2,845.00
3.973.000	Parking Lot Seal/Repair Reserves Balance	10,162.50	212.00	11,912.00
3.974.000	Lawn & Landscaping Reserves Balance	3,285.43	228.00	9,871.00
3.975.000	Maintenance Reserves Balance	13,454.03	291.00	11,754.00
3.976.000	Carpeting Crossroads/Hallways Reserves Balance	3,302.00	0.00	3,302.00
3.977.000	Carpeting MP Room/Classrooms Balance	22,000.00	250.00	19,000.00
3.978.000	Security Lock System Reserves Balance	10,000.00	0.00	10,000.00
3.980.000	Equipment Reserves Balance	8,226.33	308.00	3,454.59
3.981.000	Bells Maintenance Reserves Balance	2,236.58	21.00	1,986.11
3.985.000	Sabbatical Reserves Balance	9,975.89	100.00	8,775.89
	Total Reserves	\$130,099.84	\$1,721.50	\$124,146.07
Permanently Restricted Funds				
3.940.000	Endowment Fund Balance	12,093.36	0.00	12,062.00

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Account #	Account Name	YTD Balance	Period Activity	Previous Year Balance
Total Permanently Restricted Funds		\$12,093.36	\$0.00	\$12,062.00
3.130.000	Building & Grounds Equity	3,872,564.36	10,001.31	3,769,388.92
3.300.100	Garage Building Equity Balance	41,717.68	0.00	N/A
Total Equity		\$3,914,282.04	\$10,001.31	\$3,769,388.92
Total Fund Balances & Equity		\$4,561,003.52	\$1,468.50	\$4,249,985.75
Total Liabilities and Fund Balances & Equity		<u>\$7,919,521.39</u>	<u>\$10,147.71</u>	<u>\$7,795,582.32</u>

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 Lutheran Church - Huntley IL
Treasurer's Report as of December 2021 for General Fund**

Thursday, January 6, 2022

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
<i>Income</i>						
4.100.000	Member Contributions	77,555.81	63,000.00	741,061.43	756,000.00	756,000.00
4.150.000	Loose Plate and Growth	5,517.01	1,928.00	25,543.98*	23,169.00	23,169.00
4.200.000	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
4.250.000	Flower Income	150.00	163.00	800.00	2,000.00	2,000.00
4.300.000	Interest Income (Heartland Bank)	10.80	13.00	125.25	200.00	200.00
4.701.100	Interest Income MIF Fixed Term	0.00	0.00	31.36*	0.00	0.00
	Total Income	\$83,233.62	\$65,104.00	\$767,562.02	\$781,369.00	\$781,369.00
<i>Expenses</i>						
<i>Connections Ministry</i>						
	Connections Ministry	\$193.23	\$87.00	\$1,151.56*	\$1,000.00	\$1,000.00
<i>Mission Ministry</i>						
	Mission Ministry	\$9,064.37	\$6,930.00	\$80,074.12	\$83,160.00	\$83,160.00
<i>Outreach Ministry</i>						
	Outreach Ministry	\$485.37	\$625.00	\$5,897.27	\$7,500.00	\$7,500.00
<i>Adult Education Ministry</i>						
	Adult Education Ministry	(\$84.81)	\$101.00	\$399.84	\$1,300.00	\$1,300.00
<i>Youth and Education Ministry</i>						
	Youth and Education Ministry	\$2,221.76	\$837.00	\$4,274.68	\$10,000.00	\$10,000.00
<i>Children and Family Ministry</i>						
	Children and Family Ministry	\$627.42	\$399.00	\$3,818.96	\$4,700.00	\$4,700.00
<i>Music Ministry</i>						
	Music Ministry	\$313.00	\$544.00	\$4,413.08	\$6,550.00	\$6,550.00
<i>Worship Ministry</i>						
	Worship Ministry	\$750.33	\$494.00	\$5,122.38	\$5,950.00	\$5,950.00
<i>Audio Visual</i>						
	Audio Visual	\$0.00	\$212.00	\$1,737.47	\$2,500.00	\$2,500.00
<i>Facilities</i>						
	Facilities	\$8,730.75	\$6,582.00	\$70,100.05	\$76,140.00	\$76,140.00
<i>Office Expenses</i>						
	Office Expenses	\$5,074.06	\$3,098.00	\$32,602.79	\$37,061.00	\$37,061.00
<i>Staffing Ministry</i>						
	Staffing Ministry	\$43,720.75	\$41,472.00	\$508,366.11*	\$497,810.00	\$497,810.00
<i>Other Church Expenses</i>						
	Other Church Expenses	\$1,975.93	\$2,390.00	\$26,299.31	\$28,700.00	\$28,700.00
<i>Providing for the Future</i>						
	Providing for the Future	\$1,579.50	\$1,580.00	\$18,999.56	\$19,000.00	\$19,000.00

**Shepherd of the Prairie Lutheran Church - Huntley IL
Treasurer's Report as of December 2021 for General Fund**

Thursday, January 6, 2022

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Annual Budget
	Total Expenses	\$74,651.66	\$65,351.00	\$763,257.18	\$781,371.00	\$781,371.00
	Difference	<u>\$8,581.96</u>	<u>(\$247.00)</u>	<u>\$4,304.84</u>	<u>(\$2.00)</u>	<u>(\$2.00)</u>

* = Income/Expense exceeds amount budgeted to date

Children & Family Ministry Team Minutes
January 2022

Present: Tessa DeLong, Jen Powe, Julie Dahlin, Amy Brittain, Christa Serpe, Jenny Dailey

Absent: None

- **Meeting was dedicated to reviewing the Grafton Food Pantry Service Project for January and planning logistics for February's event, Parent's Night Out.**
 - **January - Grafton Food Pantry Service Project**
 - 01/09: Body Wash, lotions, and deodorants
 - 01/16: Dry and hot cereals
 - 01/23: Combs and brushes
 - 01/30: Dried and canned soups
 - Advertise before following Sunday and put a donation box at one of the church entrances with a team member standing next to the donation box.
 - **February - Parent's Night Out**
 - Postponing to a later date due to a new COVID outbreak - potentially May or June.
 - **Valentine's Day Cards for Alden Nursing Home - Feb Alternative**
 - Create a zoom link for kids who cannot be there in person to make cards with kids who are there in person.
 - Distribute cards to nursing homes after church for local residents.

SOTP Community Outreach minutes for January 2022

Attendees:

Mike Yndestad

Rachael Yndestad

Bob Malm

Pastor Mark

Annual Report review. First Responders event was the highlight of the year. Patricia has done a great job with publishing and promoting SOTP.

Looking to 2022

Need to recruit new members for our committee.

Need at least 2 people for event planners - or planner per event.

We can also consider reducing events unless we get more people to support.

Need people for Welcome Center.

Events Proposed

2020 One Heart, One Body - small concerts in parking lot in partnership with Tyrone's Church. 2021 we did not have any. Mike may try to work through Brian and Jeff to try to arrange this again in 2022. Maybe for fall with Chili Cook Off.

Teacher appreciation

Thank you for teachers - K, 1-2 grade at Chesak. Lunches. Bob has teacher in mind to help organize

Bob checking with Harriet Ford to find out when we could have Food Drives for Pantry Feb, Mar, April Youth to help support. We need vehicle, food, and delivery- this would be Youth small group leaders. Connection to food pantry for youth and facilitate Feb. Mar. Apr. 1st Sunday of the month. Before worship services. Promote in articles to the community. 02/06, 03/06, 04/03. No need for canopies.

Proposed Events and Leads

Mar/Apr - Christwalk. Rachael lead.

May Bob pitched Nation Teacher Appreciation Day May for teachers in Chesak. First full week of May. Bob lead.

May - Parade - Mike would like to do Parade contingent on band | Leader possibly new contemporary worship leader, Jeff Moore with Praise Band. Mike lead and train sub-committees - decorations, food, vehicle and float arrangement.

March -Business EXPO. Sign up for booth space, get presentation together, sign ups to set up. Would like to have event planner. Proposed activities.

Sept. - Fall Fest, Chili Cook Off

Welcome Center

Mugs/Giveaways: 12 mugs left and ice scrapers.

Volunteers

Marty Jacobson has signed up to serve monthly on the first Sunday of the month after the second service.

Rachael Yndestad will serve monthly 1X (possibly the first Sunday of the month after the first service). Rachael has signed up for January and February.

No other volunteers via signup genius. Wendy Ottens has also been serving at the Welcome center as well

All the best,

Mike Yndestad

Mission Team Minutes

Jan.10th, 2022

Attendance: Sandy Hupert, Carl Hupert, Becky Wright, Annette Petersen, Vik Bekeris and Steve Legel.

Sandy opened the meeting with a reading from Mathew 5:14-16a and a prayer.

New Business was dealt with first so we could go over scheduling of specific task during the year.

New Business

1. Team reviewed and updated "Month at a Glance" (see attached addendum). Of note is the addition of Christmas in July World Hunger project with possible use of Giving Tree idea.

Old Business

1. Approval of minutes: Annette moved and Becky seconded motion to approve minutes. Motion carried.

2. Lenten Offering: Becky moved and Vik seconded motion to equally divide offering between Doctors Without Borders, Turning Point and Home of the Sparrow. Motion Carried.

3. Human Trafficking: Tabled till next meeting.

4. Prayers of joys and concerns.

5. Next meeting Feb.14th, 2021.

6. Steve moved and Annette seconded motion to adjourn. Motion carried.

Steve Legel, Secretary

YEAR 2022 MONTH AT A GLANCE MISSION TEAM

<p><u>JANUARY</u> Ash Wed. \$ directives (Turning Point, Home of Sparrow & Doctors without borders) 1/20 – Habitat Re-Store 9:30 – 12:30 1/27 – Habitat New Hope Partnership 7PM 1/29 – Saturday Carpentersville Work Day 1/7 & 1/21 lunches Willow Crystal Lake Homeless</p>	<p><u>FEBRUARY</u> Easter \$ directives Thurs. 2/17 Habitat Re-Store 9:30 – 12:30 “ 2/24 New Hope Partnership meeting 7PM Missionary year 2 \$ contract Hot lunch 2/18 – Willow Creek Crystal Lake Homeless Snack Lunches 2/4 & 2/18 /Willow Homeless 1st Sunday- youth food drive-Annette Key?</p>
<p><u>MARCH</u> Ash Wed. 3/2 Easter \$ directives April Newsletter 3/17 Thurs. Habitat Re-Store 9:30 – 12:30 3/24 “ Habitat New Hope Partnership meeting 7PM 3/4 & 3/18 snack lunches – WillowCrystal Lake Homeless FMSC (Youth) 1st Sunday Grafton food collection youth- Annette-Key? Start Welcome Pack Collection</p>	<p><u>APRIL</u> <u>Easter</u> 4/17 Exodus Celebration of Hope Check requests for Lent & Easter 4/21 Thurs. Habitat Re-Store – 9:30 – 12:30 4/28 “ Habitat New Hope Partnership meeting 7PM 4/1 & 4/15 snack lunches – Willow Crystal Lake Homeless 1st Sunday youth food drive– Annette Key? 4/20 Blood drive noon-2PM</p>
<p><u>MAY</u> - Synod Assembly In Kind Offering for June? 5/19 Thurs – Habitat Re-Store 9:30-12:30 5/26 “ Habitat New Hope Partnership meeting 7PM NIFB ? Begin AARK gardens sign ups Possible AARK planting help</p>	<p><u>JUNE</u> 6/16 Thurs. Habitat Re-Store 9:30 – 12:30 6/23 “ Habitat New Hope Meeting 7PM AARK deliveries Green Trees Planting day?</p>
<p><u>JULY</u> 7/21 Thurs – Habitat Re-Store 9:30-12:30 7/28 “ Habitat New Hope Partnership meeting 7 PM AARK deliveries Christmas in July World Hunger Celebration</p>	<p><u>AUGUST</u> 8/18 Thurs – Habitat Re-Store 9:30 – 12:30 8/25 “ Habitat New Hope Partnership Meeting 7PM AARK deliveries FMSC?</p>

SEPTEMBER

9/15 Thurs. Habitat Re-Store 9:30 – 12:30
9/22 “ Habitat New Hope Partnership Meeting 7PM
Crop Walk?
Exodus Run for Refugees?
God’s Work our Hands (Health Bags for Reentry)

Prepare Mission Poster & Infor for Huntley Fall Fest
AARK deliveries

OCTOBER

Thanksgiving \$ directives
10/20 Thurs. Habitat Re-Store, 9:30 – 12:30
10/27 “ Habitat New Hope Partnership Meeting 7 PM
Start Giving Tree Organizing
AARK deliveries
NIFB

NOVEMBER Thanksgiving 11/24

Christmas \$ directives
LIRS Hope for the Holidays?
11/17 Thurs. Habitat Re-Store 9:30 – 12:30

DECEMBER Xmas Sun. 12/25

Check Requests for Thanksgiving
12/15 Thurs. Habitat Re-Store, 9:30 - 12:30

Property Team meeting – January 10, 2022

The meeting was called to order by Mark Frendreis (Chair) at 7:05pm at Shepherd of the Prairie Church, Huntley, IL

Attendees: Mark Frendreis, Don Kramlich Rich Paeth, Jessica Panella, Tom Polzin, and Council Liaison Ellen Nissen

Absent: Jerry Christopherson, Cal Meyer, Chuck Peterson, Chris Trodahl Dick Tabatt, and Peter Walthers

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

Old Business

- Extra materials in dumpster enclosure area **Tom**
 - Tom can get it in the spring
- Doors and windows in the trash enclosure need to be disposed of **Mark**
 - Tom and Mark will use a chainsaw to cut them and put them in the dumpster
- Bathroom light by little lambs out **Chuck**
 - Need to check with Chuck
- New cleaning company starting January 1st **Peter**
 - Keys from old service were turned in
 - The cleaning company is doing a good job so far
- New HVAC maintenance company, Sherman, started **Mark**
 - Performed the quarterly maintenance
- Touchup paint with correct color **Peter**
 - Peter finished this up
- Progress on village re. fence by new homes **Dick**
 - No Update
- Waiting on chair feet needed **Mark**
 - The company is not responding
- Pew plugs to be installed **Mark**
 - Mark, Don and Rich will work on this on Friday
- Wash and paint garage **Mark/Rich**
 - Will address in the Spring
- Center handle needs to be installed in garage door **Rich**
 - Rich will put the handle in when it gets warmer
- Set up Property team member as a contact for each vendor **Mark**
 - Rich - Fire supply the next maintenance is Jan 24 8:30 am
 - Peter has the cleaning company
 - We will assign things as needed
- Calendar for property team on Google and paper **Mark**
 - Mark has the calendar completed and will bring it to the meetings to get volunteers to help complete the work
- Parking lot lights **Chuck**
 - Chuck was not in attendance

New business

- Broken concrete on post by east entry **Mark**
 - Mark called the builder and when it is warmer, they will come out to fix it
- Salt by each entry door **Mark**
 - Tom was able to get salt for each of the doors
- Discuss future expenses for winter and spring, parking lot, downspout, fire inspection/service, etc. **Mark**
 - Still don't have the budget yet and the budget will most likely be less than we asked for
 - We will find money to do the mandatory and safety projects, other things will have to wait until another time
- Youth room has a few lights out **Mark**
 - Will ask Chuck to check them
- Last month there was a light which exploded in the fellowship room **Mark**
 - Mark will reprogram the lights so that Max is not Max
 - Tom turned the fixture so that it is facing up
- The pin on the West end door came off **Mark**
 - Tom will fix it
- What is the pile near the sound booth **Tom**
 - Mark said it may be Sunday school supplies
 - Tom will contact Tessa to see if it is hers and ask her get a tote
- Thursday the lectern in the sanctuary will be moved to the fellowship hall and a new one will be installed **Rich**
- **Rich** will work on the chancel stands in the Spring
- The top plate behind the choir is raised – **Tom**
 - Tom put it down with his hand today
 - Mark and Rich will look at it

The meeting was adjourned at 7:45 pm.

Prayerfully submitted: Jessica Panella

Minutes from the SOTP Worship Committee – January 10, 2022, ZOOM

Attending the meeting: Jane McMullen, Carolyn Cuttle, Barb Hoppensteadt, Ed Cuttle, Diane Mollis, Elaine Gillam, Barb Pagano, Orv McElfresh, Judie Symbal, Chris Solem
Missing – Andrew Szekely, Kathy McGuine, Tom Noesen, Bev Pinnelli

Jane opened the meeting with a hymn prayer of Beautiful Savior.
Jane welcomed Ed Cuttle as our new usher coordinator for Saturday and Sunday services.
Andrew Szekely will continue as usher coordinator for special events.
Bev Pinnelli and Tom Noesen were not able to be present on Zoom but have agreed to service on the Worship Committee. Welcome!!!

Reviewing Advent and Christmas, the committee were very pleased with the decorations for this past holiday season. Everyone felt that the sanctuary looked beautiful.
Jane will contact Melanie about making sure that the Artist Series gets charged for the white poinsettia. Diane Mollis handled the orders for the red poinsettias donated by members of the church. Monies should have been received to cover the cost of the red poinsettias. Barb will be heading over to the church on Wednesday to throw away the remaining poinsettias.

Upcoming Tasks...

January 12 (Wednesday) 9:30am Change to GREEN Barb P., Judie S., Jane, and Tom P. will work to throw away poinsettias and change banners to green.

February 25 (Friday) 9:30am Change to WHITE with white flowers Transfiguration Sunday - Barb P., Judie, Orv, (Carolyn will check with Cliff Dungey)

February 28 (Monday) 9:30am Change to PURPLE for the start of lent – Jane, Barb P., Orv, and Judie. Barb P. to get dead sticks ready for decorations. Carolyn to contact Mark F. about cross in Baptismal area.

March 2 (Wednesday) ASH WEDNESDAY

The colors stay the same until we get into Holy Week. Ed and Carolyn will be back to help with the changes. Times and dates still to be determined.

April 10 – Palm Sunday – RED

April 14 – Maundy Thursday -PURPLE

April 15- Good Friday – BLACK

April 16 – Saturday Services for Easter – WHITE AND GOLD

April 17 – Easter – WHITE AND GOLD

Greeters- Elaine feels that she is making headway on getting a schedule organized so that greeters work once a month on a set Sunday.

Ushers – Ed is welcoming back some past ushers and continues to recruit new ushers for Sunday and Saturday. He hopes to have a lead meeting toward the end of January.

Communion – Judy’s mike was not on so we could not hear her comments. She continues to try recruiting communion stewards via phone calls.

Flowers – Thanks to Diane Mollis for handing Christmas poinsettia orders. We had a total of 52 poinsettias!!! Barb P. will contact Countryside for renting palms for Palm Sunday. She will also talk with them about Easter flowers. It was decided to try to return to spring flowers not just easter lilies. Barb P. and Diane will coordinate. Barb will work on flowers and Diane said that she could handle the paperwork. What a team!!!! Carolyn will follow up with Andrew about stripping the palms for Palm Sunday.

About this time, the committee was running out of Zoom time. It was good to see everyone!!!

Respectfully Submitted,

Carolyn Cuttle

Youth & Family Team Meeting Minutes 1/10/21

Attendees: Bob McDuffee, Kari Arndt, Kurtis Arndt, Becca Colson

Not attending: Carrie McCabe, Abby Fiandalo & Tim Torkelson

1. 2022 HS Youth Trip
 - a. YLT continues to plan the HSYG trip to 2022 ELCA National Youth Gathering to be held the last week of July in Minneapolis, MN
 - i. 14 students are committed to attending the event
 - b. Carrie M. expects Youth Gathering leadership to release hotel assignments and costing by 1.21.22 which will allow for more accurate budgeting process
 - c. Youth Team will hold a parent/student informational meeting Sunday Feb 6 @ 12:30PM to discuss aspects/expectations for fundraising, what to expect at the gathering, etc.
 - d. Youth Team will have proposed trip budget for Council review by the 1st week of Feb.
 - e. Youth Gathering will be Sun to Thur, team is evaluating options for adventure/service opportunities between Minneapolis and Huntley
 - i. Post Gathering activities have not been finalized as of this time.
2. 2022 Fundraising Plans
 - a. Lou Malnati's coupons – 200 coupons ordered / received and sold thru the week before Christmas. Team has decided to select one Sunday/month to sell coupons and pizzas and will advertise in the Friday Flourish, etc. In addition, we will allow parents/students to take coupons and sell to families, neighbors, etc. Coupons good through June 2022.
 - b. Savers / Garage Sale – Team has scheduled a Savers Fundraiser with drop off planned for 4.30.22. We will start collecting in early March and are reviewing options for conducting a garage sale the weekend before Easter in hopes of selling some items for more value than we will get directly from Savers. More details to come
 - c. Culver's – **March 7 (4 – 8PM)** – we have scheduled a fundraiser in March and will communicate to congregation as we get closer.
 - d. Trivia Night / Bags & Bingo / Other fundraiser – team discussed options for a 'large' fundraiser in Spring 22, decisions tabled until Jan when we have more info on attendees, funds needed, etc.
3. Service Opportunities
 - a. FMSC – Team has scheduled this for Sat 3.19 from 9 – 11AM for 40 attendees. Will communicate to HSYG and Confirmation in early '22.
4. HSYG – attendance has been low thru the holidays with travel and ongoing pandemic. Becca is planning weekly lessons and will be communicating to students and parents to encourage attendance.
 - a. 30 Hour Famine event has been tabled for now. We will look at this again in Feb to determine if this is an event we'd like to offer provided current health concerns start to reverse current trends
 - b. Frosted Fellowship will continue thru the month of January. We've also invited confirmation students to drop by, have a donut and sit with the youth during service if they would like as well.

5. Confirmation – 21-22 school year
 - a. Confirmation classes have been going well, continue to go well. We will study New Testament and Luther’s Small Catechism during the spring session.
 - b. Sermon Notes (Ministry Minutes) –form has been revised and was reviewed/communicated to students as we begin the Spring ’22 session. We will be offering ‘rewards’ for completing notes, attending service, bringing parents/siblings/friends, etc., with raffle tickets for drawing to held at the end of each month. Raffle prizes will include \$5 gift cards, inexpensive trinkets, etc.
6. Next Meeting: 2/14/22 @ 7:00 PM

Respectfully submitted,

Bob McDuffee / Youth Team Leader