

**GOOD SHEPHERD LUTHERAN CHURCH**

05/16/2017

**COUNCIL MEMBERS PRESENT**

Kathy Torske – President

Royce Schultze – Vice President

Joel Just

Derrick Fehr

Bruce Ellison

Wendy Berg

Curtis Jabs

**COUNCIL MEMBERS ABSENT**

Claudia Kuball

Megan Anderson

Pastor Craig Schweitzer (none-voting)

**OTHERS ATTENDING**

Pastor Pam Power – Associate Pastor of Congregational Life & Pastoral Care

Pastor Bob Caranicas – Associate Pastor of Youth and Family Ministries

Melanie Nicklos - Parish Administrator

Annette Bjornstad-Executive Assistant Office Manager

- 1) The meeting was called to order by Council President, Kathy Torske.
- 2) Opening prayer was led by Pastor Pam.
- 3) Approval of Consent Agenda
  - a) Approval of Minutes
  - b) Monthly Financial Report
  - c) Human Resources Committee – No Report
  - d) Finance Committee Report- No Report
  - e) Endowment Council Report- No Report
  - f) Holistic Stewardship Committee Report – Verbal Report
  - g) Audit Committee Report – No Report
  - h) Staff Report
  - i) Pastor's Report

Motion to approve the consent agenda (Ellison/Jabs, unanimous)

- 4) Devotions & Bible Study led by Pastor Pam. Council to read and review Chapter 7 and 8 next month in Embracing Stewardship.
- 5) Old Business
  - a) Employee Guide Policy Updates  
No report
  - b) Council Goal #1 – Holistic Stewardship Committee  
Bruce reported. Meeting will occur within the next month.
  - c) Council Goal #2 – Electronic Giving – No report
  - d) Council Goal #3 – Constitution & By-Law Review

**GOOD SHEPHERD LUTHERAN CHURCH**

05/16/2017

Kathy reported. One attorney committed to assisting in the review of the bi-laws. Looking for recommendation's for another attorney to assist.

e) Council Goal #4 – Safety & Security Plan

- Royce reported that the Safety and Security Plan Committee met on May 3. The committee is working on an evacuation fire plan for staff.
- As procedures are approved, an in-service for the staff, volunteers, and ushers will be held.
- All staff are CPR and AED trained except for Annette and Kent.
- The committee will also be working on a system so that we know where all the keys are for the building.

f) Council Goal #5 – Long Term Expansion & Growth Plan

Wendy Reported. Progress is being made by contacting the city and reviewing plans provided by church,

g) Council Goal #6 – Campus Ministry

Curtis Jabs reported. A grant from the ELCA for \$10,000 is set aside for the Bismarck area. Murray Sagsveen will be in contact with Larry Skogen at BSC to discuss Campus Ministry further.

6) New Business

a) 2017 Synod Assembly

A reminder was given that the 2017 Synod Assembly will be taking place in Minot, ND, on June 2-3, 2017.

b) Church Checking/Savings Accounts – Recommendations from Council

Melanie presented. Good Shepherd is looking for recommendation as to what financial institutions the council would like us to review as a good fit for our needs. The current bank we are using has done some changing of services and that has caused a hard ship for financial staff. One financial institution was presented and council made two other recommendations.

7) Other Business

None

8) Questions from the Floor:

How long is the term for Council members? Council members serve a 3-year term.

9) Closing Prayer

Pastor Bob.

Respectfully submitted,

Annette Bjornstad

Executive Assistant/Office Manager

## Good Shepherd Lutheran Church

2nd Quarter - 2017 Financial Summary

For the Period of April - June

General Operating Fund				2017 Budget \$ 1,460,000	2016 Budget \$ 1,448,000
	Apr (5 weeks)	May (4 weeks)	Jun (4 weeks)	April 2017 YTD	April 2016 YTD
<b>Revenues</b>					
General Offering	100,822.76			374,153.57	349,792.58
Holiday/Benevolence - (not budgeted for)	31,745.00			50,936.18	46,778.61
Interest	7.64			977.69	21,931.25
Loose Offering	16,004.65			41,917.58	34,579.77
<b>Total</b>	<b>148,580.05</b>	-	-	<b>467,985.02</b>	<b>453,082.21</b>
<b>Monthly Budgeted Income</b>	<b>112,762</b>			<b>450,991.00</b>	<b>461,000</b>
<b>% of Monthly Budget Received - does not include Holiday/Benevolence</b>	<b>103.6%</b>			<b>92.5%</b>	
<b>Expenses</b>					
Youth Ministry	1,369.86			12,858.09	13,488.34
Congregational Life	337.81			2,281.47	1,901.45
Music and Worship	823.70			4,511.33	3,888.26
Support Ministries					
Compensation	69,225.74			283,273.93	277,330.84
Property Management	17,302.64			68,748.43	68,645.47
Mortgage Payment - Interest	1,701.80			6,778.36	9,497.71
Mortgage Payment - Principal	2,360.51			9,470.88	15,434.29
Support Miscellaneous	103.36			2,406.76	2,428.97
Mission/Outreach/Benevolence	12,219.98			48,513.39	49,684.38
<b>Total</b>	<b>105,445.40</b>	-	-	<b>438,842.64</b>	<b>442,299.71</b>
<b>Monthly Budgeted Expenses</b>	<b>122,176.47</b>			<b>474,006.88</b>	<b>464,778.04</b>
<b>% of Monthly Budget Expensed</b>	<b>86.3%</b>			<b>92.6%</b>	<b>95.2%</b>
<b>Total - Over (Under)</b>	<b>43,134.65</b>	-	-	<b>29,142.38</b>	<b>10,782.50</b>
<b>Mortgage</b>					
Principal Balance	514,731.05				
<b>Dedicated/Non-Budgeted</b>					
	Apr	May	Jun	YTD Total	
<b>Revenues</b>					
Restricted-Designated/Non-Budgeted					
Restricted	6,001.00			20,418.35	
Designated	19,564.97			44,280.86	
<b>Total</b>	<b>25,565.97</b>	-	-	<b>64,699.21</b>	
<b>Expenses</b>					
Restricted-Designated/Non-Budgeted					
Restricted	1,397.90			8,123.42	
Designated	6,161.50			47,436.64	
<b>Total</b>	<b>7,559.40</b>	-	-	<b>55,560.06</b>	
<b>Total - Over (Under)</b>	<b>18,006.57</b>	-	-	<b>9,139.15</b>	
<b>Fund Account Balances</b>					
	Apr	May	Jun		
<b>Designated/Restricted Funds</b>					
Property & Equipment Replacement - Savings & Certificates of Deposit	137,490.65				
For Unexpected Expenses - Savings & Certificates of Deposit	100,000.00				
Dedicated Funds - Savings	94,922.08				
Demand Investment Youth Ministry	104.31				
<b>Un-Restricted/Designated Funds</b>					
Savings & Certificates of Deposit & Money Funds	96,967.05				
Checking Account as per Balance Sheet	18,272.82				
Petty Cash as per Balance Sheet	100.00				
<b>Total</b>	<b>447,856.91</b>	-	-		
<b>Endowment Fund</b>					
	Apr	May	Jun	YTD Total	
Checking Account as per Balance Sheet	48,504.56				
Savings	21,347.90				
Money Funds	769.97				
Mutual Funds/Stock	766,085.24				
Certificates of Deposit	142,010.72				
<b>Total</b>	<b>978,718.39</b>	-	-		
<b>Grants Issued - Endowment</b>	2,900.00			2,900.00	
<b>Grants Issued - Dedicated Endowment</b>	3,308.40			5,508.40	
<b>Memorial Funds Issued</b>				909.86	
<b>Total</b>				<b>9,318.26</b>	

## Good Shepherd Lutheran Church

2nd Quarter - 2017 Dedicated/Non-Budgeted Income & Expense Summary  
For the Period of April - June

						Class
						Balances
						(Income minus Expense)
Income			Apr	May	Jun	Total
Class #	Class Name					
1043	TR General Memorials		75.00			1,360.00 (1)
1310	D Church School		416.47			2,302.65
	TR Church School		100.00			100.00
1315	D Confirmation		30.00			325.28
	TR Confirmation					-
1360	TR Quilters		20.00			80.00
1380	D Youth		12,080.50			28,490.96
1420	D Grief Ministries					-
1460	D Parish Health/Parish Nursing					-
1470	TR Stephen Ministries					-
1530	TR Flower Fund		465.00			615.00
1560	TR Blue Paraments					-
1561	TR Purple Paraments					-
1562	TR Red Paraments					-
1570	TR Sounds of Good Shepherd		20.00			20.00
1599	D Special Gifts - Music & Worship					15.00
	TR Special Gifts - Music & Worship					-
1601	TR Accelerated Principal Reduction		4,220.00			14,015.00
1608	D Building Use		2,181.00			6,998.25
	TR Building Use		250.00			2,474.22
1622	TR Golf Tournament					-
1711	TR Good Samaritan					-
1760	D Special Gifts - Pastoral					130.00
	TR Special Gifts - Pastoral					-
1788	TR Bibles		20.00			110.00
1800	D Miscellaneous		4,857.00			6,018.72
	TR Miscellaneous		821.00			1,634.13
1900	TR Strikepoint/Handbells		10.00			10.00
	Temporarily Restricted Total		6,001.00	-	-	20,418.35
	Designated Total		19,564.97	-	-	44,280.86
	<b>Grand Total</b>		<b>25,565.97</b>	<b>-</b>	<b>-</b>	<b>64,699.21</b>
						<b>9,139.15</b>

						Class
						Balances
						(Income minus Expense)
Expenses			Apr	May	Jun	Total
Class #	Class Name					
1043	TR General Memorials		195.00			2,790.00 (1)
1310	D Church School					1,172.39
	TR Church School					-
1315	D Confirmation					500.00
	TR Confirmation					-
1360	TR Quilters					230.05
1380	D Youth		2,072.96			26,675.42
1420	D Grief Ministries					-
1460	D Parish Health/Parish Nursing					-
1470	TR Stephen Ministries					-
1530	TR Flower Fund		702.90			702.90
1560	TR Blue Paraments					-
1561	TR Purple Paraments					-
1562	TR Red Paraments					-
1570	TR Sounds of Good Shepherd					-
1599	D Special Gifts - Music & Worship					1,772.15
	TR Special Gifts - Music & Worship					1,772.15
1601	TR Accelerated Principal Reduction					-
1608	D Building Use		3,948.04			16,086.48
	TR Building Use					-
1622	TR Golf Tournament					-
1711	TR Good Samaritan					-
1760	D Special Gifts - Pastoral					949.20
	TR Special Gifts - Pastoral					-
1788	TR Bibles					377.10
1800	D Miscellaneous		140.50			281.00
	TR Miscellaneous		500.00			2,151.22
1900	TR Strikepoint/Handbells					100.00
	Temporarily Restricted Total		1,397.90	-	-	8,123.42
	Designated Total		6,161.50	-	-	47,436.64
	<b>Grand Total</b>		<b>7,559.40</b>	<b>-</b>	<b>-</b>	<b>55,560.06</b>
						<b>9,139.15</b>
<b>Total - Over (Under)</b>			<b>18,006.57</b>	<b>-</b>	<b>-</b>	<b>9,139.15</b>

D = Designated

TR = Temporarily - Restricted

Note: Accounts that appear over-drawn are due to funds raised in 2008 thru 2015 and spent in 2016.

(1) General Memorials moved to Endowment Fund at the end of each month.

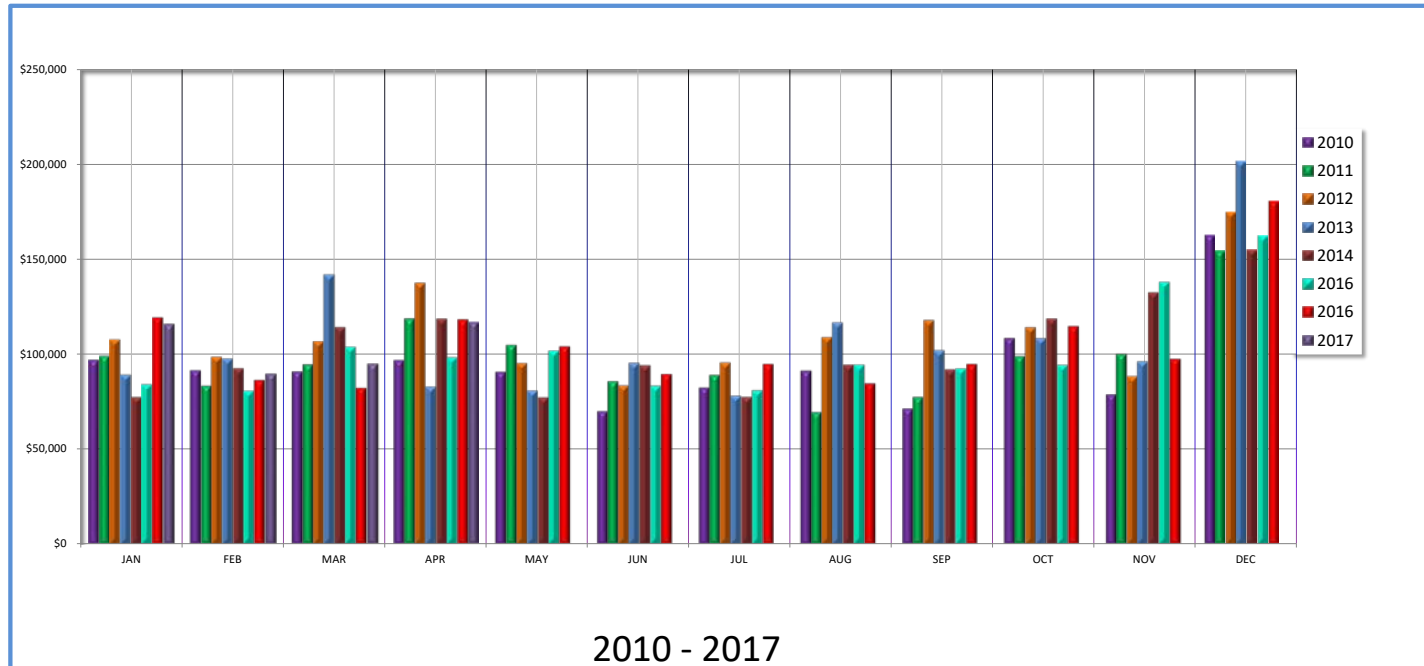
**Consolidated Balance Sheet**  
**Good Shepherd Lutheran Church - Fund Accounts**  
**As of April 30, 2017**

	General Fund Un-Restricted	Dedicated Funds Designated Temp-Restricted	Endowment Fund Designated Temp-Restricted Perm-Restricted	All Funds
<b>Assets</b>				
Cash and Equivalents	\$ 18,372.82		\$ 48,504.56	\$ 66,877.38
<b>Savings and Securities - Un-Restricted</b>				
Savings - Un-Restricted - GF	96,967.05			96,967.05
<b>Savings and Securities - Designated/Restricted</b>				
Savings - Property/Equip Replacement - GF	41,269.84			41,269.84
Certificates of Deposit - Property/Equip Replacement - GF	79,000.00			79,000.00
Securities - Property/Equip Replacement - GF	17,220.81			17,220.81
Savings - Reserve (unexpected expenses) - GF	29,000.00			29,000.00
Certificates of Deposit - Reserve (unexpected expenses) - GF	71,000.00			71,000.00
<b>Savings and Securities - Designated/Restricted</b>				
Savings		94,922.08	21,347.90	116,269.98
Demand Investment Youth Ministry - MIF		104.31		104.31
Certificates of Deposit			142,010.72	142,010.72
Securities			766,855.21	766,855.21
<b>Interfund Receivables</b>				
Due from General Fund		1,348.82		1,348.82
Due from Dedicated Fund				
Other Current Assets				
Prepaid Insurance & Other Prepaid Expenses	1,234.00			1,234.00
Property and Equipment, net	2,543,643.61			2,543,643.61
<b>Total Assets</b>	<b>\$ 2,897,708.13</b>	<b>\$ 96,375.21</b>	<b>\$ 978,718.39</b>	<b>\$ 3,972,801.73</b>
<b>Liabilities</b>				
Payroll Liabilities	\$ 877.18			\$ 877.18
Other Current Liabilities				
Mortgage/Note Payable	514,731.05			514,731.05
<b>Total Current Liabilities</b>	<b>515,608.23</b>			<b>515,608.23</b>
<b>Interfund Payables</b>				
Due to Dedicated Fund	1,348.82			1,348.82
Due to General Fund				
<b>Net Assets</b>				
<b>Un-Restricted</b>				
Un-Designated	114,347.87			114,347.87
Capital Investment in Property & Equipment	2,028,912.56			2,028,912.56
<b>Designated</b>				
Property & Equipment Replacement	137,490.65			137,490.65
Reserve - Unexpected Expenses	100,000.00			100,000.00
Dedicated Funds		54,476.01	9,901.62	64,377.63
Temporarily Restricted		41,899.20	577,010.02	618,909.22
Permanently Restricted - Endowment			391,806.75	391,806.75
<b>Total Net Assets</b>	<b>2,380,751.08</b>	<b>96,375.21</b>	<b>978,718.39</b>	<b>3,455,844.68</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 2,897,708.13</b>	<b>\$ 96,375.21</b>	<b>\$ 978,718.39</b>	<b>\$ 3,972,801.73</b>

### ACTUAL RECEIPTS ANALYSIS 2010 - 2017 YTD

Actual Receipts 2010 - 2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ACTUAL TOTAL	BUDGET	VARIANCE
2010	\$97,219	\$91,660	\$91,067	\$96,994	\$90,869	\$70,194	\$82,582	\$91,531	\$71,556	\$108,582	\$79,030	\$162,778	\$1,134,060	\$1,228,000	(\$93,940)
2011	\$99,044	\$83,361	\$94,655	\$118,664	\$104,770	\$85,716	\$88,998	\$69,474	\$77,458	\$98,926	\$99,963	\$154,219	\$1,175,248	\$1,090,000	\$85,248
2012	\$108,075	\$98,889	\$107,147	\$137,801	\$95,597	\$83,980	\$95,915	\$109,304	\$118,316	\$114,606	\$88,739	\$175,147	\$1,333,516	\$1,360,217	(\$26,701)
2013	\$89,833	\$98,305	\$142,201	\$83,512	\$81,533	\$96,035	\$78,696	\$117,049	\$102,458	\$108,725	\$96,764	\$201,739	\$1,296,849	\$1,400,000	(\$103,151)
2014	\$77,156	\$92,356	\$113,997	\$118,447	\$76,984	\$93,951	\$77,233	\$94,219	\$91,758	\$118,569	\$132,258	\$154,776	\$1,241,705	\$1,400,000	(\$158,295)
2015	\$83,994	\$80,640	\$103,797	\$98,272	\$101,798	\$83,251	\$80,979	\$94,419	\$92,398	\$94,260	\$137,913	\$162,309	\$1,214,030	\$1,400,000	(\$185,970)
2016	\$119,276	\$86,459	\$82,282	\$118,287	\$104,049	\$89,603	\$94,685	\$84,699	\$94,709	\$114,748	\$97,395	\$180,790	\$1,266,983	\$1,448,000	(\$181,017)
2017	\$115,810	\$89,552	\$94,852	\$116,835									\$417,049	\$1,460,000	(\$1,042,951)
2015 - Holiday Offerings not budgeted for.	\$0	\$10,924	\$12,544	\$21,587	\$0	\$0	\$0	\$0	\$0	\$0	\$3,220	\$29,764	\$78,038		
2016 - Holiday Offerings not budgeted for.	\$0	\$12,909	\$33,870	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,042	\$13,354	\$62,175		
2017 - Holiday Offerings not budgeted for.	\$0	\$0	\$19,191	\$31,745									\$50,936		

2012 - Includes Capital Campaign (Forward in Faith)



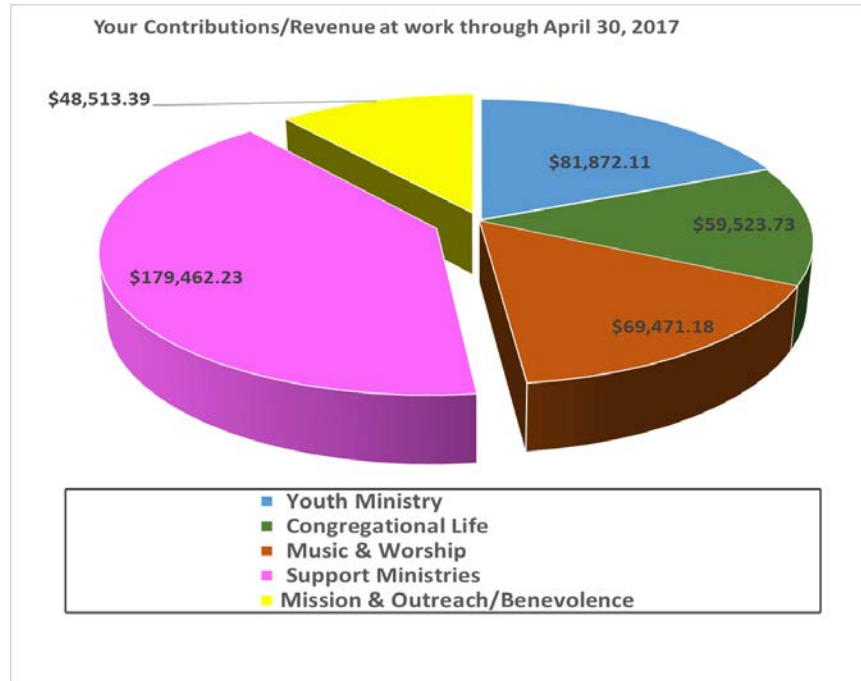
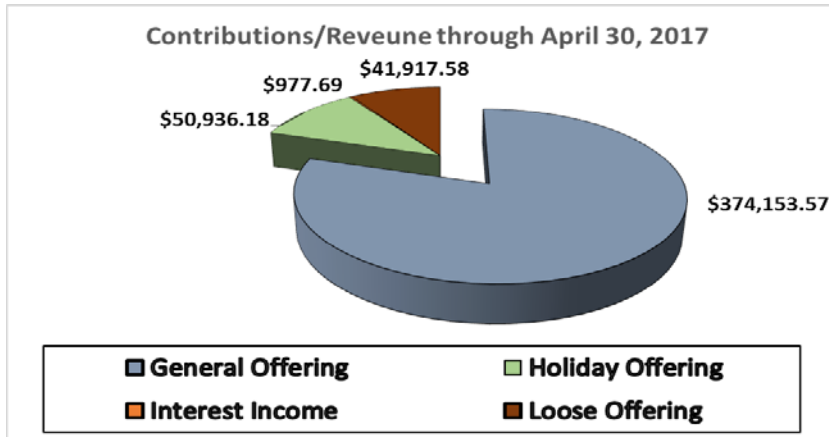
## GOOD SHEPHERD LUTHERAN CHURCH

### BENEVOLENCE WORKSHEET

April 30, 2017

	ANNUAL BUDGET	ANNUAL BUDGET	JAN PAYMENTS	FEB PAYMENTS	MAR PAYMENTS	APRIL PAYMENTS	MAY PAYMENTS	JUNE PAYMENTS	JULY PAYMENTS	AUG PAYMENTS	SEPT PAYMENTS	OCT PAYMENTS	NOV PAYMENTS	DEC PAYMENTS	YTD PAYMENTS	
<b>MONTHLY</b>		% OF TOTAL														recalc**
LUTHERN SOCIAL SERVICES	20,200	1.38%	1,602	1,239	1,578	2,056									6,475	1.38%
WESTERN ND SYNOD - ELCA CHURCHWIDE	99,500	6.82%	7,893	6,103	7,772	10,126									31,893	6.82%
<b>QUARTERLY</b>																
AARC	3,000	0.21%			656										656	0.14%
AID INC	3,000	0.21%			656										656	0.14%
BISMARCK MEALS ON WHEELS	1,800	0.12%			394										394	0.08%
CAMP OF THE CROSS	10,000	0.68%			2,188										2,188	0.47%
CHARLES HALL YOUTH SERVICES	1,000	0.07%			219										219	0.05%
ELCA GIFT PROCESSING CTR. - Themba Mkhabela	3,500	0.24%			766										766	0.16%
HEART RIVER BRIDGES OF HOPE (ND YCC)	1,500	0.10%			328										328	0.07%
MINISTRY ON THE MARGINS	2,000	0.14%			438										438	0.09%
RUTH MEIERS HOSPITALITY HOUSE	3,000	0.21%			656										656	0.14%
SALVADORAN LUTHERAN SYNOD - CRISTO REY	5,000	0.34%			1,094										1,094	0.23%
WELCOME HOUSE	3,000	0.21%			656										656	0.14%
<b>AS REQUESTED</b>																
BANQUET MINISTRY	2,400	0.16%			815										815	0.17%
CAMPERSHIPS	1,000	0.07%													0	0.00%
COLLEGE SCHOLARSHIPS	1,000	0.07%			250										250	0.05%
GOOD SAMARITAN	2,000	0.14%													0	0.00%
SEMINARY SCHOLARSHIP	5,000	0.34%													0	0.00%
<b>OTHER</b>																
DISCRETIONARY	36,500	2.50%													0	0.00%
<b>TOTALS</b>	<b>204,400</b>	<b>14.00%</b>	<b>9,495</b>	<b>7,342</b>	<b>18,466</b>	<b>12,182</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>47,484</b>	<b>10.15%</b>
Monthly Income - General Fund			115,810	89,552	114,043	148,580									467,985	
*YTD ACTUAL INCOME			115,810	205,362	319,405	467,985										
%YTD - Actual Income to Budget Income			82.9%	84.9%	94.4%	103.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		
2017 MONTHLY INCOME BUDGETED	1,460,000		139,726	102,054	96,449	112,762									450,991	
2017 YTD INCOME BUDGETED						450,991								1,460,000		

## Making Ministry Possible with your Financial Gifts



YTD Budgeted Contributions/Revenue:	\$ 450,991.00
YTD Actual Contributions/Revenue:	417,048.84
Difference between Budgeted & Actual:	-33,942.16
Holiday Offerings <u>not</u> budgeted for:	50,936.18
<b>Total YTD Actual Contributions/Revenue:</b>	<b>\$ 467,985.02</b>

YTD Budgeted Expenses:	\$ 474,006.88
YTD Actual Expenses:	438,842.64
Difference between Budgeted & Actual Expenses:	<b>-\$35,164.24</b>

Thank you for supporting Good Shepherd Ministries!

A complete financial report is attached to the monthly Council minutes; located in the information carousels or on the Good Shepherd website.

YTD Actual Contributions/Revenue \$467,985.02 and YTD Actual Expenses \$438,842.64 = Net:

**\$29,142.38**