

GOOD SHEPHERD LUTHERAN CHURCH

06/20/2017

COUNCIL MEMBERS PRESENT

Kathy Torske – President

Royce Schultze – Vice President

Joel Just

Derrick Fehr

Bruce Ellison

Wendy Berg

Claudia Kuball

COUNCIL MEMBERS ABSENT

Megan Anderson

Curtis Jabs

OTHERS ATTENDING

Pastor Craig Schweitzer – Senior Pastor

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

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 Craig.

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/Schultze, unanimous)

4) Devotions & Bible Study led by Pastor Craig. Council to read and review Chapter 9 and 10 next month in Embracing Stewardship.

5) Old Business

a) Employee Guide Policy Updates

- The Council discussed the new Maternity/Paternity and Adoptive Leave policy. The policy was approved. (Kuball/Berg, unanimous)

b) Council Goal #1 – Holistic Stewardship Committee

Pastor Craig reported. Meeting notes from the Committee meeting held on June 13, 2017, are included in the Council packet. The Committee will meet again in July.

c) Council Goal #2 – Electronic Giving – No report

d) Council Goal #3 – Constitution & By-Law Review

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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. The Committee is finding it hard to have everyone show up to the meetings. They need 4 voter members present at the meetings.

f) Council Goal #5 – Long Term Expansion & Growth Plan – No report

g) Council Goal #6 – Campus Ministry

Pastor Craig reported. They will be reaching out to all ELCA churches to come together to brainstorm.

h) Update on Church's insurance policy (one million dollars granted).

Melanie reported. Church Mutual Insurance is in place as of June 1 with councils requirements of liability insurance limits completed.

6) New Business

a) Church Banking Update

- Melanie is still in the process of putting together information on what different banks would have to offer Good Shepherd Lutheran church and which banks would fit our needs.
- She will be reaching out to: Security First Bank, Capital Credit Union, First Community Credit Union, Dakota Community Bank, and Bremer Bank.

b) HR Committee Question

Wendy Berg reported. HR Committee requested to change the quorum for the committee. A quorum for this Committee will not be a majority, it will be 3 members. This was approved (Fehr/Eillison)

c) Reformation Forest Grant – submitted by Pastor Craig. Approved (Ellison/Schultze)

- Grant amount - \$3,000.00 for 20 trees (\$150.00 each).
- Park Board has approved.
- Trees will be planted on September 9 at Sleepy Hollow.

Conference Grant – submitted by Paige Mattson, Communications and Graphic Design Specialist. Approved (Torske/Berg)

- This grant is to send Paige to a conference in Las Vegas.
- The total cost of the conference is \$2,185.00. The conference is covered under a continuing education budget of \$1,000.00. Paige is asking for \$1,185.00 to cover the remainder of the costs not covered by continuing education budget.

d) Lutheran Social Services Capital Campaign Update – Pastor Craig reported.

- As a congregation we have committed \$25,000.00. We are at approximately \$12,000.00.

e) ELCA Presiding Bishop Eaton's visit. Pastor Craig reported.

- Pastor Craig was able to meet with Bishop Eaton regarding the protests.
- Standing Rock was not interested in meeting with them.

f) Exterior Concrete Project.

Melanie reported. There are two projects we are working estimating. More information will be available next month.

7) Other Business

Pictures of Council Members – Paige will contact the Council members to have their pictures taken. We have a frame that will be placed in the church with all of the Council member's pictures and their names. This will help the congregation get to know who is on the Church council.

The following minutes are subject to change prior to Council approval

GOOD SHEPHERD LUTHERAN CHURCH

06/20/2017

8) Questions from the Floor:

None

9) Closing Prayer

Pastor Craig.

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)	May 2017 YTD	May 2016 YTD
Revenues					
General Offering	100,822.76	91,438.50		465,592.07	446,786.01
Holiday/Benevolence - (not budgeted for)	31,745.00	0		50,936.18	46,778.61
Interest	7.64	944.40		1,922.09	21,939.45
Loose Offering	16,004.65	6,349.08		48,266.66	41,627.52
Total	148,580.05	98,731.98	-	566,717.00	557,131.59
Monthly Budgeted Income	112,762	122,821		573,812.00	566,400
% of Monthly Budget Received - does not include Holiday/Benevolence	103.6%	80.4%		89.9%	90.1%
Expenses					
Youth Ministry	1,369.86	2,336.90		15,194.99	17,768.52
Congregational Life	337.81	490.63		2,772.10	2,484.71
Music and Worship	823.70	596.72		5,108.05	4,452.18
Support Ministries					
Compensation	69,225.74	72,196.53		355,470.46	343,808.57
Property Management	17,302.64	14,061.98		82,810.41	83,190.63
Mortgage Payment - Interest	1,701.80	1,639.13		8,417.49	11,770.21
Mortgage Payment - Principal	2,360.51	2,423.18		11,894.06	19,394.79
Support Miscellaneous	103.36	266.75		2,673.51	5,173.43
Mission/Outreach/Benevolence	12,219.98	9,215.00		57,728.39	59,844.02
Total	105,445.40	103,226.82	-	542,069.46	547,887.06
Monthly Budgeted Expenses	122,176.47	109,571.41		583,578.29	572,078.53
% of Monthly Budget Expensed	86.3%	94.2%		92.9%	95.8%
Total - Over (Under)	43,134.65	(4,494.84)	-	24,647.54	9,244.53
Mortgage					
Principal Balance	514,731.05	512,307.87			
Dedicated/Non-Budgeted					
	Apr	May	Jun	YTD Total	
Revenues					
Restricted-Designated/Non-Budgeted					
Restricted	6,001.00	6,624.32		27,042.67	
Designated	19,564.97	7,687.45		51,968.31	
Total	25,565.97	14,311.77	-	79,010.98	
Expenses					
Restricted-Designated/Non-Budgeted					
Restricted	1,397.90	4,144.93		12,268.35	
Designated	6,161.50	3,235.93		50,672.57	
Total	7,559.40	7,380.86	-	62,940.92	
Total - Over (Under)	18,006.57	6,930.91	-	16,070.06	
Fund Account Balances					
	Apr	May	Jun		
Designated/Restricted Funds					
Property & Equipment Replacement - Savings & Certificates of Deposit	137,490.65	137,490.65			
For Unexpected Expenses - Savings & Certificates of Deposit	100,000.00	100,000.00			
Dedicated Funds - Savings	94,922.08	103,251.93			
Demand Investment Youth Ministry	104.31	104.34			
Un-Restricted/Designated Funds					
Savings & Certificates of Deposit & Money Funds	96,967.05	97,906.57			
Checking Account as per Balance Sheet	18,272.82	12,427.61			
Petty Cash as per Balance Sheet	100.00	100.00			
Total	447,856.91	451,281.10	-		
Endowment Fund					
	Apr	May	Jun	YTD Total	
Checking Account as per Balance Sheet	48,504.56	48,504.56			
Savings	21,347.90	21,423.45			
Money Funds	769.97	995.47			
Mutual Funds/Stock	766,085.24	769,652.20			
Certificates of Deposit	142,010.72	142,010.72			
Total	978,718.39	982,586.40	-		
Grants Issued - Endowment	2,900.00			2,900.00	
Grants Issued - Dedicated Endowment	3,308.40			5,508.40	
Memorial Funds Issued				909.86	
Total				9,318.26	

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	95.00		1,455.00 (1)
1310	D Church School		416.47	306.70		2,609.35
	TR Church School		100.00	50.00		150.00
1315	D Confirmation		30.00	195.46		520.74
	TR Confirmation					-
1360	TR Quilters		20.00	20.00		100.00
1380	D Youth		12,080.50	4,776.21		33,267.17
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			1,500.00		1,500.00
1601	TR Accelerated Principal Reduction		4,220.00	2,068.00		16,083.00
1608	D Building Use		2,181.00	2,249.08		9,247.33
	TR Building Use		250.00	1,050.00		3,524.22
1622	TR Golf Tournament					-
1711	TR Good Samaritan					-
1760	D Special Gifts - Pastoral					130.00
	TR Special Gifts - Pastoral					-
1788	TR Bibles		20.00	90.00		200.00
1800	D Miscellaneous		4,857.00	160.00		6,178.72
	TR Miscellaneous		821.00	1,751.32		3,385.45
1900	TR Strikepoint/Handbells		10.00			10.00
	Temporarily Restricted Total		6,001.00	6,624.32	-	27,042.67
	Designated Total		19,564.97	7,687.45	-	51,968.31
	Grand Total		25,565.97	14,311.77	-	79,010.98

						Class
						Balances
						(Income minus Expense)
Expenses			Apr	May	Jun	Total
Class #	Class Name					
1043	TR General Memorials		195.00	75.00		2,865.00 (1)
1310	D Church School					1,172.39
	TR Church School			90.38		90.38
1315	D Confirmation					500.00
	TR Confirmation					-
1360	TR Quilters					230.05
1380	D Youth		2,072.96	1,635.73		28,311.15
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	1,600.20		17,686.68
	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	3,979.55		6,130.77
1900	TR Strikepoint/Handbells					100.00
	Temporarily Restricted Total		1,397.90	4,144.93	-	12,268.35
	Designated Total		6,161.50	3,235.93	-	50,672.57
	Grand Total		7,559.40	7,380.86	-	62,940.92
Total - Over (Under)			18,006.57	6,930.91	-	16,070.06

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.

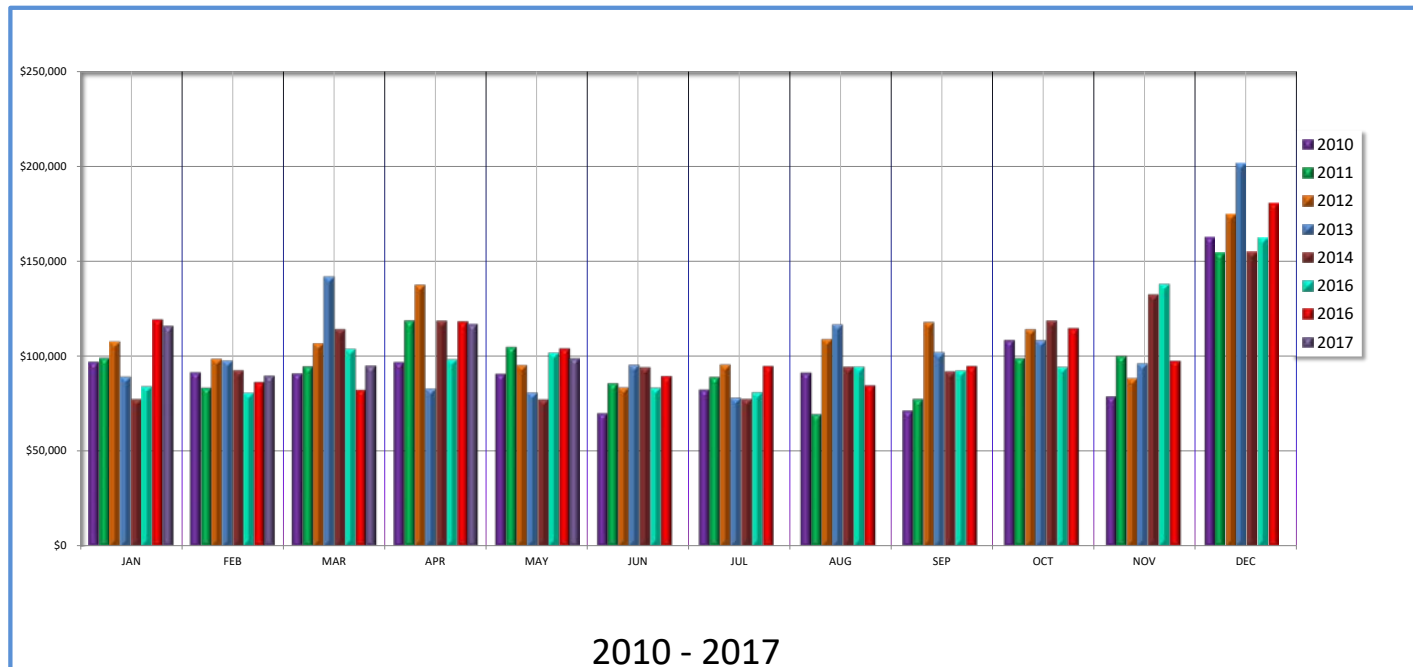
Consolidated Balance Sheet
Good Shepherd Lutheran Church - Fund Accounts
As of May 31, 2017

	General Fund Un-Restricted	Dedicated Funds Designated Temp-Restricted	Endowment Fund Designated Temp-Restricted Perm-Restricted	All Funds
Assets				
Cash and Equivalents	\$ 12,527.61		\$ 48,504.56	\$ 61,032.17
Savings and Securities - Un-Restricted				
Savings - Un-Restricted - GF	97,906.57			97,906.57
Savings and Securities - Designated/Restricted				
Savings - Property/Equip Replacement - GF	41,269.01			41,269.01
Certificates of Deposit - Property/Equip Replacement - GF	79,000.00			79,000.00
Securities - Property/Equip Replacement - GF	17,221.64			17,221.64
Savings - Reserve (unexpected expenses) - GF	29,000.00			29,000.00
Certificates of Deposit - Reserve (unexpected expenses) - GF	71,000.00			71,000.00
Savings and Securities - Designated/Restricted				
Savings		103,251.93	21,423.45	124,675.38
Demand Investment Youth Ministry - MIF		104.34		104.34
Certificates of Deposit			142,010.72	142,010.72
Securities			770,647.67	770,647.67
Interfund Receivables				
Due from General Fund	50.15			50.15
Due from Dedicated Fund				
Other Current Assets				
Prepaid Insurance & Other Prepaid Expenses				
Property and Equipment, net	2,542,529.42			2,542,529.42
Total Assets	\$ 2,890,504.40	\$ 103,356.27	\$ 982,586.40	\$ 3,976,447.07
Liabilities				
Payroll Liabilities	\$ 631.30			\$ 631.30
Other Current Liabilities				
Mortgage/Note Payable	512,307.87			512,307.87
Total Current Liabilities	512,939.17			512,939.17
Interfund Payables				
Due to Dedicated Fund				
Due to General Fund		50.15		50.15
Net Assets				
Un-Restricted				
Un-Designated	109,853.03			109,853.03
Capital Investment in Property & Equipment	2,030,221.55			2,030,221.55
Designated				
Property & Equipment Replacement	137,490.65			137,490.65
Reserve - Unexpected Expenses	100,000.00			100,000.00
Dedicated Funds		58,927.53	9,976.88	68,904.41
Temporarily Restricted		44,378.59	578,345.86	622,724.45
Permanently Restricted - Endowment			394,263.66	394,263.66
Total Net Assets	2,377,565.23	103,306.12	982,586.40	3,463,457.75
Total Liabilities and Net Assets	\$ 2,890,504.40	\$ 103,356.27	\$ 982,586.40	\$ 3,976,447.07

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	\$98,732								\$515,781	\$1,460,000	(\$944,219)
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	\$0								\$50,936		

2012 - Includes Capital Campaign (Forward in Faith)



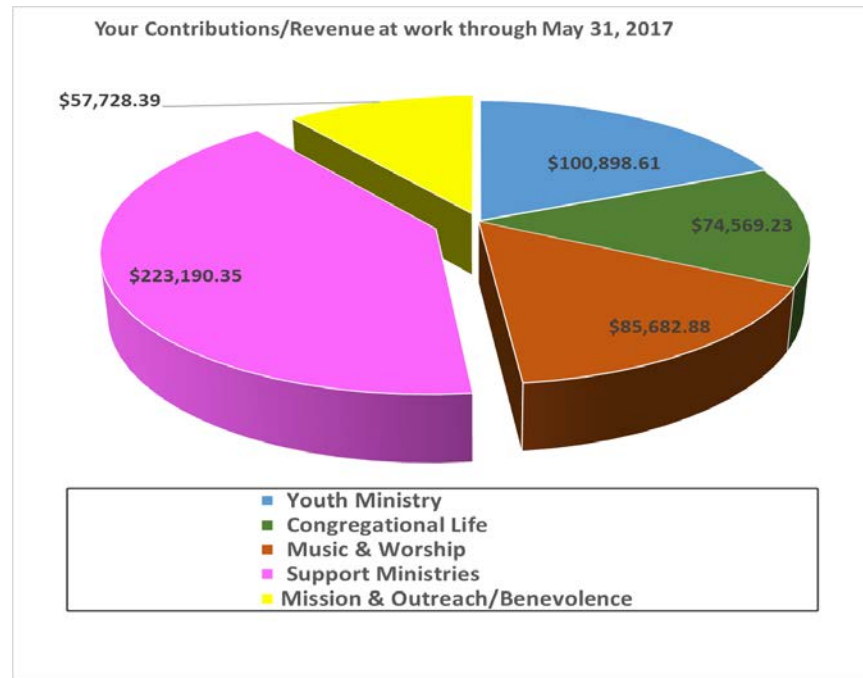
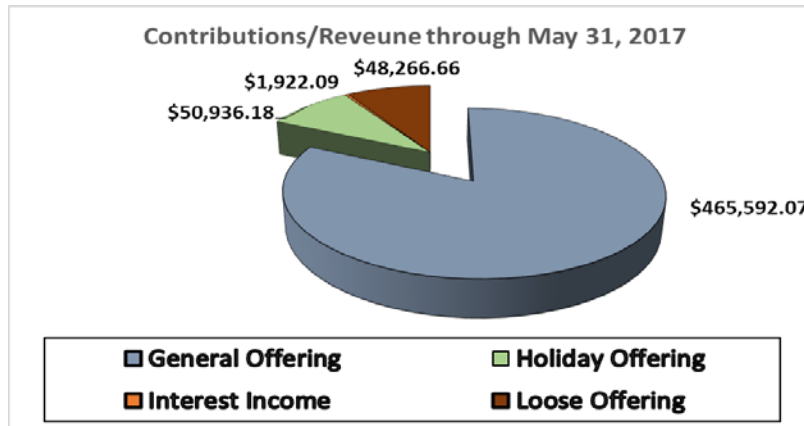
GOOD SHEPHERD LUTHERAN CHURCH

BENEVOLENCE WORKSHEET

May 31, 2017

	ANNUAL BUDGET	ANNUAL BUDGET % OF TOTAL	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	recalc**
MONTHLY																
LUTHERN SOCIAL SERVICES	20,200	1.38%	1,602	1,239	1,578	2,056	1,366								7,841	1.38%
WESTERN ND SYNOD - ELCA CHURCHWIDE	99,500	6.82%	7,893	6,103	7,772	10,126	6,729								38,622	6.82%
QUARTERLY																
AARC	3,000	0.21%			656										656	0.12%
AID INC	3,000	0.21%			656										656	0.12%
BISMARCK MEALS ON WHEELS	1,800	0.12%			394										394	0.07%
CAMP OF THE CROSS	10,000	0.68%			2,188										2,188	0.39%
CHARLES HALL YOUTH SERVICES	1,000	0.07%			219										219	0.04%
ELCA GIFT PROCESSING CTR. - Themba Mkhabela	3,500	0.24%			766										766	0.14%
HEART RIVER BRIDGES OF HOPE (ND YCC)	1,500	0.10%			328										328	0.06%
MINISTRY ON THE MARGINS	2,000	0.14%			438										438	0.08%
RUTH MEIERS HOSPITALITY HOUSE	3,000	0.21%			656										656	0.12%
SALVADORAN LUTHERAN SYNOD - CRISTO REY	5,000	0.34%			1,094										1,094	0.19%
WELCOME HOUSE	3,000	0.21%			656										656	0.12%
AS REQUESTED																
BANQUET MINISTRY	2,400	0.16%			815										815	0.14%
CAMPERSHIPS	1,000	0.07%					100								100	0.02%
COLLEGE SCHOLARSHIPS	1,000	0.07%			250										250	0.04%
GOOD SAMARITAN	2,000	0.14%													0	0.00%
SEMINARY SCHOLARSHIP	5,000	0.34%					1,000								1,000	0.18%
OTHER																
DISCRETIONARY	36,500	2.50%													0	0.00%
TOTALS	204,400	14.00%	9,495	7,342	18,466	12,182	9,195	0	0	0	0	0	0	0	56,679	10.00%
Monthly Income - General Fund			115,810	89,552	114,043	148,580	98,732								566,717	
*YTD ACTUAL INCOME			115,810	205,362	319,405	467,985	566,717									
%YTD - Actual Income to Budget Income			82.9%	84.9%	94.4%	103.8%	98.8%	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	122,821								573,812	
2017 YTD INCOME BUDGETED							573,812							1,460,000		

Making Ministry Possible with your Financial Gifts



YTD Budgeted Contributions/Revenue:	\$ 573,812.00
YTD Actual Contributions/Revenue:	<u>515,780.82</u>
Difference between Budgeted & Actual:	-58,031.18
Holiday Offerings <u>not</u> budgeted for:	50,936.18
Total YTD Actual Contributions/Revenue:	<u>\$ 566,717.00</u>

YTD Budgeted Expenses:	\$ 583,578.29
YTD Actual Expenses:	<u>542,069.46</u>
Difference between Budgeted & Actual Expenses:	-\$41,508.83

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 \$ 566,717.00 and YTD Actual Expenses \$542,069.46 = Net:

\$24,647.54