

GOOD SHEPHERD LUTHERAN CHURCH

12/19/2017

COUNCIL MEMBERS PRESENT

Royce Schultze – Vice President
Derrick Fehr
Bruce Ellison
Joel Just

Megan Anderson
Claudia Kuball
Curtis Jabs

COUNCIL MEMBERS ABSENT

Kathy Torske – President
Wendy Berg

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
Pastor Bob Caranicas

- 1) The meeting was called to order by Council Vice-President, Royce Schultze.
- 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 – Report
 - d) Endowment Council Report – No Report
 - e) Holistic Stewardship Committee – Report
 - f) Audit Committee Report – No Report
 - g) Staff Report
 - h) Pastor’s Report

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

- 4) Devotions & Bible Study led by Pastor Pam.
- 5) Old Business
 - a) Council Goal #1 – Holistic Stewardship Committee
Information is included in the Council packet. Cheri Giesen is now the Chair of the Holistic Stewardship Committee. Pastor Craig let Council know that the Blue Christmas worship will be on December 21, 2017. Blue Christmas worship is a ministry that is the result of the Holistic Stewardship Committee including care of people as part of Good Shepherd’s stewardship ministry.
 - b) Council Goal #2 – Electronic Giving
Texting is now another giving option that we have. More information will be coming on this giving option.
 - c) Council Goal #3 – Constitution & By-Law Review
Summary is included in Council packet.
 - d) Council Goal #4 – Safety & Security Plan
Included in the Council packet is 3 policies for review and approval:

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- Fire and Smoke Emergencies
- Tornado and Severe Weather Emergency
- Intruder/Active Shooter Emergency Action Plan

These policies will be placed in the Employee Handbook. Motion to approve the proposed policies as written. (Kuball/Fehr, unanimous)

e) Council Goal #5 – Long Term Expansion & Growth Plan – No update

f) Council Goal #6 – Campus Ministry

Pastor Craig reported that no one formally from Council is involved in this ministry. Claudia and Joel would like to be on the task force.

6) New Business

a) Safety and Security Committee Policy Recommendations (3)

- Already covered in Old Business (5d)

b) Finance Committee Report

- 2018 budget included in Council packet.
- Finance Committee did approve budget.
- Motion to approve the 2018 Ministry Financial Plan. (Ellison/Jabs, unanimous)

c) HR Committee Policy Recommendations

Melanie reported. The Human Resources Committee has made updates to the language of the Good Shepherd Lutheran Church Employment Application form. Also included in the Council packet are steps used during the hiring process. Motion to approve the updates to the application form and hiring process. (Just/Kuball, unanimous)

d) 2018 Ministry Financial Plan – already covered under 6b.

e) Council Member Nominations

Curtis provided an update on the Nominating Committee's work to date. The Committee intends to have a full slate of candidates for Church Council ready for the current council's approval by the end of the year.

f) Call Committee Nominations

Many individuals have expressed interest in serving on the upcoming Call Committee. Pastor Craig & Kathy will be contacting interested individuals after Christmas with the hope of the first meeting taking place in early January.

g) Year-End Benevolence Options

Pastor Craig reported. If funds are available at the end of the year due to generous year-end giving, Good Shepherd will designate additional gifts to:

- Camp of the Cross
- Community Action
- Disaster Relief
- Youth gathering

Motion to approve these 4 agencies for benevolence money. (Jabs/Just, unanimous)

h) Endowment Grants

Two Endowment grant requests are included in Council packet. Both of these grants were approved by the Endowment Council in November.

- Funds to assist families needing assistance with gathering expenses and other items related to Good Shepherd's participation in the the ELCA Youth Gathering 2018
- There will be 86 Good Shepherd youth and adult leaders attending the youth gathering in 2018

Motion to approve the Endowment Grants as written. (Ellison/Kuball, unanimous)

i) Internship Site

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Pastor Craig and Pastor Bob reported. Bishop Narum has invited Good Shepherd to consider becoming a 2-year internship for a pastoral candidate. Council is receptive to the idea, especially in lieu of being short 1 full-time pastor at the beginning of 2018. Pastor Craig will continue to be in conversation with Bishop Narum and keep Council up-to-date on how this internship would progress.

7) Other Business:

a) Bone Marrow Drive

Megan reported. She is a member of the Future Health Professionals of Legacy High School. She asked if in the future, they could hold a Bone Marrow Drive at Good Shepherd Lutheran Church. This bone marrow drive is connected to the organization "Be the Match." The Council invited Megan to have further conversation with Pastor Bob about this possibility.

8) Questions from the Floor:

None

9) Closing Prayer led by Pastor Bob.

Respectfully submitted,

Annette Bjornstad

Executive Assistant/Office Manager

Good Shepherd Lutheran Church

4th Quarter - 2017 Financial Summary
For the Period of October - December

General Operating Fund				2017 Budget \$ 1,460,000	2016 Budget \$ 1,448,000
	Oct (5 weeks)	Nov (4 weeks)	Dec (4 weeks)	October 2017 YTD	November 2016 YTD
Revenues					
General Offering	100,799.00	99,240.00		1,010,255.07	987,511.78
Holiday/Benevolence - (not budgeted for)	0	1,335	0	52,271.18	48,820.61
Interest	10.69	977.34		3,899.99	23,853.54
Loose Offering	13,896.53	8,539.62		96,372.25	74,827.53
Total	114,706.22	110,091.96	-	1,162,798.49	1,135,013.46
Monthly Budgeted Income	134,130	113,696		1,248,325	1,271,200
% of Monthly Budget Received - does not include Holiday/Benevolence	85.5%	95.7%		89.0%	85.4%
Expenses					
Youth Ministry	11,586.81	14,703.63		48,937.59	46,960.91
Congregational Life	425.62	626.07		5,645.67	5,198.53
Music and Worship	1,606.15	395.21		9,993.91	8,086.79
Support Ministries					
Compensation	71,185.59	71,509.44		777,835.43	740,949.68
Property Management	10,670.23	16,953.27		153,940.39	160,922.15
Mortgage Payment - Interest	1,543.24	1,585.86		18,100.80	24,411.50
Mortgage Payment - Principal	2,519.07	2,476.45		26,584.61	44,151.50
Support Miscellaneous	655.47	630.75		6,665.90	10,918.30
Mission/Outreach/Benevolence	9,740.85	9,960.15		131,452.74	129,259.45
Total	109,933.03	118,840.83	-	1,179,157.04	1,170,858.81
Monthly Budgeted Expenses	120,764.37	122,199.37		1,301,965.63	1,292,795.50
% of Monthly Budget Expensed	91.0%	97.3%		90.6%	90.6%
Total - Over (Under)	4,773.19	(8,748.87)	-	(16,358.55)	(35,845.35)
Mortgage					
Principal Balance	482,025.77	479,549.32			
Dedicated/Non-Budgeted					
	Oct	Nov	Dec	YTD Total	
Revenues					
Restricted-Designated/Non-Budgeted					
Restricted	3,444.00	5,708.00		69,419.60	
Designated	7,209.02	8,522.74		94,186.45	
Total	10,653.02	14,230.74	-	163,606.05	
Expenses					
Restricted-Designated/Non-Budgeted					
Restricted	7,095.00	8,439.45		64,073.14	
Designated	2,638.15	13,445.72		91,032.35	
Total	9,733.15	21,885.17	-	155,105.49	
Total - Over (Under)	919.87	(7,654.43)	-	8,500.56	
Fund Account Balances					
	Oct	Nov	Dec		
Designated/Restricted Funds					
Property & Equipment Replacement - Savings & Certificates of Deposit	116,456.65	118,889.65			
For Unexpected Expenses - Savings & Certificates of Deposit	100,000.00	100,000.00			
Dedicated Funds - Savings	103,265.56	93,494.52			
Demand Investment Youth Ministry	104.50	104.53			
Un-Restricted/Designated Funds					
Savings & Certificates of Deposit & Money Funds	64,617.34	65,589.82			
Checking Account as per Balance Sheet	6,666.61	277.01			
Petty Cash as per Balance Sheet	100.00	100.00			
Total	391,210.66	378,455.53	-		
Endowment Fund					
	Oct	Nov	Dec	YTD Total	
Checking Account as per Balance Sheet	28,134.21	30,634.21			
Savings	24,206.31	24,206.90			
Money Funds	7,817.29	7,996.76			
Mutual Funds/Stock	801,276.35	819,374.06			
Certificates of Deposit	143,730.02	143,730.02			
Total	1,005,164.18	1,025,941.95	-		
Grants Issued - Endowment	708.75			23,078.75	
Grants Issued - Dedicated Endowment				5,700.00	
Memorial Funds Issued				909.86	
Total				29,688.61	

Good Shepherd Lutheran Church

4th Quarter - 2017 Dedicated/Non-Budgeted Income & Expense Summary
For the Period of October - December

						Class
						Balances
						(Income minus Expense)
Income			Oct	Nov	Dec	Total
Class #	Class Name					
1043	TR General Memorials		460.00	315.00		4,915.00 (1)
1310	D Church School		1,134.61	675.22		7,193.69
	TR Church School			50.00		530.00
1315	D Confirmation		192.00	272.35		1,594.34
	TR Confirmation					-
1360	TR Quilters			40.00		250.00
1380	D Youth		2,181.50	5,934.25		53,971.27
1420	D Grief Ministries					-
1460	D Parish Health/Parish Nursing					-
1470	TR Stephen Ministries					-
1530	TR Flower Fund					615.00
1560	TR Blue Paraments					-
1561	TR Purple Paraments					-
1562	TR Red Paraments					-
1570	TR Sounds of Good Shepherd			30.00		100.00
1599	D Special Gifts - Music & Worship			100.00		185.00
	TR Special Gifts - Music & Worship					1,500.00
1601	TR Accelerated Principal Reduction		2,570.00	4,160.00		31,494.00
1608	D Building Use		3,563.92	1,042.92		23,823.10
	TR Building Use					6,814.46
1622	TR Golf Tournament					-
1711	TR Good Samaritan					-
1760	D Special Gifts - Pastoral			100.00		230.00
	TR Special Gifts - Pastoral		139.00	53.00		192.00
1788	TR Bibles		225.00	60.00		765.00
1800	D Miscellaneous		136.99	398.00		7,242.26
	TR Miscellaneous		50.00	1,000.00		22,150.93
1900	TR Strikepoint/Handbells					40.00
	Temporarily Restricted Total		3,444.00	5,708.00	-	69,419.60
	Designated Total		7,209.02	8,522.74	-	94,186.45
	Grand Total		10,653.02	14,230.74	-	163,606.05

						Class
						Balances
						(Income minus Expense)
Expenses			Oct	Nov	Dec	Total
Class #	Class Name					
1043	TR General Memorials		345.00	200.00		5,845.00 (1)
1310	D Church School					3,290.87
	TR Church School					90.38
1315	D Confirmation					500.00
	TR Confirmation					-
1360	TR Quilters					392.12
1380	D Youth		1,510.39	12,600.00		54,310.79
1420	D Grief Ministries					-
1460	D Parish Health/Parish Nursing					-
1470	TR Stephen Ministries					-
1530	TR Flower Fund					848.81
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					2,203.44
1601	TR Accelerated Principal Reduction					18,068.00
1608	D Building Use		1,193.78	634.21		29,501.85
	TR Building Use					11,546.91
1622	TR Golf Tournament					-
1711	TR Good Samaritan					-
1760	D Special Gifts - Pastoral					880.60
	TR Special Gifts - Pastoral			131.47		200.07
1788	TR Bibles			751.43		1,128.53
1800	D Miscellaneous		(66.02)	211.51		707.49
	TR Miscellaneous		6,750.00	7,356.55		22,231.69
1900	TR Strikepoint/Handbells					1,586.79
	Temporarily Restricted Total		7,095.00	8,439.45	-	64,073.14
	Designated Total		2,638.15	13,445.72	-	91,032.35
	Grand Total		9,733.15	21,885.17	-	155,105.49
Total - Over (Under)			919.87	(7,654.43)	-	8,500.56

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.

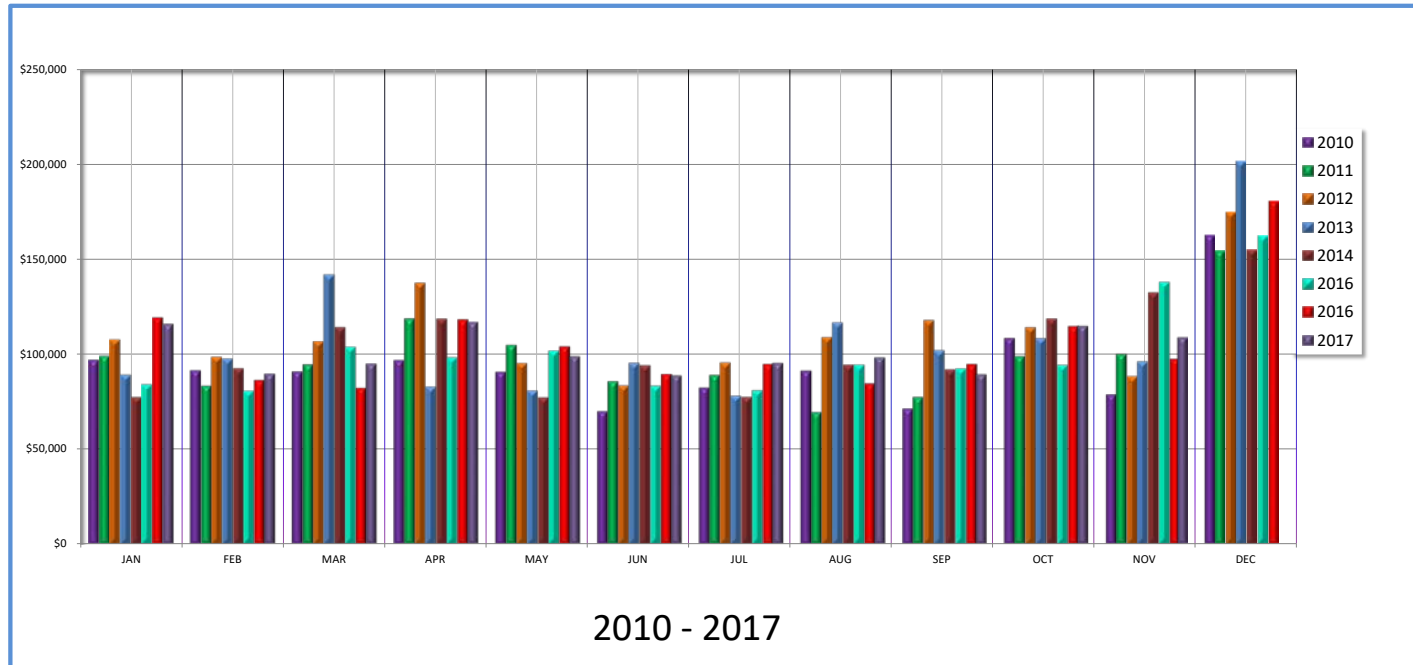
Consolidated Balance Sheet
 Good Shepherd Lutheran Church - Fund Accounts
 As of November 30, 2017

	General Fund Un-Restricted Designated	Dedicated Funds Designated Temp-Restricted	Endowment Fund Designated Temp-Restricted Perm-Restricted	All Funds
Assets				
Cash and Equivalents	\$ 377.01		\$ 30,634.21	\$ 31,011.22
Savings and Securities - Un-Restricted				
Un-Restricted - General Fund	65,589.82			65,589.82
Savings and Securities - Designated				
Reserve (unexpected expenses) - General Fund	100,000.00			100,000.00
Property/Equipment Replacement - General Fund	118,889.65			118,889.65
Savings and Securities - Designated/Restricted				
General Fund - Dedicated Accounts		93,494.52		93,494.52
Youth Ministry - Mission Investment Fund		104.53		104.53
Savings and Securities - Endowment				
Designated, Temp-Restricted & Perm-Restricted			995,307.74	995,307.74
Interfund Receivables				
Due from General Fund		2,137.57		2,137.57
Due from Dedicated Fund				0.00
Other Current Assets				
Prepaid Insurance & Other Prepaid Expenses	5,712.98			5,712.98
Property and Equipment, net	2,535,844.28			2,535,844.28
Total Assets	\$ 2,826,413.74	\$ 95,736.62	\$ 1,025,941.95	\$ 3,948,092.31
Liabilities				
Payroll Liabilities	\$ 695.30			\$ 695.30
Other Current Liabilities				
Mortgage/Note Payable	479,549.32			479,549.32
Total Current Liabilities	480,244.62			480,244.62
Interfund Payables				
Due to Dedicated Fund	2,137.57			2,137.57
Due to General Fund				
Net Assets				
Un-Restricted				
Un-Restricted	68,846.94			68,846.94
Capital Investment in Property & Equipment	2,056,294.96			2,056,294.96
Designated				
Property & Equipment Replacement	118,889.65			118,889.65
Reserve - Unexpected Expenses	100,000.00			100,000.00
Dedicated Funds		60,440.70	12,758.62	73,199.32
Temporarily Restricted		35,295.92	591,135.05	626,430.97
Permanently Restricted - Endowment			422,048.28	422,048.28
Total Net Assets	2,344,031.55	95,736.62	1,025,941.95	3,465,710.12
Total Liabilities and Net Assets	\$ 2,826,413.74	\$ 95,736.62	\$ 1,025,941.95	\$ 3,948,092.31

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	\$88,673	\$95,233	\$98,121	\$89,257	\$114,706	\$108,757		\$1,110,527	\$1,460,000	(\$349,473)
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	\$0	\$0	\$0	\$0	\$0	\$1,335		\$52,271		

2012 - Includes Capital Campaign (Forward in Faith)



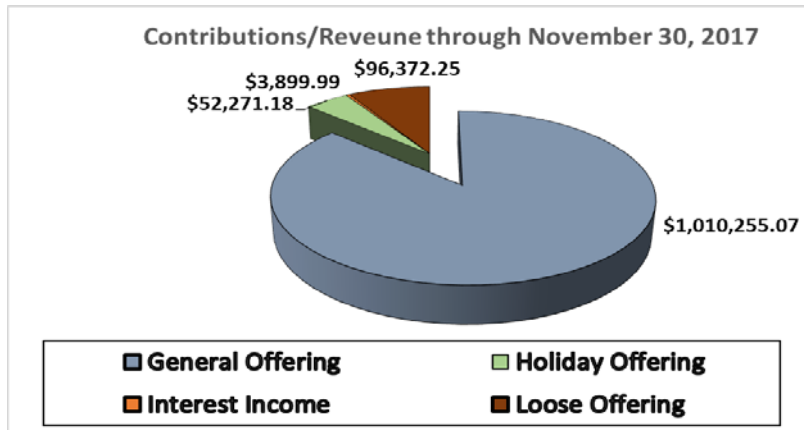
GOOD SHEPHERD LUTHERAN CHURCH

BENEVOLENCE WORKSHEET

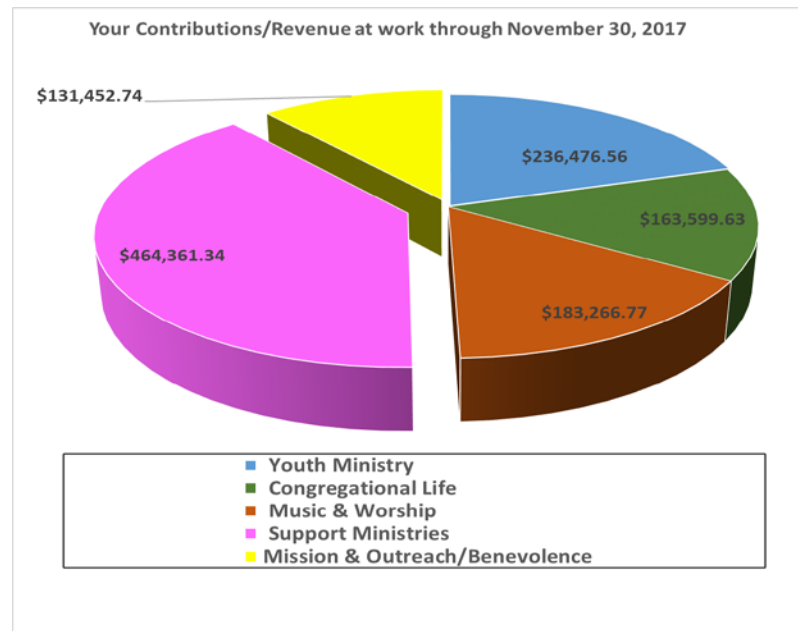
November 30, 2017

	ANNUAL	ANNUAL	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	
	BUDGET	BUDGET	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	PAYMENTS	
MONTHLY		% OF TOTAL														recalc**
LUTHERN SOCIAL SERVICES	20,200	1.38%	1,602	1,239	1,578	2,056	1,366	1,227	1,318	1,358	1,235	1,587	1,523		16,088	1.38%
WESTERN ND SYNOD - ELCA CHURCHWIDE	99,500	6.82%	7,893	6,103	7,772	10,126	6,729	6,043	6,490	6,687	6,083	7,817	7,503		79,246	6.82%
QUARTERLY																
AARC	3,000	0.21%			656			691			581				1,928	0.17%
AID INC	3,000	0.21%			656			691			581				1,928	0.17%
BISMARCK MEALS ON WHEELS	1,800	0.12%			394			414			349				1,157	0.10%
CAMP OF THE CROSS	10,000	0.68%			2,188			2,301			1,937				6,426	0.55%
CHARLES HALL YOUTH SERVICES	1,000	0.07%			219			230			195				643	0.06%
ELCA GIFT PROCESSING CTR. - Themba Mkhabela	3,500	0.24%			766			805			678				2,250	0.19%
HEART RIVER BRIDGES OF HOPE (ND YCC)	1,500	0.10%			328			345			291				965	0.08%
MINISTRY ON THE MARGINS	2,000	0.14%			438			460			388				1,286	0.11%
RUTH MEIERS HOSPITALITY HOUSE	3,000	0.21%			656			691			581				1,928	0.17%
SALVADORAN LUTHERAN SYNOD - CRISTO REY	5,000	0.34%			1,094			1,150			970				3,213	0.28%
WELCOME HOUSE	3,000	0.21%			656			691			581				1,928	0.17%
AS REQUESTED																
BANQUET MINISTRY	2,400	0.16%			815			575				273	667		2,330	0.20%
CAMPERSHIPS	1,000	0.07%					100			450					550	0.05%
COLLEGE SCHOLARSHIPS	1,000	0.07%			250						1,000				1,250	0.11%
GOOD SAMARITAN	2,000	0.14%							66		150				216	0.02%
SEMINARY SCHOLARSHIP	5,000	0.34%						1,000	1,000		1,500				3,500	0.30%
OTHER																
DISCRETIONARY	36,500	2.50%													0	0.00%
TOTALS	204,400	14.00%	9,495	7,342	18,466	12,182	9,195	17,314	7,873	8,495	17,099	9,677	9,694	0	126,834	10.91%
Monthly Income - General Fund			115,810	89,552	114,043	148,580	98,732	88,673	95,233	98,121	89,257	114,706	110,100		1,162,806	
*YTD ACTUAL INCOME			115,810	205,362	319,405	467,985	566,717	655,390	750,622	848,743	938,000	1,052,706	1,162,806			
%YTD - Actual Income to Budget Income			82.9%	84.9%	94.4%	103.8%	98.8%	96.5%	95.0%	95.4%	93.8%	92.8%	93.1%	0.0%		
2017 MONTHLY INCOME BUDGETED	1,460,000		139,726	102,054	96,449	112,762	122,821	105,239	111,252	99,192	111,004	134,130	113,696		1,248,325	
2017 YTD INCOME BUDGETED													1,248,325	1,460,000		

Making Ministry Possible with your Financial Gifts



YTD Budgeted Contributions/Revenue:	\$ 1,248,325.00
YTD Actual Contributions/Revenue:	1,110,527.31
Difference between Budgeted & Actual:	-137,797.69
Holiday Offerings not budgeted for:	52,271.18
Total YTD Actual Contributions/Revenue:	\$ 1,162,798.49



YTD Budgeted Expenses:	\$ 1,301,965.63
YTD Actual Expenses:	\$ 1,179,157.04
Difference between Budgeted & Actual Expenses:	-\$122,808.59
YTD Actual Contributions/Revenue \$1,162,798.49 and YTD Actual Expenses \$1,179,157.04 = Net:	-\$16,358.55

Thank you for supporting Good Shepherd Ministries!

Did you know there are automatic giving options such as *Simply Giving* and online bill pay through your bank? There is also a *kiosk* located in the Narthex where you are able to use your credit card or debit card for mission store purchases or instant donations to any of the ministries here at GSLC. These are few of the convenient ways for members to contribute and support the many ministries we support daily. For more information on the many ways to donate, please look online at our updated website (www.goodshepherdbismarck.com) or call the church office.