

**GOOD SHEPHERD LUTHERAN CHURCH**

2/20/2018

**COUNCIL MEMBERS PRESENT**

Royce Schultze - President  
Claudia Kuball  
Derrick Fehr  
Wendy Berg

Joel Just  
Megan Anderson  
Jeff Ubben  
Heather LeMoine  
Addy Houston

**COUNCIL MEMBERS ABSENT**

**OTHERS ATTENDING**

Pastor Craig Schweitzer – Senior Pastor  
Annette Bjornstad-Executive Assistant Office Manager  
Melanie Nicklos - Parish Administrator  
Pastor Bob Caranicas

- 1) The meeting was called to order by Council President, Royce Schultze.
- 2) Opening prayer was led by Pastor Bob.
- 3) Approval of Consent Agenda
  - a) Approval of Minutes
  - b) Monthly Financial Report
  - c) Human Resources Committee – Report
  - d) Finance Committee Report – No Report
  - e) Endowment Council Report – Report
  - f) Holistic Stewardship Committee – No Report
  - g) Audit Committee Report – No Report
  - h) Safety and Security Committee – No Report
  - i) Staff Report
  - j) Pastor’s Report

Motion to approve the consent agenda (Fehr/Just, unanimous).

- 4) Devotions & Bible Study led by Pastor Bob.
- 5) Old Business
  - a) Council Goal #5 – Long Term Expansion & Growth Plan – No update
  - b) Council Goal #6 – Campus Ministry  
Pastor Craig reported that this past Saturday there was a meeting regarding campus ministry, which was attended by Bishop Narum. Pastor Craig felt that they had excellent conversation. The Synod Council has approved \$15,000 for Lutheran Campus Ministry in Bismarck in 2018.
- 6) New Business
  - a) Finance Review  
Melanie gave a financial report overview. This annual review provides councils members with detailed information on the monthly financial reports. The financial report overview was included in the Council packet.

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2/20/2018

- b) Holy Week Easter Schedule  
The Holy Week and Easter Worship Services schedule for 2018 was included in the Council packet. Motion to approve the Holy Week and Easter Worship schedule as written. (Kuball/Berg, unanimous)
- c) Updates on YMCA  
The afternoon program of the YMCA is no longer being held at Good Shepherd Lutheran Church. A letter of thanksgiving from the YMCA is included in the Council packet. Future discussions will be held with the YMCA regarding a partnership for their school summer program.
- d) Annual Report Feedback  
Council's feedback on Good Shepherd's annual report was positive.
- e) Council Retreat Feedback  
Everyone felt that Peter Steinke gave an excellent retreat.
- f) Ministry Site Profile – Call Committee  
Wendy Berg, Kathy Torske and the Call Committee did an excellent job putting together information for our Ministry Site Profile (MSP). The MSP is now active with the ELCA. Bishop Narum is currently in Chicago for the First Call Assignment process. There is currently a significant shortage of pastors available to serve in the ELCA. The next Call Committee meeting will be held on March 28. The Call Committee is posting updates to its work on the website at [www.goodshepherdbismarck.com/callcommittee](http://www.goodshepherdbismarck.com/callcommittee).
- g) Internship Site – Final Proposal to Move Forward  
Included in the Council packet was the International Internship Partnership Costs for the internship of Selva Periannan. This is cooperative internship between the WND Synod, Luther Seminary, First Lutheran Church in Williston and GSLC. Motion to approve the proposal and move forward with the internship of Intern Pastor Selva Periannan. (LeMoine/Berg, unanimous)
- h) African Community Worship Partnership (included in Council packet)  
Pastor Craig has been approached for Good Shepherd to consider being a host site for an African worshipping community in Bismarck. They would like to use the Sanctuary on Sunday afternoons for their worship. Motion to allow Pastor Craig to pursue this relationship contingent on it be approved by Church Mutual, GSLC's insurance provider. Melanie, Pastor Craig and Jeff will check on this. (Berg/Ubben, unanimous)
- i) Committee Assignments for Finance and Holistic Stewardship  
Jeff Ubben volunteered to be on the Finance Committee, and Joel Just volunteered to be on the Holistic Stewardship Committee.
- j) 2018 Council Goals  
At the March Council meeting, most of the agenda will be setting the Council goals for 2018.
- k) Staff Sabbatical Request – Nicole Fehr  
Included in the Council packet is a sabbatical request from Nicole Fehr, Children & Family Ministry Coordinator. Motion to approve Nicole Fehr's sabbatical. (Kuball/LeMoine, unanimous)

7) Other Business:

None

8) Questions from the Floor:

None

9) Closing Prayer led by Pastor Craig.

Respectfully submitted,

Annette Bjornstad

Executive Assistant/Office Manager

## Good Shepherd Lutheran Church

1st Quarter - 2018 Financial Summary

For the Period of January - March

General Operating Fund						2018 Budget \$ 1,506,000	2017 Budget \$ 1,460,000
	Jan (4 weeks)	Feb (4 weeks)	Mar (4 weeks)	January 2018 YTD	January 2017 YTD		
<b>Revenues</b>							
General Offering	95,466.67			95,466.67	104,448.31		
Holiday Offering	140.00			140.00	0		
Interest Income	25.37			25.37	5.84		
Loose Offering	6,480.16			6,480.16	11,355.67		
Miscellaneous Income	200.00			200.00	0		
<b>Total</b>	<b>102,312.20</b>	-	-	<b>102,312.20</b>	<b>115,809.82</b>		
<b>Monthly Budgeted Income</b>	<b>124,905</b>			<b>124,905.00</b>	<b>139,726</b>		
<b>% of Monthly Budget Received</b>	<b>81.9%</b>			<b>81.9%</b>	<b>82.9%</b>		
<b>Expenses</b>							
Youth Ministry	1,373.29			1,373.29	3,708.76		
Congregational Life	182.93			182.93	445.67		
Music and Worship	446.67			446.67	1,643.23		
Support Ministries				-			
Compensation	68,305.11			68,305.11	72,183.40		
Property Management	25,230.64			25,230.64	19,756.10		
Mortgage Payment - Interest	1,569.90			1,569.90	1,794.41		
Mortgage Payment - Principal	2,492.41			2,492.41	2,267.90		
Support Miscellaneous	1,961.94			1,961.94	1,687.16		
Mission/Outreach/Benevolence	9,244.55			9,244.55	9,515.00		
<b>Total</b>	<b>110,807.44</b>	-	-	<b>110,807.44</b>	<b>113,001.63</b>		
<b>Monthly Budgeted Expenses</b>	<b>115,443.88</b>			<b>115,443.88</b>	<b>114,277.47</b>		
<b>% of Monthly Budget Expensed</b>	<b>96.0%</b>			<b>96.0%</b>	<b>98.9%</b>		
<b>Total - Over (Under)</b>	<b>(8,495.24)</b>	-	-	<b>(8,495.24)</b>	<b>2,808.19</b>		
<b>Mortgage</b>							
Principal Balance	477,623.93						
<b>Dedicated/Non-Budgeted</b>							
	Jan	Feb	Mar	YTD Total			
<b>Revenues</b>							
Restricted-Designated/Non-Budgeted							
Restricted	6,590.00			6,590.00			
Designated	6,578.18			6,578.18			
<b>Total</b>	<b>13,168.18</b>	-	-	<b>13,168.18</b>			
<b>Expenses</b>							
Restricted-Designated/Non-Budgeted							
Restricted	2,700.00			2,700.00			
Designated	26.91			26.91			
<b>Total</b>	<b>2,726.91</b>	-	-	<b>2,726.91</b>			
<b>Total - Over (Under)</b>	<b>10,441.27</b>	-	-	<b>10,441.27</b>			
<b>Fund Account Balances</b>							
	Jan	Feb	Mar				
<b>Designated/Restricted Funds</b>							
Property & Equipment Replacement - Savings & Certificates of Deposit	121,322.65						
For Unexpected Expenses - Savings & Certificates of Deposit	100,000.00						
Dedicated Funds - Savings	113,476.11						
Demand Investment Youth Ministry	104.59						
<b>Un-Restricted/Designated Funds</b>							
Savings & Certificates of Deposit & Money Funds	65,589.85						
Checking Account as per Balance Sheet	34,118.23						
Petty Cash as per Balance Sheet	100.00						
<b>Total</b>	<b>434,711.43</b>	-	-				
<b>Endowment Fund</b>							
	Jan	Feb	Mar	YTD Total			
Checking Account as per Balance Sheet	82,676.33						
Savings	24,015.82						
Money Funds	11,467.88						
Mutual Funds/Stock	841,339.42						
Certificates of Deposit	144,603.37						
<b>Total</b>	<b>1,104,102.82</b>	-	-				
Grants Issued - Endowment	2,977.15			2,977.15			
Grants Issued - Dedicated Endowment				-			
Memorial Funds Issued	3,667.78			3,667.78			
<b>Total</b>				<b>6,644.93</b>			

## Good Shepherd Lutheran Church

1st Quarter - 2018 Dedicated/Non-Budgeted Income & Expense Summary  
For the Period of January - March

						Class Balances (Income minus Expense)
Income		Jan	Feb	Mar	Total	
Class #	Class Name					
1043	TR General Memorials				-	(1) (2,700.00)
1310	D Church School	614.11			614.11	614.11
	TR Church School/Soul Sisterhood				-	-
1315	D Confirmation	115.52			115.52	115.52
	TR Confirmation				-	-
1360	TR Quilters	20.00			20.00	20.00
1380	D Youth	4,735.55			4,735.55	4,735.55
1420	D Grief Ministries				-	-
1460	D Parish Health/Parish Nursing				-	-
1470	TR Stephen Ministries				-	-
1530	TR Flower Fund				-	-
1560	TR Blue Paraments				-	-
1561	TR Purple Paraments				-	-
1562	TR Red Paraments				-	-
1570	TR Sounds of Good Shepherd				-	-
1599	D Special Gifts - Music & Worship				-	-
	TR Special Gifts - Music & Worship				-	-
1601	TR Accelerated Principal Reduction	3,230.00			3,230.00	3,230.00
1608	D Building Use	100.00			100.00	73.09
	TR Building Use				-	-
1622	TR Golf Tournament				-	-
1711	TR Good Samaritan				-	-
1760	D Special Gifts - Pastoral				-	-
	TR Special Gifts/Bible Study				-	-
1788	TR Bibles				-	-
1800	D Miscellaneous	1,013.00			1,013.00	1,013.00
	TR Miscellaneous	3,340.00			3,340.00	3,340.00
1900	TR Strikepoint/Handbells				-	-
	Temporarily Restricted Total	6,590.00	-	-	6,590.00	
	Designated Total	6,578.18	-	-	6,578.18	
	<b>Grand Total</b>	<b>13,168.18</b>	<b>-</b>	<b>-</b>	<b>13,168.18</b>	<b>10,441.27</b>

						Class Balances (Income minus Expense)
Expenses		Jan	Feb	Mar	Total	
Class #	Class Name					
1043	TR General Memorials	2,700.00			2,700.00	(1)
1310	D Church School				-	
	TR Church School/Soul Sisterhood				-	
1315	D Confirmation				-	
	TR Confirmation				-	
1360	TR Quilters				-	
1380	D Youth				-	
1420	D Grief Ministries				-	
1460	D Parish Health/Parish Nursing				-	
1470	TR Stephen Ministries				-	
1530	TR Flower Fund				-	
1560	TR Blue Paraments				-	
1561	TR Purple Paraments				-	
1562	TR Red Paraments				-	
1570	TR Sounds of Good Shepherd				-	
1599	D Special Gifts - Music & Worship				-	
	TR Special Gifts - Music & Worship				-	
1601	TR Accelerated Principal Reduction				-	
1608	D Building Use	26.91			26.91	
	TR Building Use				-	
1622	TR Golf Tournament				-	
1711	TR Good Samaritan				-	
1760	D Special Gifts - Pastoral				-	
	TR Special Gifts/Bible Study				-	
1788	TR Bibles				-	
1800	D Miscellaneous				-	
	TR Miscellaneous				-	
1900	TR Strikepoint/Handbells				-	
	Temporarily Restricted Total	2,700.00	-	-	2,700.00	
	Designated Total	26.91	-	-	26.91	
	<b>Grand Total</b>	<b>2,726.91</b>	<b>-</b>	<b>-</b>	<b>2,726.91</b>	
<b>Total - Over (Under)</b>		<b>10,441.27</b>	<b>-</b>	<b>-</b>	<b>10,441.27</b>	

D = Designated

TR = Temporarily - Restricted

Note: Accounts that appear over-drawn are due to funds raised in 2008 thru 2017 and spent in 2018.

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

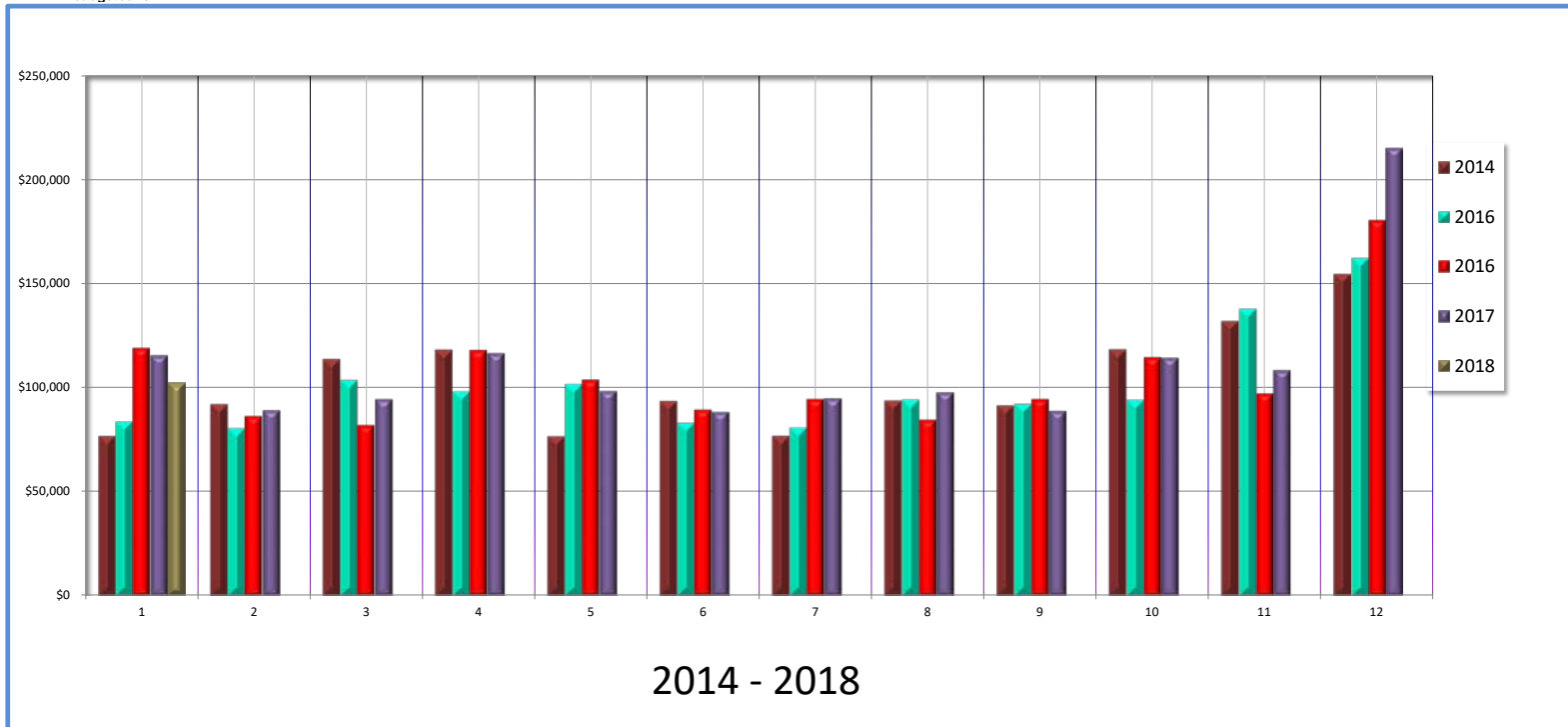
**Consolidated Balance Sheet**  
**Good Shepherd Lutheran Church - Fund Accounts**  
**As of January 31, 2018**

	General Fund Un-Restricted Designated	Dedicated Funds Designated Temp-Restricted	Endowment Fund Designated Temp-Restricted Perm-Restricted	All Funds
<b>Assets</b>				
Cash and Equivalents	\$ 34,218.23		\$ 82,676.33	\$ 116,894.56
Savings and Securities - <b>Un-Restricted</b>				
Un-Restricted - General Fund	65,589.85			65,589.85
Savings and Securities - <b>Designated</b>				
Reserve (unexpected expenses) - General Fund	100,000.00			100,000.00
Property/Equipment Replacement - General Fund	121,322.65			121,322.65
Savings and Securities - <b>Designated/Restricted</b>				
General Fund - Dedicated Accounts		113,476.11		113,476.11
Youth Ministry - Mission Investment Fund		104.59		104.59
Savings and Securities - <b>Endowment</b>				
Designated, Temp-Restricted & Perm-Restricted			1,021,426.49	1,021,426.49
<b>Interfund Receivables</b>				
Due from General Fund		1,073.32		1,073.32
Due from Dedicated Fund				
Other Current Assets				
Prepaid Insurance & Other Prepaid Expenses	3,808.64			3,808.64
Property and Equipment, net	2,533,615.90			2,533,615.90
<b>Total Assets</b>	<b>\$ 2,858,555.27</b>	<b>\$ 114,654.02</b>	<b>\$ 1,104,102.82</b>	<b>\$ 4,077,312.11</b>
<b>Liabilities</b>				
Payroll Liabilities	\$ 444.30			\$ 444.30
Other Current Liabilities				
Mortgage/Note Payable	477,623.93			477,623.93
<b>Total Current Liabilities</b>	<b>478,068.23</b>			<b>478,068.23</b>
<b>Interfund Payables</b>				
Due to Dedicated Fund	1,073.32			1,073.32
Due to General Fund				
<b>Net Assets</b>				
Un-Restricted				
Un-Restricted	102,099.10			102,099.10
Capital Investment in Property & Equipment	2,055,991.97			2,055,991.97
Designated				
Property & Equipment Replacement	121,322.65			121,322.65
Reserve - Unexpected Expenses	100,000.00			100,000.00
Dedicated Funds		85,206.71	12,566.74	97,773.45
Temporarily Restricted		29,447.31	667,123.77	696,571.08
Permanently Restricted - Endowment			424,412.31	424,412.31
<b>Total Net Assets</b>	<b>2,379,413.72</b>	<b>114,654.02</b>	<b>1,104,102.82</b>	<b>3,598,170.56</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 2,858,555.27</b>	<b>\$ 114,654.02</b>	<b>\$ 1,104,102.82</b>	<b>\$ 4,077,312.11</b>

### ACTUAL RECEIPTS ANALYSIS 2014 - 2018 YTD

Actual Receipts 2014 - 2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ACTUAL TOTAL	BUDGET	VARIANCE
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	\$215,306	\$1,325,833	\$1,460,000	(\$134,167)
2018	\$102,312												\$102,312	\$1,506,000	(\$1,403,688)
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	\$10,666	\$62,937		

\*2018 Holiday Offering is budgeted for.



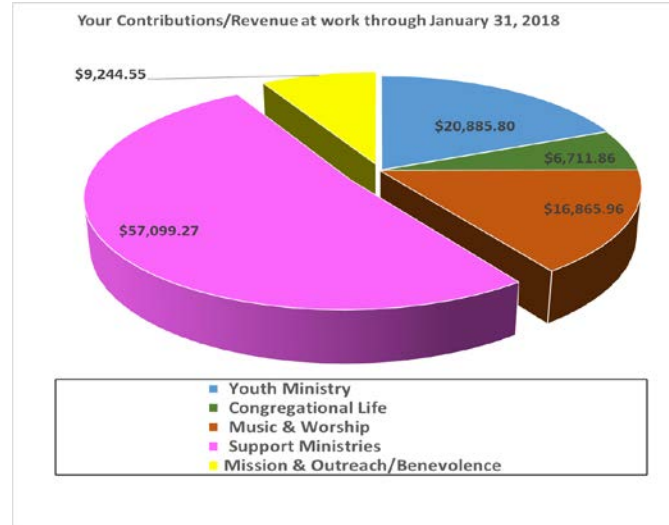
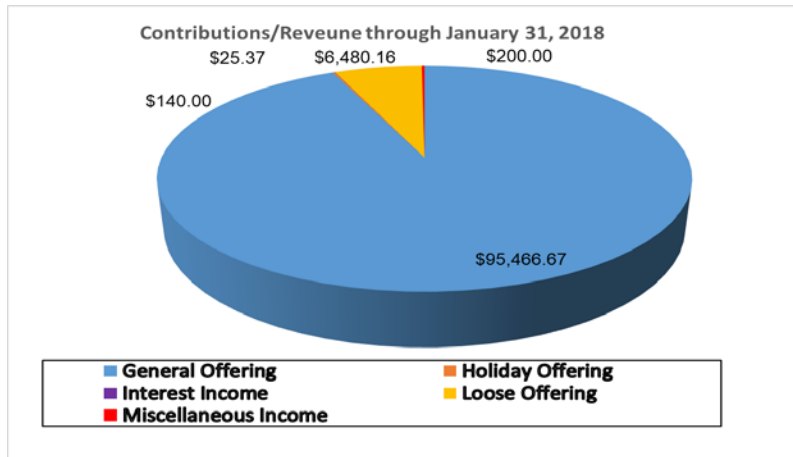
**GOOD SHEPHERD LUTHERAN CHURCH**

**BENEVOLENCE WORKSHEET**

January 31, 2018

	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	
<b>MONTHLY</b>																recalc**
LUTHERN SOCIAL SERVICES	20,750	1.38%	1,410												1,410	1.38%
WESTERN ND SYNOD - ELCA CHURCHWIDE	108,750	7.26%	7,429												7,429	7.26%
<b>QUARTERLY</b>																
AARC	3,000	0.20%													0	0.00%
AID INC	3,000	0.20%													0	0.00%
BISMARCK MEALS ON WHEELS	2,000	0.13%													0	0.00%
CAMP OF THE CROSS	10,000	0.67%													0	0.00%
CHARLES HALL YOUTH SERVICES	1,000	0.07%													0	0.00%
ELCA GIFT PROCESSING CTR. - Themba Mkhabela	4,000	0.27%													0	0.00%
HEART RIVER BRIDGES OF HOPE (ND YCC)	2,000	0.13%													0	0.00%
MINISTRY ON THE MARGINS	2,380	0.17%													0	0.00%
MISSOURI SLOPE FOUNDATION	1,000	0.07%													0	0.00%
RUTH MEIERS HOSPITALITY HOUSE	4,000	0.27%													0	0.00%
SALVADORAN LUTHERAN SYNOD - CRISTO REY	4,000	0.27%													0	0.00%
WELCOME HOUSE	2,000	0.13%													0	0.00%
<b>AS REQUESTED</b>																
BANQUET MINISTRY	3,000	0.20%	287												287	0.28%
CAMPERSHIPS	1,000	0.07%													0	0.00%
COLLEGE SCHOLARSHIPS	1,000	0.07%													0	0.00%
GOOD SAMARITAN	2,000	0.13%													0	0.00%
SEMINARY SCHOLARSHIP	5,000	0.33%													0	0.00%
<b>OTHER</b>																
DISCRETIONARY	30,120	2.00%													0	0.00%
<b>TOTALS</b>	<b>210,000</b>	<b>14.00%</b>	<b>9,125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,125</b>	<b>8.92%</b>
Monthly Income - General Fund			102,312												102,312	
*YTD ACTUAL INCOME			102,312													
%YTD - Actual Income to Budget Income			81.9%													
2018 MONTHLY INCOME BUDGETED	1,506,000		124,905												124,905	
2018 YTD INCOME BUDGETED														1,506,000		

## Making Ministry Possible with your Financial Gifts



YTD Budgeted Contributions/Revenue:	\$ 124,905.00
YTD Actual Contributions/Revenue:	102,312.20
Difference between Budgeted & Actual:	<b>-22,592.80</b>

YTD Budgeted Expenses:	115,443.88
YTD Actual Expenses:	\$ 110,807.44
Difference between Budgeted & Actual:	<b>(4,636.44)</b>

Total YTD <u>Actual</u> Contributions/Revenue:	\$ 102,312.20
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Total YTD <u>Actual</u> Expenses:	\$ 110,807.44
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Difference of Actual Contributions/Revenue and Actual Expenses Net: \$ (8,495.24)

[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 her 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](http://www.goodshepherdbismarck.com)) or call the church office.**