

September 2022 Congregational Council Reports

Compiled by Pastor Steve Troisi on September 16, 2022

Below is a brief summary of the reports and supporting documents enclosed for the council:

Strategic Visioning:

1. Grace's WHY and Guiding Principles (*see page 3*)
2. 2020-2021 Council Goals - Each year the council discerns a series of goals that focus our work for the year. At the September meeting, Council will review Proposed goals for 2022-2023 (*see page 4*).
3. Organizational Structure – The organizational structure was last updated in October 2021 (*see page 5*).
4. Council Liaison Assignments – Each Council member serves as a liaison to a ministry pillar. Liaison position description was affirmed by Council in 2017. (*see pages 6-8*). Council members will be asked to volunteer to serve in one liaison role.

Policy: In 2018-2019, the Council compiled a listing of all policies (*see pages 9-10*).

Monitoring and Oversight:

1. Reports:
 - i. Senior Pastor Report (*see pages 11-13*)
 - i. Engagement Report – (*see page 14*)
 - ii. Campus Ministry Coordinator Report (*see page 15*)
 - iii. Vicar Report (*see page 16*)
 - iv. Director of Music Ministries Report (*see page 17*)
 - v. Office Manager & Communications Coordinator Report (*see page 18*)
 - vi. Facilities Manager Report (*see page 19*)
 - vii. Treasurer's Report:
 - i. Income/Expense Report (*see pages 20-25*)
 - ii. Restricted Funds Report (*see pages 26-28*)
 - iii. Balance Sheet (*see page 29*)
2. Old Business:
 - i. **Security Team** - This group is in need of a new leader.
 - ii. **Fire Alarm System** – In February 2018, the Council received a presentation regarding a Fire Alarm System for the Main Church Building.
 - iii. **Property and Facilities Task Force** - The congregation is waiting on a proposal for updating the Council House.
 - iv. **COVID-19** - The Council met on August 4, 2021 to establish a tiered system of COVID protocols connected to the CDC's Transmission Rate designation. Protocols were updated in September 2022 (*see pages 30-31*).
3. New Business:
 - i. **Sabbatical Request and Grant Applications** – NC Synod has awarded three grants to Grace: \$5,000 for Pastor Steve's Sabbatical; \$5,000 for Deacon Stacey's

Sabbatical; and \$12,500 for Grace Builder's project! The Lilly Foundation did not award a grant to Grace/Pastor Steve. An updated itinerary has been created with a shorter trip (*see page 32*).

- ii. **100th Anniversary of Grace Lutheran** – Grace will celebrate its 100th Anniversary in 2023! Bishop Tim has been booked for Sunday, May 28th. We continue building a team of volunteers to work on history and details for the celebration.
- iii. **ACTION ITEM: Landscape Project** – At the August 2022 meeting, a final proposal was presented to Council. Council ask Pastor Steve to gather more information about the interest within the congregation to support this project (*see pages 33-34*).
- iv. **Circle of Welcome** – The High Country Coalition congregations are looking into the possibility of becoming a Circle of Welcome to support the resettling of a refugee family in the High country. Grace had 5 volunteers to serve on the leadership team. We are awaiting more information.
- v. **ACTION ITEM: Facility Use Request** – Quilt Guild and App Builds (*see pages 35-36*).

Special Designations: A Google Doc is used to help track all the special designations that Council is asked to make throughout the year. A consideration might be to request and direct special offerings during Lent (*see pages 37-38*).

Grace's WHY:

**To share God's love,
so that all are
served and supported**

Grace's HOW (guiding principles):

Include and welcome all as they are

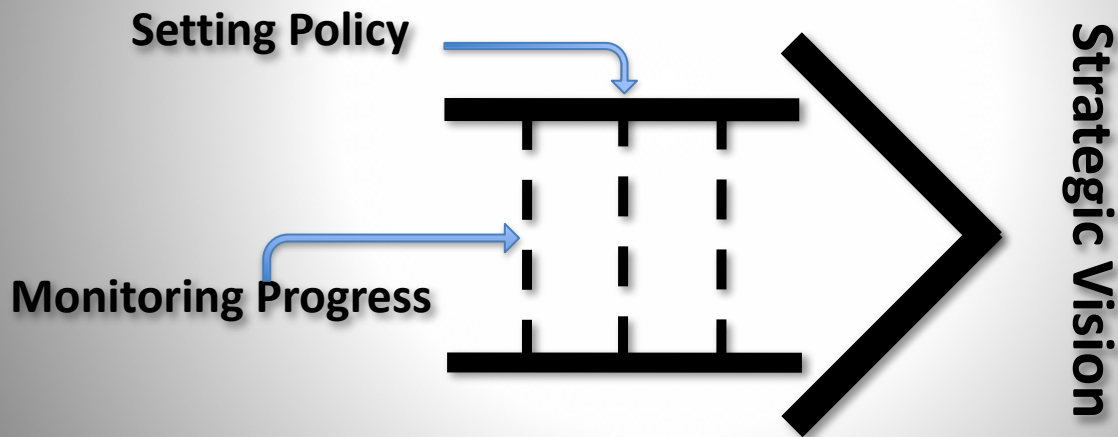
Grow in relationship with God

**Anticipate and respond to the needs of the
congregation and the community**

Care and comfort each other

Why does the Council exist?

The council has 3 Functions:

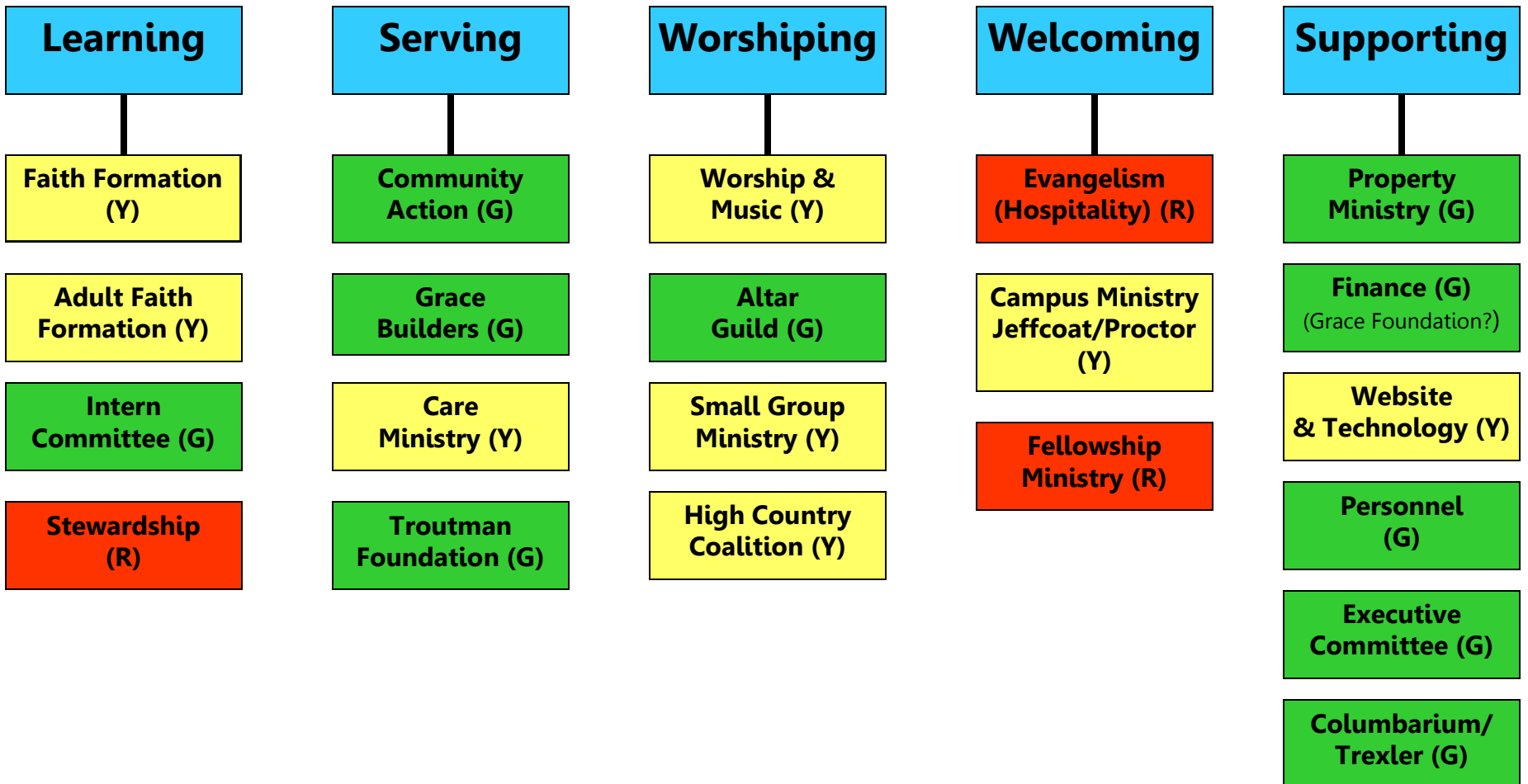


Proposed Goals

- **Strategic** – Develop comprehensive long-term property and financial vision.
- **Policy** – Update Wedding, Financial and Personnel Policies.
- **Monitoring** – Study a book about the changing dynamics of congregational ministry — The Holy and the Hybrid: Navigating the Church's Digital Reformation by Ryan Panzer

Structure & Relationship of Ministry Pillars & Groups

As of 9/20/21 during the COVID pandemic



Does not appear to meet or function.



Meeting and functioning



Possibly functioning or meeting, but requires more clarity and/or communication.

MINISTRY STRUCTURE—2021-2022

Updated 11/21/21

Ministry Pillars & Council Liaisons

Ministry Groups

Ministry Group Chairperson

LEARNING

Carol Norris

Faith Formation

Beth Reavis

Kristie Evans

Internship Committee

Carla Ramsdell

Stewardship

SERVING

Jesse Lutabingwa

Community Action

Janice Koppenhaver

Grace Builders

Harold Stophel

Martha Kresock

Visitation Ministry

Judy Michael

Troutman Foundation

Kevin Patterson

WORSHIPING

Worship & Music

Alan Hauser

Alan Hauser

Altar Guild

Beth Reavis

Beth Reavis

Small Group Ministry

High Country Coalition

Pastor Steve

WELCOMING

Evangelism (Hospitality)

Roger Bodo

Charlie Wallin

Campus Ministry/Jeffcoat

Steve & Laura Seagle

Fellowship Ministry

Supporting

Property Team

Janice Koppenhaver

Finance Team

Morgan Wright

Emory Maiden

Website & Technology

Emory Maiden

Mary Ballard

Personnel

Mary Ballard

Morgan Wright

Executive Committee

Charlie Wallin

Columbarium Committee

Gail Lund & Sandy Moretz

NAME	EMAIL
Mary Ballard	ballardme@appstate.edu
Roger Bodo	bodoira@gmail.com
Kristie Evans	kristieevans321@yahoo.com
Alan Hauser	hauseraj@appstate.edu
Janice Koppenhaver	jakoppenhaver@gmail.com
Martha Kresock	kreszocmh@appstate.edu
Gail Lund	trollmtn@bellsouth.net
Jesse Lutabingwa	lutabingwajl@appstate.edu
Emory Maiden	evmaiden@gmail.com
Judy Michael	juwi2048@yahoo.com
Sandy Moretz	moretzse@yahoo.com
Carol Norris	carolcnorris@bellsouth.net
Kevin Patterson	kp46703@gmail.com
Carla Ramsdell	ramsdellcs@appstate.edu
Beth Reavis	bethsmt1@gmail.com
Laura Seagle	lauracseagle@gmail.com
Steve Seagle	seaglesw@appstate.edu
Harold Stophel	three123hearts@aol.com
Steve Troisi	gracelutheranpastor@gmail.com
Charlie Wallin	wallincr@gmail.com
Morgan Wright	wright99.morgan@gmail.com

Job Descriptions for Council Liaisons and Team Chairs

(created in 2011)

Job Description for Council liaisons:

- Attend ministry team meetings
- Help recruit team members (possibly with emphasis on newer Grace members)
- Provide support and encouragement for leader (pray for her/him; be in regular contact; listen to the needs)
- Hold leader and team accountable by assisting team in identifying measurable goals (set goal; evaluate or measure by asking "Did we do it? What worked? What didn't?")
- Be a communication link between council and team - bring items for discussion/approval to council meeting
- Contribute to the annual budgeting process for the team

Duties of Ministry Team Chairs:

- Develop / review / update the mission and/or purpose statements that guide the team's activities
- Plan for bi-monthly team meetings (at a minimum) by developing an agenda, reminding team members of the meeting, coordinating with the Council liaison about the meeting
- Direct and guide the ongoing activities of the team; assure that ongoing and new activities are planned and staffed appropriately
- Where appropriate, coordinate the activities of team with other teams or affected parties; assure that good information and communication occurs with other interested parties
- See that all team communications (newsletter and bulletin announcements, for example) are accomplished according to deadlines and timeframes
- Recruit new team members; plan for leadership succession (next year's team chairperson)
- Effectively manage the team's expenses and budget; Participate in the annual budgeting process
- Write an end-of-year (fiscal year) annual report that summarizes the team's activities and accomplishments during the previous year

Grace Lutheran Church Policies

Major Policies -- Reviewed at November Council Meeting

1. Congregational Constitution - 25 pages (Y) -- Spring 2020
2. Troutman Foundation Bylaws -- 11 pages (Y) - Spring 2019
3. Jeffcoat/Proctor Foundation Bylaws -- 8 pages (R)
4. Trexler Foundation Bylaws -- ?? -- (Y)

Financial -- Reviewed at January Council Meeting

5. Policy & Procedure for Church offerings and Receipts - 2 pages (R)
6. Policy for Charitable Contributions - 11 pages (Y)
7. Emergency Discretionary Funds - 1 page (R) -- New Policy Needed
8. Contributions and Disbursements - 13 pages (Y) -- Formatting issues, Missing procedure for Financial Secretary
9. Fundraising Procedures - 1 page -- (R)

Personnel -- Reviewed at March Council Meeting

10. Policy on Sexual Harassment and Misconduct - 2 pages (Y)
11. Adverse Weather Policy - 1 page (Y)
12. Policy & Procedure for Nursery - 2 pages (Y)
13. Personnel Policy - 54 pages (Y)
14. Vacation/Sick Leave Policy - 2 pages (Y)

Ministry

15. *NEW* - Safe Child Policy - Sent Back to Team to more Review (G)

16. Wedding Policy - 11 pages (Y)

17. Funeral Policy - 2 pages (Y)

Property -- Reviewed at the June Council Meeting

18. Parking Lot Fundraisers - 3 pages (G)

19. Property Use Guidelines and Applications for use - 4 pages (Y)

20. Office Use and Accessibility Policy - 3 pages (Y)

Pastor Steve's Report to Congregational Council – September 2022

Suddenly, everything around the church seems to be in full swing. The biggest change over the past month has been Sabena and Vicar Spence settling into their roles in the life of our congregation. I am very pleased with the first 6 weeks with both. They both are learning tremendously quickly and already see areas where ministry can be improved!

This last month also marked the beginning of the App State Football season. LSA hosted the first parking day with great success (\$5,200) and they are preparing for the second game with the excitement of ESPN Gameday coming to town.

This last month, I spent extensive time with the technology around the church. We have been working through some recent struggles with the sound system, but we seem to have found a sufficient work-around. We ordered a new remote for the large Samsung TV and reconnected the remote in the Fellowship Hall. With Kathy's help, we also ordered a used iPad mini and set it up to receive credit card donations. I believe we will be able to utilize this new technology in a variety of ways moving forward.

In Faith Formation, we concluded a study with Thomas Mueller on his book, Rebooting Jesus and Vicar Spence is getting ready to start a new series. I was thrilled with the participation in the joint LSA and congregation class led by Tyler Ruddy on Thursday evenings. It was also fun to lead worship at Howard's Knob for LSA and return last week for "Pastor on the Hot Seat." This month we also resumed our Bojangles Breakfast and Devotion with the HS Youth; though it seems that we may need to change the location because the dinner room was not open.

In Outreach ministries this month, we launch a diaper drive with a great response from the congregation. We also are pursuing joining with the other congregations in the High Country Coalition to become a Circle of Welcome for a refugee family. The Hospitality House meals have continued, however, we have noticed that the account is drawing down much lower each month than it had in the past. Therefore, we have alerted the congregation and are hoping to expand our group of supporters for this ministry.

This month I also heard back from the Lilly Foundation and unfortunately, our grant proposal was not funded. While disappointing, the good news is that we still have the \$10,000 in grants that we have already received from the NC Synod! Deacon Stacey and I have been hard at work modifying our plans. An updated itinerary is provided in a later report.

Finally, I give thanks for all of your prayers and support as COVID finally worked its way through our household. In the end, 4 of the 5 members of our family were infected. I ended up being down for about 3-4 days with lingering effects for an additional two weeks. This put Vicar Spence in a position of having to manage a whole Sunday in my absence which he did well!

Preaching: 8/28, 9/11, and 9/18

Visitation: We currently have 10 members in care facilities (*goal is weekly visits*), 10 who are homebound (*goal is monthly visits*), 8 who have experienced a recent loss (*goal to contact as needed*) and 6 with acute pastoral care needs (*goal is weekly contact and visits as needed*).

PASTOR STEVE -- Full-Time Grace Staff
Vacation, Sick and Continuing Education Leave
2021-2022 Approval Form

Full-time staff at Grace are granted 10-20 days of paid vacation leave as part of their compensation. For programmatic ministry staff, this may include 2-4 Sundays. Paid sick leave is granted as needed, up to 10 day. Full-time, programmatic ministry staff at Grace are also granted up to 10 days of paid continuing education leave.

Vacation Leave: Write the dates requested for leave in the boxes below and initial. Submit this form to direct supervisor at least 4-weeks prior to the first leave day requested. In the case of programmatic ministry staff, Sundays should be specified in the box. Supervisor will initial each box to indicate approval of the request.

Nov. 10	Nov. 11	Jan. 4	Jan. 5.	Jan. 9 (Sun)
Jun. 5 (Sun)	Jun. 6	Jun. 7	Jun. 8	Jun. 9
April 20	April 21	May 8 (Sun)	May 9	June 27
June 28	Sept 26	Sept 27	Sept 28	

Sick Leave: Submit sick leave requests directly to supervisor prior to missing work. On the first day back in the office, record sick leave dates in the boxes below and initial. Supervisor will initial box to indicate approval has been previously granted.

Aug. 28 (Sun)				

Continuing Education: Write the dates requested for leave in the boxes below and initial. Submit this form to direct supervisor at least 4-weeks prior to the first leave day requested. In the case of programmatic ministry staff, Sundays should be specified in the box. Supervisor will initial each box to indicate approval of the request.

Feb. 10 YMNet Extrav	Feb. 13 (Sun) YMNet Extrav	Feb. 14 YMNet Extrav	Feb. 15 YMNet Extrav	May 13 WCCI
May 14 WCCI	July 18 (Lutheridge CARE Leader)	July 19 (Lutheridge CARE Leader)	July 20 (Lutheridge CARE Leader)	July 21 (Lutheridge CARE Leader)

PASTOR STEVE -- Full-Time Grace Staff
Vacation, Sick and Continuing Education Leave
2022-2023 Approval Form

Full-time staff at Grace are granted 10-20 days of paid vacation leave as part of their compensation. For programmatic ministry staff, this may include 2-4 Sundays. Paid sick leave is granted as needed, up to 10 day. Full-time, programmatic ministry staff at Grace are also granted up to 10 days of paid continuing education leave.

Vacation Leave: Write the dates requested for leave in the boxes below and initial. Submit this form to direct supervisor at least 4-weeks prior to the first leave day requested. In the case of programmatic ministry staff, Sundays should be specified in the box. Supervisor will initial each box to indicate approval of the request.

Oct 16 (Sun.)	Oct 17	Oct 18	Oct 19	Oct 20

Sick Leave: Submit sick leave requests directly to supervisor prior to missing work. On the first day back in the office, record sick leave dates in the boxes below and initial. Supervisor will initial box to indicate approval has been previously granted.

Continuing Education: Write the dates requested for leave in the boxes below and initial. Submit this form to direct supervisor at least 4-weeks prior to the first leave day requested. In the case of programmatic ministry staff, Sundays should be specified in the box. Supervisor will initial each box to indicate approval of the request.

Sep 30-Oct 2 (Sun) Faith Alive	Jan 30-Feb 1 Region 9 Retreat	Feb 24-26 (Sun)LYO	Mar. 9-18 (Sun) LSA Germany	Apr 21-23 (Sun) Faith Alive
				SABBATICAL JUNE 5 - SEP 10

August 2022 Engagement Report

Last updated: 9/16/2022

Regular Sunday Morning Engagement

Date	In-Person Worship	Worship Length (mins)	YouTube Minutes Viewed	Total Engage (75% @ 1.5 viewers)	YouTube unique views	Total Viewers (x1.5)	Holden Prayer	Nursery	Children SS	Youth SS	Adult SS	Retreats
8/7/2022	80	36	1098	61	42	63						
8/14/2022	102	41	1158	56	52	78						
8/21/2022	115	40	1176	59	52	78						
8/28/2022	92	40	948	47	43	65						
Total	389	157	4380	224	189	284						
Average	97	39	1095	56	47	71						
YTD Averages	81			72		85						

** What does this mean? In-person worship attendance is increasing; online worship attendance is decreasing.

Special Events

Date	In-Person Worship	Worship Length (mins)	YouTube Minutes Viewed	Total Engage (Time @ 1.5 viewers)	YouTube unique views	Total Viewers (x1.5)
Total	0	0	0	0	0	0
Average	#REF!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

* Notes:

Faith Formation Events

Date	Children	Confirm.	Youth	Adult	Event
Total					
Average					
YTD Avg.					

* Notes:

LSA Events

Dates	Sun.	Wed.	Event
Total		0	
Average		#DIV/0!	
YTD Avg.			

Deacon Stacey Troisi
LSA Campus Minister/Interim Director of Youth and Family
September Council Report
Friday, September 16, 2022

LSA

- Saturday, August 20th- Leadership Retreat
 - We were able to get in some group building, and planning for the year before the students started classes back.
- Sunday, August 21st- Spiritual Life Expo & Club expo
 - We had a lot of interest, we had 29 students sign up.
- Wednesday, August 24th- Our first LSA meeting we had 25 students GATHER to get to know one another and learn more about LSA.
- Sunday, August 28th- We had our LSA Welcome back lunch. We had 17 students.
- Wednesday, August 31st- We had 25 students, plus Pastor Steve and Vicar Spence for our meeting. The group headed up to Howards Knob for a picnic and communion.
- Saturday, September 3rd- Football parking Fundraiser ASU vs UNC. LSA raised over \$5,200!
- Tuesday, September 6th- 1st "Mornings with Deacon Stacey" at church.
- Wednesday, September 7th- LSA GATHER: The group had a devotion and a trust exercise after dinner, then went inside to play a couple games. We had 22 students.
- Thursday, September 8th- LSA led Bible Study. Our VP of Spiritual Life, Tyler Ruddy, led a bible study on Being Christian, by Rowan Williams. He had about 14 people, 8 congregation members and 6 LSAers.
- Tuesday, September 13th -Mornings with Deacon Stacey at church.
- Wednesday, September 14th- LSA WORD with Pastor Steve and Vicar Randy. We had 20 students.
- UPCOMING:
 - Friday, September 16th- Ice Cream social @ Ben and Jerry's and Lock-in
 - Saturday, September 17th-Game day parking
 - Saturday, October 1st -Game day parking
 - Region 9 Campus Ministry retreat at Lutheridge Nov 11-13

Youth and Family

- Sunday, September 11th- We had over 30 members and LSAers come out for a picnic at the Council House, followed by Mini-Golf. It was a great day, even with the rain.
- UPCOMING:
 - October 1st: YOUTHQUAKE. We currently have 5 3rd-5th graders signed up for a day long event at Lenoir-Rhyne. Vicar Spence will be going along with our group.
 - October 30th: Fall event at church (Campfire with LSA?)
 - November 20th: Advent Family Event

Middle and High Youth

- Thursday, September 1st: Bojangles Breakfast with Pastor Steve
- UPCOMING:
 - Friday, September 30th- October 2nd Faith Alive weekend at Lutheridge (Confirmation Retreat).
 - Thursday, October 6th: Bojangles Breakfast with Pastor Steve

Meetings and Conferences

- Monday, September 5th: Region 9 Campus Ministers meeting
- Wednesday, September 14th: Lizzie Estelle Circle

Vicar Report

August 23- 27

Tuesday: kept office hours; visited and communed Mauney; visited Sox in hospital. Wednesday: kept office hours; lunch with parishioner. Thursday: kept office hours; participated in Bible study; recorded on-line service; visited Moretz in hospital for preparation of surgery; re-visited Sox in hospital.

August 28 – September 3

Sunday: attended Sunday school; led worship in pastor's absence. Monday: kept office hours; attended Grace Care meeting; had One-to-One meeting with Pastor; attended Staff and Worship meeting. Tuesday: kept office hours; visited Lyon and Cowan at Foley; attempted visit with Moretz at Foley, and Covall at Watauga, both already discharged. Attended Youth and Family meeting. Wednesday: visited Smith at Watauga; kept office hours; met with parishioner for lunch; attended LSA gathering at Howard's Knob with pastor. Thursday: kept office hours; led Bible study; recorded on-line service; had meeting with Pastor.

September 4 – 10

Sunday: attended Sunday school; preached for worship. Monday: office closed to Labor Day. Tuesday: kept office hours; attended Grace Care, Blue Ridge Conference, One-to-One, and Internship Committee meeting. Wednesday: kept office hours; visited Milford. Thursday: kept office hours; recorded on-line service.

September 11 – 17

Sunday: attended coffee hour; presided for worship. Monday: kept office hours; attended Grace Care meeting; had One-to-One meeting with Pastor; attended Staff, Worship, and Executive meeting. Tuesday: kept office hours. Wednesday: kept office hours; visited Covall at home, Caldwell at Watauga, Ray at Watauga; attended LSA Word Night. Thursday: kept office hours; recorded on-line service. Friday: visited Smith in Hickory.

---End of Report---

Director of Music Report – Libby Brown
September 15, 2022,

The Chancel Choir and Ringers of Grace enjoyed a much-deserved break during the months of June and July. We kicked off the new year with a welcome back covered dish dinner at Paul and Lynn Caldwell's beautiful home on July 30th. A good time was had by all. Rehearsals resumed on Aug. 3 and both ensembles are doing well. We were excited to welcome new members Blaire Holden, soprano, James Holden, tenor and Dallas Cobb, Grace's first Choir Scholar to the choir. Dallas is a senior Music Education major at ASU and an active member of LSA. Dallas will also be conducting sectionals during rehearsals which will increase the efficiency of our rehearsals. The Ringers of Grace were excited to welcome Jenny Dalton as a new ringer and Mary Beth Yoder-White as a returning member to our ensemble.

I attended the Augsburg Fortress Summer Music Clinic at St. Paul's Lutheran Church in Columbia, SC. Clinicians were two well-known composers in Lutheran music circles. Tom Trenny, the minister of music at First Plymouth Church in Lincoln, Nebraska and assistant professor Nebraska Wesleyan University and David Sims, Music Development Manager for Augsburg Fortress and cantor at Holy Trinity Lutheran Church in Minneapolis, Minnesota led us in two days of master classes, new music reading sessions and a beautiful hymn fest. This was an informative two-day clinic and also a wonderful time for me to visit with my cousin, Susan Sturkie who is the organist at Good Shepherd Lutheran in Columbia.

I have been enjoying singing with the children during Children's Church on alternate Sundays. Out theme songs are *This Is the Day that the Lord Has Made* and *This Little Light of Mine*. We fare building a repertoire of songs that teach the stories of Jesus.....*Jesus Was Baptized by John, The Lost Sheep, The Lost Coin, and Zacchaeus*.

This fall we will use the setting *Now the Feast and Celebration* by Marty Haugen during October and November. Plans for Advent and Christmas are underway. The choir will offer *Let There Be Christmas*, a joyous Christmas cantata, on December 4th. A service of Lessons and Carols, designed and led by Alan Hauser, will be offered on December 18. We will celebrate Christmas with two services on Christmas Eve and also look forward to the opportunity to worship together on Christmas morning, Sunday, December 25.

Church Office Report for 9/19/22 Church Council Meeting

(Prepared by Sabena on 9/15/22)

What's been happening in the Grace office?

- Much of my work day consists of working to maintain the core weekly communication systems: worship bulletin, weekly e-news, digital announcements, mailings, etc.
- I've also been fortunate enough to do some fun maintenance with some of our machinery (the brother printer and Toshiba). I thank God for Youtube videos!
- I'm pretty sure that I've fielded more phone calls and emails about football parking than the Boone Chamber this month. 😊
- Jennifer and I have teamed up to slowly and thoughtfully organize the workroom. We might start our own HGTV show.
- Probably the biggest recent project I've done involved some streamlining and updates to the Breeze Sunday worship volunteer process. So far, so good!
- I'm definitely feeling more in a rhythm and better understand the behind-the-scenes work that we do together at Grace! I am really enjoying my new job.

Facilities Manager Report

9-15-22

- The sewer line at the council house is finished. Everything is working as it should. There is an alarm on the pump station that will alert if there are any problems.
- The landscaping bid was submitted to the council. Just waiting to see if we can move forward.
- I continue to monitor parking and make sure everyone is where they are supposed to be parked.
- I have not heard back from Randy Blake about an estimate for the Council House renovations. I will reach out to him again.
- Elite Carpet cleaning came back to reclean the dining room of the Council House to try to eliminate some stains that were in the carpet.
- I continue to work with Tiffany from Watauga Opportunities
- I have been disinfecting door knobs and spraying with the fogger as covid numbers have risen again.
- I continue to clean and maintain the facilities at the church and Council House.

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2021 to August 2022

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
Revenues						
Offerings						
Tithes and Offerings						
015201 - General Fund Offering	\$19,408.00	\$26,666.63	\$284,226.11	\$320,000.00	\$320,000.00	\$35,773.89
015205 - NC & ELCA Synod Income	\$0.00	\$2,250.00	\$16,709.75	\$27,000.00	\$27,000.00	\$10,290.25
Total Tithes and Offerings	<u>\$19,408.00</u>	<u>\$28,916.63</u>	<u>\$300,935.86</u>	<u>\$347,000.00</u>	<u>\$347,000.00</u>	<u>\$46,064.14</u>
Rental Incomes						
015307 - Property Rental Income	\$0.00	\$1,350.00	\$13,200.00	\$16,200.00	\$16,200.00	\$3,000.00
015308 - Parking Rental Income	\$4,600.00	\$3,333.37	\$59,633.27	\$40,000.00	\$40,000.00	(\$19,633.27)
Total Rental Incomes	<u>\$4,600.00</u>	<u>\$4,683.37</u>	<u>\$72,833.27</u>	<u>\$56,200.00</u>	<u>\$56,200.00</u>	<u>(\$16,633.27)</u>
Miscellaneous Income						
015301 - Interest/Dividends	\$0.00	\$0.00	\$440.63	\$0.00	\$0.00	(\$440.63)
015302 - Miscellaneous Donations	\$10.00	\$0.00	(\$30.00)	\$0.00	\$0.00	\$30.00
015305 - Jeffcoat-Proctor Offset	\$0.00	\$333.37	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00
Total Miscellaneous Income	<u>\$10.00</u>	<u>\$333.37</u>	<u>\$410.63</u>	<u>\$4,000.00</u>	<u>\$4,000.00</u>	<u>\$3,589.37</u>
Total Offerings	<u>\$24,018.00</u>	<u>\$33,933.37</u>	<u>\$374,179.76</u>	<u>\$407,200.00</u>	<u>\$407,200.00</u>	<u>\$33,020.24</u>
Total Revenues	<u><u>\$24,018.00</u></u>	<u><u>\$33,933.37</u></u>	<u><u>\$374,179.76</u></u>	<u><u>\$407,200.00</u></u>	<u><u>\$407,200.00</u></u>	<u><u>\$33,020.24</u></u>

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2021 to August 2022

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
Expenses						
LEARNING						
Christian Education Ministries						
016601 - Christian Education	\$214.20	\$125.00	\$2,577.59	\$1,500.00	\$1,500.00	(\$1,077.59)
016602 - Books/Supplies/Study Materials	\$53.97	\$41.63	\$143.92	\$500.00	\$500.00	\$356.08
Total Christian Education Ministries	\$268.17	\$166.63	\$2,721.51	\$2,000.00	\$2,000.00	(\$721.51)
Youth & Family Ministry						
016501 - Senior Youth	\$12.42	\$25.00	\$171.85	\$300.00	\$300.00	\$128.15
016502 - Jr. Youth	\$0.00	\$25.00	\$210.98	\$300.00	\$300.00	\$89.02
016503 - Luther Kids	\$0.00	\$25.00	\$69.27	\$300.00	\$300.00	\$230.73
016507 - Family Programs	\$0.00	\$25.00	\$94.53	\$300.00	\$300.00	\$205.47
Total Youth & Family Ministry	\$12.42	\$100.00	\$546.63	\$1,200.00	\$1,200.00	\$653.37
Intern						
016220 - Intern Stipend	\$1,963.64	\$1,600.00	\$19,418.24	\$19,200.00	\$19,200.00	(\$218.24)
016250 - Internship Fees	\$0.00	\$183.37	\$380.01	\$2,200.00	\$2,200.00	\$1,819.99
016321 - Intern - Professional Expenses	\$149.99	\$83.37	\$846.43	\$1,000.00	\$1,000.00	\$153.57
016322 - Intern Mileage	\$0.00	\$83.37	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Total Intern	\$2,113.63	\$1,950.11	\$20,644.68	\$23,400.00	\$23,400.00	\$2,755.32
Stewardship						
016901 - Stewardship Supplies	\$0.00	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00
Total Stewardship	\$0.00	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00
Total LEARNING	\$2,394.22	\$2,258.37	\$23,912.82	\$27,100.00	\$27,100.00	\$3,187.18
SERVING						
Care Ministry						
016454 - Card/Devotionals Ministry	\$0.00	\$8.37	\$0.00	\$100.00	\$100.00	\$100.00
Total Care Ministry	\$0.00	\$8.37	\$0.00	\$100.00	\$100.00	\$100.00
Community Benevolences						
016108 - Pastor's Discretionary	(\$1,000.00)	\$83.37	(\$1,000.00)	\$1,000.00	\$1,000.00	\$2,000.00
016109 - Hunger & Health Coalition	\$125.00	\$0.00	\$125.00	\$0.00	\$0.00	(\$125.00)
Total Community Benevolences	(\$875.00)	\$83.37	(\$875.00)	\$1,000.00	\$1,000.00	\$1,875.00
North Carolina Benevolences						
016101 - NC Synod	\$0.00	\$500.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Total North Carolina Benevolences	\$0.00	\$500.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Total SERVING	(\$875.00)	\$591.74	(\$875.00)	\$7,100.00	\$7,100.00	\$7,975.00
WELCOMING						
Campus Ministry						
016815 - T-Shirts	\$0.00	\$0.00	\$118.35	\$0.00	\$0.00	(\$118.35)
016817 - Program Materials	\$0.00	\$20.87	\$1,108.72	\$250.00	\$250.00	(\$858.72)
016818 - Food Ministry	\$184.61	\$125.00	\$1,223.47	\$1,500.00	\$1,500.00	\$276.53
Total Campus Ministry	\$184.61	\$145.87	\$2,450.54	\$1,750.00	\$1,750.00	(\$700.54)
Evangelism						

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2021 to August 2022

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
016701 - Welcoming Supplies	\$0.00	\$16.63	\$0.00	\$200.00	\$200.00	\$200.00
016704 - Communications	\$0.00	\$41.63	\$300.00	\$500.00	\$500.00	\$200.00
016706 - Chamber of Commerce Dues	\$0.00	\$16.63	\$0.00	\$200.00	\$200.00	\$200.00
Total Evangelism	\$0.00	\$74.89	\$300.00	\$900.00	\$900.00	\$600.00
Fellowship						
016801 - Fellowship Supplies	\$75.56	\$20.87	\$111.43	\$250.00	\$250.00	\$138.57
Total Fellowship	\$75.56	\$20.87	\$111.43	\$250.00	\$250.00	\$138.57
Total WELCOMING	\$260.17	\$241.63	\$2,861.97	\$2,900.00	\$2,900.00	\$38.03
WORSHIPING						
Worship & Music						
016401 - Communion/Altar Supplies	\$0.00	\$83.37	\$984.39	\$1,000.00	\$1,000.00	\$15.61
016419 - Piano/Organ Maintenance	\$0.00	\$133.37	\$786.40	\$1,600.00	\$1,600.00	\$813.60
016421 - Music All Services	\$0.00	\$166.63	\$2,466.37	\$2,000.00	\$2,000.00	(\$466.37)
Total Worship & Music	\$0.00	\$383.37	\$4,237.16	\$4,600.00	\$4,600.00	\$362.84
Total WORSHIPING	\$0.00	\$383.37	\$4,237.16	\$4,600.00	\$4,600.00	\$362.84
SUPPORTING						
Property						
Property General						
016614 - Snow Removal	\$0.00	\$83.37	\$700.00	\$1,000.00	\$1,000.00	\$300.00
016615 - Lawn/Landscaping	\$430.00	\$208.37	\$2,071.35	\$2,500.00	\$2,500.00	\$428.65
016761 - Taxes on Property	\$0.00	\$66.63	\$601.82	\$800.00	\$800.00	\$198.18
Total Property General	\$430.00	\$358.37	\$3,373.17	\$4,300.00	\$4,300.00	\$926.83
Church						
016509 - Water/Sewer	\$73.40	\$58.37	\$664.90	\$700.00	\$700.00	\$35.10
016510 - Natural Gas	\$57.12	\$375.00	\$4,898.26	\$4,500.00	\$4,500.00	(\$398.26)
016511 - Electric	\$314.14	\$375.00	\$3,820.03	\$4,500.00	\$4,500.00	\$679.97
016613 - Cleaning/Maintenance Supplies	\$82.68	\$104.13	\$1,074.92	\$1,250.00	\$1,250.00	\$175.08
016616 - General Repairs/Maintenance	\$651.07	\$416.63	\$7,113.40	\$5,000.00	\$5,000.00	(\$2,113.40)
016618 - Property Insurance	\$0.00	\$562.50	\$6,798.00	\$6,750.00	\$6,750.00	(\$48.00)
Total Church	\$1,178.41	\$1,891.63	\$24,369.51	\$22,700.00	\$22,700.00	(\$1,669.51)
Office Expense						
016001 - Printing	\$789.05	\$708.37	\$9,619.16	\$8,500.00	\$8,500.00	(\$1,119.16)
016002 - Office Supplies	\$0.00	\$125.00	\$1,211.94	\$1,500.00	\$1,500.00	\$288.06
016003 - Office Equipment & Repair	\$0.00	\$50.00	\$0.00	\$600.00	\$600.00	\$600.00
016004 - Postage/E'mail Service	\$42.48	\$208.37	\$1,540.57	\$2,500.00	\$2,500.00	\$959.43
016005 - Bank Service Fees/Checks	\$0.00	\$33.37	\$282.42	\$400.00	\$400.00	\$117.58
016006 - Computer Software/Hardware	\$0.00	\$166.63	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00
016007 - Campus Telephone/Internet	\$275.04	\$366.63	\$3,620.48	\$4,400.00	\$4,400.00	\$779.52
016008 - Computer Maint./Updates	\$0.00	\$0.00	\$99.99	\$0.00	\$0.00	(\$99.99)
016010 - Payment Processing Fees	\$470.40	\$333.37	\$5,016.23	\$4,000.00	\$4,000.00	(\$1,016.23)
016012 - ACS Subscription Fees	\$322.00	\$291.63	\$3,671.00	\$3,500.00	\$3,500.00	(\$171.00)

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2021 to August 2022

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
016013 - CPA/Bookkeeper	\$900.00	\$333.37	\$3,600.00	\$4,000.00	\$4,000.00	\$400.00
016407 - Bulletins/Licensing/Software	\$312.00	\$125.00	\$1,701.97	\$1,500.00	\$1,500.00	(\$201.97)
Total Office Expense	\$3,110.97	\$2,741.74	\$30,363.76	\$32,900.00	\$32,900.00	\$2,536.24
Grace Place						
016651 - Property Insurance (GP)	\$0.00	\$41.63	\$385.00	\$500.00	\$500.00	\$115.00
016652 - Water/Sewer (GP)	\$33.40	\$62.50	\$403.90	\$750.00	\$750.00	\$346.10
016653 - Electric Service (GP)	\$35.05	\$187.50	\$1,781.09	\$2,250.00	\$2,250.00	\$468.91
016654 - Cleaning/Maintenance Supplies (GP)	\$150.00	\$12.50	\$150.00	\$150.00	\$150.00	\$0.00
016656 - General Repairs/Maintenance (GP)	\$341.00	\$62.50	\$587.54	\$750.00	\$750.00	\$162.46
Total Grace Place	\$559.45	\$366.63	\$3,307.53	\$4,400.00	\$4,400.00	\$1,092.47
Councill House						
016671 - Water/Sewer (CH)	\$33.40	\$50.00	\$476.40	\$600.00	\$600.00	\$123.60
016673 - Electric Service (CH)	\$86.21	\$208.37	\$1,116.82	\$2,500.00	\$2,500.00	\$1,383.18
016674 - Fuel Gas (CH)	\$24.84	\$166.63	\$1,052.24	\$2,000.00	\$2,000.00	\$947.76
016676 - Property Insurance (CH)	\$0.00	\$108.37	\$1,228.00	\$1,300.00	\$1,300.00	\$72.00
016679 - General Repairs/Maint (CH)	\$362.75	\$100.00	\$1,276.40	\$1,200.00	\$1,200.00	(\$76.40)
Total Councill House	\$507.20	\$633.37	\$5,149.86	\$7,600.00	\$7,600.00	\$2,450.14
Wilkes County Property						
016763 - Property Tax/Insurance (WC)	\$4,324.76	\$500.00	\$4,821.76	\$6,000.00	\$6,000.00	\$1,178.24
Total Wilkes County Property	\$4,324.76	\$500.00	\$4,821.76	\$6,000.00	\$6,000.00	\$1,178.24
Total Property	\$10,110.79	\$6,491.74	\$71,385.59	\$77,900.00	\$77,900.00	\$6,514.41
Personnel						
Senior Pastor						
Senior Pastor						
016201 - Senior Pastors Salary	\$3,438.26	\$3,598.25	\$43,019.12	\$43,179.00	\$43,179.00	\$159.88
016202 - Senior Pastors Social Security	\$468.58	\$468.62	\$5,622.96	\$5,623.00	\$5,623.00	\$0.04
016205 - Senior Pastors Housing Allowance	\$2,500.00	\$2,500.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
Total Senior Pastor	\$6,406.84	\$6,566.87	\$78,642.08	\$78,802.00	\$78,802.00	\$159.92
Sr Pastor Pension/Insurance						
016251 - Senior Pastor Health Insurance	\$1,172.50	\$1,166.63	\$13,738.00	\$14,000.00	\$14,000.00	\$262.00
016252 - Senior Pastor Other Insurance	\$144.47	\$166.63	\$1,733.64	\$2,000.00	\$2,000.00	\$266.36
016253 - Senior Pastor Retirement Cont.	\$788.02	\$788.02	\$9,456.24	\$9,456.24	\$9,456.24	\$0.00
Total Sr Pastor Pension/Insurance	\$2,104.99	\$2,121.28	\$24,927.88	\$25,456.24	\$25,456.24	\$528.36
Total Senior Pastor	\$8,511.83	\$8,688.15	\$103,569.96	\$104,258.24	\$104,258.24	\$688.28
Campus Minister						
016221 - Campus Minister Salary	\$1,562.50	\$1,562.50	\$18,750.00	\$18,750.00	\$18,750.00	\$0.00
016267 - Campus Retirement Cont	\$208.33	\$156.25	\$2,499.96	\$1,875.00	\$1,875.00	(\$624.96)
016268 - Campus Minister Health Ins.	\$845.00	\$625.00	\$9,914.00	\$7,500.00	\$7,500.00	(\$2,414.00)
016269 - Campus Minister Other Ins.	\$45.83	\$0.00	\$549.96	\$0.00	\$0.00	(\$549.96)
Total Campus Minister	\$2,661.66	\$2,343.75	\$31,713.92	\$28,125.00	\$28,125.00	(\$3,588.92)
Music						

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2021 to August 2022

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
016208 - Choral & Ensemble Director	\$1,500.00	\$1,500.00	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00
016210 - Organist	\$900.00	\$833.37	\$10,800.00	\$10,000.00	\$10,000.00	(\$800.00)
016211 - Substitutes & Special Services	\$0.00	\$66.63	\$450.00	\$800.00	\$800.00	\$350.00
016216 - Audio/Visual Ministry Facilitator	\$0.00	\$833.37	\$200.00	\$10,000.00	\$10,000.00	\$9,800.00
Total Music	\$2,400.00	\$3,233.37	\$29,450.00	\$38,800.00	\$38,800.00	\$9,350.00
Office Staff						
Office Staff						
016212 - Administrative Secretary	\$2,500.00	\$2,708.37	\$27,322.19	\$32,500.00	\$32,500.00	\$5,177.81
016219 - Financial Secretary Salary	\$789.25	\$833.37	\$10,187.10	\$10,000.00	\$10,000.00	(\$187.10)
016235 - Facilities Manager	\$2,500.00	\$2,500.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
016239 - Custodial Assistant	\$45.31	\$83.37	\$356.42	\$1,000.00	\$1,000.00	\$643.58
Total Office Staff	\$5,834.56	\$6,125.11	\$67,865.71	\$73,500.00	\$73,500.00	\$5,634.29
Admin Sec Pension/Insurance						
016281 - Adm Secretary Health Insurance	\$0.00	\$562.50	\$5,019.16	\$6,750.00	\$6,750.00	\$1,730.84
016282 - Adm Secretary Other Insurance	\$51.45	\$83.37	\$562.77	\$1,000.00	\$1,000.00	\$437.23
016283 - Adm Secretary Retirement Cont.	\$140.32	\$208.37	\$1,534.67	\$2,500.00	\$2,500.00	\$965.33
Total Admin Sec Pension/Insurance	\$191.77	\$854.24	\$7,116.60	\$10,250.00	\$10,250.00	\$3,133.40
Facilities Manager Pension/Ins						
016291 - Facilities Manager Health Insurance	\$645.00	\$666.63	\$7,692.00	\$8,000.00	\$8,000.00	\$308.00
016292 - Facilities Manager Other Insurance	\$55.00	\$83.37	\$660.00	\$1,000.00	\$1,000.00	\$340.00
016293 - Facilities Manager Retire Contrib	\$250.00	\$291.63	\$3,000.00	\$3,500.00	\$3,500.00	\$500.00
Total Facilities Manager Pension/Ins	\$950.00	\$1,041.63	\$11,352.00	\$12,500.00	\$12,500.00	\$1,148.00
Total Office Staff	\$6,976.33	\$8,020.98	\$86,334.31	\$96,250.00	\$96,250.00	\$9,915.69
Other Personnel						
016214 - Supply Pastors	\$0.00	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00
016217 - Nursery Workers	\$0.00	\$83.37	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Total Other Personnel	\$0.00	\$125.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
Other Personnel Expenses						
016301 - FICA/Medicare - Employer	\$917.30	\$750.00	\$10,477.38	\$9,000.00	\$9,000.00	(\$1,477.38)
016302 - Workers Comp. Insurance	\$0.00	\$250.00	\$1,320.00	\$3,000.00	\$3,000.00	\$1,680.00
016303 - Senior Pastor Travel Reimbursement	\$0.00	\$166.63	\$728.28	\$2,000.00	\$2,000.00	\$1,271.72
016308 - Campus Minister Prof Exp & Cont Ed	\$0.00	\$83.37	\$574.38	\$1,000.00	\$1,000.00	\$425.62
016309 - Music Director Prof Exp & Cont Ed	\$0.00	\$83.37	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
016310 - Senior Pastor Professional Exp.	\$62.40	\$166.63	\$508.97	\$2,000.00	\$2,000.00	\$1,491.03
016317 - Staff Travel Reimbursement	\$0.00	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00
016318 - Staff Training	\$0.00	\$83.37	\$820.13	\$1,000.00	\$1,000.00	\$179.87
016323 - Empl/Vol Background Chks	\$135.00	\$20.87	\$212.05	\$250.00	\$250.00	\$37.95
016715 - Conference Attendance	\$0.00	\$125.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
Total Other Personnel Expenses	\$1,114.70	\$1,770.87	\$15,641.19	\$21,250.00	\$21,250.00	\$5,608.81
Total Personnel	\$21,664.52	\$24,182.12	\$266,709.38	\$290,183.24	\$290,183.24	\$23,473.86
Total SUPPORTING	\$31,775.31	\$30,673.86	\$338,094.97	\$368,083.24	\$368,083.24	\$29,988.27

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2021 to August 2022

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
Total Expenses	<u>\$33,554.70</u>	<u>\$34,148.97</u>	<u>\$368,231.92</u>	<u>\$409,783.24</u>	<u>\$409,783.24</u>	<u>\$41,551.32</u>
Net Total	(\$9,536.70)	(\$215.60)	\$5,947.84	(\$2,583.24)	(\$2,583.24)	(\$8,531.08)

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
August 2022

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
Temporary Restricted				
Church Projects				
017548 - High Country Coalition HF	\$175.00	\$0.00	\$0.00	\$175.00
017579 - Fellowship Class Holding Fund	\$664.16	\$0.00	\$0.00	\$664.16
017597 - Upper Room Class Holding Fund	\$147.44	\$0.00	\$0.00	\$147.44
Pastoral Projects				
017402 - Pastor's Discretionary Holding Fund	\$2,937.43	\$225.00	\$1,000.00	\$2,162.43
017541 - Pastor's Sabbatical	\$5,000.00	\$0.00	\$0.00	\$5,000.00
017569 - Confirmation	\$521.65	\$0.00	\$0.00	\$521.65
017598 - Seminarian Holding Fund	\$2,600.00	\$0.00	\$0.00	\$2,600.00
017667 - Journey of Discernment	\$250.00	\$0.00	\$0.00	\$250.00
017669 - Jane Fund	\$3,138.82	\$0.00	\$400.00	\$2,738.82
Total Pastoral Projects	\$14,447.90	\$225.00	\$1,400.00	\$13,272.90
Youth & Family Projects				
017502 - Youth Missions HF	\$7,523.17	\$0.00	\$0.00	\$7,523.17
017503 - Vacation Bible School/Supplies	\$810.00	\$0.00	\$0.00	\$810.00
017507 - Youth & Family HF	\$2,957.70	\$30.00	\$0.00	\$2,987.70
017511 - Faith Formation	\$115.76	\$0.00	\$520.84	(\$405.08)
017529 - Camp/Conference Grant Holding	\$58.01	\$0.00	\$280.00	(\$221.99)
017563 - ELCA National Youth Gathering HF	\$3,865.12	\$0.00	\$0.00	\$3,865.12
017701 - OPUS	\$193.48	\$0.00	\$0.00	\$193.48
Total Youth & Family Projects	\$15,523.24	\$30.00	\$800.84	\$14,752.40
Campus Projects				
017013 - Campus Minister Sabbatical	\$5,000.00	\$0.00	\$0.00	\$5,000.00
017403 - LSA_Mission Trips	\$13,711.52	\$0.00	\$0.00	\$13,711.52
017517 - Jeffcoat/Proctor Holding Fund	(\$5,906.00)	\$0.00	\$0.00	(\$5,906.00)
Total Campus Projects	\$12,805.52	\$0.00	\$0.00	\$12,805.52
Property Projects				
017564 - Columbarium	\$5,291.30	\$0.00	\$0.00	\$5,291.30
017567 - Facilities Fund	\$7,976.09	\$0.00	\$0.00	\$7,976.09
017591 - Grace Builders	\$44,105.22	\$6,405.00	\$4,113.88	\$46,396.34
017900 - Parking Lot/Paving HF	\$7,865.86	\$106.00	\$0.00	\$7,971.86
Total Property Projects	\$65,238.47	\$6,511.00	\$4,113.88	\$67,635.59
Financial Projects				
017410 - Temporary Account	\$50.00	\$0.00	\$0.00	\$50.00
017414 - Staff Christmas Gifts	(\$4.90)	\$150.00	\$0.00	\$145.10
017417 - Wedding Fees Holding Acct.	\$225.00	\$0.00	\$0.00	\$225.00
017506 - Special Staff Gift	\$330.31	\$0.00	\$170.00	\$160.31
017513 - Troutman Foundation Holding	\$383.43	\$0.00	\$0.00	\$383.43
017534 - Peeler Bequest Holding Fund	\$23,264.23	\$0.00	\$1,515.73	\$21,748.50
017584 - Hank Beuttel Music Scholarship	\$4,810.00	\$0.00	\$0.00	\$4,810.00
017596 - Seasonal Decorations/Landscaping	\$3,161.11	\$256.00	\$461.86	\$2,955.25
017605 - Special Offering Holding Fund	\$2,372.32	\$0.00	\$0.00	\$2,372.32
017606 - Growing Grace	\$25,014.05	\$0.00	\$0.00	\$25,014.05
Total Financial Projects	\$59,605.55	\$406.00	\$2,147.59	\$57,863.96
Music Projects				
017521 - Audio Visual Tech	\$833.37	\$0.00	\$833.33	\$0.04
017522 - Associate Music Director	\$520.00	\$0.00	\$0.00	\$520.00
017562 - Special Musicians Holding Fund	(\$56.44)	\$0.00	\$0.00	(\$56.44)
017594 - Music/Choir Holding Fund	\$3,319.72	\$1,050.00	\$581.73	\$3,787.99
Total Music Projects	\$4,616.65	\$1,050.00	\$1,415.06	\$4,251.59
Women's Ministries				
017560 - Lizzie Estelle Holding Fund	\$373.82	\$51.00	\$0.00	\$424.82
017599 - Quilter's Group Fund	\$4,648.83	\$100.00	\$0.00	\$4,748.83
017602 - Card Ministry	\$508.52	\$0.00	\$0.00	\$508.52
Total Women's Ministries	\$5,531.17	\$151.00	\$0.00	\$5,682.17
Total Church Projects	\$178,755.10	\$8,373.00	\$9,877.37	\$177,250.73
Local Ministries				
017117 - Oasis Holding Fund	\$0.00	\$70.00	\$0.00	\$70.00
017404 - Hunger & Health Coalition Holding F	\$80.00	\$105.00	\$0.00	\$185.00
017549 - Hospitality House Holding Fund	\$95.00	\$980.00	\$700.00	\$375.00
Total Local Ministries	\$175.00	\$1,155.00	\$700.00	\$630.00

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
August 2022

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
Synod Ministries				
017416 - ELCA	\$97.45	\$97.45	\$0.00	\$194.90
017561 - Afghan Refugee Holding Fund	\$200.00	\$0.00	\$0.00	\$200.00
Total Synod Ministries	<u>\$297.45</u>	<u>\$97.45</u>	<u>\$0.00</u>	<u>\$394.90</u>
Total Temporary Restricted	<u>\$179,227.55</u>	<u>\$9,625.45</u>	<u>\$10,577.37</u>	<u>\$178,275.63</u>

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
August 2022

Accounts	<u>Beginning Balance</u>	<u>Restricted Revenue</u>	<u>Restricted Expenses</u>	<u>Ending Balance</u>
<u>Permanent Restricted</u>				
Restricted for Long-Term Use				
Funds for Future Use				
017505 - Vehicle Replacement Fund	\$2,279.12	\$0.00	\$0.00	\$2,279.12
018002 - Capital Repl. Reserve LTHF	\$80,684.23	\$0.00	\$0.00	\$80,684.23
Total Funds for Future Use	<u>\$82,963.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$82,963.35</u>
Total Restricted for Long-Term Use	<u>\$82,963.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$82,963.35</u>
Total Permanent Restricted	<u>\$82,963.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$82,963.35</u>

Accounts

Assets		
Funds for Current Use		
011015 - High Country Bank Checking	\$109,212.36	
Total Funds for Current Use		\$109,212.36
Funds for Long-Term Use		
HCB Money Market		
011020 - HCB Money Market	\$195,511.12	
Total HCB Money Market	\$195,511.12	
Total Funds for Long-Term Use		\$195,511.12
Accounts Receivable		
NC State Sales Tax Refund		
011718 - Watauga Sales Tax 2%	\$2,067.95	
011720 - Food Sales Tax 2%	\$5.12	
Total NC State Sales Tax Refund	\$2,073.07	
Total Accounts Receivable		\$2,073.07
Fixed Assets		
011904 - Councill Property	\$1,897,168.73	
Total Fixed Assets		\$1,897,168.73
Total Assets		\$2,203,965.28
Liabilities, Fund Principal, & Restricted Funds		
Liabilities		
Current Liabilities		
Payroll Items		
Payroll Taxes		
012101 - Federal Payroll Taxes	\$3,329.90	
012102 - FICA Taxes-Employee	\$1,219.62	
012103 - Medicare Taxes-Employee	\$285.35	
012104 - NC State Payroll Taxes	\$617.00	
012112 - FICA Taxes Employer	\$1,219.62	
012113 - Medicare Taxes Employer	\$285.35	
Total Payroll Taxes	\$6,956.84	
Other Payroll Items		
012105 - Employee Retirement Contributions	(\$20.31)	
012106 - Add'l Insurance Premium	\$27.19	
012107 - Health Care FSA	\$0.10	
Total Other Payroll Items	\$6.98	
Total Payroll Items	\$6,963.82	
Total Current Liabilities		\$6,963.82
Total Liabilities		
Fund Principal		
002002 - Fund Principal	\$32,645.91	
002004 - Equity in Councill Property	\$1,897,168.73	
Excess Cash Received	\$5,947.84	
Total Fund Principal and Excess Cash Received		\$1,935,762.48
Restricted Funds		
Total Temporary Restricted	\$178,275.63	
Total Permanent Restricted	\$82,963.35	
Total Restricted Funds		\$261,238.98
Total Liabilities, Fund Principal, & Restricted Funds		\$2,203,965.28

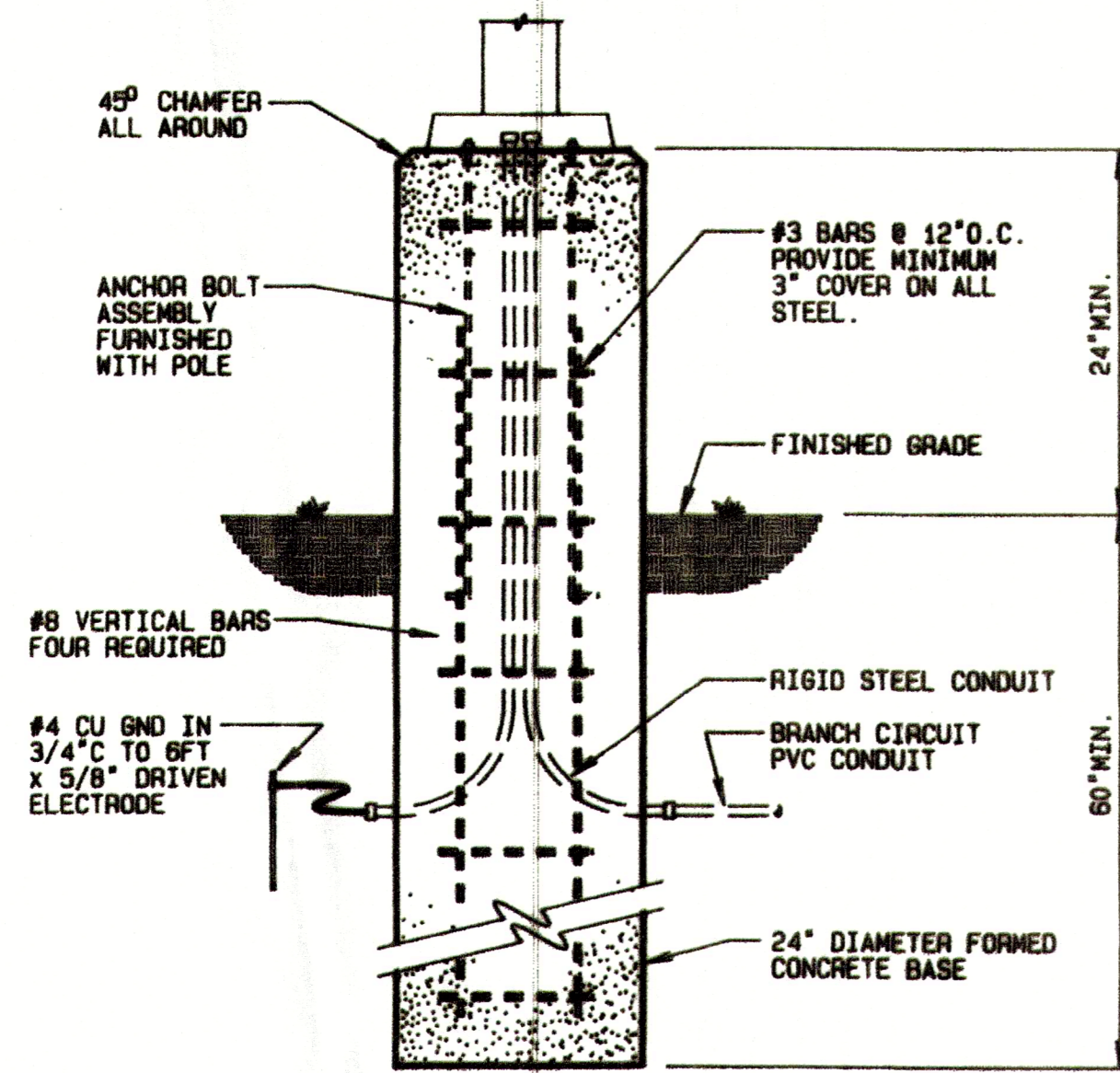
TIERED COVID SAFETY PROTOCOLS AT GRACE

(Effective 8/5/2021, Updated 9/16/2022)

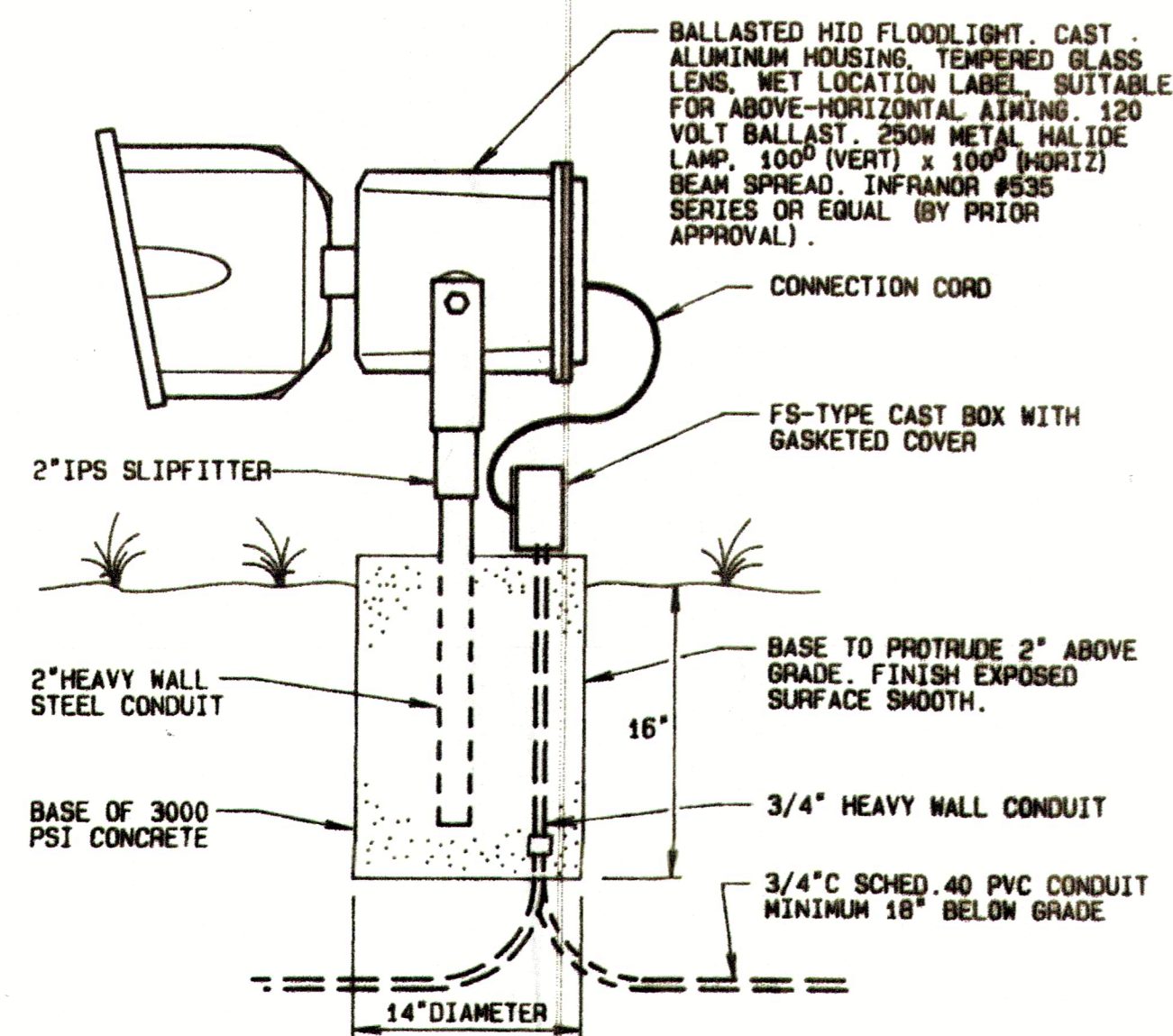
CDC Transmission Level for Watauga County	Low (Green) and Moderate (Yellow)	High (Red)
Overall Policies	<ul style="list-style-type: none"> • Masks are highly encouraged for all indoor activities (including worship) for those who are vaccinated; and, masks are required for those who are not vaccinated. • Everyone is encouraged to wear masks for outdoor activities. 	<ul style="list-style-type: none"> • Masks are required for everyone for all indoor activities (including worship) regardless of vaccination status. • Everyone is encouraged to wear masks for outdoor activities.
Sunday Morning Gatherings	<ul style="list-style-type: none"> • Everyone will enter through the Narthex door and sign-in when they arrive at church. • The church building will be opened 15 minutes prior to church activities to allow for an orderly check-in process. • Offering plates will not be passed during the offering time. The offering plate will be in the Narthex to be used either while entering or exiting the sanctuary. • We will adjust seating availability based on worship attendance. Worshippers are encouraged to sit in every other pew. • Adult Sunday School may be offered in a hy-flex format (in-person and online). • Children’s Sunday School may be led outside when possible with masks highly encouraged. • Nursery may be used by families for changing diapers and as a calming space. The Nursery will not be staffed. Masks are required for everyone over the age of 2. • Singing: Everyone (including the Choir) are highly encouraged to place masks over their mouth and nose when singing. • Communion: Communion may be served at the head of the aisle. 	<ul style="list-style-type: none"> • Everyone will enter through the Narthex door and sign-in when they arrive at church. • The church building will be opened 15 minutes prior to church activities to allow for an orderly check-in process. • Offering plates will not be passed during the offering time. The offering plate will be in the Narthex to be used either while entering or exiting the sanctuary. • Seating will only be available in every other pew. • Adult Sunday School will be offered online. • Children’s Sunday School may be led outside when possible, with masks highly encouraged. • Nursery may be used by families for changing diapers and as a calming space. The Nursery will not be staffed. Masks are required for everyone over the age of 2. • Communion: In an environment with high transmission rates, Communion may not be served. • Lay Worship Leaders: Lay Readers and Assisting Ministers will help lead the worship service with Pastor Steve and be asked to wear masks regardless of vaccination status. Worship leaders may remove masks for readings and prayers.

	<ul style="list-style-type: none"> ● Lay Worship Leaders: Lay Readers and Assisting Ministers will help lead the worship service with Pastor Steve and be encouraged to wear masks regardless of vaccination status. Worship leaders may remove masks for readings and prayers. 	
Online Worship	<ul style="list-style-type: none"> ● High quality online worship will continue to go live each Sunday by 8:30am. 	<ul style="list-style-type: none"> ● High quality online worship will continue to go live each Sunday by 8:30am.
Other In-Person Activities	<ul style="list-style-type: none"> ● We require accurate registration for all events, with the exception of AA and NA. ● The Fellowship Hall will be the primary meeting space. The Chapel, Parlor, and Lower Fellowship Hall are also available for smaller group gatherings. Each space will need a cleaning block of time between meetings. ● Food and drinks may be served at in-person gatherings. 	<ul style="list-style-type: none"> ● We require accurate registration for all events, with the exception of AA and NA. ● The Fellowship Hall will be the primary meeting space. The Chapel, Parlor, and Lower Fellowship Hall are also available for smaller group gatherings. Each space will need a cleaning block of time between meetings. ● Food and drinks may not be served at in-person, indoor gatherings.
Church Office	<ul style="list-style-type: none"> ● The church office will be open 9am-2pm, Monday-Thursday. Staff members may balance in-person and remote work as needed. Staff members will continue to be able to be reached through their church extensions when working remotely, and staff members continue to be responsive on email. 	<ul style="list-style-type: none"> ● The church office will continue to be open but on a limited schedule, as staff members balance in-person and remote work. Staff members will continue to be able to be reached through their church extensions when working remotely, and staff members continue to be responsive on email. ● Staff members will be masked when interacting with other people inside the church facilities.

Sabbatical Final Budget		
Date	Expense Type	Budget
6/7/2023-6/9/2023	Visit with Family in NJ	
	Drive to NJ to stay with family	\$150
	Train from NJ to NYC	\$150
	Total for NJ	\$300
6/9/2022	Multi City Flight: NY to Ireland	\$7,105
06/9/2023-6/14/2022	Ireland: County Clare	
	Lodging	\$895
	Rental Car	\$450
	Rental Car Gas	\$150
	Total for Ireland	\$1,345
6/14/2022-06/17/2023	London	
	Flight from Ireland to London	\$200
	Lodging in London (3 nights)	\$500
	Total for London	\$700
6/17/2023-6/20/2023	Venice	
	Flight from London to Venice	\$500
	Lodging in Venice (4 nights)	\$675
	Total for Venice	\$1,175
6/20/2023-6/24/2023	Florence	
	Train from Venice to Florence	\$300
	Lodging (4 nights)	\$673
	Total for Florence	\$973
6/24/2023-7/01/2023	Umbria -- Saragano	
	Train from Florence to Foligno	\$75
	Rental car	\$700
	Rental Car Gas	\$200
	Lodging (7 nights)	\$1,012
	Total for Umbria	\$1,912
7/01/2023 - 7/5/2023	Rome	
	Train from Foligno to Rome	\$75
	Lodging (4 nights)	\$754
	Total for Rome	\$829
7/5/2023 - 7/7/2023	NYC	
	flight from Rome to NYC	Above
	Lodging (2 Nights)	\$600
	Train to NJ	\$150
	Total for NY	\$750
7/8/2023	Drive Home	\$150
6/5/2023 -- 7/8/2023	Total Cost	\$15,239
Funding for Trip		
	Steve's NC Synod Grant	\$5,000
	Stacey's NC Synod Grant	\$5,000
	Steve's 2023 unused Professional Expense	\$1,500
	Stacey's 2023 unused Professional Expense	\$1,000
	Congregation's Unused Credit Card Points	\$500
	Total Funding	\$13,000

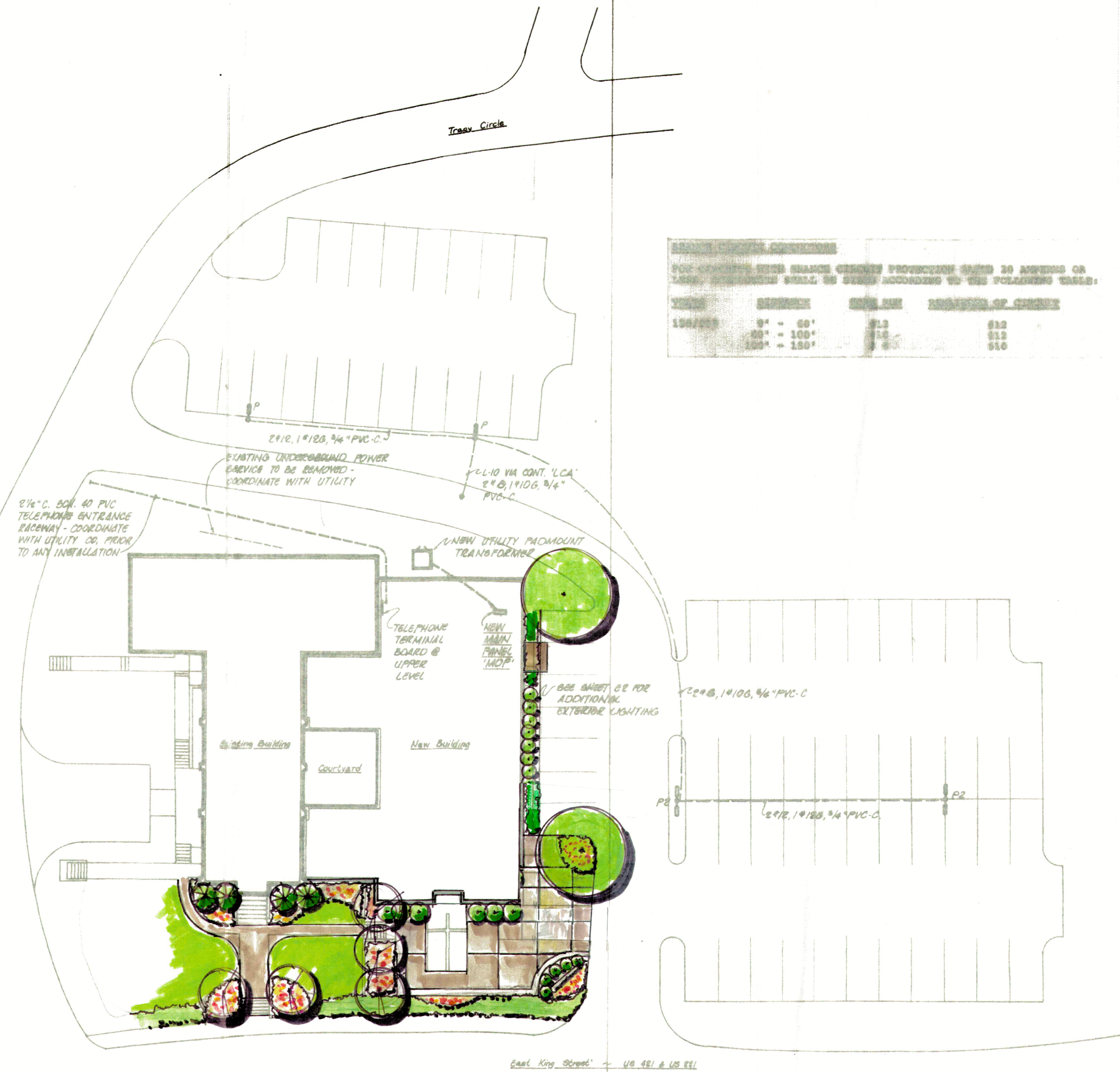


1
E-1
BASE DETAIL - FIXTURE TYPES
"P" & "P2"
NO SCALE



2
E-1
BASE DETAIL - FIXTURE TYPE "X"
NO SCALE

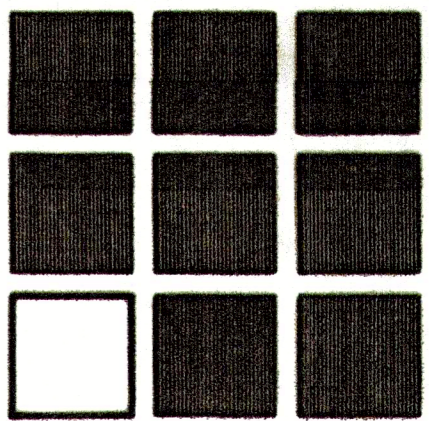
Site Plan - Electrical



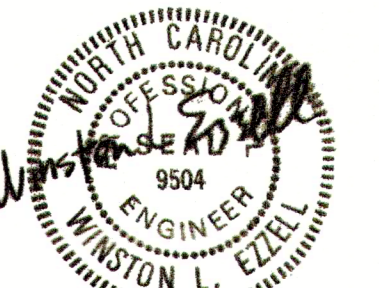
CONDUIT SCHEDULE

FOR ABOVE-GRADE CONDUIT PROVIDER SHALL BE ADVISED OF ANY CHANGES TO THE FOLLOWING TABLE:

TYPE	SIZE	LENGTH	NUMBER OF CONDUITS
1	3" - 60'	113	113
2	3" - 100'	113	113
3	3" - 150'	113	113



Briggs & Mathews architects



22 TALBERT BLVD
LEXINGTON, N.C. 27292
704/246-2030

A NEW SANCTUARY FOR
Grace Lutheran Church
East King Street
BOONE, N.C.

DRAWN BY: CAD
DATE: 25 Feb 87

CHECKED BY: WLE
DATE: 25 Feb 87

FILE NO.

SHEET NO.

E-1

OF 7



Ronald S. Cutlip
LANDSCAPE ARCHITECT
LAND PLANNER

(646) 765-5540

www.ronaldscutlip.com
ron@cutlipofdesign.com

GRACE LUTHERAN CHURCH

COST ESTIMATE

Prepared for: Grace Lutheran Church

August 11, 2022

Prepared by: Ronald S. Cutlip

Landscape Architectural design services

Services Provided in May-August

COST ESTIMATE

1) Demolition of existing concrete side walks and curbing:	\$12,500.00
2) (OPTIONAL) Removal of both parking lot lights, concrete, and additional curbing:	\$5,000.00
3) Seat wall with concrete footers, block center, and stone veneer:	\$28,725.00
4) (OPTIONAL) Seat wall cap stones:	\$11,289.50
5) (OPTIONAL) Paving back parking lot:	\$56,500.00
6) Paving area disturbed from the new construction:	\$10,250.00
7) Existing stone wall and step repair:	\$3,600.00
8) Stamped concrete plaza, sidewalks, and new curbing:	\$55,000.00
9) (OPTIONAL) New Planting and landscape installation for front and side of bldg:	\$32,925.00

Total Base Price: \$110,075.00

(Total Price with Options: \$205,539.50)

Ronald S. Cutlip, ASLA

Landscape Architect

276-H Watauga Village Drive, Suite 139

Boone, NC 28607

One -Time FACILITY USE APPLICATION
GRACE LUTHERAN CHURCH, Boone, NC
(Updated 8/19/2021)

Name of Group: Mountain Laurel Quilt Guild
Contact Person(s): Gail Lund
Address: 1133 River Ridge Rd.
Boone, N.C. 28607
Phone: (Day) 264-1943 (Eve) _____
Email: trollmtn2 bellsouth.net
Date(s) of Use: Start Date: Dec 6, 2022 End Date: Dec 6, 2022
Time of Use: Beginning Time: 10:30 Ending Time: 1:30
Space Needed: Fellowship Hall (FH)* Lower-Level Fellowship Hall (LLFH)
 Chapel (CH) Meditation Gardens (MG)
 Sanctuary (S) Upstairs Classroom (UC)
 Parlor (P) Other: _____

*(*Fellowship Hall use for outside groups will require council approval)*

Anticipated Number in Group: 25
Age Group: 40 - 80⁺
Purpose of Activity: Make quilts for charity luncheon

We, the undersigned, have read, understand & agree to follow the Property Use Guidelines for Grace Lutheran Church, Boone, NC. We agree to respect & protect the property of Grace & to leave the facility clean & in good order. We will be responsible for any damages caused by members of our group. We further understand that termination of use may occur in the event that we violate this agreement in any way.

ML Please initial here to indicate that you have read the included COVID protocols for building use at Grace.

Gail Lund Contact Person's Signature Date Sept. 14, 2022

One -Time FACILITY USE APPLICATION
GRACE LUTHERAN CHURCH, Boone, NC
(Updated 8/19/2021)

Name of Group: App Builds a Home / Watauga Habitat for Humanity
Contact Person(s): Mackenzie Millett
Address: ASU PO Box 11580 Boone, NC 28608

Phone: (Day) 904.613.6172 (Eve) 904.613.6172

Email: Millettma@appstate.edu

Date(s) of Use: Start Date: September 29 2022 End Date: September 30, 2022

Time of Use: Beginning Time: 8am Ending Time: 5pm

Space Needed: Fellowship Hall (FH)* Lower-Level Fellowship Hall (LLFH)
 Chapel (CH) Meditation Gardens (MG)
 Sanctuary (S) Upstairs Classroom (UC)
 Parlor (P) Other: 1/3 King st. facing parking lot & restrooms

(*Fellowship Hall use for outside groups will require council approval)

Anticipated Number in Group: Appx. 15 ppl. / day

Age Group: University students & faculty & staff (18+)

Purpose of Activity: App Builds a Home volunteers will help build walls of next Habitat home. Allows students access to in-person volunteer event since Grace Lutheran is so close to campus. The event would happen in 2 shifts - 9am-12pm & 1pm-4pm. One hour before & after is anticipated for set up & clean up.

We, the undersigned, have read, understand & agree to follow the Property Use Guidelines for Grace Lutheran Church, Boone, NC. We agree to respect & protect the property of Grace & to leave the facility clean & in good order. We will be responsible for any damages caused by members of our group. We further understand that termination of use may occur in the event that we violate this agreement in any way.

MM Please initial here to indicate that you have read the included COVID protocols for building use at Grace.

Mackenzie Millett
Contact Person's Signature

2.15.2022
Date

Council Designations

Below are a series of council designations that need to be made annually.

2021-2022 Special Offerings

Occasion	Designation
Advent	General Fund
Christmas Eve	General Fund
Lent	Afghan Refugees
Easter	General Fund
Other?	

~~2019-2020 Holden Evening Prayer Meal Assignment and Offering Designation~~

Date	Meal Assignment	Offering Designation
September 19, 2019	Choir	
October 16, 2019	Lizzie-Estelle	
November 20, 2019		
December 18, 2019	Doracs/Guatemala	
January 22, 2020	Fellowship	
February 19, 2020	LSA Chili Cook-off	LSA
March 18, 2019 – Lent – No Meal	CANCELLED	
April 15, 2020 – No Worship		
May 20, 2020	Relay for Life	Relay for Life
June 17, 2020 – No Worship		
July 15, 2020 – No Worship		
August 19, 2020 – No Worship?		

2020 Lenten Evening Meal Assignments and Offering Designation

Date	Meal Assignment	Offering Designation
March 4, 2020	Ushers	Mission Trip
March 11, 2020	Lizzie Estelle	Mission Trip
March 18, 2020 CANCELLED	Faith Formation	Mission Trip
March 25, 2020 CANCELLED	Choir	Mission Trip
April 1, 2020 CANCELLED	Doreas	Mission Trip

2019-2020 Sunday Breakfasts

Date	Meal Assignment	Offering Designation
September 29, 2019	Council	General Fund
December 29, 2019	Gookie Party	N/A
March 29, 2020 — CANCELLED	Mission Trip	Mission Trip
April 12, 2020 — CANCELLED	Council	General Fund
May 31, 2020	Council -- Coffee Hour	General Fund

****2022 App Game-Day Parking**

Date	Opponent	Designations
September 3, 2022 at ???? (Sat)	UNC	LSA
September 17, 2022 at ???? (Sat)	Troy	LSA
September 24, 2022 at ???? (Sat)	James Madison (Black Out)	Grace Builders
October 1, 2022 ???? (Sat)	Citadel (Family Weekend)	LSA
October 19, 2022 at 7:30? (Wed)	Georgia State	Community Action
October 29, 2022 at ???? (Sat)	Robert Morris (Homecoming)	Grace Builders
November 19, 2022 at ???? (Sat)	Old Dominion	Youth Gathering
*December 3, 2022 (Sat)	Sun Belt Championship Game	LSA