

December 2022 Congregational Council Reports

Compiled by Pastor Steve Troisi on December 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 November 2022 (*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 6-9*).

Policy: In 2018-2019, the Council compiled a listing of all policies (*see pages 10-11*). The Wedding and Reception Policy at Grace has been updated and is ready for Council review. It will be sent as a separate attachment. Planned final review in January 2023.

Monitoring and Oversight:

1. Reports:
 - i. Senior Pastor Report (*see pages 12-13*)
 - 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 20-24*)
 - ii. Restricted Funds Report (*see pages 25-27*)
 - iii. Balance Sheet (*see page 28*)
2. Old Business:
 - i. **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 29-30*).
 - 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. **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 from Lutheran Services.

- iv. **Columbarium Update** – The Columbarium Committee has begun the process of evaluating the possibility of adding new units but will need to move forward more quickly in 2023. There is currently only one niche remaining, plus 3 members have indicated interest in purchasing niches in a new unit.
 - v. **Security Protocol Group** – The recent events at church seem to necessitate another conversation about security, especially on Sunday morning gatherings. The council brainstorms ideas to increase security at the November 2022 meeting.
 - vi. **Fire Alarm System** – This came back on the agenda, again in light of recent events. This is part of a large church safety plan. So far, \$5,000 has been donated toward this project.
 - vii. **Pastor Steve and Deacon Stacey Sabbatical** – NC Synod has awarded three grants to Grace: \$5,000 for Pastor Steve’s Sabbatical; \$5,000 for Deacon Stacey’s Sabbatical! An updated itinerary and budget has been created (*see page 31*).
 - viii. **Strengthening Financial Position** – The Council brainstormed ideas in the October meeting. Pastor Steve compiled those notes and added updates (*see pages 32-33*).
 - ix. **2023-2024 Internship Site Application** – The Seminary has informed Grace that it will not have an intern to send to Grace. 2 College Interns have been secured for Grace Place. Each will work 5 hours per week at the church and pay a housing offset of \$700 per month. Updated leases were sent to students (*see pages 34-35*).
 - x. **2021-2022 Surplus Designation** – The Council decided to hold this decision until the January 2023 meeting (*see page 36*).
3. New Business:
- i. **Facility Use Request(s)** – There are no requests this month.
 - ii. **GLOO** – Mark White has been researching a new church text, connectivity app for churches, which goes hand-in-hand with a new faith marketing campaign “He Gets Us.” He has written a summary about both and possible steps forward (*see pages 37-38*).
 - iii. **Congregational Meals in 2023** – Though Coffee Hour has returned, we haven’t resumed congregation meals. Planning for Lent and Easter may include resuming meals.
 - iv. **Animals’ Supply Drive** – Lynn Caldwell asked about holding an Animals’ Supply drive, January 2023, to support a Veterinary Mission Trip she is doing in the Spring.

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 39-40*).

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

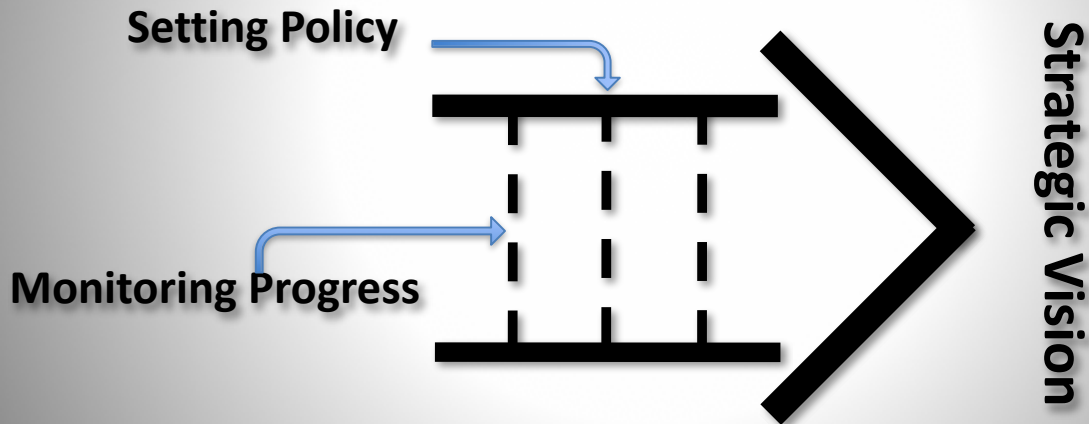
Grow in relationship with God

**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

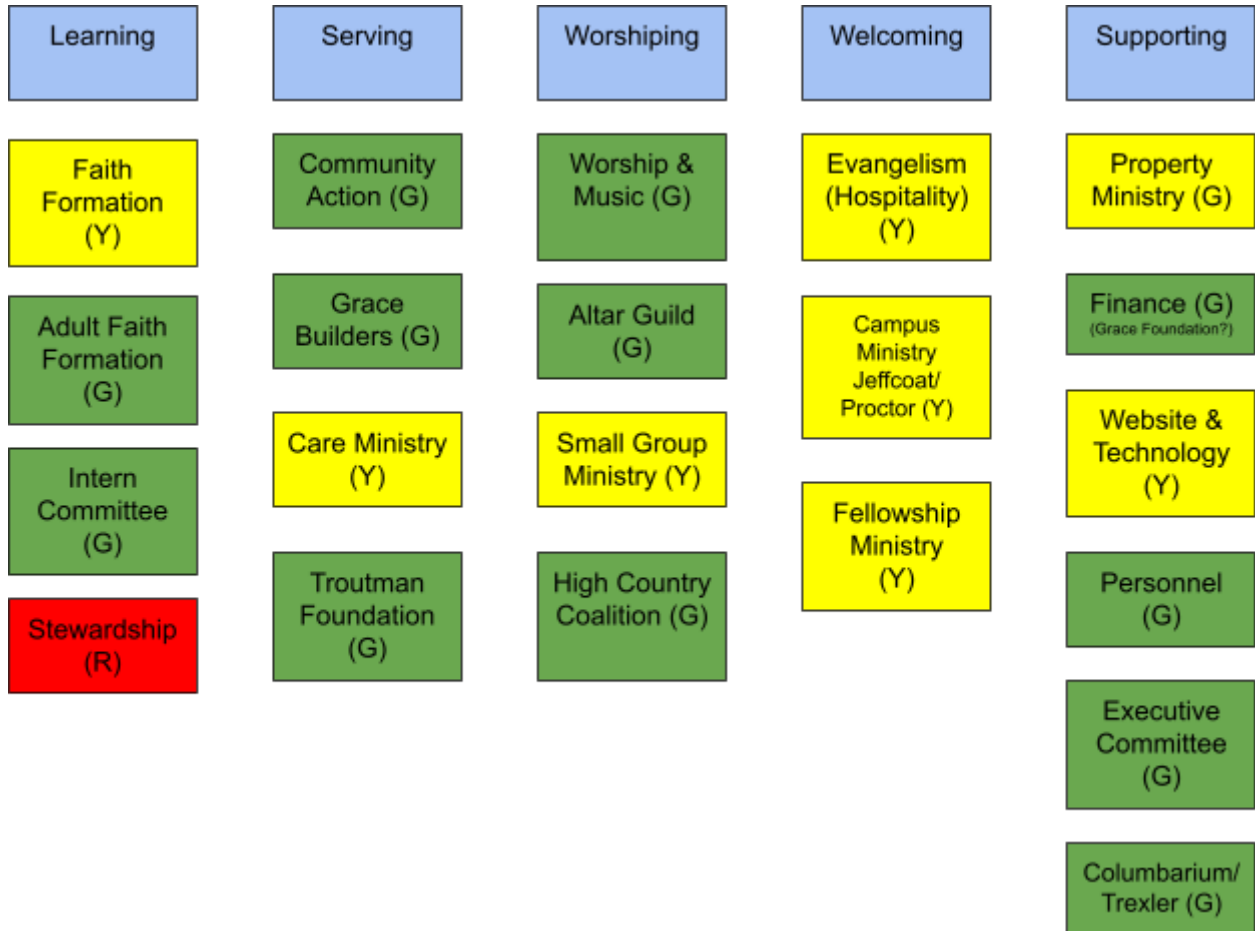
Reading and discussion plan:

Jan. — Intro. & Chap. 1 Feb. — Chap. 2 & 3

Mar. — Chap. 4 & 5

Structure & Relationship of Ministry Pillars & Groups

Updated 9/19/22.



* Does not appear to function or meet.

* Functioning and meeting as needed

* Possibly functioning or meeting, but requires more clarify and/or communication

MINISTRY STRUCTURE—2022-2023

Updated 11/21/21

Ministry Pillars &
Council Liaisons

Ministry Groups

Ministry Group Chairperson

LEARNING

Carol Norris

Faith Formation

Kristie Evans

Internship Committee

Carla Ramsdell

Wayne Powell

Stewardship

Wayne Powell

SERVING

Jesse Lutabingwa

Community Action

Janice Koppenhaver

Martha Kresock

Grace Builders

Harold Stophel

Suzanne Wise

Visitation Ministry

Judy Michael

Troutman Foundation

Kevin Patterson

WORSHIPING	Worship & Music	Alan Hauser
<i>Alan Hauser</i>	Altar Guild	Beth Reavis
<i>Beth Reavis</i>	Small Group Ministry	
	High Country Coalition	Pastor Steve
WELCOMING	Evangelism (Hospitality)	Roger Bodo
	Campus Ministry/Jeffcoat	
	Fellowship Ministry	
Supporting	Property Team	
<i>Morgan Wright</i>	Finance Team	Morgan Wright
<i>Emory Maiden</i>	Website & Technology	Emory Maiden
<i>Mary Ballard</i>	Personnel	Alan Hauser
	Executive Committee	Mary Ballard
	Columbarium Committee	Gail Lund & Sandy Moretz

CONTACT INFORMATION

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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 – December 2022

What is so often a joyful and exciting time of the year has been tapered by some recent losses in the congregation. Particularly, the sudden death of Steve Frank has left many of us reeling. Along with missing him, there is now also a hole on the staff. Steve was instrumental in helping us develop the online services into what they have become.

I can still remember the first Sunday of COVID (March 15, 2020); Vicar Christopher and I just went live on Facebook using my laptop. Within a week, Steve had brought in all of his own equipment and volunteered hours and hours of his time to help us find a better way to provide the worship services for our congregation. He continued as a volunteer for over a year, before joining the staff in an official capacity. Since then, he had been recording all the components of each worship service, editing them together, and posting each week. I will miss him a lot.

On a brighter note, the Cantata was a special service again this year and probably the largest Sunday worship service we have held since the start of the COVID. Libby, the Choir and musicians always do a wonderful job. The Cantata process usually begins in August and it is always one of the biggest events we have at Grace each year. Several of our musicians have penciled next year's Cantata on their schedules already!

Other Highlights:

- “An Advent Observed,” Vicar Spence's project, has been very well received. This was a big effort on the part of the Vicar and all of his work is making a big impact.
- Sabena has been doing an excellent job keeping up with the increased and specific publications each week. The first year in this position is always difficult to try and adjust to dialing up the work at the right time. She is responding so very well to the many, many curve balls that come with this position.
- Our Advent Family night was very well attended and lots of fun. We had a great crowd and a mix of ages. We got a chance to play games, make Advent wreaths and do a fun snack-tivity!
- The Giving Tree was another success. We have found that the hybrid (online donations and gifts) has really worked well. Thank you to Sabena and Janice Koppenhaver who coordinated the details.
- We heard from the seminary that we will not be getting a Vicar next year. This is unfortunate, but we have already been able to secure two College interns for next year – Tyler Ruddy and Christopher Otten!
- We have ordered and installed a control board (~\$500) for the sound system. This will give us physical faders and knobs which should be easier for volunteers to control. Jonathan Stamey has been a big help in helping us to tune the system and problem-solve some of the many issues.

This month I have continued to devote a lot of time to the various income projects that we discussed at the Council meeting last month. We are making steady projects on several of those items, including: parking lot, Wilkes property, AT&T deed, etc. While the congregation has responded generously to our requests, we need to continue to work on alternate income paths for the future.

Preaching: 11/22, 11/27, and Podcast

Visitation: We currently have 8 members in care facilities (*goal is weekly visits*), 12 who are homebound (*goal is monthly visits*), 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
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
Dec. 28	Dec. 29	Jan. 1 (Sun.)		

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.

Sep 18 (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.

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

November 2022 Engagement Report

Last updated: 12/16/2022

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
11/6/2022	90	44	1146	52	59	89						
11/13/2022	79	39	1086	56	68	102						
11/20/2022	113	38	888	47	57	86	-					
11/27/2022	88	40	1032	52	48	72						
Total	370	161	4152	206	232	348						
Average	93	40	1038	52	58	87						
YTD Averages	89			52		87						

Special Events

Date	In-Person Worship	Worship Length (mins)	YouTube Minutes Viewed	Total Engage (Time @ 1.5 viewers)	YouTube unique views	Total Viewers (x2)
				0		0
				0		0
				0		0
Total		0	0	0	0	0
Average		#DIV/0!	#DIV/0!	0	#DIV/0!	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.			

* Notes:

Deacon Stacey Troisi
LSA Campus Minister/Interim Director of Youth and Family
December Council Report
Monday, December 12, 2022

LSA

- Tuesday, November 15th-Mornings with Deacon Stacey at church.
- Wednesday, November 16th- MEAL we worshipped with communion at the Councill House
- Saturday, November 19th- Parking fundraiser with the youth.
- Tuesday, November 22nd- Mornings with Deacon Stacey at church.
- Tuesday, November 29th- Mornings with Deacon Stacey at church.
- Wednesday, November 30th- SEND We had a brief lesson on Advent and Chrismons and then as a group we put together bags of marshmallows, candy canes, and affirmations to hand out on campus for the last day of class.
- Tuesday, November 8th- Mornings with Deacon Stacey at church and service project: Handing out hot chocolate on campus for the last day of classes
 - That evening, the students gathered at the library for a study session.
- Wednesday, November 9th- GATHER We had our annual white elephant Christmas party
- UPCOMING
 - Sunday, February 5th- Chili and Cornbread cookoff



Youth and Family

- Sunday, November 20th: Advent Family Event. We gathered with Grace families for a fun night celebrating Advent. We played games, sang hymns, made edible Chrismon trees, and made Advent wreaths.
- UPCOMING
 - We are looking into a movie night and a ski night for the first two months of the year.

Middle and High Youth

- UPCOMING
 - LYO Retreat February 24-26

Meetings and Conferences

- Weekly staff meetings
- Thursday, November 17th-19th: Candidacy Retreat at Lutheridge



Vicar Report**November 20 – 24**

Sunday: Preached for worship. Monday: kept office hours; attended Grace Care, One-to-One with Pastor, Staff, and Council Meeting. Tuesday: recorded on-line worship; co-lead funeral. Wednesday: Office closed for Thanksgiving. Thursday: Office closed for Thanksgiving.

November 27 – December 2

Sunday: Presided for worship. Monday: kept office hours; attended Grace Care, One-to-One with Pastor, and Staff. Tuesday: kept office hours. Wednesday: kept office hours; commendations for Caldwell. Thursday: attended funeral planning for Caldwell; recorded for on-line worship. Saturday: attended Cantata rehearsal.

December 4 – December 8

Sunday: Church Christmas Cantata. Monday: kept office hours; attended Grace Care, One-to-One with Pastor, and Staff. Tuesday: kept office hours; Internship Committee Meeting. Wednesday: kept office hours. Thursday: recorded for on-line worship; Grace Staff Christmas Party. Saturday: Grace Clean-Up Day.

December 11 – December 15

Sunday: Preached for worship. Monday: kept office hours; attended Grace Care, One-to-One with Pastor, Staff, and Executive Meeting. Tuesday: kept office hours; Listening post training at St. Luke's. Wednesday: Lizzie-Estelle Circle staff invite. Thursday: recording for on-line worship.

December 18 – December 19

Sunday: Presided for worship. Monday: kept office hours; attended Grace Care, One-to-One with Pastor, Staff, and Council Meeting.

--- End of Report ---

Director of Music Report – Libby Brown
December 7, 2022

The Choir offered the annual Christmas Cantata, Let There Be, by Joseph M. Martin on Sunday, December 4 at the morning service. Rehearsing and presenting this musical service has been a special experience for the choir and me. I continue to be amazed at their talents, dedication, and devotion to the music ministry of Grace. A special thanks to all who helped behind the scenes: Pastor for his unfailing support throughout, Susan for serving as the rehearsal accompanist, Steve for working so hard to get the best audio/visual set-up and editing the final service. Sabena for the bulletins, Kathy for checks, Jennifer for facility needs, those who helped put up and tear down the platform and risers: Harold Stophel, Kurt Fengler, Peter Rucker, Paul Caldwell, Bob Edsell, Phillip Riggs, and John Smyre.

On December 18th our worship service will be A Service of Lessons and Carols, written by Alan Hauser. The Ringers of Grace will offer special music for this service . The congregation will have the opportunity to hear about the origin and sing many favorite carols. Plans are complete for Christmas Eve services at 4:00 and 7:00 and Christmas Day service at 10:00.

Technicians from Cornel Zimmer Organ Builders in Charlotte tuned the organ on Dec. 9th.

Church Office Report for 12/19/22 Church Council Meeting

(prepared by Sabena on 12/12/22)

What's been happening in the Grace office?

- Doing my “regular” stuff: Maintaining the core weekly communication systems: worship bulletin, weekly e-news, digital announcements, mailings, etc.
- Still very busy with Advent and Christmas preparations.
- App State is kindly sharing a volunteer this week who is an expert at sound to come take a look at our system.
- Starting to see more regular traffic since we stepped up our Facebook & Instagram presence, as well as what seems like more activity and comments about our Weekly Update e-news, Breeze forms and website traffic.
- And more! 😊

Facilities Manager Report

12-15-22

- Fall Clean up was a huge success. Jonathan and I cut branches and limbs and trimmed bushes on Saturday, November 12th and the PIKA guys came on Sunday, November 13th to haul the brush and bag some leaves. I also set a date for the church wide clean up for December 10th. We had 25 PIKA guys and 11 church members come to help. We bagged hundreds of bags of leaves and trimmed trees. After all the work we had a catered lunch from Vidalia Restaurant. They donated \$655 worth of food for our event.
- Bob Richards with Air Craft Heating and Cooling did the fall service on the HVAC system here at church and the Grace Place. All was in good working order. Filters are changed and ready for cold weather. .
- The boiler is still having troubles. Jeff Voss has replaced another part but it still keeps shutting off. I have contacted 2 different boiler repair companies but am on a waiting list since everyone is so behind. I continue to monitor it regularly and restart it manually.
- Sabena and I worked on spring parking registration.
- Parking for the Spring semester opened up on December 1st. We added 5 more spaces. As of today, 36/41 spaces are sold plus 2 LSA spaces.
- Randy Blake is still working on an estimate for the Council House renovations. He has had several subcontractors there and plans to get a price for me soon. I did reach out to him again and he is still working on this.
- I met with Moretz Paving and got an estimate on adding a new parking lot. This will require an engineer design and Town of Boone approval. Pastor Steve and I met with Alan from Municipal Engineering who was helpful with information on where to start with The Town of Boone.
- I helped with getting all the decorations down out of the attic and helped with decorating days.
- Our Staff had a cleanup the attic day and I hauled several loads to Good Will and to the dump.
- 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 and cold and flu season is also upon us.

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September to November 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	\$30,120.00	\$27,500.00	\$62,972.92	\$82,500.00	\$330,000.00	\$267,027.08
015205 - NC & ELCA Synod Income	\$362.75	\$1,750.00	\$5,916.00	\$5,250.00	\$21,000.00	\$15,084.00
Total Tithes and Offerings	<u>\$30,482.75</u>	<u>\$29,250.00</u>	<u>\$68,888.92</u>	<u>\$87,750.00</u>	<u>\$351,000.00</u>	<u>\$282,111.08</u>
Rental Incomes						
015308 - Parking Rental Income	\$3,285.00	\$4,583.33	\$3,295.00	\$13,749.99	\$55,000.00	\$51,705.00
Total Rental Incomes	<u>\$3,285.00</u>	<u>\$4,583.33</u>	<u>\$3,295.00</u>	<u>\$13,749.99</u>	<u>\$55,000.00</u>	<u>\$51,705.00</u>
Miscellaneous Income						
015301 - Interest/Dividends	\$0.00	\$0.00	\$196.23	\$0.00	\$0.00	(\$196.23)
015302 - Miscellaneous Donations	\$480.00	\$0.00	\$490.00	\$0.00	\$0.00	(\$490.00)
015305 - Jeffcoat-Proctor Offset	\$0.00	\$333.33	\$0.00	\$999.99	\$4,000.00	\$4,000.00
Total Miscellaneous Income	<u>\$480.00</u>	<u>\$333.33</u>	<u>\$686.23</u>	<u>\$999.99</u>	<u>\$4,000.00</u>	<u>\$3,313.77</u>
Total Offerings	<u>\$34,247.75</u>	<u>\$34,166.66</u>	<u>\$72,870.15</u>	<u>\$102,499.98</u>	<u>\$410,000.00</u>	<u>\$337,129.85</u>
Total Revenues	<u><u>\$34,247.75</u></u>	<u><u>\$34,166.66</u></u>	<u><u>\$72,870.15</u></u>	<u><u>\$102,499.98</u></u>	<u><u>\$410,000.00</u></u>	<u><u>\$337,129.85</u></u>

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September to November 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	\$304.35	\$125.00	\$304.35	\$375.00	\$1,500.00	\$1,195.65
016602 - Books/Supplies/Study Materials	\$543.24	\$41.67	\$769.97	\$125.01	\$500.00	(\$269.97)
Total Christian Education Ministries	\$847.59	\$166.67	\$1,074.32	\$500.01	\$2,000.00	\$925.68
Youth & Family Ministry						
016501 - Senior Youth	\$84.85	\$25.00	\$84.85	\$75.00	\$300.00	\$215.15
016502 - Jr. Youth	\$286.00	\$25.00	\$286.00	\$75.00	\$300.00	\$14.00
016503 - Luther Kids	\$0.00	\$25.00	\$89.96	\$75.00	\$300.00	\$210.04
016507 - Family Programs	\$0.00	\$25.00	\$0.00	\$75.00	\$300.00	\$300.00
Total Youth & Family Ministry	\$370.85	\$100.00	\$460.81	\$300.00	\$1,200.00	\$739.19
Intern						
016220 - Intern Stipend	\$1,963.64	\$1,800.00	\$5,890.92	\$5,400.00	\$21,600.00	\$15,709.08
016250 - Internship Fees	\$0.00	\$191.67	\$1,800.00	\$575.01	\$2,300.00	\$500.00
016321 - Intern - Professional Expenses	\$0.00	\$83.33	\$100.00	\$249.99	\$1,000.00	\$900.00
016322 - Intern Mileage	\$0.00	\$83.33	\$0.00	\$249.99	\$1,000.00	\$1,000.00
Total Intern	\$1,963.64	\$2,158.33	\$7,790.92	\$6,474.99	\$25,900.00	\$18,109.08
Stewardship						
016901 - Stewardship Supplies	\$0.00	\$41.67	\$0.00	\$125.01	\$500.00	\$500.00
Total Stewardship	\$0.00	\$41.67	\$0.00	\$125.01	\$500.00	\$500.00
Total LEARNING	\$3,182.08	\$2,466.67	\$9,326.05	\$7,400.01	\$29,600.00	\$20,273.95
SERVING						
Care Ministry						
016454 - Card/Devotionals Ministry	\$0.00	\$8.33	\$0.00	\$24.99	\$100.00	\$100.00
Total Care Ministry	\$0.00	\$8.33	\$0.00	\$24.99	\$100.00	\$100.00
North Carolina Benevolences						
016101 - NC Synod	\$0.00	\$500.00	\$0.00	\$1,500.00	\$6,000.00	\$6,000.00
Total North Carolina Benevolences	\$0.00	\$500.00	\$0.00	\$1,500.00	\$6,000.00	\$6,000.00
Total SERVING	\$0.00	\$508.33	\$0.00	\$1,524.99	\$6,100.00	\$6,100.00
WELCOMING						
Campus Ministry						
016817 - Program Materials	\$0.00	\$20.83	\$41.58	\$62.49	\$250.00	\$208.42
016818 - Food Ministry	\$120.65	\$125.00	\$827.23	\$375.00	\$1,500.00	\$672.77
Total Campus Ministry	\$120.65	\$145.83	\$868.81	\$437.49	\$1,750.00	\$881.19
Evangelism						
016701 - Welcoming Supplies	\$0.00	\$12.50	\$0.00	\$37.50	\$150.00	\$150.00
016704 - Communications	\$0.00	\$41.67	\$0.00	\$125.01	\$500.00	\$500.00
016706 - Chamber of Commerce Dues	\$0.00	\$16.67	\$0.00	\$50.01	\$200.00	\$200.00
Total Evangelism	\$0.00	\$70.84	\$0.00	\$212.52	\$850.00	\$850.00
Fellowship						

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
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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)
016801 - Fellowship Supplies	\$0.00	\$20.83	\$31.20	\$62.49	\$250.00	\$218.80
Total Fellowship	\$0.00	\$20.83	\$31.20	\$62.49	\$250.00	\$218.80
Total WELCOMING	\$120.65	\$237.50	\$900.01	\$712.50	\$2,850.00	\$1,949.99
WORSHIPING						
Worship & Music						
016401 - Communion/Altar Supplies	\$0.00	\$100.00	\$0.00	\$300.00	\$1,200.00	\$1,200.00
016419 - Piano/Organ Maintenance	\$0.00	\$125.00	\$8.49	\$375.00	\$1,500.00	\$1,491.51
016421 - Music All Services	\$279.36	\$166.67	\$894.05	\$500.01	\$2,000.00	\$1,105.95
Total Worship & Music	\$279.36	\$391.67	\$902.54	\$1,175.01	\$4,700.00	\$3,797.46
Total WORSHIPING	\$279.36	\$391.67	\$902.54	\$1,175.01	\$4,700.00	\$3,797.46
SUPPORTING						
Property						
Property General						
016614 - Snow Removal	\$0.00	\$83.33	\$0.00	\$249.99	\$1,000.00	\$1,000.00
016615 - Lawn/Landscaping	\$180.00	\$208.33	\$1,005.00	\$624.99	\$2,500.00	\$1,495.00
016761 - Taxes on Property	\$0.00	\$66.67	\$798.68	\$200.01	\$800.00	\$1.32
Total Property General	\$180.00	\$358.33	\$1,803.68	\$1,074.99	\$4,300.00	\$2,496.32
Church						
016509 - Water/Sewer	\$59.40	\$58.33	\$178.20	\$174.99	\$700.00	\$521.80
016510 - Natural Gas	\$0.00	\$375.00	\$12.42	\$1,125.00	\$4,500.00	\$4,487.58
016511 - Electric	\$369.28	\$375.00	\$1,122.51	\$1,125.00	\$4,500.00	\$3,377.49
016613 - Cleaning/Maintenance Supplies	\$311.84	\$104.17	\$474.55	\$312.51	\$1,250.00	\$775.45
016616 - General Repairs/Maintenance	\$647.06	\$416.67	\$848.90	\$1,250.01	\$5,000.00	\$4,151.10
016618 - Property Insurance	\$0.00	\$566.67	\$4,093.50	\$1,700.01	\$6,800.00	\$2,706.50
Total Church	\$1,387.58	\$1,895.84	\$6,730.08	\$5,687.52	\$22,750.00	\$16,019.92
Office Expense						
016001 - Printing	\$821.86	\$708.33	\$2,750.67	\$2,124.99	\$8,500.00	\$5,749.33
016002 - Office Supplies	\$0.00	\$125.00	\$129.70	\$375.00	\$1,500.00	\$1,370.30
016003 - Office Equipment & Repair	\$0.00	\$50.00	\$0.00	\$150.00	\$600.00	\$600.00
016004 - Postage/E'mail Service	\$158.40	\$166.67	\$418.91	\$500.01	\$2,000.00	\$1,581.09
016005 - Bank Service Fees/Checks	\$148.80	\$33.33	\$194.56	\$99.99	\$400.00	\$205.44
016006 - Computer Software/Hardware	\$0.00	\$125.00	\$902.35	\$375.00	\$1,500.00	\$597.65
016007 - Campus Telephone/Internet	\$273.38	\$333.33	\$867.14	\$999.99	\$4,000.00	\$3,132.86
016010 - Payment Processing Fees	\$356.98	\$375.00	\$890.03	\$1,125.00	\$4,500.00	\$3,609.97
016012 - ACS Subscription Fees	\$255.00	\$291.67	\$899.00	\$875.01	\$3,500.00	\$2,601.00
016013 - CPA/Bookkeeper	\$0.00	\$333.33	\$0.00	\$999.99	\$4,000.00	\$4,000.00
016407 - Bulletins/Licensing/Software	\$0.00	\$125.00	\$12.00	\$375.00	\$1,500.00	\$1,488.00
Total Office Expense	\$2,014.42	\$2,666.66	\$7,064.36	\$7,999.98	\$32,000.00	\$24,935.64
Grace Place						
016651 - Property Insurance (GP)	\$0.00	\$41.67	\$192.50	\$125.01	\$500.00	\$307.50
016652 - Water/Sewer (GP)	\$33.40	\$41.67	\$103.30	\$125.01	\$500.00	\$396.70

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
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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)
016653 - Electric Service (GP)	\$104.05	\$166.67	\$223.03	\$500.01	\$2,000.00	\$1,776.97
016654 - Cleaning/Maintenance Supplies (GP)	\$0.00	\$12.50	\$0.00	\$37.50	\$150.00	\$150.00
016656 - General Repairs/Maintenance (GP)	\$0.00	\$62.50	\$0.00	\$187.50	\$750.00	\$750.00
016661 - Television Service (GP)	\$0.00	\$73.33	\$0.00	\$219.99	\$880.00	\$880.00
Total Grace Place	\$137.45	\$398.34	\$518.83	\$1,195.02	\$4,780.00	\$4,261.17
Councill House						
016671 - Water/Sewer (CH)	\$33.40	\$50.00	\$100.20	\$150.00	\$600.00	\$499.80
016673 - Electric Service (CH)	\$121.19	\$125.00	\$351.49	\$375.00	\$1,500.00	\$1,148.51
016674 - Fuel Gas (CH)	\$21.67	\$104.17	\$34.09	\$312.51	\$1,250.00	\$1,215.91
016676 - Property Insurance (CH)	\$0.00	\$108.33	\$744.50	\$324.99	\$1,300.00	\$555.50
016679 - General Repairs/Maint (CH)	\$0.00	\$100.00	\$113.97	\$300.00	\$1,200.00	\$1,086.03
Total Councill House	\$176.26	\$487.50	\$1,344.25	\$1,462.50	\$5,850.00	\$4,505.75
Wilkes County Property						
016763 - Property Tax/Insurance (WC)	\$0.00	\$416.67	\$248.50	\$1,250.01	\$5,000.00	\$4,751.50
Total Wilkes County Property	\$0.00	\$416.67	\$248.50	\$1,250.01	\$5,000.00	\$4,751.50
Total Property	\$3,895.71	\$6,223.34	\$17,709.70	\$18,670.02	\$74,680.00	\$56,970.30
Personnel						
Senior Pastor						
Senior Pastor						
016201 - Senior Pastors Salary	\$3,598.26	\$3,598.25	\$10,794.78	\$10,794.75	\$43,179.00	\$32,384.22
016202 - Senior Pastors Social Security	\$468.58	\$468.58	\$1,405.74	\$1,405.74	\$5,623.00	\$4,217.26
016205 - Senior Pastors Housing Allowance	\$2,500.00	\$2,500.00	\$7,500.00	\$7,500.00	\$30,000.00	\$22,500.00
Total Senior Pastor	\$6,566.84	\$6,566.83	\$19,700.52	\$19,700.49	\$78,802.00	\$59,101.48
Sr Pastor Pension/Insurance						
016251 - Senior Pastor Health Insurance	\$1,172.50	\$1,166.67	\$3,517.50	\$3,500.01	\$14,000.00	\$10,482.50
016252 - Senior Pastor Other Insurance	\$144.47	\$166.67	\$433.41	\$500.01	\$2,000.00	\$1,566.59
016253 - Senior Pastor Retirement Cont.	\$788.02	\$788.02	\$2,364.06	\$2,364.06	\$9,456.24	\$7,092.18
Total Sr Pastor Pension/Insurance	\$2,104.99	\$2,121.36	\$6,314.97	\$6,364.08	\$25,456.24	\$19,141.27
Total Senior Pastor	\$8,671.83	\$8,688.19	\$26,015.49	\$26,064.57	\$104,258.24	\$78,242.75
Campus Minister						
016221 - Campus Minister Salary	\$1,562.50	\$1,562.50	\$4,687.50	\$4,687.50	\$18,750.00	\$14,062.50
016267 - Campus Retirement Cont	\$208.33	\$156.25	\$624.99	\$468.75	\$1,875.00	\$1,250.01
016268 - Campus Minister Health Ins.	\$845.00	\$833.33	\$2,535.00	\$2,499.99	\$10,000.00	\$7,465.00
016269 - Campus Minister Other Ins.	\$45.83	\$0.00	\$137.49	\$0.00	\$0.00	(\$137.49)
Total Campus Minister	\$2,661.66	\$2,552.08	\$7,984.98	\$7,656.24	\$30,625.00	\$22,640.02
Music						
016208 - Choral & Ensemble Director	\$1,520.84	\$1,520.83	\$4,562.52	\$4,562.49	\$18,250.00	\$13,687.48
016210 - Organist	\$916.68	\$854.17	\$2,750.04	\$2,562.51	\$10,250.00	\$7,499.96
016211 - Substitutes & Special Services	\$0.00	\$83.33	\$0.00	\$249.99	\$1,000.00	\$1,000.00
016216 - Audio/Visual Ministry Facilitator	\$0.00	\$854.17	\$0.00	\$2,562.51	\$10,250.00	\$10,250.00
Total Music	\$2,437.52	\$3,312.50	\$7,312.56	\$9,937.50	\$39,750.00	\$32,437.44

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September to November 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)
Office Staff						
Office Staff						
016212 - Administrative Secretary	\$2,500.00	\$2,500.00	\$7,500.00	\$7,500.00	\$30,000.00	\$22,500.00
016219 - Financial Secretary Salary	\$981.00	\$1,000.00	\$2,727.00	\$3,000.00	\$12,000.00	\$9,273.00
016235 - Facilities Manager	\$2,666.66	\$2,666.67	\$7,999.98	\$8,000.01	\$32,000.00	\$24,000.02
016239 - Custodial Assistant	\$56.20	\$83.33	\$117.83	\$249.99	\$1,000.00	\$882.17
Total Office Staff	\$6,203.86	\$6,250.00	\$18,344.81	\$18,750.00	\$75,000.00	\$56,655.19
Admin Sec Pension/Insurance						
016281 - Adm Secretary Health Insurance	\$725.00	\$583.33	\$2,853.23	\$1,749.99	\$7,000.00	\$4,146.77
016282 - Adm Secretary Other Insurance	\$55.00	\$83.33	\$165.00	\$249.99	\$1,000.00	\$835.00
016283 - Adm Secretary Retirement Cont.	\$150.00	\$166.67	\$450.00	\$500.01	\$2,000.00	\$1,550.00
Total Admin Sec Pension/Insurance	\$930.00	\$833.33	\$3,468.23	\$2,499.99	\$10,000.00	\$6,531.77
Facilities Manager Pension/Ins						
016291 - Facilities Manager Health Insurance	\$645.00	\$666.67	\$1,935.00	\$2,000.01	\$8,000.00	\$6,065.00
016292 - Facilities Manager Other Insurance	\$58.67	\$62.50	\$176.01	\$187.50	\$750.00	\$573.99
016293 - Facilities Manager Retire Contrib	\$266.67	\$266.67	\$800.01	\$800.01	\$3,200.00	\$2,399.99
Total Facilities Manager Pension/Ins	\$970.34	\$995.84	\$2,911.02	\$2,987.52	\$11,950.00	\$9,038.98
Total Office Staff	\$8,104.20	\$8,079.17	\$24,724.06	\$24,237.51	\$96,950.00	\$72,225.94
Other Personnel						
016214 - Supply Pastors	\$0.00	\$41.67	\$0.00	\$125.01	\$500.00	\$500.00
Total Other Personnel	\$0.00	\$41.67	\$0.00	\$125.01	\$500.00	\$500.00
Other Personnel Expenses						
016301 - FICA/Medicare - Employer	\$947.59	\$833.33	\$2,833.89	\$2,499.99	\$10,000.00	\$7,166.11
016302 - Workers Comp. Insurance	\$168.00	\$150.00	\$895.50	\$450.00	\$1,800.00	\$904.50
016303 - Senior Pastor Travel Reimbursement	\$0.00	\$166.67	\$141.00	\$500.01	\$2,000.00	\$1,859.00
016308 - Campus Minister Prof Exp & Cont Ed	\$0.00	\$83.33	\$14.27	\$249.99	\$1,000.00	\$985.73
016309 - Music Director Prof Exp & Cont Ed	\$0.00	\$83.33	\$0.00	\$249.99	\$1,000.00	\$1,000.00
016310 - Senior Pastor Professional Exp.	\$68.00	\$166.67	\$482.31	\$500.01	\$2,000.00	\$1,517.69
016317 - Staff Travel Reimbursement	\$0.00	\$41.67	\$0.00	\$125.01	\$500.00	\$500.00
016318 - Staff Training	\$0.00	\$83.33	\$0.00	\$249.99	\$1,000.00	\$1,000.00
016323 - Empl/Vol Background Chks	\$0.00	\$20.83	\$37.00	\$62.49	\$250.00	\$213.00
016715 - Conference Attendance	\$0.00	\$125.00	\$0.00	\$375.00	\$1,500.00	\$1,500.00
Total Other Personnel Expenses	\$1,183.59	\$1,754.16	\$4,403.97	\$5,262.48	\$21,050.00	\$16,646.03
Total Personnel	\$23,058.80	\$24,427.77	\$70,441.06	\$73,283.31	\$293,133.24	\$222,692.18
Total SUPPORTING	\$26,954.51	\$30,651.11	\$88,150.76	\$91,953.33	\$367,813.24	\$279,662.48
Total Expenses	\$30,536.60	\$34,255.28	\$99,279.36	\$102,765.84	\$411,063.24	\$311,783.88
Net Total	\$3,711.15	(\$88.62)	(\$26,409.21)	(\$265.86)	(\$1,063.24)	\$25,345.97

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September to November 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	\$66.08	\$598.08
017597 - Upper Room Class Holding Fund	\$147.44	\$0.00	\$0.00	\$147.44
Pastoral Projects				
017402 - Pastor's Discretionary Holding Fund	\$2,162.43	\$565.00	\$335.00	\$2,392.43
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	\$2,738.82	\$0.00	\$700.00	\$2,038.82
Total Pastoral Projects	\$13,272.90	\$565.00	\$1,035.00	\$12,802.90
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	\$2,987.70	\$420.00	\$0.00	\$3,407.70
017511 - Faith Formation	(\$405.08)	\$0.00	\$1,562.52	(\$1,967.60)
017529 - Camp/Conference Grant Holding	(\$221.99)	\$750.00	\$0.00	\$528.01
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	\$14,752.40	\$1,170.00	\$1,562.52	\$14,359.88
Campus Projects				
017013 - Campus Minister Sabbatical	\$5,000.00	\$0.00	\$2,288.44	\$2,711.56
017403 - LSA_Mission Trips	\$13,711.52	\$23,441.07	\$2,957.56	\$34,195.03
017517 - Jeffcoat/Proctor Holding Fund	(\$5,906.00)	\$10,000.00	\$0.00	\$4,094.00
Total Campus Projects	\$12,805.52	\$33,441.07	\$5,246.00	\$41,000.59
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	\$46,396.34	\$13,890.00	\$42,858.59	\$17,427.75
017900 - Parking Lot/Paving HF	\$7,971.86	\$0.00	\$0.00	\$7,971.86
Total Property Projects	\$67,635.59	\$13,890.00	\$42,858.59	\$38,667.00
Financial Projects				
017410 - Temporary Account	\$50.00	\$1,537.17	\$0.00	\$1,587.17
017414 - Staff Christmas Gifts	\$145.10	\$0.00	\$0.00	\$145.10
017417 - Wedding Fees Holding Acct.	\$225.00	\$0.00	\$0.00	\$225.00
017506 - Special Staff Gift	\$160.31	\$0.00	\$0.00	\$160.31
017513 - Troutman Foundation Holding	\$383.43	\$0.00	\$0.00	\$383.43
017534 - Peeler Bequest Holding Fund	\$21,748.50	\$0.00	\$14,779.78	\$6,968.72
017584 - Hank Beuttel Music Scholarship	\$4,810.00	\$0.00	\$0.00	\$4,810.00
017596 - Seasonal Decorations/Landscaping	\$2,955.25	\$605.00	\$725.78	\$2,834.47
017605 - Special Offering Holding Fund	\$2,372.32	\$1,745.41	\$0.00	\$4,117.73
017606 - Growing Grace	\$25,014.05	\$50.00	\$0.00	\$25,064.05
Total Financial Projects	\$57,863.96	\$3,937.58	\$15,505.56	\$46,295.98
Music Projects				
017521 - Audio Visual Tech	\$0.04	\$0.00	\$2,612.51	(\$2,612.47)
017522 - Associate Music Director	\$780.00	\$0.00	\$0.00	\$780.00
017562 - Special Musicians Holding Fund	\$143.56	\$195.00	\$3,400.00	(\$3,061.44)
017594 - Music/Choir Holding Fund	\$3,787.99	\$850.00	\$450.00	\$4,187.99
Total Music Projects	\$4,711.59	\$1,045.00	\$6,462.51	(\$705.92)
Women's Ministries				
017560 - Lizzie Estelle Holding Fund	\$424.82	\$405.00	\$190.72	\$639.10
017599 - Quilter's Group Fund	\$4,748.83	\$430.00	\$2,702.23	\$2,476.60
017602 - Card Ministry	\$508.52	\$0.00	\$0.00	\$508.52
Total Women's Ministries	\$5,682.17	\$835.00	\$2,892.95	\$3,624.22
Total Church Projects	\$177,710.73	\$54,883.65	\$75,629.21	\$156,965.17
Local Ministries				
017117 - Oasis Holding Fund	\$70.00	\$0.00	\$0.00	\$70.00
017404 - Hunger & Health Coalition Holding F	\$185.00	\$20.00	\$0.00	\$205.00
017549 - Hospitality House Holding Fund	\$375.00	\$2,200.00	\$2,100.00	\$475.00
Total Local Ministries	\$630.00	\$2,220.00	\$2,100.00	\$750.00

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September to November 2022

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
Synod Ministries				
017416 - ELCA	\$194.90	\$0.00	\$0.00	\$194.90
017561 - Afghan Refugee Holding Fund	\$200.00	\$0.00	\$200.00	\$0.00
Total Synod Ministries	<u>\$394.90</u>	<u>\$0.00</u>	<u>\$200.00</u>	<u>\$194.90</u>
Total Temporary Restricted	<u>\$178,735.63</u>	<u>\$57,103.65</u>	<u>\$77,929.21</u>	<u>\$157,910.07</u>

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September to November 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><u>\$82,963.35</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$82,963.35</u></u>

Accounts

Assets		
Funds for Current Use		
011015 - High Country Bank Checking	\$58,456.74	
Total Funds for Current Use		\$58,456.74
Funds for Long-Term Use		
HCB Money Market		
011020 - HCB Money Market	\$195,842.88	
Total HCB Money Market	\$195,842.88	
Total Funds for Long-Term Use		\$195,842.88
Accounts Receivable		
NC State Sales Tax Refund		
011718 - Watauga Sales Tax 2%	\$5,955.80	
011720 - Food Sales Tax 2%	\$5.12	
Total NC State Sales Tax Refund	\$5,960.92	
Total Accounts Receivable		\$5,960.92
Fixed Assets		
011904 - Councill Property	\$1,897,168.73	
Total Fixed Assets		\$1,897,168.73
Total Assets		\$2,157,429.27
Liabilities, Fund Principal, & Restricted Funds		
Liabilities		
Current Liabilities		
Payroll Items		
Payroll Taxes		
012101 - Federal Payroll Taxes	\$3,572.93	
012102 - FICA Taxes-Employee	\$1,534.59	
012103 - Medicare Taxes-Employee	\$359.02	
012104 - NC State Payroll Taxes	\$737.00	
012112 - FICA Taxes Employer	\$1,534.59	
012113 - Medicare Taxes Employer	\$359.02	
Total Payroll Taxes	\$8,097.15	
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	\$8,104.13	
Total Current Liabilities		\$8,104.13
Total Liabilities		\$8,104.13
Fund Principal		
002002 - Fund Principal	\$37,692.20	
002004 - Equity in Councill Property	\$1,897,168.73	
Excess Cash Received	(\$26,409.21)	
Total Fund Principal and Excess Cash Received		\$1,908,451.72
Restricted Funds		
Total Temporary Restricted	\$157,910.07	
Total Permanent Restricted	\$82,963.35	
Total Restricted Funds		\$240,873.42
Total Liabilities, Fund Principal, & Restricted Funds		\$2,157,429.27

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.

Pastor Steve and Deacon Stacey Sabbatical Budget		
<i>Updated 11/18/2022</i>		
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	\$3,858
<i>* We were able to utilize the congregation's credit card points for this!</i>		
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
7/5/2023-7/9/2023	Minori (Amalfi Coast)	
	Train from Rome	\$75
	Round Trip Ferry from/to Salerno	\$85
	Lodging (4 Night)	\$811
	Train to the Naples Airport	\$20
	Total for Minori	\$991
7/9/2023 - 7/10/2023	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	\$12,983
Funding for Trip		
	Steve's NC Synod Grant	\$5,000
	Stacey's NC Synod Grant	\$5,000
	Steve's 2023 unused Professional Expense	\$1,250
	Stacey's 2023 unused Professional Expense	\$750
	Additional Unused Credit Card Points	??
	Total Funding	\$12,000
Congregational Expenses		
	Pastoral Care Coverage (\$500 per month)	\$1,500
	Supply Preaching (9 Sundays @ \$250 per Sunday)	\$2,250
	Presiding (8 Sundays @ \$100 per Sunday)	\$800
	Total Congregational Expenses	\$4,550

Strengthening the Financial Position of Grace Lutheran

Developed November 16, 2022, Updated December 16, 2022

What can be done immediately to strengthen Grace's financial position over the next 6-9 months?

- (1). Immediately Inform Congregation of the Current Financial picture. [All complete.](#)
 - Pastor Steve updated the congregation through an E-News article on November 3rd.
 - Giving Statement continues to be printed in each week's bulletin.
 - Budget Summary was included in the e-news.

- (2). Challenge the congregation to give a special offering to support the ministries of Grace
 - A congregation member, who wishes to remain anonymous, has offered a \$10,000 matching gift! Pastor Steve would like to launch this mini-drive on Wednesday, November 23. [We are at \\$7,000 toward the match.](#)
 - Send out "quarterly statements" with a note from the Treasurer around December 1st. [Statements were sent out via email and mail.](#)

- (3). Increase the number of student parkers. We currently have more parkers than the number of spots available, because not all the parkers use the lot at the same time. [We have increase the number for Spring parking by 5-8.](#)

- (4). Bring in New Members. A new member class will be received on November 20th and plans are underway for another new member class in January. [Reception of New Members scheduled for February 18th.](#)

- (5). Wilkes County Property
 - Timbering – Pastor Steve contacted Casey and Associates, a timbering firm in Wilkesboro. Waiting for them to visit the property to provide an estimate of timber value. [Weather has prevented this.](#)
 - Carbon Credits – Pastor Steve has researched the possibility of leasing the carbon credit from the property. [Wayne and Pastor Steve have registered the property as a "Farm" with the USDA which will open more possibilities, including Carbon Credits.](#)

What can be done now to strengthen Grace's financial position over next 2 years?

- (1). Activate the Stewardship Team! Wayne has begun the process of building a Stewardship Team. [New Team met on December 11th.](#)
- (2). Rent the Councill House to college interns and relocate LSA to the Main building.
- (3). Extend the back parking lot. Jennifer is waiting on an estimate. [Estimate of \\$52,000 received. Jennifer and Pastor Steve met with Municipal to plan the project.](#)
- (4). Pause the Internship Program for 2023-2024 and Rent the Grace Place to College Interns. Similarly, consider sharing the intern (and costs) with other High Country Coalition Congregations. [Seminary will not have a Vicar to send; 2 College interns secured for 2023-2024 @ \\$700 per student per month plus 5 hours per week \(average\).](#)
- (5). Adjust the Staffing Model.
- (6). Increase Student Parking Rate for 2023-2024. [The Council has previously discussed raising the rate from \\$700 to \\$750 plus \\$25 processing fee.](#)

What needs to be considered now to strengthen Grace's financial position over the next 3-5 years+?

- (1). Create a long-term plan for Wilkes Property or sell property.
- (2). Develop robust Planned Giving Program to encourage members and friends of Grace to give estate gifts to the congregation in order to build out a set of endowment that will secure ministries and facilities upkeep in the future.
- (3). Consider purchasing the small plot of land next to Grace Place and adding a small home which would become the new Vicarage. Opening the Grace Place to house renters or other staff members. [Pastor Steve reached out to Deeds Department at AT&T to talk about this possibility.](#)
- (4). Research adding solar panels to the main church roof to offset electricity costs.
- (5). Consider the development of housing on the Councill Property. [Pastor Steve has been running financial models for a new Campus Ministry Center and Student Housing facility on Council Property.](#)

2021-2022 Surplus. \$5,046.29

At the October Council meeting, we temporarily moved the surplus into the Fund Principle, which is the operational cash reserve. The current balance of that Fund is ~\$9,000. The Council now needs to make a final decision.

Here are some options:

Option 1: All to NC Synod

Option 2: 1/2 to NC Synod, 1/2 for Grace

Option 3: All for Grace

At Grace:

- Operational Cash Reserves
- Long-term Capital Repairs (roof, boiler, etc.)
- Sabbatical Funding
- Other?

Grace Place Rental Lease Agreement

Landlord: _____

Tenant(s): _____

Property: 170 Tracey Circle Boone NC 28607

This is an agreement between the Landlord and Tenant for the property described above:

1. **Term:** The Lease Agreement shall be from August 1st through June 30th.
2. **Rent:** The amount of \$700 monthly will be paid by the tenant to the Landlord monthly by the 5th of each month. A \$35 late fee will be applied for payments received after the 5th. The tenant(s) will also adhere to this Agreement.
3. **Utilities:** All utilities will be included and not charged to the tenant in exchange for hours served at the church. This includes water/sewer, electric, & internet.
4. **Maintenance:** Tenant has examined the property and acknowledges it to be in good repair. The tenant will be required to pay a refundable deposit of \$700 with the first month's rent. Upon termination of the lease the landlord will inspect the property for damages. If no damages are found, the deposit will be refunded within 30 days after the lease is up. Tenant also agrees to keep the premises in good repair and notify the landlord of anything that becomes in need of repair promptly.
5. **Repairs:** Tenant agrees to allow landlord or persons specified by the landlord into the premises to complete any repairs or maintenance that needs to be done.
6. **Snow removal:** Tenant is responsible for shoveling/clearing the driveway, steps, and walkways around the house.
7. **Care:** Tenants are asked to use command strips and refrain from using nails, screws etc to hang items on the walls.
8. **Lawn care:** Landlord will provide for the grass to be cut every two weeks.
9. **Locks:** If the tenant(s) changes locks on premises, the landlord shall be given copies of keys. Landlord shall at all times have keys for access to the premises in case of emergencies.
10. **Fireplace:** Tenant is instructed to use the fireplace in the den only. Tenants are responsible for controlling fires, cleaning up and safely disposing of ashes and for getting their own firewood. Tenant(s) shall be responsible for any damage caused by having a fire in the fireplace.
11. **Use:** Tenant(s) shall not use premises for any illegal purpose or any purpose which will increase the rate of insurance and shall not cause a nuisance for the

landlord or neighbors. Tenant(s) shall not create any environmental hazards on the premises.

12. **Liability:** Tenant(s) shall be responsible for acquiring renters insurance to insure their own property and agree not to hold the landlord liable for any damages to the tenant's property on the premises. A copy of the renters insurance is required to be given to the landlord.
13. **Access:** Landlord reserves the right to enter the premises for the purpose of inspection.
14. **Pets:** No pets shall be allowed on the premises, inside or outside.
15. **Roommates:** Due to zoning, only two people can live in the house.
16. **Parking:** Tenant agrees to park in the carport at the premises only unless other arrangements are made.
17. **Alterations and Improvements:** Tenant(s) shall make no alterations to the property without the consent of the landlord and any such alterations or improvements shall become the property of the landlord.
18. **Smoke Detectors:** Tenant(s) shall be responsible for keeping smoke detectors and carbon monoxide detectors operational and for changing batteries when needed.
19. **Surrender of Premises:** At the expiration of the term of this lease agreement, tenant(s) shall surrender the premises in as good condition as at the start of the agreement.
20. **Entire Agreement:** This Rental Agreement constitutes the entire agreement between the parties and may not be modified except in writing signed by both parties.
21. **Cosigner:** * If you are under age 21, you will need a parent or legal guardian to cosign this lease agreement.

Landlord signature: _____ **Date:** _____

Tenant signature: _____ **Date:** _____

***Parent/Legal Guardian Signature:** _____ **Date:** _____

“He Gets Us” and GLOO Texting Platform
Keeping Grace Lutheran Congregation In Touch and Increasing our Community Outreach
December 1, 2022

Maribeth and I attended the Global Leadership Summit in Chicago in early August. While there we had an opportunity to speak with He Gets Us. He Gets Us, www.hegetsus.com, is a multi-million dollar campaign to “reintroduce people to the Jesus of the bible and his confounding love and forgiveness.” Individuals who are in need of prayer, direction, intervention or just in need of someone to talk too are directed through a text based platform to local Christian services which may be able to assist them in their time of need. GLOO is the text based platform that allows “Local Explorers” (which are the individuals reaching out in time of need) to contact Grace. All communications are done anonymously via text unless someone at Grace deems it’s appropriate to communicate via another means such as in person, zoom or by sharing who they are.

GLOO is a texting platform which we feel will allow us to communicate in a more timely and efficient manner within in Grace. The GLOO platform offers a multitude of options for involvement and communication. We will learn more as we dive deeper into GLOO and its capabilities. Studies have shown that Phone Calls are answered or returned 10% of the time, Emails are read only 30% of the time but Text are read 98% of the time.

Brief Summary of GLOO, He Gets Us and Next Steps:

Cost: First 6 months are free and \$129/month upon the 7th month (which will be funded by a donor if deemed successful and worthy of continuing after the 6 month trial)

System Requirements: None other than what we have now.

Church Staff Requirements: It is our intention that requirements will be minimal after initial set up is complete.

Potential Benefits:

- All communications are done through a texting platform where individual phone numbers are not divulged unless the individual wants them known.
- Gives Grace a method of communication to Existing Members with words of Encouragement, Prayer Requests, Assistance Requests, Urgent Info, Devotions, Reminders, Volunteer Requests, Etc.
- Members can immediately request prayer via selecting one of the groups set up within the GLOO platform. This allows all members that desire knowing immediately of other members in need.
- Person requesting prayer can quickly give status updates to all.
- Request is self-sustaining in that everyone on the text chain knows exactly what others are doing. For example if a family is in need of meals, one member texts I will take care of Thursday night, another members so I’ll take care of Friday night, etc. or a member says I can be there at 9:00am on Thursday to assist with clean-up can anyone join me.

- Members can be kept in the loop on what is going on with other members in need.
- Members can opt in and/or opt out of being kept up to date on each group text.
- Method helps keep on-line members involved in the Grace Community via more and quicker communication method via text.
- Offers ability to involve more members with different ministry opportunities from anywhere and at any time.
- Opportunity to engage and follow up with new members quicker via texting.
- Ability for “Explorers” within our community to obtain immediate assistance/guidance/prayer and learn more about God’s Grace.
- Opportunity for Grace to reach the less fortunate and marginalized thru direct contact, prayer and Godly Concern.
- Texting platform that lends itself to the younger generation; thus, giving us a potential larger base with the Appalachian Student Body.

Risks:

- It’s something NEW so there is always potential for negative feedback

Potential Next Steps:

- Receive Blessing for 6 month trial from Church Council
- Unveil to the Congregation in January via a brief talk at a Sunday Service.
- Start small by using the GLOO Platform for some weekly updates, prayer request, updates on Church Members, etc.
- Expand based on success or failure of the Start Up.
- Expand into allowing Explorers to contact US through

Commitment:

- Mark White will take responsibility for setting up the GLOO platform, serve as lead for the GLOO Platform and be the primary contact with GLOO and He Gets Us. If it is deemed we expand into allowing Explorers to contact us, then Mark will also be the initial contact person for Explorers.

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