

February 2023 Congregational Council Reports

Compiled by Pastor Steve Troisi on February 18, 2023

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 approved 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 next policy for review is Personnel.

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 19-21*)
 - vii. Treasurer's Report:
 - i. Income/Expense Report (*see pages 22-26*)
 - ii. Restricted Funds Report (*see pages 27-29*)
 - iii. Balance Sheet (*see page 30*)
 - iv. Incoming Tracking and Projection (*see pages 31-33*)
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 34-35*).
 - ii. **100th Anniversary of Grace Lutheran** – Grace will celebrate its 100th Anniversary in 2023! Bishop Tim has been booked for Sunday, May 28th. The next step will be to send "Save the Date." There are lots of details to figure out.
 - 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. A good possibility has been identified. This would add 80 more units in two similarly sized towers. More discussion is needed for preparing the garden and making them handicap accessible (*see pages 36-38*).
 - 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. One possible funding path for Grace expenses could be to float the expenditures into the 2023-2024 budget using the space created by the lack of an intern (*see page 39*).
 - viii. **Strengthening Financial Position** – The Council brainstormed ideas in the October meeting. Pastor Steve compiled those notes and added updates (*see pages 40-42*).
 - ix. **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.”
3. New Business:
- i. **A/V Tech Position** – We are able to move quickly and hire Sam Fike!
 - ii. **Nursery Coordinator** – With the addition of new families, we seem to have more need now for Staffing the Nursery again. Janice Kopenhaver has helped draft position descriptions for both the Nursery Director and Nursery Attendant (*see pages 43-44*).
 - iii. **Facility Use Request(s)** – There are 2 Facility Use Requests this month: Catholics requesting special service times, and a Fraternity Car Wash (*see pages 45-46*).

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 47-48*).

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

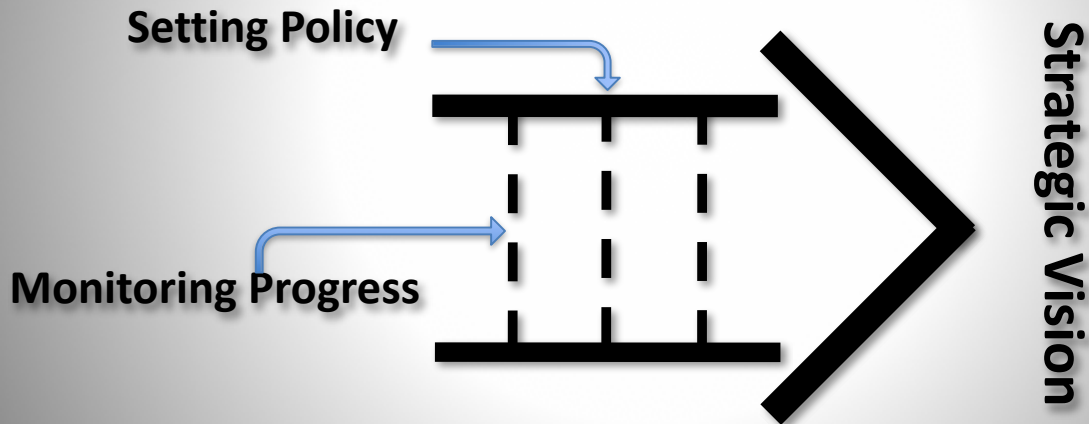
Grow in relationship with God

**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

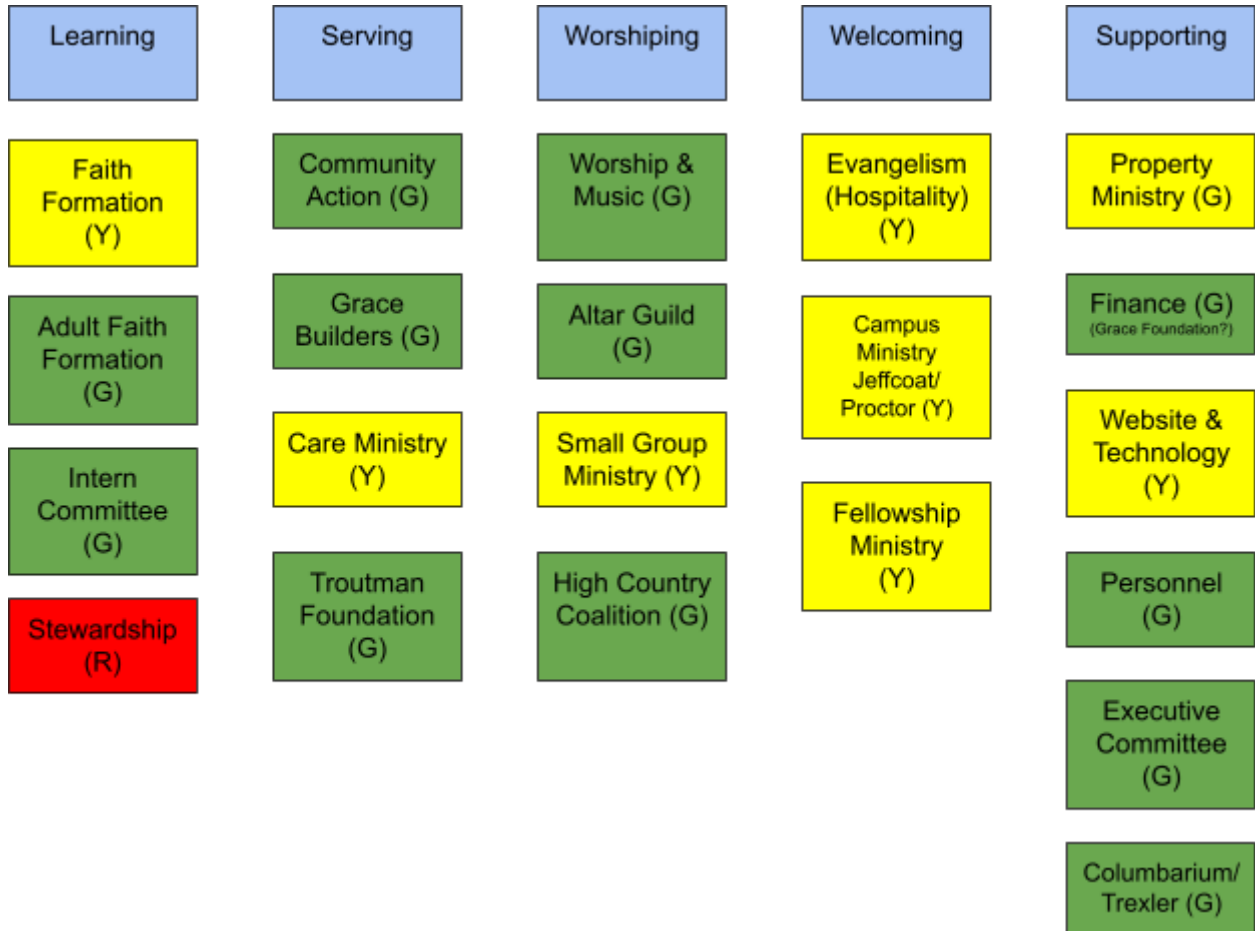
Reading and discussion plan:

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

First Name	Last Name	Mobile	Email
Mary	Ballard	(828) 406-1503	ballardme@appstate.edu
Roger	Bodo	(828) 260-2019	bodoira@gmail.com
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Alan	Hauser		hauseraj@appstate.edu
Janice	Koppenhaver	(828) 773-2271	jakoppenhaver@gmail.com
Gail	Lund	(828) 268-4451	trollmtn@bellsouth.net
Jesse	Lutabingwa	(850) 544-5224	lutabingwajl@appstate.edu
Emory	Maiden	(828) 434-6843	evmaiden@gmail.com
Judy	Michael	(828) 832-6546	juwi2048@yahoo.com
Sandy	Moretz	(828) 964-5208	moretzse@yahoo.com
Carol	Norris	(828) 773-1822	carolcnorris@bellsouth.net
Kevin	Patterson	(828) 295-2047	kp46703@gmail.com
Carla	Ramsdell	(828) 773-1888	ramsdellcs@appstate.edu
Beth	Reavis	(828) 719-5742	bethsmt1@gmail.com
Laura	Seagle		lauracseagle@gmail.com
Steve	Seagle		seaglesw@appstate.edu
Harold	Stophel	(828) 789-9127	three123hearts@aol.com
Stephen	Troisi	(843) 408-7605	gracelutheranpastor@gmail.com
Charlie	Wallin	(828) 773-1382	wallincr@gmail.com
Morgan	Wright	(423) 768-2820	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 – March 2023

General Insights:

The staff continues to support each other as we are walking many simultaneous roads of grief together. A big thank you goes out to all of the staff members and volunteers to rally together to help cover things while Jennifer took a little time away. Thank you all to the congregation and other partners who use our spaces who were flexible and gracious during this time!

Worship:

We are rolling through Lent quickly. April 2nd (gasp) is already Palm Sunday. We are doing well on our prep for the services, especially, given that this is Sabena's first year! Holy Week worship schedule will be: Palm/Passion Sunday @ 10am (Youtube at 8am), Maundy Thursday @ 6:45pm (Live Stream at 6:30pm), Ecumenical Good Friday at St. Luke's @ 12pm (Zoom?) plus Good Friday @ 6:45pm (Youtube at 12pm).

LSA:

I am writing and compiling the Council reports while traveling with LSA to Germany. It has been an amazing trip that, at least for me, has helped me to feel more rooted in our Lutheran Christian Tradition. I have been surprised how meaningful it has been to me to visit and worship in spaces where Martin Luther was.

Internship:

This month Vicar Spence and I attended the Spring Cluster gathering down in Hickory. I feel like these retreats are tremendously important for the experience of the interns and I noticed that this particular group of Vicars really seemed to enjoy getting time to reconnect with each other. It is hard to imagine we have only a little more than three months of ministry with Vicar Spence remaining this year!

Staffing Update:

As you know, we quickly completed the hiring process for our new A/V Ministry Coordinator, Sam Fike. Sam recently joined the congregation and will bring a great depth of knowledge and an eagerness to continue to learn. It was something of a "baptism by fire" as we threw him right in to helping us with the Live Streamed Zoom worship services on Wednesday evening. The second position that we have been working on quickly is the hiring of a Nursery Director and Nursery Attendant. Janice Koppenhaver has been helping with the position descriptions and we will be ready to start interviewing before the end of March.

Sabbatical:

Sabbatical planning continues. Austin Eggers has agreed to serve as our consistent presider at least 8 of the 10 Sundays between Vicar Spence's departure and my return from Sabbatical. I continue to work on scheduling supply preachers to fill out the schedule in July and August.

Preaching: 1/22, 1/28 (Vow Renewal), 2/5 and 2/12.

Visitation: We currently have 8 members in care facilities (*goal is weekly visits*), 12 who are homebound (*goal is monthly visits*), and 9 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
Jan. 1 (Sun.)	Feb 14	April 12	April 13	April 14

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		Mar. 8-18 (Sun) LSA Germany	SABBATICAL JUNE 5 - SEP 10

February 2023 Engagement Report

Last updated: 3/14/2023

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
2/5/2023	88	38	996	52	44	66						
2/12/2023	0	39	1782	91	72	108						
2/19/2023	103	34	888	52	57	86						
2/26/2023	129	29	756	52	42	63						
Total	320	140	4422	248	215	323						
Average	107	35	1106	62	54	81						
YTD Averages	94			59		84						

* Feb. 12th -- In-person worship cancelled for snow.

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)
2/22/2023 -- 12pm	44	22	372	34	29	44
2/22/2023 -- 6:45pm	72					
2/29/2023	42					9
Total	116	22	372	34	29	53
Average	53	22	372	34	29	26

* 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 // LSA Report – March 2023

Deacon Stacey has been posting daily updates of the Germany Trip on the Facebook Group – Grace Lutheran Boone Congregation. Here are a few of the pictures she has shared.



Vicar Report**Feb. 19 – Feb. 23**

Sunday: preached for worship. Monday: kept office hours; record on-line service for Ash Wednesday; Grace Care, Staff, Council Meeting. Tuesday: kept office hours. Wednesday: kept office hours; presided for Ash Wednesday service; One-to-One Meeting. Thursday: kept office hours; led Bible study; recorded on-line worship service; attended Listening Post. Saturday: Funeral for Josh.

Feb. 26 – Mar. 2

Sunday preached for worship. Monday: kept office hours; Grace Care, Staff Meeting. Tuesday: kept office hours. Wednesday: kept office hours; One-to-One Meeting; preached Mid-Week Service. Thursday: recorded on-line worship service; attended Listening Post.

Mar. 5 – Mar. 9

Sunday: presided for worship. Monday: kept office hours; Internship Retreat. Tuesday: Internship Retreat; Internship Committee Meeting. Wednesday: kept office hours; One-to-One Meeting; recorded on-line worship; hosted Mid-Week Service. Thursday: kept office hours; led Bible Study.

Mar. 12 – Mar. 16

Sunday: led Sunday School, worship cancelled. Monday: kept office hours; Executive Meeting Tuesday: kept office hours. Wednesday: kept office hours; preached Mid-Week Service. Thursday: led Bible study.

--- End of Report ---

Director of Music Report – Libby Brown
March 15, 2023

We are past the mid-point of Lenten journey. We have enjoyed the fellowship at the services before our rehearsals and mid-week Lenten services on Wednesday nights. The choir and handbells provided the supper for the second Wednesday in Lent. Our rehearsals now focus on Holy Week and Easter.

Looking ahead to the 100th Anniversary Celebration of Grace....David Sims has consented to arranging an anthem to commemorate this special event. He will be using a text on grace by Susan Palo Cherwein. David is the former Cantor at Holy Trinity Lutheran Church in Minneapolis and currently is Music Development Manager at Augsburg Fortress. He is noted for his beautiful anthems based on hymns. Commissioning an anthem is a wonderful way to commemorate a special day in the life of our church while giving a beautiful gift of music to churches everywhere.

Church Office Report for 3/20/22 Church Council Meeting

(prepared by Sabena on 3/14/23)

Just some of what NEW has been happening in the Grace office...

- Much of what's been happening in the church office has been preparations for Lent and Holy Week, with extra Worship Bulletins, online preparations, etc. with more services.
- We updated our lease copier contract (another 5 years) with Toshiba for an updated full-size machine plus a smaller-size office machine (and negotiated to a lower monthly cost than we were previously paying).
- We continue to receive facility use requests regularly; some have had dates that haven't worked out with our calendar (particularly those requesting space during Holy Week). 😊 But it is great to know that folks again see are facility space as a community-oriented location.
- 100th Anniversary work is still happening with updates on our website and a save-the-date postcard being mailed out to 300+ folks this week
- I met with Martha and Mick Kreszock recently to talk about their assistance with getting a new photo directory done (utilizing Breeze). This would help us greatly with our church records, as well as provide a visual directory that many folks would like to have. Details and dates are still in the works.
- And more! 😊

Facilities Manager Report

3-17-23

- I have received 2 estimates from Ground Effects and 1 from Cutlip Designs for landscaping around the front of the church around the entry ways. This is a project that, if approved, we want to get done before the 100th celebration. All of the plants that were planted 35 years ago were all looking really bad and the deer had eaten all the Hasta. This plan of new plants and either rock or mulch will run along the parking lot side of the building around the corner to both sides of the Narthex double door. This will make Grace look more inviting and spruce up an area that has been longingly in need of some love. Estimate for excavation, plants and mulch is \$4745. Estimate for excavation, plants and river rock is \$8175. Over time the rock will save us a lot of time, energy and money on having to re mulch every year and will look great up against the brick church.
- Last year we got an estimate to get the furnaces in the basement replaced. Both of the furnaces that heat the fellowship halls and the office and Sunday school wings are about 34 years old. The life expectancy is about 20-25 years. We did not follow through with replacing the units due to the sewer line replacement at the Council House last spring. I am still trying to get this estimate updated and will submit it to the Council. Eventually all of our heating appliances need to be replaced.
- The water fountain in the hallway by the main bathrooms had quit working. I did purchase a new one that will have a filtered bottle filling station that will help reduce the amount of plastic bottles disposed of. This will be delivered around March 24th and I have made arrangements for it to be installed.
- I am working with a locksmith to try to get more master keys cut for the main Narthex door.
- I am planning a workday for March 25th and will rent a wood chipper to chip all the tree limbs left from a tree that was cut at the Council House. I am also planning another workday for May 6th where we will bag leaves and possibly spread mulch and pressure wash. I would like to have the congregation's help in getting everything tidy and ready for the 100th celebration!!
- I continue to monitor parking
- I continue to work with Tiffany from Watauga Opportunities on a weekly basis as she comes to vacuum.

I want to say a special Thanks to the church for letting me take some time off this last month after Josh's passing. Thank you for allowing Josh's celebration of life service and reception to be held here. It has been a difficult several weeks and I appreciate all the patience, love and support I feel from this congregation, staff and church council. My Grace family has been so good to me over the years and I just want to say how thankful I am to be part of the ministry here in this place!!



Ground Effects Maintenance LLC
 1230 LITTLE LAUREL RD
 BOONE, NC 28607
 (828)963-0244
 shaebjones@gmail.com
 www.groundeffectsofboone.com

Estimate 3844

ADDRESS

Grace Lutheran Church

DATE 03/14/2023	TOTAL \$4,745.00
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DATE	ACTIVITY	QTY	RATE	AMOUNT
	Church Landscape Installation			
	Services Tear Out Landscaping Beds Discussed On Site	1	1,500.00	1,500.00
	Services Debris Disposal Fee	1	300.00	300.00
				Subtotal: 1,800.00
	Services Mixed Hardwoods Mulch Installation - Per Yard Installed	8	90.00	720.00
				Subtotal: 720.00
	Services Ink Berry Holly - 3gal Per Plant Installed	9	75.00	675.00
	Services Blue Velvet Saint Johns Wart-3gal- Per Plant Installed	16	75.00	1,200.00
	Services Soil Conditioner	1	350.00	350.00
				Subtotal: 2,225.00
			SUBTOTAL	4,745.00
			TAX	0.00
			TOTAL	\$4,745.00

THANK YOU.

Accepted By

Accepted Date

Ground Effects Landscape and Maintenance LLC.



Ground Effects Maintenance LLC
 1230 LITTLE LAUREL RD
 BOONE, NC 28607
 (828)963-0244
 shaebjones@gmail.com
 www.groundeffectsofboone.com

Estimate 3845

ADDRESS

Grace Lutheran Church

DATE 03/14/2023	TOTAL \$8,175.00
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DATE	ACTIVITY	QTY	RATE	AMOUNT
	Church Landscape Installation			
	Services	1	1,500.00	1,500.00
	Tear Out Landscaping Beds Discussed On Site			
	Services	1	300.00	300.00
	Debris Disposal Fee			
				Subtotal: 1,800.00
	Services	14	250.00	3,500.00
	Instead of Mulch I Recommended Installing 4"-7" Creek Stone In Mulch Beds - Per Ton Installed			
	Services	1	650.00	650.00
	Weed Mat Installation			
				Subtotal: 4,150.00
	Services	9	75.00	675.00
	Ink Berry Holly - 3gal Per Plant Installed			
	Services	16	75.00	1,200.00
	Blue Velvet Saint Johns Wart-3gal- Per Plant Installed			
	Services	1	350.00	350.00
	Soil Conditioneer			
				Subtotal: 2,225.00
				SUBTOTAL 8,175.00
				TAX 0.00
				TOTAL \$8,175.00

THANK YOU.

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2022 to February 2023

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	\$17,138.68	\$27,500.00	\$179,377.72	\$165,000.00	\$330,000.00	\$150,622.28
015205 - NC & ELCA Synod Income	\$0.00	\$1,750.00	\$11,106.50	\$10,500.00	\$21,000.00	\$9,893.50
Total Tithes and Offerings	<u>\$17,138.68</u>	<u>\$29,250.00</u>	<u>\$190,484.22</u>	<u>\$175,500.00</u>	<u>\$351,000.00</u>	<u>\$160,515.78</u>
Rental Incomes						
015308 - Parking Rental Income	\$5.00	\$4,583.33	\$15,265.00	\$27,499.98	\$55,000.00	\$39,735.00
Total Rental Incomes	<u>\$5.00</u>	<u>\$4,583.33</u>	<u>\$15,265.00</u>	<u>\$27,499.98</u>	<u>\$55,000.00</u>	<u>\$39,735.00</u>
Miscellaneous Income						
015301 - Interest/Dividends	\$0.00	\$0.00	\$492.64	\$0.00	\$0.00	(\$492.64)
015302 - Miscellaneous Donations	\$15.00	\$0.00	\$785.00	\$0.00	\$0.00	(\$785.00)
015305 - Jeffcoat-Proctor Offset	\$0.00	\$333.33	\$0.00	\$1,999.98	\$4,000.00	\$4,000.00
Total Miscellaneous Income	<u>\$15.00</u>	<u>\$333.33</u>	<u>\$1,277.64</u>	<u>\$1,999.98</u>	<u>\$4,000.00</u>	<u>\$2,722.36</u>
Total Offerings	<u>\$17,158.68</u>	<u>\$34,166.66</u>	<u>\$207,026.86</u>	<u>\$204,999.96</u>	<u>\$410,000.00</u>	<u>\$202,973.14</u>
Total Revenues	<u><u>\$17,158.68</u></u>	<u><u>\$34,166.66</u></u>	<u><u>\$207,026.86</u></u>	<u><u>\$204,999.96</u></u>	<u><u>\$410,000.00</u></u>	<u><u>\$202,973.14</u></u>

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2022 to February 2023

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	\$597.34	\$125.00	\$901.69	\$750.00	\$1,500.00	\$598.31
016602 - Books/Supplies/Study Materials	\$131.88	\$41.67	\$901.85	\$250.02	\$500.00	(\$401.85)
Total Christian Education Ministries	\$729.22	\$166.67	\$1,803.54	\$1,000.02	\$2,000.00	\$196.46
Youth & Family Ministry						
016501 - Senior Youth	\$0.00	\$25.00	\$84.85	\$150.00	\$300.00	\$215.15
016502 - Jr. Youth	\$0.00	\$25.00	\$286.00	\$150.00	\$300.00	\$14.00
016503 - Luther Kids	\$25.00	\$25.00	\$114.96	\$150.00	\$300.00	\$185.04
016507 - Family Programs	\$0.00	\$25.00	\$117.24	\$150.00	\$300.00	\$182.76
Total Youth & Family Ministry	\$25.00	\$100.00	\$603.05	\$600.00	\$1,200.00	\$596.95
Intern						
016220 - Intern Stipend	\$1,963.64	\$1,800.00	\$11,781.84	\$10,800.00	\$21,600.00	\$9,818.16
016250 - Internship Fees	\$0.00	\$191.67	\$1,800.00	\$1,150.02	\$2,300.00	\$500.00
016321 - Intern - Professional Expenses	\$0.00	\$83.33	\$354.00	\$499.98	\$1,000.00	\$646.00
016322 - Intern Mileage	\$0.00	\$83.33	\$0.00	\$499.98	\$1,000.00	\$1,000.00
Total Intern	\$1,963.64	\$2,158.33	\$13,935.84	\$12,949.98	\$25,900.00	\$11,964.16
Stewardship						
016901 - Stewardship Supplies	\$0.00	\$41.67	\$0.00	\$250.02	\$500.00	\$500.00
Total Stewardship	\$0.00	\$41.67	\$0.00	\$250.02	\$500.00	\$500.00
Total LEARNING	\$2,717.86	\$2,466.67	\$16,342.43	\$14,800.02	\$29,600.00	\$13,257.57
SERVING						
Care Ministry						
016454 - Card/Devotionals Ministry	\$0.00	\$8.33	\$0.00	\$49.98	\$100.00	\$100.00
Total Care Ministry	\$0.00	\$8.33	\$0.00	\$49.98	\$100.00	\$100.00
North Carolina Benevolences						
016101 - NC Synod	\$2,500.00	\$500.00	\$2,500.00	\$3,000.00	\$6,000.00	\$3,500.00
Total North Carolina Benevolences	\$2,500.00	\$500.00	\$2,500.00	\$3,000.00	\$6,000.00	\$3,500.00
Total SERVING	\$2,500.00	\$508.33	\$2,500.00	\$3,049.98	\$6,100.00	\$3,600.00
WELCOMING						
Campus Ministry						
016817 - Program Materials	\$0.00	\$20.83	\$161.44	\$124.98	\$250.00	\$88.56
016818 - Food Ministry	\$77.91	\$125.00	\$1,115.70	\$750.00	\$1,500.00	\$384.30
Total Campus Ministry	\$77.91	\$145.83	\$1,277.14	\$874.98	\$1,750.00	\$472.86
Evangelism						
016701 - Welcoming Supplies	\$0.00	\$12.50	\$0.00	\$75.00	\$150.00	\$150.00
016704 - Communications	\$0.00	\$41.67	\$0.00	\$250.02	\$500.00	\$500.00
016706 - Chamber of Commerce Dues	\$0.00	\$16.67	\$235.00	\$100.02	\$200.00	(\$35.00)
Total Evangelism	\$0.00	\$70.84	\$235.00	\$425.04	\$850.00	\$615.00
Fellowship						

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2022 to February 2023

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	\$158.49	\$20.83	\$356.49	\$124.98	\$250.00	(\$106.49)
Total Fellowship	<u>\$158.49</u>	<u>\$20.83</u>	<u>\$356.49</u>	<u>\$124.98</u>	<u>\$250.00</u>	<u>(\$106.49)</u>
Total WELCOMING	\$236.40	\$237.50	\$1,868.63	\$1,425.00	\$2,850.00	\$981.37
WORSHIPING						
Worship & Music						
016401 - Communion/Altar Supplies	\$20.49	\$100.00	\$273.07	\$600.00	\$1,200.00	\$926.93
016419 - Piano/Organ Maintenance	\$0.00	\$125.00	\$879.25	\$750.00	\$1,500.00	\$620.75
016421 - Music All Services	\$457.64	\$166.67	\$1,614.97	\$1,000.02	\$2,000.00	\$385.03
Total Worship & Music	<u>\$478.13</u>	<u>\$391.67</u>	<u>\$2,767.29</u>	<u>\$2,350.02</u>	<u>\$4,700.00</u>	<u>\$1,932.71</u>
Total WORSHIPING	\$478.13	\$391.67	\$2,767.29	\$2,350.02	\$4,700.00	\$1,932.71
SUPPORTING						
Property						
Property General						
016614 - Snow Removal	\$450.00	\$83.33	\$800.00	\$499.98	\$1,000.00	\$200.00
016615 - Lawn/Landscaping	\$0.00	\$208.33	\$1,005.00	\$1,249.98	\$2,500.00	\$1,495.00
016761 - Taxes on Property	\$0.00	\$66.67	\$798.68	\$400.02	\$800.00	\$1.32
Total Property General	<u>\$450.00</u>	<u>\$358.33</u>	<u>\$2,603.68</u>	<u>\$2,149.98</u>	<u>\$4,300.00</u>	<u>\$1,696.32</u>
Church						
016509 - Water/Sewer	\$92.80	\$58.33	\$330.40	\$349.98	\$700.00	\$369.60
016510 - Natural Gas	\$0.00	\$375.00	\$2,771.23	\$2,250.00	\$4,500.00	\$1,728.77
016511 - Electric	\$438.54	\$375.00	\$2,384.69	\$2,250.00	\$4,500.00	\$2,115.31
016613 - Cleaning/Maintenance Supplies	\$65.06	\$104.17	\$564.15	\$625.02	\$1,250.00	\$685.85
016616 - General Repairs/Maintenance	\$1,153.84	\$416.67	\$4,003.36	\$2,500.02	\$5,000.00	\$996.64
016618 - Property Insurance	\$0.00	\$566.67	\$4,093.50	\$3,400.02	\$6,800.00	\$2,706.50
Total Church	<u>\$1,750.24</u>	<u>\$1,895.84</u>	<u>\$14,147.33</u>	<u>\$11,375.04</u>	<u>\$22,750.00</u>	<u>\$8,602.67</u>
Office Expense						
016001 - Printing	\$840.64	\$708.33	\$5,309.99	\$4,249.98	\$8,500.00	\$3,190.01
016002 - Office Supplies	\$162.95	\$125.00	\$1,008.60	\$750.00	\$1,500.00	\$491.40
016003 - Office Equipment & Repair	\$0.00	\$50.00	\$0.00	\$300.00	\$600.00	\$600.00
016004 - Postage/E'mail Service	\$120.00	\$166.67	\$842.51	\$1,000.02	\$2,000.00	\$1,157.49
016005 - Bank Service Fees/Checks	\$0.00	\$33.33	\$241.20	\$199.98	\$400.00	\$158.80
016006 - Computer Software/Hardware	\$0.00	\$125.00	\$1,448.33	\$750.00	\$1,500.00	\$51.67
016007 - Campus Telephone/Internet	\$509.62	\$333.33	\$1,968.84	\$1,999.98	\$4,000.00	\$2,031.16
016010 - Payment Processing Fees	\$259.99	\$375.00	\$2,700.92	\$2,250.00	\$4,500.00	\$1,799.08
016012 - ACS Subscription Fees	\$268.00	\$291.67	\$1,824.00	\$1,750.02	\$3,500.00	\$1,676.00
016013 - CPA/Bookkeeper	\$0.00	\$333.33	\$0.00	\$1,999.98	\$4,000.00	\$4,000.00
016407 - Bulletins/Licensing/Software	\$80.00	\$125.00	\$661.00	\$750.00	\$1,500.00	\$839.00
Total Office Expense	<u>\$2,241.20</u>	<u>\$2,666.66</u>	<u>\$16,005.39</u>	<u>\$15,999.96</u>	<u>\$32,000.00</u>	<u>\$15,994.61</u>
Grace Place						
016651 - Property Insurance (GP)	\$0.00	\$41.67	\$192.50	\$250.02	\$500.00	\$307.50
016652 - Water/Sewer (GP)	\$33.40	\$41.67	\$209.70	\$250.02	\$500.00	\$290.30

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2022 to February 2023

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)	\$177.27	\$166.67	\$772.99	\$1,000.02	\$2,000.00	\$1,227.01
016654 - Cleaning/Maintenance Supplies (GP)	\$0.00	\$12.50	\$0.00	\$75.00	\$150.00	\$150.00
016656 - General Repairs/Maintenance (GP)	\$0.00	\$62.50	\$0.00	\$375.00	\$750.00	\$750.00
016661 - Television Service (GP)	\$0.00	\$73.33	\$0.00	\$439.98	\$880.00	\$880.00
Total Grace Place	<u>\$210.67</u>	<u>\$398.34</u>	<u>\$1,175.19</u>	<u>\$2,390.04</u>	<u>\$4,780.00</u>	<u>\$3,604.81</u>
Councill House						
016671 - Water/Sewer (CH)	\$0.00	\$50.00	\$226.40	\$300.00	\$600.00	\$373.60
016673 - Electric Service (CH)	\$107.05	\$125.00	\$692.40	\$750.00	\$1,500.00	\$807.60
016674 - Fuel Gas (CH)	\$0.00	\$104.17	\$764.89	\$625.02	\$1,250.00	\$485.11
016676 - Property Insurance (CH)	\$0.00	\$108.33	\$744.50	\$649.98	\$1,300.00	\$555.50
016679 - General Repairs/Maint (CH)	\$0.00	\$100.00	\$352.97	\$600.00	\$1,200.00	\$847.03
Total Councill House	<u>\$107.05</u>	<u>\$487.50</u>	<u>\$2,781.16</u>	<u>\$2,925.00</u>	<u>\$5,850.00</u>	<u>\$3,068.84</u>
Wilkes County Property						
016763 - Property Tax/Insurance (WC)	\$0.00	\$416.67	\$248.50	\$2,500.02	\$5,000.00	\$4,751.50
Total Wilkes County Property	<u>\$0.00</u>	<u>\$416.67</u>	<u>\$248.50</u>	<u>\$2,500.02</u>	<u>\$5,000.00</u>	<u>\$4,751.50</u>
Total Property	<u>\$4,759.16</u>	<u>\$6,223.34</u>	<u>\$36,961.25</u>	<u>\$37,340.04</u>	<u>\$74,680.00</u>	<u>\$37,718.75</u>
Personnel						
Senior Pastor						
Senior Pastor						
016201 - Senior Pastors Salary	\$3,598.26	\$3,598.25	\$21,589.56	\$21,589.50	\$43,179.00	\$21,589.44
016202 - Senior Pastors Social Security	\$468.58	\$468.58	\$2,811.48	\$2,811.48	\$5,623.00	\$2,811.52
016205 - Senior Pastors Housing Allowance	\$2,500.00	\$2,500.00	\$15,000.00	\$15,000.00	\$30,000.00	\$15,000.00
Total Senior Pastor	<u>\$6,566.84</u>	<u>\$6,566.83</u>	<u>\$39,401.04</u>	<u>\$39,400.98</u>	<u>\$78,802.00</u>	<u>\$39,400.96</u>
Sr Pastor Pension/Insurance						
016251 - Senior Pastor Health Insurance	\$1,239.00	\$1,166.67	\$7,168.00	\$7,000.02	\$14,000.00	\$6,832.00
016252 - Senior Pastor Other Insurance	\$111.63	\$166.67	\$801.14	\$1,000.02	\$2,000.00	\$1,198.86
016253 - Senior Pastor Retirement Cont.	\$788.02	\$788.02	\$4,728.12	\$4,728.12	\$9,456.24	\$4,728.12
Total Sr Pastor Pension/Insurance	<u>\$2,138.65</u>	<u>\$2,121.36</u>	<u>\$12,697.26</u>	<u>\$12,728.16</u>	<u>\$25,456.24</u>	<u>\$12,758.98</u>
Total Senior Pastor	<u>\$8,705.49</u>	<u>\$8,688.19</u>	<u>\$52,098.30</u>	<u>\$52,129.14</u>	<u>\$104,258.24</u>	<u>\$52,159.94</u>
Campus Minister						
016221 - Campus Minister Salary	\$1,562.50	\$1,562.50	\$9,375.00	\$9,375.00	\$18,750.00	\$9,375.00
016267 - Campus Retirement Cont	\$208.33	\$156.25	\$1,249.98	\$937.50	\$1,875.00	\$625.02
016268 - Campus Minister Health Ins.	\$890.00	\$833.33	\$5,160.00	\$4,999.98	\$10,000.00	\$4,840.00
016269 - Campus Minister Other Ins.	\$35.42	\$0.00	\$254.16	\$0.00	\$0.00	(\$254.16)
Total Campus Minister	<u>\$2,696.25</u>	<u>\$2,552.08</u>	<u>\$16,039.14</u>	<u>\$15,312.48</u>	<u>\$30,625.00</u>	<u>\$14,585.86</u>
Music						
016208 - Choral & Ensemble Director	\$1,520.84	\$1,520.83	\$9,125.04	\$9,124.98	\$18,250.00	\$9,124.96
016210 - Organist	\$916.68	\$854.17	\$5,500.08	\$5,125.02	\$10,250.00	\$4,749.92
016211 - Substitutes & Special Services	\$0.00	\$83.33	\$725.00	\$499.98	\$1,000.00	\$275.00
016216 - Audio/Visual Ministry Facilitator	\$0.00	\$854.17	\$0.00	\$5,125.02	\$10,250.00	\$10,250.00
Total Music	<u>\$2,437.52</u>	<u>\$3,312.50</u>	<u>\$15,350.12</u>	<u>\$19,875.00</u>	<u>\$39,750.00</u>	<u>\$24,399.88</u>

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2022 to February 2023

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	\$15,000.00	\$15,000.00	\$30,000.00	\$15,000.00
016219 - Financial Secretary Salary	\$1,300.50	\$1,000.00	\$5,656.50	\$6,000.00	\$12,000.00	\$6,343.50
016235 - Facilities Manager	\$2,666.66	\$2,666.67	\$15,999.96	\$16,000.02	\$32,000.00	\$16,000.04
016239 - Custodial Assistant	\$30.81	\$83.33	\$228.39	\$499.98	\$1,000.00	\$771.61
Total Office Staff	\$6,497.97	\$6,250.00	\$36,884.85	\$37,500.00	\$75,000.00	\$38,115.15
Admin Sec Pension/Insurance						
016281 - Adm Secretary Health Insurance	\$761.00	\$583.33	\$5,100.23	\$3,499.98	\$7,000.00	\$1,899.77
016282 - Adm Secretary Other Insurance	\$42.50	\$83.33	\$305.00	\$499.98	\$1,000.00	\$695.00
016283 - Adm Secretary Retirement Cont.	\$150.00	\$166.67	\$900.00	\$1,000.02	\$2,000.00	\$1,100.00
Total Admin Sec Pension/Insurance	\$953.50	\$833.33	\$6,305.23	\$4,999.98	\$10,000.00	\$3,694.77
Facilities Manager Pension/Ins						
016291 - Facilities Manager Health Insurance	\$678.00	\$666.67	\$3,936.00	\$4,000.02	\$8,000.00	\$4,064.00
016292 - Facilities Manager Other Insurance	\$45.33	\$62.50	\$325.34	\$375.00	\$750.00	\$424.66
016293 - Facilities Manager Retire Contrib	\$266.67	\$266.67	\$1,600.02	\$1,600.02	\$3,200.00	\$1,599.98
Total Facilities Manager Pension/Ins	\$990.00	\$995.84	\$5,861.36	\$5,975.04	\$11,950.00	\$6,088.64
Total Office Staff	\$8,441.47	\$8,079.17	\$49,051.44	\$48,475.02	\$96,950.00	\$47,898.56
Other Personnel						
016214 - Supply Pastors	\$0.00	\$41.67	\$0.00	\$250.02	\$500.00	\$500.00
Total Other Personnel	\$0.00	\$41.67	\$0.00	\$250.02	\$500.00	\$500.00
Other Personnel Expenses						
016301 - FICA/Medicare - Employer	\$970.11	\$833.33	\$5,778.55	\$4,999.98	\$10,000.00	\$4,221.45
016302 - Workers Comp. Insurance	\$0.00	\$150.00	\$895.50	\$900.00	\$1,800.00	\$904.50
016303 - Senior Pastor Travel Reimbursement	\$448.28	\$166.67	\$589.28	\$1,000.02	\$2,000.00	\$1,410.72
016308 - Campus Minister Prof Exp & Cont Ed	\$200.00	\$83.33	\$214.27	\$499.98	\$1,000.00	\$785.73
016309 - Music Director Prof Exp & Cont Ed	\$0.00	\$83.33	\$0.00	\$499.98	\$1,000.00	\$1,000.00
016310 - Senior Pastor Professional Exp.	\$38.28	\$166.67	\$588.95	\$1,000.02	\$2,000.00	\$1,411.05
016317 - Staff Travel Reimbursement	\$0.00	\$41.67	\$0.00	\$250.02	\$500.00	\$500.00
016318 - Staff Training	\$0.00	\$83.33	\$134.61	\$499.98	\$1,000.00	\$865.39
016323 - Empl/Vol Background Chks	\$0.00	\$20.83	\$37.00	\$124.98	\$250.00	\$213.00
016715 - Conference Attendance	\$0.00	\$125.00	\$0.00	\$750.00	\$1,500.00	\$1,500.00
Total Other Personnel Expenses	\$1,656.67	\$1,754.16	\$8,238.16	\$10,524.96	\$21,050.00	\$12,811.84
Total Personnel	\$23,937.40	\$24,427.77	\$140,777.16	\$146,566.62	\$293,133.24	\$152,356.08
Total SUPPORTING	\$28,696.56	\$30,651.11	\$177,738.41	\$183,906.66	\$367,813.24	\$190,074.83
Total Expenses	\$34,628.95	\$34,255.28	\$201,216.76	\$205,531.68	\$411,063.24	\$209,846.48
Net Total	(\$17,470.27)	(\$88.62)	\$5,810.10	(\$531.72)	(\$1,063.24)	(\$6,873.34)

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September 2022 to February 2023

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	\$389.93	\$274.23
017597 - Upper Room Class Holding Fund	\$147.44	\$0.00	\$21.99	\$125.45
Pastoral Projects				
017402 - Pastor's Discretionary Holding Fund	\$2,162.43	\$4,515.00	\$2,808.31	\$3,869.12
017541 - Pastor's Sabbatical	\$5,000.00	\$0.00	\$3,935.60	\$1,064.40
017569 - Confirmation	\$521.65	\$0.00	\$64.00	\$457.65
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	\$1,300.00	\$1,438.82
Total Pastoral Projects	\$13,272.90	\$4,515.00	\$8,107.91	\$9,679.99
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	\$3,125.04	(\$3,530.12)
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	\$44.00	\$0.00	\$237.48
Total Youth & Family Projects	\$14,752.40	\$1,214.00	\$3,125.04	\$12,841.36
Campus Projects				
017013 - Campus Minister Sabbatical	\$5,000.00	\$0.00	\$2,929.26	\$2,070.74
017403 - LSA_Mission Trips	\$13,711.52	\$39,316.19	\$26,043.88	\$26,983.83
017517 - Jeffcoat/Proctor Holding Fund	(\$5,906.00)	\$15,780.00	\$0.00	\$9,874.00
Total Campus Projects	\$12,805.52	\$55,096.19	\$28,973.14	\$38,928.57
Property Projects				
017564 - Columbarium	\$5,291.30	\$1,095.00	\$22.00	\$6,364.30
017567 - Facilities Fund	\$7,976.09	\$1,200.00	\$0.00	\$9,176.09
017591 - Grace Builders	\$46,396.34	\$32,405.00	\$52,504.50	\$26,296.84
017900 - Parking Lot/Paving HF	\$7,971.86	\$0.00	\$0.00	\$7,971.86
Total Property Projects	\$67,635.59	\$34,700.00	\$52,526.50	\$49,809.09
Financial Projects				
017410 - Temporary Account	\$50.00	\$1,537.17	\$0.00	\$1,587.17
017414 - Staff Christmas Gifts	\$145.10	\$1,420.00	\$1,545.10	\$20.00
017417 - Wedding Fees Holding Acct.	\$225.00	\$0.00	\$0.00	\$225.00
017506 - Special Staff Gift	\$160.31	\$2,526.92	\$2,526.92	\$160.31
017513 - Troutman Foundation Holding	\$383.43	\$200.00	\$0.00	\$583.43
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	\$1,407.20	\$1,366.76	\$2,995.69
017605 - Special Offering Holding Fund	\$2,372.32	\$2,165.41	\$1,842.75	\$2,694.98
017606 - Growing Grace	\$25,014.05	\$250.00	\$0.00	\$25,264.05
Total Financial Projects	\$57,863.96	\$9,506.70	\$22,061.31	\$45,309.35
Music Projects				
017521 - Audio Visual Tech	\$0.04	\$0.00	\$3,466.68	(\$3,466.64)
017522 - Associate Music Director	\$780.00	\$0.00	\$0.00	\$780.00
017562 - Special Musicians Holding Fund	\$143.56	\$3,431.44	\$3,575.00	\$0.00
017594 - Music/Choir Holding Fund	\$3,787.99	\$3,800.00	\$3,546.44	\$4,041.55
Total Music Projects	\$4,711.59	\$7,231.44	\$10,588.12	\$1,354.91
Women's Ministries				
017560 - Lizzie Estelle Holding Fund	\$424.82	\$692.00	\$617.96	\$498.86
017599 - Quilter's Group Fund	\$4,748.83	\$430.00	\$2,923.44	\$2,255.39
017602 - Card Ministry	\$508.52	\$0.00	\$0.00	\$508.52
Total Women's Ministries	\$5,682.17	\$1,122.00	\$3,541.40	\$3,262.77
Total Church Projects	\$177,710.73	\$113,385.33	\$129,335.34	\$161,760.72
Local Ministries				
017117 - Oasis Holding Fund	\$70.00	\$100.00	\$170.00	\$0.00
017118 - Community Care Clinic Holding Fund	\$0.00	\$50.00	\$50.00	\$0.00
017404 - Hunger & Health Coalition Holding F	\$185.00	\$950.00	\$1,160.00	(\$25.00)
017524 - Habitat for Humanity Holding Fund	\$0.00	\$100.00	\$50.00	\$50.00

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September 2022 to February 2023

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
017549 - Hospitality House Holding Fund	\$375.00	\$6,130.00	\$5,122.56	\$1,382.44
017586 - WeCAN Holding Fund	\$0.00	\$50.00	\$50.00	\$0.00
Total Local Ministries	\$630.00	\$7,380.00	\$6,602.56	\$1,407.44
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	\$394.90	\$0.00	\$200.00	\$194.90
Total Temporary Restricted	\$178,735.63	\$120,765.33	\$136,137.90	\$163,363.06

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September 2022 to February 2023

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

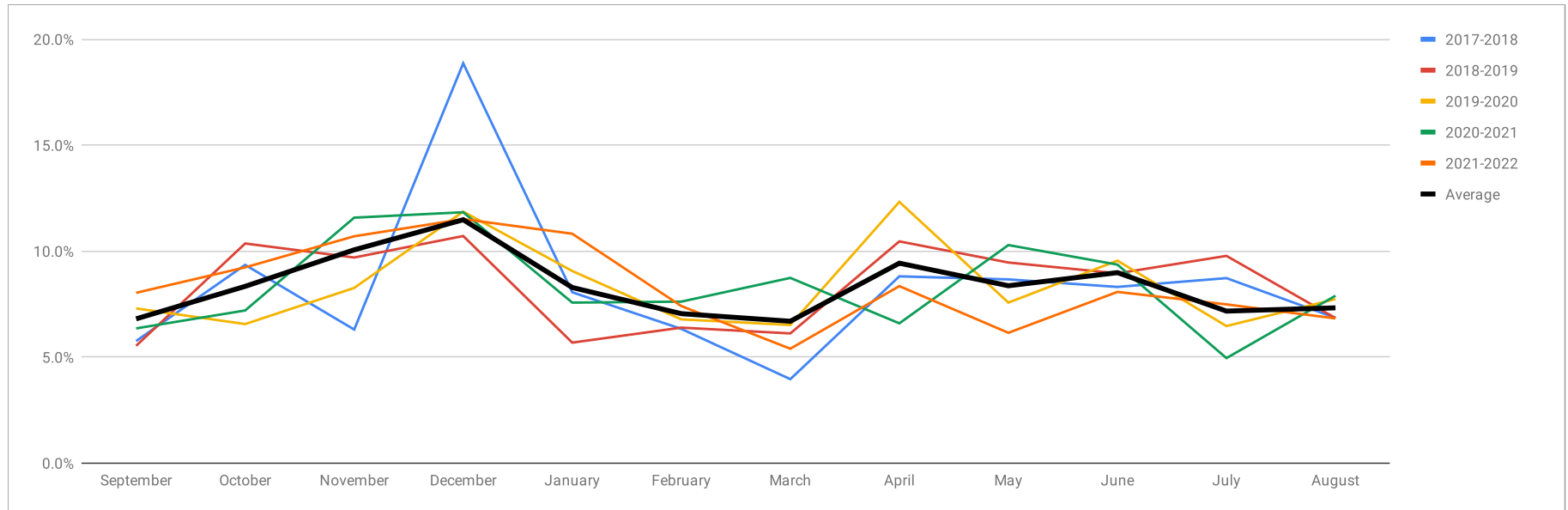
Assets		
Funds for Current Use		
011015 - High Country Bank Checking	\$94,853.52	
Total Funds for Current Use		\$94,853.52
Funds for Long-Term Use		
HCB Money Market		
011020 - HCB Money Market	\$196,343.29	
Total HCB Money Market	\$196,343.29	
Total Funds for Long-Term Use		\$196,343.29
Accounts Receivable		
NC State Sales Tax Refund		
011718 - Watauga Sales Tax 2%	\$7,080.99	
011720 - Food Sales Tax 2%	\$7.27	
Total NC State Sales Tax Refund	\$7,088.26	
Total Accounts Receivable		\$7,088.26
Fixed Assets		
011904 - Councill Property	\$1,897,168.73	
Total Fixed Assets		\$1,897,168.73
Total Assets		\$2,195,453.80
Liabilities, Fund Principal, & Restricted Funds		
Liabilities		
Current Liabilities		
Payroll Items		
Payroll Taxes		
012101 - Federal Payroll Taxes	\$3,669.74	
012102 - FICA Taxes-Employee	\$1,621.08	
012103 - Medicare Taxes-Employee	\$379.24	
012104 - NC State Payroll Taxes	\$779.00	
012112 - FICA Taxes Employer	\$1,621.08	
012113 - Medicare Taxes Employer	\$379.24	
Total Payroll Taxes	\$8,449.38	
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	\$8,456.36	
Total Current Liabilities		\$8,456.36
Total Liabilities		
Fund Principal		
002002 - Fund Principal	\$37,692.20	
002004 - Equity in Councill Property	\$1,897,168.73	
Excess Cash Received	\$5,810.10	
Total Fund Principal and Excess Cash Received		\$1,940,671.03
Restricted Funds		
Total Temporary Restricted	\$163,363.06	
Total Permanent Restricted	\$82,963.35	
Total Restricted Funds		\$246,326.41
Total Liabilities, Fund Principal, & Restricted Funds		\$2,195,453.80

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2022 to January 2023

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	\$53,711.76	\$27,500.00	\$161,219.54	\$137,500.00	\$330,000.00	\$168,780.46
015205 - NC & ELCA Synod Income	\$0.00	\$1,750.00	\$11,106.50	\$8,750.00	\$21,000.00	\$9,893.50
Total Tithes and Offerings	<u>\$53,711.76</u>	<u>\$29,250.00</u>	<u>\$172,326.04</u>	<u>\$146,250.00</u>	<u>\$351,000.00</u>	<u>\$178,673.96</u>
Rental Incomes						
015308 - Parking Rental Income	\$1,535.00	\$4,583.33	\$15,260.00	\$22,916.65	\$55,000.00	\$39,740.00
Total Rental Incomes	<u>\$1,535.00</u>	<u>\$4,583.33</u>	<u>\$15,260.00</u>	<u>\$22,916.65</u>	<u>\$55,000.00</u>	<u>\$39,740.00</u>
Miscellaneous Income						
015301 - Interest/Dividends	\$0.00	\$0.00	\$389.45	\$0.00	\$0.00	(\$389.45)
015302 - Miscellaneous Donations	\$0.00	\$0.00	\$755.00	\$0.00	\$0.00	(\$755.00)
015305 - Jeffcoat-Proctor Offset	\$0.00	\$333.33	\$0.00	\$1,666.65	\$4,000.00	\$4,000.00
Total Miscellaneous Income	<u>\$0.00</u>	<u>\$333.33</u>	<u>\$1,144.45</u>	<u>\$1,666.65</u>	<u>\$4,000.00</u>	<u>\$2,855.55</u>
Total Offerings	<u>\$55,246.76</u>	<u>\$34,166.66</u>	<u>\$188,730.49</u>	<u>\$170,833.30</u>	<u>\$410,000.00</u>	<u>\$221,269.51</u>
Total Revenues	<u><u>\$55,246.76</u></u>	<u><u>\$34,166.66</u></u>	<u><u>\$188,730.49</u></u>	<u><u>\$170,833.30</u></u>	<u><u>\$410,000.00</u></u>	<u><u>\$221,269.51</u></u>

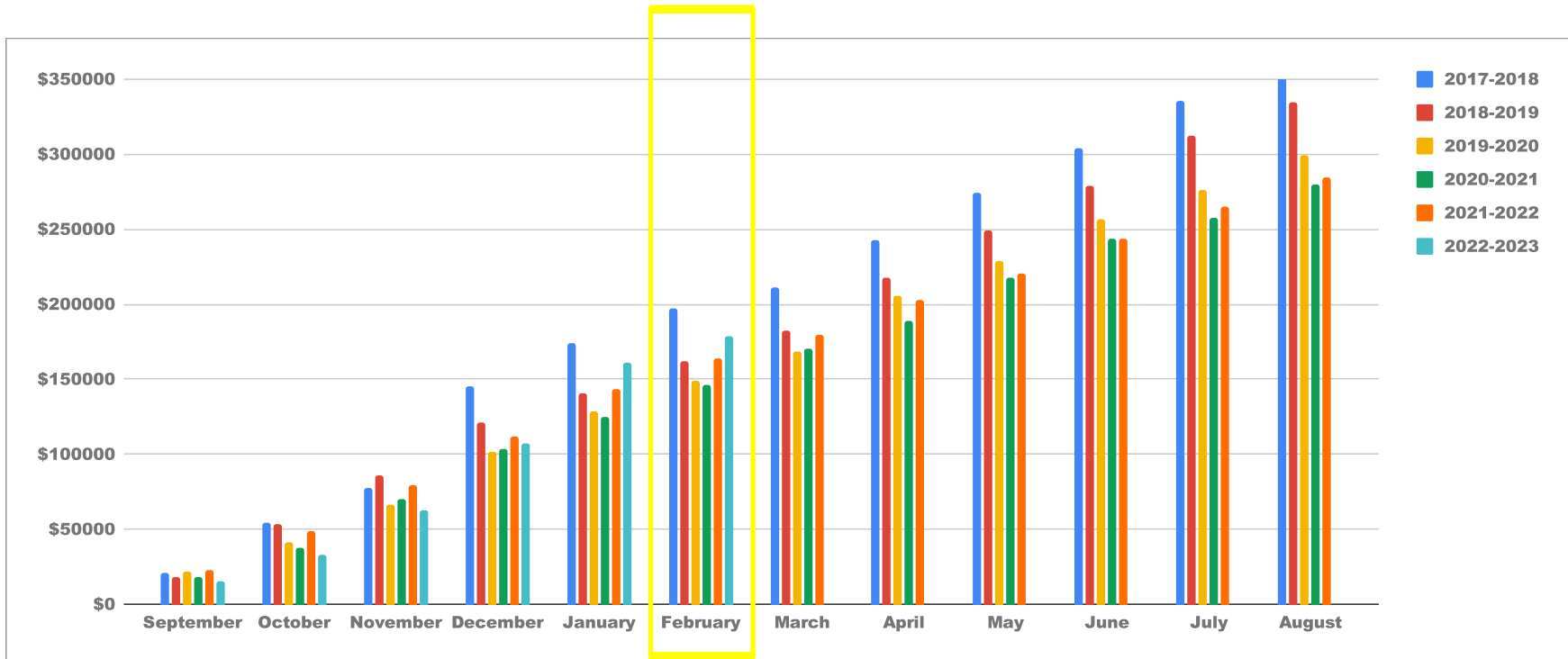
Year-Over-Year Monthly Giving

	2017-2018		2018-2019		2019-2020		2020-2021		2021-2022		Average	Needed	Actual	Surplus/(Deficit)
	2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022		2022-2023	2022-2023	2021-2022
September	\$20,735.45	5.8%	\$18,533.00	5.5%	\$21,868.30	7.3%	\$17,775.00	6.4%	\$22,847.00	8.0%	6.8%	\$22,459.58	\$15,038.82	-\$7,420.76
October	\$33,673.28	9.4%	\$34,697.38	10.4%	\$19,654.00	6.6%	\$20,139.52	7.2%	\$26,258.22	9.2%	8.3%	\$27,519.51	\$17,814.00	-\$9,705.51
November	\$22,684.86	6.3%	\$32,483.00	9.7%	\$24,766.39	8.3%	\$32,384.95	11.6%	\$30,430.84	10.7%	10.1%	\$33,204.78	\$30,120.00	-\$3,084.78
December	\$67,919.22	18.9%	\$35,878.00	10.7%	\$35,550.31	11.9%	\$33,100.00	11.8%	\$32,738.96	11.5%	11.5%	\$37,890.99	\$44,534.86	\$6,643.87
January	\$29,019.40	8.1%	\$19,034.00	5.7%	\$27,156.00	9.1%	\$21,176.00	7.6%	\$30,770.00	10.8%	8.3%	\$27,340.99	\$53,711.76	\$26,370.77
February	\$22,799.39	6.3%	\$21,401.38	6.4%	\$20,321.00	6.8%	\$21,305.00	7.6%	\$21,070.00	7.4%	7.1%	\$23,266.04	\$17,138.68	-\$6,127.36
March	\$14,257.50	4.0%	\$20,490.00	6.1%	\$19,524.00	6.5%	\$24,435.08	8.7%	\$15,344.00	5.4%	6.7%	\$22,084.16		
April	\$31,727.00	8.8%	\$35,029.00	10.5%	\$36,930.00	12.3%	\$18,441.00	6.6%	\$23,742.22	8.3%	9.4%	\$31,126.81		
May	\$31,209.97	8.7%	\$31,690.75	9.5%	\$22,690.00	7.6%	\$28,767.79	10.3%	\$17,479.87	6.1%	8.4%	\$27,613.22		
June	\$29,927.55	8.3%	\$29,979.23	9.0%	\$28,620.00	9.6%	\$26,189.00	9.4%	\$22,967.00	8.1%	9.0%	\$29,655.55		
July	\$31,422.00	8.7%	\$32,742.00	9.8%	\$19,375.00	6.5%	\$13,853.37	5.0%	\$21,292.00	7.5%	7.2%	\$23,665.57		
August	\$24,675.00	6.9%	\$22,913.13	6.8%	\$23,180.62	7.7%	\$22,081.85	7.9%	\$19,408.00	6.8%	7.3%	\$24,172.81		
Total	\$360,050.62		\$334,870.87		\$299,635.62		\$279,648.56		\$284,348.11			\$330,000.00	\$178,358.12	\$6,676.24



Year-Over-Year Cumulative Giving Comparison

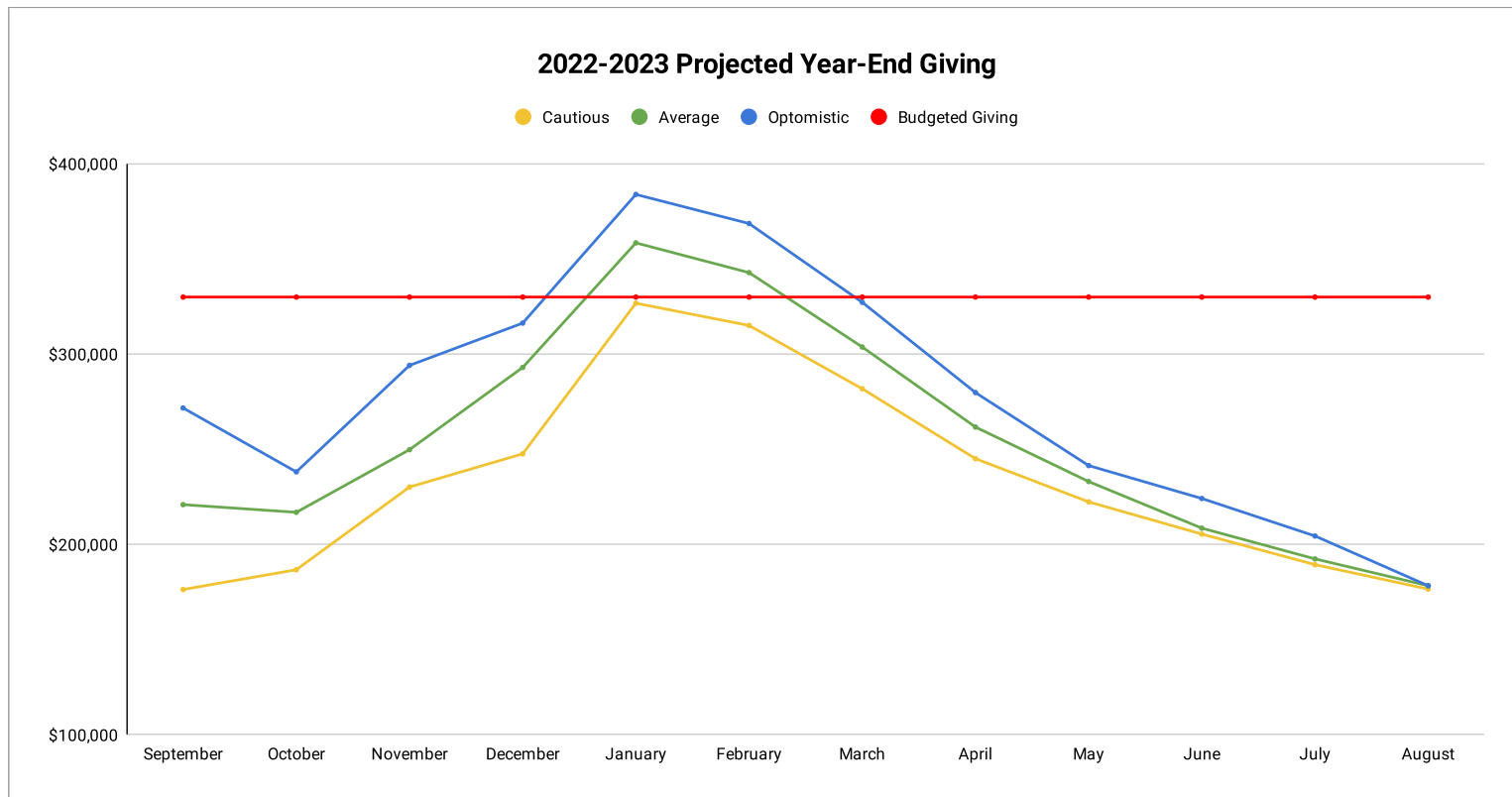
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	<i>Acutal</i> 2022-2023	<i>Needed</i> 2021-2022
September	\$20,735.45	\$18,533.00	\$21,868.30	\$17,775.00	\$22,847.00	\$15,038.82	\$22,459.58
October	\$54,408.73	\$53,230.38	\$41,522.30	\$37,914.52	\$49,105.22	\$32,852.82	\$49,979.09
November	\$77,093.59	\$85,713.38	\$66,288.69	\$70,299.47	\$79,536.06	\$62,972.82	\$83,183.86
December	\$145,012.81	\$121,591.38	\$101,839.00	\$103,399.47	\$112,275.02	\$107,507.68	\$121,074.85
January	\$174,032.21	\$140,625.38	\$128,995.00	\$124,575.47	\$143,045.02	\$161,219.44	\$148,415.84
February	\$196,831.60	\$162,026.76	\$149,316.00	\$145,880.47	\$164,115.02	\$178,358.12	\$171,681.88
March	\$211,089.10	\$182,516.76	\$168,840.00	\$170,315.55	\$179,459.02		\$193,766.04
April	\$242,816.10	\$217,545.76	\$205,770.00	\$188,756.55	\$203,201.24		\$224,892.85
May	\$274,026.07	\$249,236.51	\$228,460.00	\$217,524.34	\$220,681.11		\$252,506.08
June	\$303,953.62	\$279,215.74	\$257,080.00	\$243,713.34	\$243,648.11		\$282,161.62
July	\$335,375.62	\$311,957.74	\$276,455.00	\$257,566.71	\$264,940.11		\$305,827.19
August	\$360,050.62	\$334,870.87	\$299,635.62	\$279,648.56	\$284,348.11		\$330,000.00



Projected Year-End Total Giving Based on Historical Giving Patterns

	2022-2023 Cumulative Giving	Cautious	Average	Optomistic	Budgeted Giving
September	\$15,039	\$176,371	\$220,966	\$271,735	\$330,000
October	\$32,853	\$186,754	\$216,919	\$238,166	\$330,000
November	\$62,973	\$230,197	\$249,820	\$294,102	\$330,000
December	\$107,508	\$247,646	\$293,021	\$316,314	\$330,000
January	\$161,219	\$326,782	\$358,469	\$383,911	\$330,000
February	\$178,358	\$315,071	\$342,833	\$368,624	\$330,000
March	\$178,358	\$281,836	\$303,759	\$327,241	\$330,000
April	\$178,358	\$245,111	\$261,717	\$279,830	\$330,000
May	\$178,358	\$222,422	\$233,096	\$241,482	\$330,000
June	\$178,358	\$205,488	\$208,597	\$224,185	\$330,000
July	\$178,358	\$189,425	\$192,456	\$204,483	\$330,000
August	\$178,358	\$176,592	\$178,358	\$178,358	\$330,000

NOTE: Approved 2022-2023 Budget for General Fund Giving is \$330,000



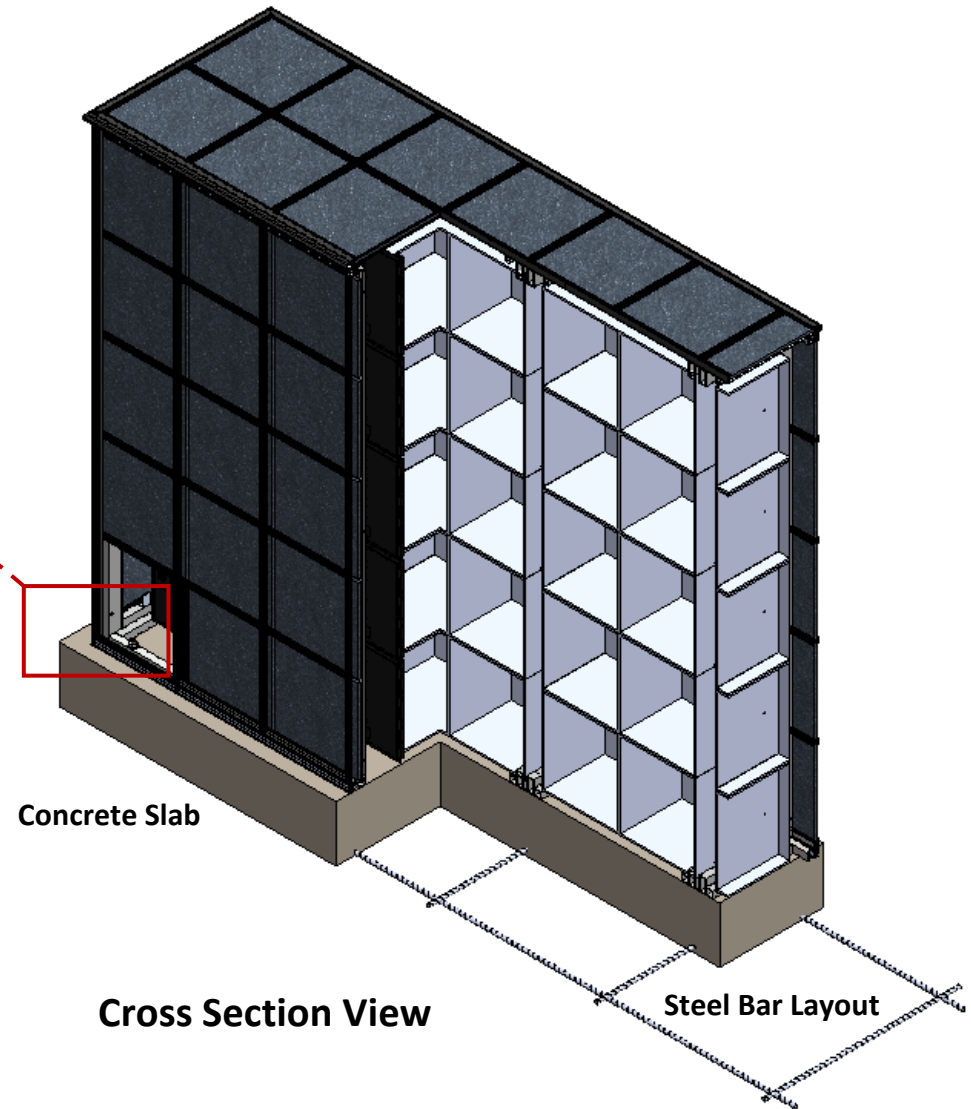
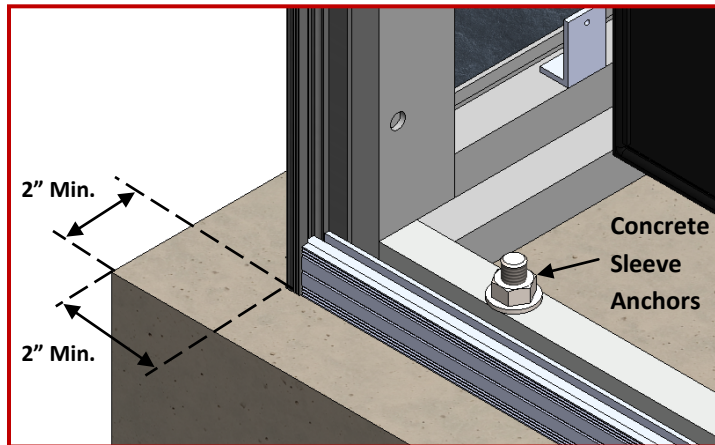
TIERED COVID SAFETY PROTOCOLS AT GRACE

(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.

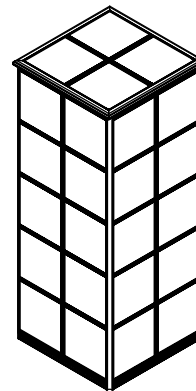
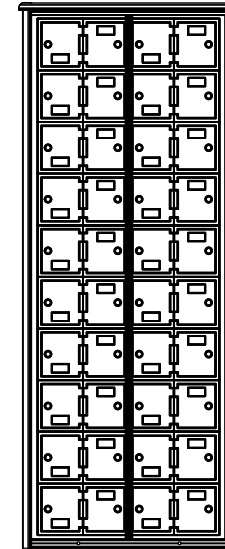
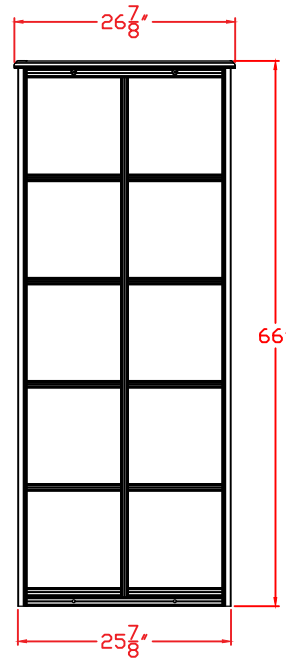
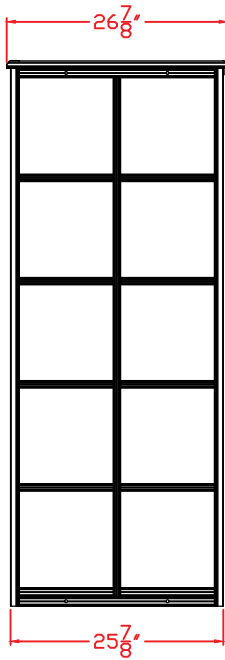
	<ul style="list-style-type: none"> ● Lay Worship Leaders: Lay Readers and Assisting Ministers will help lead the worship service with Pastor Steve and be encouraged to wear masks regardless of vaccination status. Worship leaders may remove masks for readings and prayers. 	
Online Worship	<ul style="list-style-type: 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.

Manufacturer's Recommendations – Concrete Slab Construction & Mounting



Notes:

1. Concrete slab thickness: typical 4" – 6" above ground. Please check with your local regulations and building codes as requirements may vary depending on location.
2. Reinforced steel bars are recommended with slab but not required. Please check with your local regulations and building codes for requirements and layout of steel bars. Consult with your local governance for proper permitting. Always use a qualified contractor for concrete framing, pouring, and finishing. Finishing shall be smooth with no brush.
3. Concrete slab shall overhang with a 2" minimum distance around perimeter of unit.
4. Mount columbarium unit to slab with 4" long minimum concrete sleeve anchors. Sleeve anchors are required at each corner of unit. Additional sleeve anchors can be used but not recommended. **J-bolts are not recommended, do not use!**



N1032470

Two Column, Single-Sided
 40 "B" Size Doors 5 1/2" x 6 1/4"

		Company Name: TBD			
		Contact: TBD	Quote: TBD	Rev: 0	
Postal Products Unlimited, Inc. 500 W. Oklahoma Ave. Milwaukee, WI 53207-2649 www.postalproducts.com (800) 229-4500		Job: TBD			
		Date: TBD	Scale: NTS	Drawn By: TBD	Checked By: FV

POSTAL PRODUCTS UNLIMITED, INC.™

500 W. Oklahoma Ave.
Milwaukee, WI 53207-2649
800-229-4500 Fax 800-570-0007
www.mailproducts.com


Quote Presentation

QUOTE NO: 6600695
DATE: February 10, 2023

To: **Grace Lutheran Church**
Pastor Steve Troisi
115 E. King Street
Boone NC 28607

Ship To: TBD

SALESPERSON	QUOTE #	DATE CALLED	PRESENTED	LEAD TIME	PROJECT NAME
Frank Vecchione	6600695	02/10/2023	02/10/2023	6-8 Weeks	

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
2	 <p>Model #N1032470 2 Column Single Sided with 40 of the B size Niches Use single-sided columbarium models to accent walkways in outdoor gardens or use them indoors against free wall space in foyers, narthexes, and chapels. Made of solid black granite tiles, this columbarium is both respectful and stylish and is perfect for your interment needs. The 2 Column Single-Sided Memorial Columbarium holds 10-60 large niches, depending on what you need. Columbarium is also designed for easy install to help reduce your total costs. Total unit measures: 26-3/4"W x 26-3/4"D x 66"H..</p>	\$3,550.00	\$7,100.00
SUBTOTAL			\$7,100.00
SALES TAX			\$479.25
(Based on current fuel service charges) SHIPPING ESTIMATE			\$775.00
(VALID FOR 30 DAYS) PROJECT PRICE			\$8,354.25

If you have any questions concerning this quote, please call Frank Vecchione 414-290-1023.

THANK YOU FOR YOUR BUSINESS!

Signed as ACCEPTED: _____ or REJECTED: _____ on: _____

Terms: 1/2 down (\$4,177.12) due within 30 days of Quote to Customer. Visa, MasterCard, American Express and check payments accepted. Balanced of (\$4,177.12) due upon production completion. Photos provided by manufacturer for verification.

Pastor Steve and Deacon Stacey Sabbatical Budget

Updated 11/18/2022

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	468.82
	Rental Car Gas	\$150	
	Total for Ireland	\$1,345	
6/14/2022-06/17/2023	London		
	Flight from Ireland to London	\$200	323.01
	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	
7/12/2023	Drive Home	\$150	
6/5/2023 -- 7/12/2023	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 (\$1,000 per month)	\$3,000
Supply Preaching (10 Sundays @ \$250 per Sunday)	\$2,500
Presiding (8 Sundays @ \$125 per Sunday)	\$1,000
Total Congregational Expenses	\$6,500

Strengthening the Financial Position of Grace Lutheran

Developed November 16, 2022, Updated December 16, 2022,

Updated January 13, 2023 Updated February 18, 2023

Updated March 18, 2023

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.** **The full \$10,000 was matched and the matching gift received!** **The combination of December and January giving was the highest in 5 years!**
- Send out "quarterly statements" with a note from the Treasurer around December 1st. **Statements were sent out via email and mail.** **Year-end Statements have been sent out.**

(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.** **All parking spots for the Spring have been reserved.** **So far, the increase in parkers has not presented a problem.** **No update.**

(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.** **We have two families, plus 3 more families that participated in the last new member class but haven't joined yet – a total of 12 people.** **We will receive 15 new members on Feb. 19th!** **We will plan to bring in another new member class on June 4th.**

(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. No update. No update. No update.
- 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. Pastor Steve and Wayne are working to schedule a meeting with the person at the Ag. Extension Office who works with Carbon Credits. Meeting has been scheduled. Wayne and Pastor Steve met with representatives of the USDA office in Wilkesboro.

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. Team will meet on Jan. 17th. Team has created a plan for a Stewardship Drive April 23-May 21. Team continues to meet and pull together details.
- (2). Rent the Councill House to college interns and relocate LSA to the Main building. No update. No update. No update. No update.
- (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. If new zoning is going to be required, should a large project be considered? No update. No update.
- (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). Students have been giving rental agreements to sign. No update. No update.
- (5). Adjust the Staffing Model. No update. No update. No update. No update.
- (6). Increase Student Parking Rate for 2023-2024. The Council has previously discussed raising the rate from \$700 to \$750 plus \$25 processing fee. This decision will

need to be made by April 2023 (or sooner) in order for the website to be updated. Fall 2023 parking reservations open July 1st. No update. No update.

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. No update. No update. No update. No update.

(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. No update. No update. No update. No update.

(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 the Deeds Department at AT&T to talk about this possibility. Pastor Steve sent another message. Pastor Steve sent another message. Pastor Steve received a reply from Deeds Department. They are activating a review of the property and if it is deemed that the property is not needed, then the contact information for the person in charge of negotiating the sale have been provided.

(4). Research adding solar panels to the main church roof to offset electricity costs. No update. No update. No update. No update.

(5). Consider the development of housing on the Council Property. Pastor Steve has been running financial models for a new Campus Ministry Center and Student Housing facility on Council Property. Pastor Steve has continued to run various different financial and building project ideas. No update. No update.

****DRAFT** NURSERY DIRECTOR JOB DESCRIPTION**

The Nursery director is the primary care provider to help children at Grace feel safe and secure while their parents are attending church worship services and/or other church functions.

Responsibilities:

- Schedule and supervise paid Nursery Attendants and volunteers to ensure at least two adults are present in the nursery at all times during worship service and/or other church functions, ensuring compliance with Safe Church policy and other best practices.
- Maintain the safety and cleanliness of the Nursery space and inform the Office Administrator and/or Facilities Manager of any needed supplies.
- Incorporate Christ-centered learning, through play and leading a Sunday School curriculum for preschool aged children.

Characteristics:

- Demonstrates a love of children and a level of care and understanding of the needs of young children.
- Exhibits a positive and supportive attitude.
- Ensures smooth communications and working relationships with others; including staff members, and the congregation.

Hours: Up to 4 hours per week.

The nursery is to be open 15 minutes prior to the start of each worship service and remain open up to 15 minutes following. Nursery Director, Attendant and/or Volunteers should arrive no later than 30 minutes prior to the start of each worship service to ensure that the nursery is prepared to receive children. Once all children have been picked up, the Nursery staff and volunteers should clean Nursery and take garbage to the outside garbage can.

The Nursery Director will spend approximately 2 hours per week creating a schedule of staffing and volunteers for each Sunday, maintaining nursery space, and communicating with parents.

Pay: \$20 per hour. A time sheet will need to be completed each week and submitted to the Senior Pastor.

Absences: In the case of illness, the Nursery Director should secure at least two paid and/or volunteer Nursery attendants. If two attendants can not be secured, this information should be communicated to the Senior Pastor, in a timely fashion. A monthly schedule of staff and volunteers should be displayed in the Nursery.

Reporting: The Nursery Director will report to the Senior Pastor. If unavailable, then they should communicate with the Office Administrator.

Qualifications: The Nursery Director must have prior experience working with children and have current CPR/First Aid Certified or be willing to be certified within two months. Applicants will be interviewed, must complete a background check and online training through Safe Gatherings.

**** DRAFT ** NURSERY CAREGIVER JOB DESCRIPTION**

The Nursery Caregiver is the primary care provider to help children at Grace feel safe and secure while their parents are attending church worship service and/or other church functions.

Responsibilities:

- Provide direct supervision and care of children in the nursery at all times during worship services and/or other church functions.
- Assist the Nursery Director in identifying volunteers for each service and a list of emergency volunteers.
- Comply with all aspects of the Safe Church Policies and Procedures with a special focus on maintaining the safety and cleanliness of the Nursery space each week. Inform the Nursery Director of any needed supplies.
- Incorporate Christ-centered learning, through play and leading a Sunday School curriculum for preschool aged children.

Characteristics:

- Demonstrates a love of children and a level of care and understanding of the needs of young children.
- Exhibits a positive and supportive attitude.
- Ensures smooth communications and working relationships with others; including staff members, and the congregation.

Hours: Approximately 2 hours per week.

The nursery is to be open 15 minutes prior to the start of each worship service and remain open up to 15 minutes following. Nursery Director, Attendant and/or Volunteers should arrive no later than 30 minutes prior to the start of each worship service (9:30am most Sundays) to ensure that the nursery is prepared to receive children. Once all children have been picked up, the Nursery staff and volunteers should clean the Nursery and take garbage to the outside garbage can (11:30am most Sundays). The Nursery Caregiver may be asked to staff special services such as Lent, Holy Week, Christmas Eve, and special events.

Pay: \$15 per hour. A time sheet will need to be filled out each week and submitted to the Nursery Director.

Absences: For a Sunday off for illness, the Nursery Caregiver needs to inform the Nursery Director, in a timely fashion, and assist in providing coverage. Should the Nursery Caregiver be out for any reason other than sickness, a two-week notice of time off should be submitted to the Nursery Director.

Reporting: The Nursery Caregiver will report to the Nursery Director. If unavailable, then they would report to the Senior Pastor.

Qualifications: The **Nursery Caregiver** must have prior experience working with children and have current CPR/First Aid Certified or be willing to be certified within two months. Applicants will be interviewed, must complete a background check and online training through Safe Gatherings.

ONE-TIME FACILITY USE APPLICATION
for GRACE LUTHERAN CHURCH, 115 East King Street, Boone, NC 28607

4/6/23

Name of Group: St. Elizabeth in Exile

Contact Person: Karen James

Address: 1684 Mattie Hill Rd
Vilas NC 28692

Phone: (Day) 828-963-0598 (Even)

Email: kj28692@hotmail.com *already on your calendar*

Date(s) of Use: 4/4/2023 - Holy Thursday 4:30 PM - Palm Sunday 4 PM, 4/9 - Easter Sunday

Meeting Time Announced: 4:30 PM 4 PM 1 PM

Actual Time of Use to include set-up and take-down: 8:30 - 6 AM ~~8 AM - 5:30~~ Norm - 8 AM

Space Needed: Fellowship Hall (FH) Lower Level Fellowship Hall (LLFH)
 Chapel (CH) Meditation Gardens (MG)
 Sanctuary (S) Upstairs Classroom (UC)
 Parlor (P) Other: _____

Anticipated Number in Group: 50-75

Age Group: Infant - 90

Purpose of Activity: Church Services (Catholic Masses). Although we would prefer 4:30 PM on Holy Thursday, we will accept 4 PM if that is your preference.

4:00 - 5:30

We, the undersigned, have read, understand and agree to follow the Property Use Guidelines for Grace Lutheran Church, Boone, NC. We agree to respect and protect the property of Grace and to leave the facility clean and 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.

Karen James Date March 19, 2023
Contact Person's Signature Date

Yj PLEASE PLACE YOUR INITIALS IN THIS BOX IF SUBMITTING REQUEST BY EMAIL.

ONE-TIME FACILITY USE APPLICATION
For GRACE LUTHERAN CHURCH 115 East King Street, Boone, NC 28607

Name of Group: Alpha Tau Omega ⊗ Please note that we
Contact Person: David Jones have told them them
Address: 130 Stonebrook Ct that IF approved they
Phone: (Day) 704-606-8801 (Eve) 704-606-8801 would need to pay for
Email: jerreda2@appaia.edu the water
Date(s) of Use: April 29th 2023 USA
Meeting Time Announced: 10 am - 4 pm ✓ Sabana
Actual Time of Use to include set-up and take-down: 11 am - 3 pm
Space Needed: Fellowship Hall (FH) Lower Level Fellowship Hall (LLFH)
 Chapel (CH) Meditation Gardens (MG)
 Sanctuary (S) Upstairs Classroom (UC)
 Parlor (P) Other: Parking lot
Anticipated Number in Group: 40
Age Group: 18-22
Purpose of Activity: Raise money for the ALS Foundation.

We, the undersigned, have read, understand and agree to follow the Property Use Guidelines for Grace Lutheran Church, Boone, NC. We agree to respect and protect the property of Grace and to leave the facility clean and in 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.

[Signature] March 9th 2023
Contact Person's Signature Date

DJ PLEASE PLACE YOUR INITIALS IN THIS BOX IF SUBMITTING REQUEST BY EMAIL.

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